

**MINUTES – REGULAR SELECTBOARD MEETING
TOWN OF BARNET, VERMONT
MONDAY, MAY 13, 2019**

Meeting convened at 7:00 p.m. in the conference room of the Barnet Town Clerk’s Office.

Board members present: Dylan Ford, Benjamin Gates (presiding co-chair), and Mark Jefferson.

Other Town officials and employees present: Planning Commission/Zoning Board member Benjamin Adams, Planning Commission/Zoning Board Chair William Biddle, Planning Commission/Zoning Board member Mark Bowen, Planning Commission/Zoning Board member Dakota Butterfield, Road Foreman Mark Chase, Building Committee Chair William Graves, Town Clerk Benjamin Heisholt, Fire & Rescue Department Chief Ronald Morse, and Zoning Administrative Officer Shirley Warden.

Members of the public present: Jonathan Carpenter, David Kristoff, Frank Jannarone, Kathleen Monroe, and Trent Roy.

1. Public Hearing for public review of and comment on the proposed amendment to the Barnet Town Plan pursuant to Title 24 VSA, Chapter 117

Mr. Gates read the notice of public hearing, then opened the meeting to public comment. The following is a summary of public comment made:

- Planning Commission/Zoning Board member Dakota Butterfield spoke regarding the purpose of the amendment, as stated in the notice, which is to pursue Village Center Designation for qualifying village cores, making tax credits available for fix-up of income-producing properties, and enhancing eligibility for grants to improve infrastructure and civic and governmental buildings. This designation program is a method the State uses to funnel State funds towards reinvigorating village centers. There are no “strings attached” to the designation itself; it is a door-opener for tax credits and grants which may themselves have “strings attached.”
- Planning Commission/Zoning Board Chair William Biddle spoke. He stated that there are currently 152 designated village centers in Vermont. A local example is Hardwick, where tax credits and grants associated with this designation have helped to transform the village center.

2. Consideration of adoption of proposed amendment to Barnet Town Plan

- Ms. Ford moved to approve the proposed amendment to the Barnet Town Plan. Seconded by Mr. Jefferson and approved by voice vote.

3. Consideration of approval of minutes of regular meeting held April 22, 2019

- Ms. Ford moved approve as presented the minutes of the regular meeting held April 22, 2019. Seconded by Mr. Jefferson and approved by voice vote.

4. Appearances by members of the public

- a. Mark Bowen regarding Building Committee and new building parcel inquiries.** Mr. Bowen appeared to inquire about a discussion had at the Building Committee meeting held April 29, 2019. Mr. Bowen indicated that the Building Committee had deferred to the Selectboard on the question of whether inquiries can be made into the availability of specific parcels as potential sites for municipal building construction. Mr. Bowen indicated that the

Building Committee had claimed they do not have the authority to shop for parcels on behalf of the Town. Discussion ensued, as summarized below.

- Mr. Gates indicated that he prefers to use actual costs from municipal building projects in other towns as a guide, and use this information to allow the Town to vote on the question of whether to accept the McIndoe Falls Academy; he would prefer not to seek a specific new building parcel until the Town has indicated a preference for construction of a new building.
- Several specific possible parcels for new construction were discussed, including the Fire & Rescue Station parcel.
- Discussion was had regarding the process for voting on the municipal building question, including the question of whether only one option must be considered at any single election, or if multiple options may be presented to the voters on a single election. The suggestion was made that the Board could seek a legal opinion on this question from the Town Attorney.

5. Appearance by Fire District #2 regarding Mill Hill water repairs

Fire District #2 Prudential Committee member Jonathan Carpenter appeared to discuss the water system repair on Mill Hill. He indicated that the Fire District's contractor, Alliance Consulting & Excavation LLC, has provided an estimate for the project at \$23,750. He stated that Fire District #2 requests a grant for this project from the Fire District Reserve Fund. Discussion ensued.

- Ms. Ford moved to grant Fire District #2 funding for the Mill Hill water repair project, from the Fire District Reserve Fund, in the amount not to exceed \$25,000. Seconded by Mr. Jefferson and approved by voice vote.

6. Appearance by Road Foreman Mark Chase regarding Highway Department matters

a. Consideration of class 4 road maintenance policy. Mr. Chase asked for the Board's guidance with regard to the type and amount of maintenance the Highway Department is instructed to perform on Class 4 roads. David Kristoff, a resident of the Class 4 portion of Tower Road, appeared and discussed culvert and other water crossing problems on Tower Road. Mr. Chase noted that a portion of the drainage on Tower Road was changed a number of years ago by a private party, and this has resulted in drainage problems downhill from this change. Mr. Chase indicated that it would be very costly to completely resolve all of the drainage problems on this road. Discussion was had about the number of residents dwelling on the Class 4 portion of Tower Road, and the process for upgrading from Class 3 to Class 4.

- The Board agreed to instruct Mr. Chase to install a new culvert at the water crossing near Mr. Kristoff's driveway on Tower Road.

b. Consideration of lease of wheeled excavator to assist in cleaning ditches and culvert maintenance. Mr. Chase spoke about the challenges of cleaning ditches and culverts filled with sand and leaves due to flooding events. He indicated that, even with the new backhoe in continual use, the Highway Department is having difficulty addressing these issues in a timely manner. He presented two quotes for lease of an excavator: a Volvo from Wood's CRW for \$6,000 per month, and a slightly larger John Deere from Nortrax for \$8,000 per month. Discussion ensued.

- Mr. Jefferson moved to approve the lease of an excavator for one month, with a preference for the Volvo from Wood's CRW if available. Seconded by Ms. Ford and approved by voice vote.

c. Consideration of bids for screening of winter sand. The Board reviewed two bids for screening of winter sand, per the specifications provided by Mr. Chase: Chief Crushing &

Excavation, Inc.: \$2.00 per cubic yard; Mathews Excavating: \$2.05 per cubic yard.

Discussion ensued.

- Ms. Ford moved to accept the bid of Chief Crushing & Excavation, Inc. for 2019 screening of winter sand. Seconded by Mr. Jefferson and approved by voice vote.
- d. Consideration of bids for gravel crushing.** The Board reviewed one bid for gravel crushing, per the specifications provided by Mr. Chase: Chief Crushing & Excavation, Inc.: \$5.48 per cubic yard. Discussion ensued.
 - Ms. Ford moved to accept the bid of Chief Crushing & Excavation, Inc. for 2019 gravel crushing. Seconded by Mr. Jefferson and approved by voice vote.
- e. Consideration of hiring of Highway Department administrative assistant.** The Board discussed the increasing administrative workload of the Road Foreman, and the possibility of adding a part-time position to split time between Highway Department administration and the Town Clerk's Office. The 2019 budget for the Assistant Town Clerk position includes funding intended for this use.
- f. Correspondence from Vermont Agency of Transportation with fully executed annual financial plan.** The Board reviewed the fully executed annual financial plan, as signed by the Board at a previous meeting.
- g. Other business.** No other Highway Department business was discussed.

7. Appearance by Fire & Rescue Chief Ronald Morse regarding letter of agreement between Division of Fire Safety-Vermont Hazardous Materials Response Team (VHMRT) and the Barnet Fire & Rescue Department

The Board reviewed the proposed letter of agreement. Mr. Morse appeared to discuss this proposed agreement, which is in response to the Board's verbal agreement to allow the requested garaging of a pick-up truck response vehicle at their September 10, 2018 meeting. Mr. Morse explained how circumstances developed such that the Town's garaging of the vehicle did not occur in the past winter, but is requested at this time. Mr. Morse indicated that the Fire & Rescue Department is agreeable the proposed arrangement. Discussion ensued.

- The Board agreed to allow the garaging of a pick-up truck response vehicle, per the proposed agreement.

8. Consideration of contract with Cynthia Stuart for municipal planning grant project

The Board reviewed the proposed contract. Ms. Ford indicated that Alison Low of Northeastern Vermont Development Association had reviewed the contract and indicated that it is suitable for the grant project. Ms. Stuart and Ms. Low indicated that the time constraints included in the contract (term of work completed by May 31, 2020) can be extended if necessary. Discussion ensued.

- Mr. Jefferson moved to sign the proposed contract. Seconded by Ms. Ford and approved by voice vote. Ms. Ford signed the contract as the authorized signer of the Town.

9. Correspondence from Laurajeau Stewart regarding resignation from Building Committee

The Board read an email from Ms. Stewart dated April 24, 2019, indicating her resignation from the Building Committee, effective immediately.

- Ms. Ford moved to accept the resignation from the Building Committee of Laurajeau Stewart. Seconded by Mr. Jefferson and approved by voice vote.

10. Correspondence from Norman Stevenson regarding resignation from Building Committee

The Board read an email from Mr. Stevenson dated May 7, 2019, indicating his resignation from the Building Committee, effective immediately.

- Ms. Ford moved to accept the resignation from the Building Committee of Norman Stevenson. Seconded by Mr. Jefferson and approved by voice vote.

11. Consideration of process and policy for grant applications and funding from Fire District Reserve Fund

The Board discussed how to develop a process and policy for grant applications and funding from the Fire District Reserve Fund.

- The Board agreed to develop a one-page application form to collect information regarding requests for funding to be used document the request and to evaluate its merits. The information to be collected would include the exact dollar amount requested, an explanation/justification of need, and description of Town in-kind materials and services requested.
- The Board agreed to require 50% matching funds provided by the requesting Fire District for each proposed grant project.
- The Board agreed to require submission of invoices and proof of payment of invoices after the grant is issued.

12. Consideration of bids for purchase of fuel oil, diesel fuel, and propane for the 2019-2020 season

The Board reviewed bids submitted by Bourne’s Energy, Dead River Company, Fred’s Energy, Irving Energy, and Thomson Fuels. Discussion ensued.

- Ms. Ford moved to accept the bid of Dead River Company purchasing heating fuel oil (#2) at the fixed price of \$2.5606 per gallon, propane at the fixed price of \$1.6536, and diesel fuel at the fixed rate of \$2.5957. Seconded by Mr. Jefferson and approved by voice vote.

13. Consideration of maintenance of Barnet School property and proposed indemnification and hold harmless agreement

Ms. Ford discussed her meeting with the Caledonia Cooperative School District Board of Directors on the same evening as this meeting. She indicated that the School District has not determined how they will proceed with maintenance of the school circle and parking lots in fiscal year 2020. She indicated that the School District is in receipt of the report of the Town’s estimated costs for the 2018-2019 season, and that the indemnification and hold harmless agreement and the insurance question were also discussed. Discussion ensued.

- The Board agreed to take no action with regard to this matter during the School District’s fiscal year 2019, and to await the School District’s decision with regard to how they will proceed with school property maintenance in fiscal year 2020.

14. Correspondence from Northeast Kingdom Waste Management District regarding first quarter 2019 solid waste and recycling reporting

The Board reviewed the first quarter 2019 report for the Barnet Transfer Station, which includes 35.09 tons of municipal solid waste, and 20.32 tons of bulky waste.

15. Consideration of applications for Uniform Municipal Excess Weight Permits

The Board reviewed and approved the fleet application of N.A. Manosh, Inc., and the single vehicle applications of Stan Robinson Wood Procurement LLC and Nathan Foster.

16. Other business

No other business was discussed.

17. Outstanding check warrants

The Board signed all outstanding check warrants.

18. Adjournment

Mr. Jefferson moved to adjourn the meeting. Seconded by Ms. Ford and approved by voice vote.
Meeting adjourned at 10:05 p.m.

A true copy.

Attest: _____ *Town Clerk*