

# MINUTES - REGULAR SELECTBOARD MEETING

## TOWN OF BARNET, VERMONT

MONDAY, MAY 22, 2023

Meeting convened at 7:00 p.m. in-person at Barnet Fire & Rescue Station (151 Bimson Drive) and via GoToMeeting telephone/online conference. This meeting was recorded via GoToMeeting.

**Board members participating in-person:** Dylan Ford, Benjamin Gates (presiding co-chair), and Mark Jefferson.

**Other Town officials and employees participating in-person:** Road Foreman Mark Chase, Planning Commission/Zoning Board member Bruce Denio, Town Clerk Benjamin Heisholt, Transfer Station/Recycling Center Supervisor Bruce Marston, and Zoning Administrative Officer Shirley Warden.

**Other Town officials and employees participating via GoToMeeting:** None.

**Members of the public participating in-person:** David Warden.

**Members of the public participating via GoToMeeting:** None.

### 1. Consideration of approval of minutes of regular meeting held May 8, 2023

- Ms. Ford moved to approve as presented the minutes of the regular meeting held May 8, 2023. Seconded by Mr. Jefferson and approved by voice vote.

### 2. Consideration of approval of minutes of special meeting held May 15, 2023

- Ms. Ford moved to approve as presented the minutes of the special meeting held May 15, 2023. Seconded by Mr. Jefferson and approved by voice vote.

### 3. Other business presented by members of the public

There was no other business presented by members of the public.

### 4. Appearance by Road Foreman Mark Chase regarding Highway Department matters; take any action

#### a. Consideration of, and take any action on, application of Calvin and Alison Willard for underground power lines on Chamberlin Road

Mr. Chase discussed a request for installation of underground power lines for a house at 805 Chamberlin Road. The installation would be located on the Class 4 portion of the road. Mr. Chase reported that he had inspected the site and found that underground installation appears to be the only option. He indicated that Green Mountain Power's specifications require the installation to be not less than three (3) feet below the bottom of the ditch or, where this is impossible, concrete is installed above the lines.

- Ms. Ford moved to approve the installation of underground power lines on Chamberlin Road as per the request of Mr. and Ms. Willard. Seconded by Mr. Jefferson and approved by voice vote.

#### b. Consideration of, and take any action on, acquisition of tablet computer and cellular service for Highway Department

Mr. Chase indicated that there was no new information to consider or on which to take action regarding this matter.

**c. Consideration of, and take any action on, replacement of pick-up truck**

The Board reviewed and discussed verbal quotes for pick-up trucks as received by Mr. Chase, as summarized below:

Pick-up Trucks:

Wells River Chevrolet:

- Cannot order or price new models
- Does not have any available gasoline or diesel models

St. Johnsbury Dodge:

- Cannot price or order (all ordering slots filled until further notice)
- On lot: 2022 Model 2500 (gasoline with stainless v-plow): \$51,902 (total after trade)
- On order: 2023 (gasoline, no plow): \$41,777 (total after trade)

St. Johnsbury GMC

- On lot: 2024 Model 3500 SLE (diesel, no plow): \$48,000 (total after trade if trade-in does not exceed 150,000 miles) (SOLD, but can be ordered)
- For order (three to four months): 2024 Model 25000 WT (diesel, no plow): \$47,520 (approximate total after trade)
- For order (three to four months): 2024 Model 2500 WT (gasoline, no plow): \$37,980 (approximate total after trade)

Twin State Ford

- For order (two to six months): 2023 Model F350 STX WT (diesel, no plow): \$50,152 (approximate total after trade)
- For order (two to six months): 2023 Model F350 FX4 WT (diesel, no plow): \$46,052 (approximate total after trade)
- For order (two to six months): 2023 Model F350 STX WT (gasoline, no plow): \$42,468 (approximate total after trade)

Plows:

PTO Repair (Fisher Plows):

- 8.6 straight: \$6,765
- 8.6 steel V: \$7,782
- 8.6 stainless V: \$8,525

St. Johnsbury GMC (Fisher Plows):

- 8.5 straight: \$8,450
- 8.5 V: \$10,210

- Ms. Ford moved to authorize Road Foreman Mark Chase to expend not more than \$48,000 (after trade-in of current pick-up truck) for the purchase of a new pick-up truck for the Highway Department and to expend not more than \$7,800 for the purchase of a new plow for the new pick-up truck. Seconded by Mr. Gates and approved by voice vote.

**d. Consideration of, and take any action on, applications for Uniform Municipal Excess Weight Permits**

There were no new applications to consider or on which to take action.

**e. Other business**

**i. Mine Safety and Health Administration (MSHA) training**

Mr. Chase reported that Highway Department employees have completed their required annual MSHA training.

**5. Consideration of, and take any action on, replacement of fencing at Barnet Public Library**

Librarian Ms. Ford indicated that the fencing along the top of a steep bank behind the library building is in poor condition and has fallen down. She suggested that it should be replaced to prevent injury caused by persons falling down the bank.

- The Board agreed that Ms. Ford will seek a quote for replacement of the fencing from Doolan Fence of Barnet.

**6. Consideration of, and take any action on, correspondence from Vermont Department of Taxes regarding approved Grand List extension**

The Board reviewed and discussed an email and attached letter and application copy regarding the Board of Listers' approved application for an extension of 30 days to complete work relating to the duties of listers as mentioned in 32 V.S.A. § 4341.

**7. Consideration of, and take any action on, approval of Harvey's Lake Beach expenditures**

Discussion was had regarding the use of Municipal Building Fund money for Beach infrastructure maintenance. The Board reviewed an invoice from F.W. Webb Company in the amount of \$670.50 for the purchase of two toilets, an email from Beach Committee Chair Christen Emerson requesting approval of payment for installation of the toilets, and minutes and a "necessary upcoming repairs" list related to the Selectboard meeting held October 25, 2021. Town Clerk Mr. Heisholt indicated that the Beach Committee is also seeking \$100 for the replacement of a sink.

- Mr. Jefferson moved to approve expenditures from the Municipal Building Fund for the purchase and installation of two toilets and a sink at Harvey's Lake Beach. Seconded by Ms. Ford and approved by voice vote.

**8. Other business presented by other town officers**

No other business was presented by other town officers.

**9. Consideration of, and take any action on, next steps in Town Hall project**

**a. Progress report**

Mr. Gates reported on progress in the Town Hall project since the most recent Board meeting. The information discussed included the content of his meeting with Black River Design and William Graves the day of this meeting. A summary of the progress report is as follows:

- Estes & Gallup was not at today's meeting. No new information about HVAC systems was available.
- \$70,000 in funding from Preservation Trust of Vermont was approved.
- Commencement of interior demolition is planned for circa July 2023.
- Estes & Gallup is planning a meeting with Messier House Moving & Construction to discuss scheduling.
- The floor plan needs to be reviewed and commented on as soon as possible.
- Parking in front of the building is under consideration. This may be possible if the building can be moved back some distance.
- There will be steps in the front of the building and ADA-compliant access on the parking lot (west) side.
- Parking lot lighting will come from two poles on the west side of the lot, directing light eastward, away from residential properties.

- The walk to the building will be asphalt, with no handrails.
- There will be no bulkhead entrance to the lower level.
- Two service doors are under consideration: one to the basement and another above the vault.
- A three-phase electrical system will be installed.
- The civil engineer is working on septic planning and permitting.
- A dry well for stormwater is under consideration.
- A gutter system for the roofline is under consideration.
- Paint for the building is planned to be the same as current. Repair or replacement of some siding is under consideration.
- The type of access (built-in, glass, etc.) at the public-access counter is under consideration; comment on this is requested.
- An electric door locking system is under consideration.
- The layout of the lower level is not finalized.
- The upper-level offices will have gypsum board walls.
- The lower-level vault will have a two-hour fire door.

Discussion was had at this meeting, as summarized below:

- Resident David Warden suggested the Board change the configuration of the door between the office and the lobby so that it opens out into the lobby, rather than into the office.
- Mr. Warden asked about the height of the lower-level vault as compared to with the upper-level vault; it appears the former is one foot lower than the latter.
- Zoning Administrative Officer Shirley Warden presented her findings from investigating zoning permit application requirements, including a consultation with Vermont League of Cities & Towns. She suggested the Board contact its attorney to seek an opinion regarding the application.

**b. Consideration of, and take any action on, the composition, definition, and function of “Building Working Group”**

The Board noted that a “Building Working Group” has been referenced occasionally in meeting minutes in connection with the Board’s designation, on May 8, 2023, of Mr. Gates as the point person for the Board to meet with contractors, Clerk of the Works, and town advisors to make urgent and less significant decisions between Board meetings. In minutes of other meetings, a Working Group including Mr. Gates, Clerk of the Works Jeremy Roberts, and resident William Graves has been referred to.

- The Board agreed that it is not creating a committee/sub-committee and that the duties assigned in these contexts are for Mr. Gates and Clerk of the Works Mr. Roberts as an office designee. The Board agreed that it approves Mr. Graves’s attendance to better inform the Board.

**c. Other business**

No other business was discussed.

**10. Consideration of, and take any action on, planning for Memorial Day services**

The Board discussed planning for the Memorial Day observances to be held Sunday, May 28, 2023 at the monuments in Passumpsic and Barnet Village.

**11. Consideration of, and take any action on, availability of remote access to meetings**

The Board noted that some recent meetings of the Board have been unavailable for remote public access. They noted that the remote availability of these meetings has been hosted by Black River

Design through Microsoft Teams. The Board does not anticipate any future meetings using this format but would anticipate that any meetings of this format will be unavailable for public remote access. All other Board meetings will continue to be available for remote public remote access through GoToMeeting.

**12. Consideration of approval of outstanding check warrants**

- The Board reviewed and approved all outstanding check warrants.

**13. Other business presented by Selectboard**

**a. Daughters of the American Revolution monument maintenance**

Ms. Ford reported that the Daughters of the American Revolution (DAR) has offered to assist the Town with maintenance of monuments in Town cemeteries, etc. The DAR can provide cleaning and repair services and teach community members the required skills for continued maintenance.

**b. Dam Committee**

Ms. Ford reported that the Dam Committee has a June 5, 2023 meeting with State regulators regarding the Committee's plans for dam improvements.

**c. Constable radio**

Mr. Jefferson reported that Constable David Stevenson's communications radio is no longer functioning; he requests a new radio.

- The Board agreed to request that Mr. Stevenson contact the Caledonia County Sheriff's Department to inquire about the availability of radios.

**14. Consideration of, and take any action on, evaluation of appointed public officers/employees**

- Ms. Ford moved to enter executive session to discuss evaluation of appointed officers/employees pursuant to 1 V.S.A. § 313(a) (3 & 4). Seconded by Mr. Jefferson and approved by voice vote. Entered executive session at 9:06 p.m. Those present in executive session: Ms. Ford, Mr. Gates, Mr. Jefferson, Town Clerk Benjamin Heisholt, and Transfer Station/Recycling Center Supervisor Bruce Marston.
- Ms. Ford moved to exit executive session. Seconded by Mr. Jefferson and approved by voice vote. Exited executive session at 9:25 p.m.
- No action taken

**15. Adjournment**

- Mr. Gates moved to adjourn the meeting. Seconded by Mr. Jefferson and approved by voice vote. Meeting adjourned at 9:26 p.m.

*A true copy. Attest: \_\_\_\_\_ Town Clerk*