

District 4, 7
Certcode 1202-0

**CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2019**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2019 to:
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of **BARRE TOWN** in **WASHINGTON** County
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,
added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000			0.00	0.000
Class 2	21.560			21.560	0.000
Class 3	73.72	0.04		73.760	0.000
State Highway	11.593			11.593	0.000
Total	106.873			106.913	0.000
* Class 1 Lane	0.000				
* Class 4	4.64			4.64	0.000
* Legal Trail	1.84			1.84	

* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

Notes by S. Montan
2019-3-8

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

Carpenter Lane - 220' x 22 plus turn out

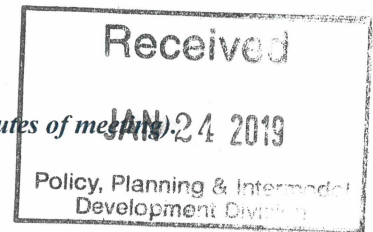
CL 3 TH-230
0.04 mi

1. **NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".

Minutes, highway map showing new road, discription of road, Certificate of Opening, Deed and Survey of Ref.

2. **DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).

3. **RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).



4. **SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. []

PART III - SIGNATURES - PLEASE SIGN.

Selectmen/ Aldermen/ Trustees Signatures:

Norm McElroy *Bob Nelson*
Paul White
Paul White

T/C/V Clerk Signature:

Ronald Kelly

Date Filed:

1-15-2019

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED:

Representative, Agency of Transportation

DATE:

4/18/2019

Vermont Statutes Annotated

19 V.S.A. § 305. Measurement and inspection

§ 305. Measurement and inspection

(a) After reasonable notice to the selectboard, a representative of the agency may measure and inspect the class 1, 2, and 3 town highways in each town to verify the accuracy of the records on file with the agency. Upon request, the selectboard or their designee shall be permitted to accompany the representative of the agency during the measurement and inspection. The agency shall notify the town when any highway, or portion of a highway, does not meet the standards for its assigned class. If the town fails, within one year, to restore the highway or portion of the highway to the accepted standard, or to reclassify, or to discontinue, or develop an acceptable schedule for restoring to the accepted standards, the agency for purposes of apportionment under section 306 of this title shall deduct the affected mileage from that assigned to the town for the particular class of the road in question.

(b) Annually, on or before February 10, the selectboard shall file with the town clerk a sworn statement of the description and measurements of all class 1, 2, 3, and 4 town highways and trails then in existence, including any special designation such as a throughway or scenic highway. When class 1, 2, 3, or 4 town highways, trails, or unidentified corridors are accepted, discontinued, or reclassified, a copy of the proceedings shall be filed in the town clerk's office and a copy shall be forwarded to the agency.

(c) All class 1, 2, 3, and 4 town highways and trails shall appear on the town highway maps by July 1, 2015.

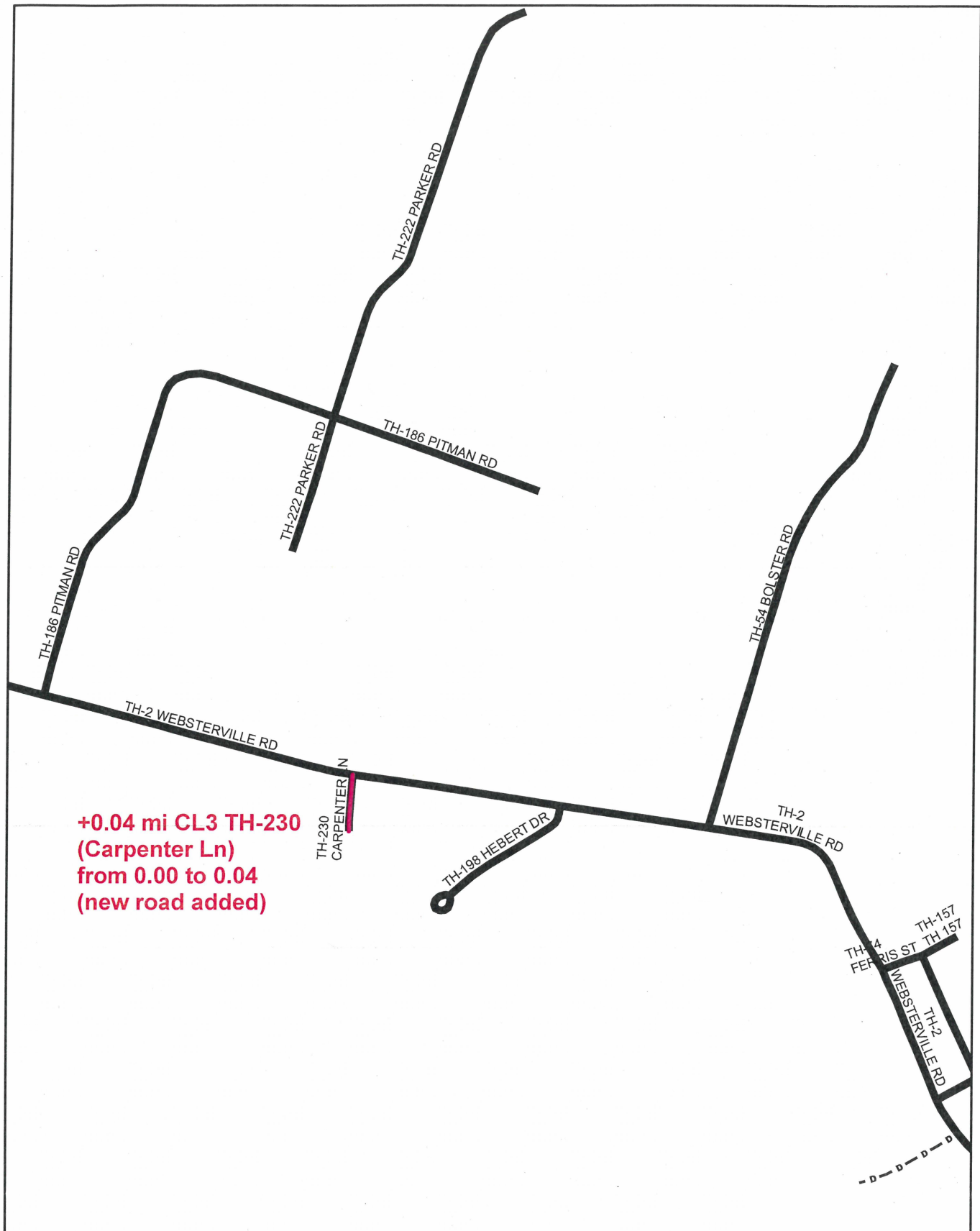
(d) At least 45 days prior to first including a town highway or trail that is not clearly observable by physical evidence of its use as a highway or trail and that is legally established prior to February 10, 2006 in the sworn statement required under subsection (b) of this section, the legislative body of the municipality shall provide written notice and an opportunity to be heard at a duly warned meeting of the legislative body to persons owning lands through which a highway or trail passes or abuts.

(e) The agency shall not accept any change in mileage until the records required to be filed in the town clerk's office by this section are received by the agency. A request by a municipality to the agency for a change in mileage shall include a description of the affected highway or trail, a copy of any surveys of the affected highway or trail, minutes of meetings at which the legislative body took action with respect to the changes, and a current town highway map with the requested deletions and additions sketched on it. A survey shall not be required for class 4 town highways that are legally established prior to February 10, 2006. All records filed with the agency are subject to verification in accordance with subsection (a) of this section.

(f) The selectboard of any town who are aggrieved by a finding of the agency concerning the measurement, description, or classification of a town highway may appeal to the transportation board by filing a notice of appeal with the executive secretary of the transportation board.

(g) The agency shall provide each town with a map of all of the highways in that town together with the mileage of each class 1, 2, 3, and 4 highway, as well as each trail, and such other information as the agency deems appropriate.

Excerpt of 19 V.S.A. § 305 - *Measurement and inspection* from Vermont Statutes Online located at – <https://legislature.vermont.gov/statutes/section/19/003/00305>



**Mileage Certificate Change 2019
BARRE TOWN**

(CTUA: 1202-0)

Mapping Section
Division of Policy, Planning and Intermodal Development
Vermont Agency of Transportation - March 2019





TOWN OF BARRE, VERMONT

DEPARTMENT OF ENGINEERING

149 Websterville Road

P.O. Box 116

Websterville, VT 05678-0116

Tel. Barre 479-2595

To: Kerry Alley, Mileage Certificate Specialist

From: Harry H. Hinrichsen, Town Engineer

Re: Road Surface Condition Update

Date: January 22, 2019

Please note the following details as I marked up the Road Certification Map for 2019 with the most recent information for road addition on Carpenter Lane in the Town of Barre. Enclosed is the Town Highway Checklist with several pieces of information relative to the acceptance and opening of Carpenter Lane. We are also including the Certificate of Completion and Opening filed in the Town Land Records on January 9, 2019.

I have also highlighted the road that was part of the recent Select Board action following the Public Hearing to add the road mileage. (see the attached signed Certificate of Highway mileage form dated 1-15-2019 and the attached Draft meeting minutes.

If you have any questions, please give me a call.

Thanks for your assistance on this project.

Town Highway/Legal Trails Addition/Reclassification/Discontinuance Checklist

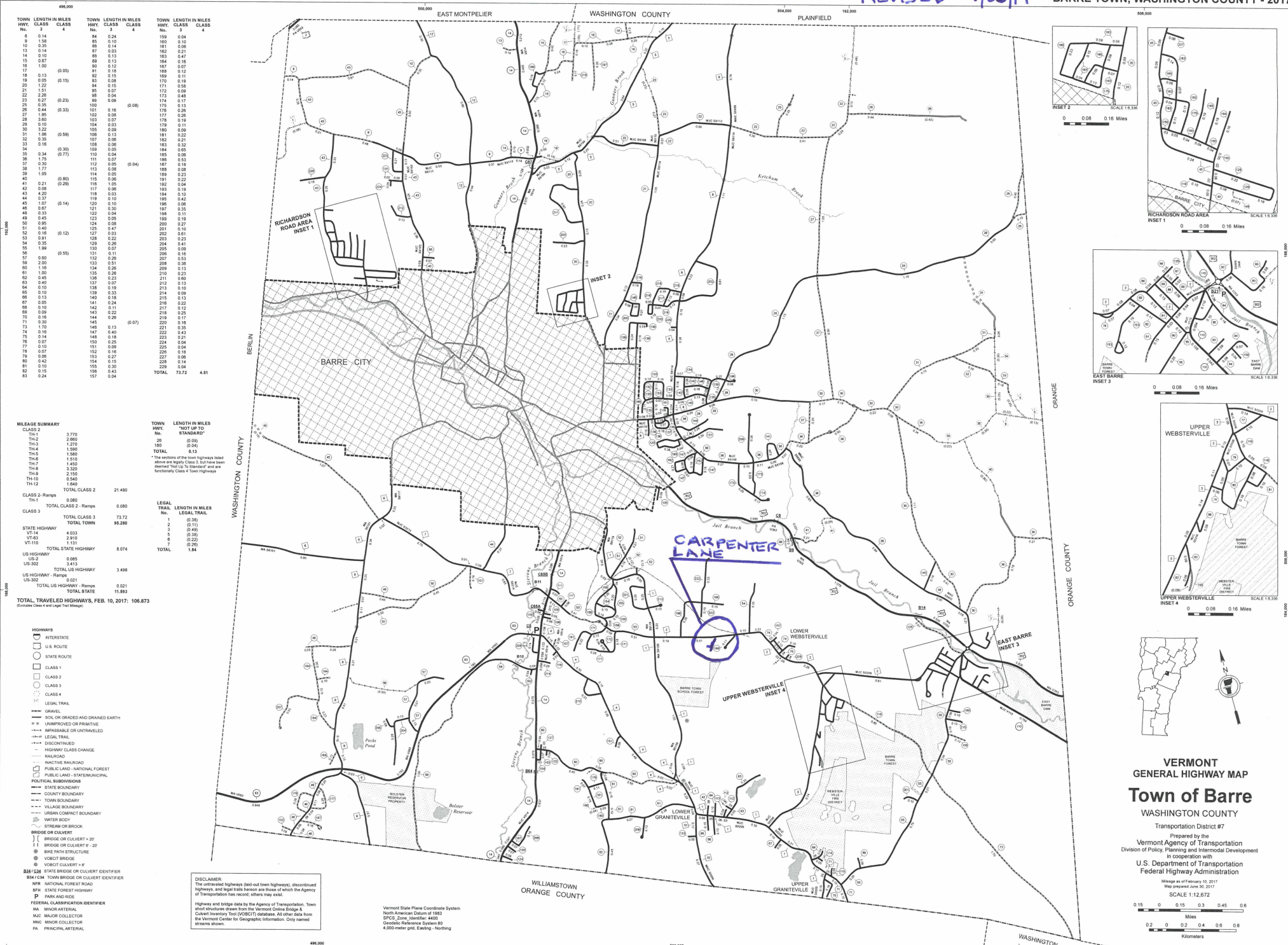
The following includes a checklist of the documentation to be supplied to the Vermont Agency of Transportation (VTrans) when adding / reclassifying / discontinuing highways and trails. The documentation is subject to verification by VTrans.

Check the box if the information is included as part of the documentation submitted.

- A description of the affected highway or trail
Vt. Stat. Ann. tit. 19, § 305(e)
 - A current town highway map with the requested deletions and additions sketched on it
Vt. Stat. Ann. tit. 19, § 305(e)
 - Minutes of meetings at which the legislative body took action with respect to the changes
(include copies of the meeting minutes) Vt. Stat. Ann. tit. 19, § 305(e)
 - Evidence of written notice to adjoining landowners
(include a copy of the newspaper notice and a copy of the letter sent to adjoining landowners)
Vt. Stat. Ann. tit. 19, § 709
 - A copy of any surveys of the affected highway or trail
Vt. Stat. Ann. tit. 19, § 305(e) Vt. Stat. Ann. tit. 19, § 704
-
- For Class 3 or Class 4 town highway additions
A Certificate of Completion and Opening
While not required by statute, a Certificate of Completion and Opening form is a helpful document for the record.

All records filed with the agency are subject to verification in accordance with 19 V.S.A. § 305 (a) and 19 V.S.A. § 305 (e).

Vermont Agency of Transportation
Division of Policy, Planning and Intermodal Development, Mapping Section
1 National Life Drive, Montpelier, VT 05633-5001



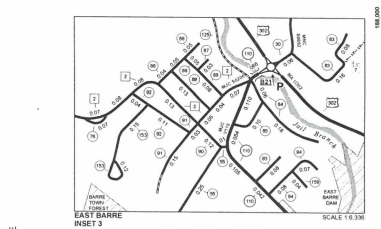
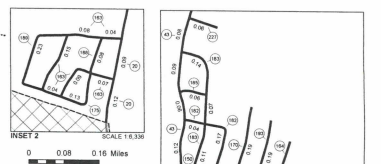
TOWN HWY. No.	CLASS	LENGTH IN MILES	TOWN HWY. No.	CLASS	LENGTH IN MILES
8	0.14	84	0.24	159	0.04
9	0.35	85	0.10	160	0.22
10	0.14	86	0.14	161	0.30
11	0.14	87	0.23	162	0.32
14	0.10	88	0.13	163	0.47
15	0.87	89	0.07	164	0.13
16	1.00	90	0.12	167	0.07
17		91	0.18	168	0.12
18	0.13	92	0.15	169	0.11
19	0.05	93	0.08	170	0.16
20	1.22	94	0.15	171	0.58
21	1.51	95	0.07	172	0.32
22	2.25	96	0.04	173	0.48
23	0.27	99	0.09	174	0.13
25	0.35	100	0.16	175	0.13
26	0.44	101	0.26	176	0.18
27	1.85	102	0.09	177	0.26
28	3.62	103	0.07	178	0.11
29	0.10	104	0.03	179	0.11
30	1.22	105	0.09	180	0.09
31	1.06	106	0.13	181	0.22
32	0.35	107	0.06	182	0.21
34	0.16	108	0.06	183	0.32
35		109	0.05	184	0.23
38	1.35	110	0.04	185	0.06
39	1.27	111	0.07	186	0.13
40	1.05	112	0.08	187	0.18
41		113	0.09	188	0.18
42	0.21	115	0.09	189	0.23
43	0.29	116	0.10	190	0.22
44	0.08	117	0.08	193	0.19
45	1.07	118	0.10	194	0.13
46	0.67	119	0.10	195	0.42
47		120	0.10	196	0.36
48	0.45	121	0.30	197	0.35
49	0.45	122	0.05	199	0.19
50	0.95	123	0.04	200	0.27
51	0.40	125	0.47	201	0.10
52	0.16	127	0.53	202	0.41
53	0.91	128	0.22	203	0.23
54	0.35	129	0.26	204	0.41
55	1.99	130	0.07	205	0.09
56		131	0.11	206	0.41
57	0.60	132	0.29	207	0.53
58	2.02	133	0.11	208	0.36
60	1.16	134	0.26	209	0.13
61	1.00	135	0.26	210	0.23
62	0.45	136	0.23	211	0.60
63	0.42	137	0.07	212	0.13
64	0.10	138	0.19	213	0.10
65	0.10	139	0.33	214	0.06
66	0.13	140	0.18	215	0.13
67	0.05	141	0.24	216	0.22
68	0.10	142	0.11	217	0.12
69	0.39	143	0.22	218	0.25
71	0.30	144	0.26	219	0.17
72	0.18	145	0.18	220	0.16
74	0.16	146	0.13	221	0.35
75	0.07	147	0.40	222	0.43
76	0.07	150	0.25	223	0.21
77	0.16	151	0.04	224	0.38
78	0.07	152	0.19	225	0.06
79	0.16	153	0.27	226	0.18
80	0.42	154	0.15	228	0.14
81	0.10	155	0.30	229	0.36
82	0.15	156	0.43	230	0.06
83	0.24	157	0.04	231	0.06
		TOTAL	73.72	4.51	

CLASS	LENGTH IN MILES	TOTAL CLASS	LEG. TRAIL	LEGAL TRAIL
CLASS 2	3.770	21.480	1	0.30
TH-1	0.080	0.080	2	0.11
TH-2	2.960	0.080	3	0.38
TH-3	1.270	0.080	4	0.23
TH-4	1.580	0.080	5	0.38
TH-5	1.580	0.080	6	0.23
TH-6	1.450	0.080	7	0.20
TH-7	3.230	0.080	8	0.20
TH-8	2.130	0.080	9	0.20
TH-9	0.340	0.080	10	0.20
TH-10	1.940	0.080	11	0.20
TH-11	1.940	0.080	12	0.20
TH-12	1.940	0.080	13	0.20
		TOTAL CLASS 2	0.080	1.84
CLASS 3	73.72	73.72	14	0.30
STATE HIGHWAY	4.013	4.013	15	0.30
VT-63	2.910	2.910	16	0.30
VT-110	1.131	1.131	17	0.20
		TOTAL STATE HIGHWAY	8.074	1.84
US HIGHWAY	0.085	0.085	18	0.30
US-2	3.413	3.413	19	0.30
US-302	3.413	3.413	20	0.30
		TOTAL US HIGHWAY	3.498	1.84
US HIGHWAY - Ramps	0.021	0.021	21	0.30
US-302	0.021	0.021	22	0.30
		TOTAL US HIGHWAY - Ramps	0.021	1.84
		TOTAL STATE	11.893	1.84
		TOTAL TRAVELED HIGHWAYS, FEB. 10, 2017: 106.873		
		<i>(Excludes Class 4 and Legal Trail Mileage)</i>		

- ROADS**
- INTERSTATE
 - U.S. ROUTE
 - STATE ROUTE
 - CLASS 1
 - CLASS 2
 - CLASS 3
 - CLASS 4
- LEGAL TRAIL**
- GRAVEL
 - SOIL OR GRADED AND DRAINED EARTH
 - UNIMPROVED OR PRIMITIVE
 - IMPASSABLE OR UNTRAVELED
 - LEGAL TRAIL
 - DISCONTINUED
 - HIGHWAY CLASS CHANGE
 - RAILROAD
 - INACTIVE RAILROAD
 - PUBLIC LAND - NATIONAL FOREST
 - PUBLIC LAND - STATE/MUNICIPAL
- POLITICAL BOUNDARIES**
- STATE BOUNDARY
 - COUNTY BOUNDARY
 - TOWN BOUNDARY
 - VILLAGE BOUNDARY
 - URBAN CONJECT BOUNDARY
 - WATER BODY
 - STREAM OR BROOK
 - BRIDGE OR CULVERT
 - BRIDGE OR CULVERT > 20'
 - BRIDGE OR CULVERT 6' - 20'
 - BIKE PATH STRUCTURE
 - VIADUCT BRIDGE
 - VIADUCT CULVERT > 6'
 - BIKE/STAIR STATE BRIDGE OR CULVERT IDENTIFIER
 - STATE TOWN BRIDGE OR CULVERT IDENTIFIER
 - NFR NATIONAL FOREST ROAD
 - BFH STATE FOREST HIGHWAY
 - FRK PARK AND RECREATION
- FEDERAL CLASSIFICATION IDENTIFIER**
- MA MINOR ARTERIAL
 - MC MAJOR COLLECTOR
 - MIC MINOR COLLECTOR
 - PA PRINCIPAL ARTERIAL

DISCLAIMER:
The untraveled highways (dashed town highways), discontinued highways, and legal trails shown are those of which the Agency of Transportation has record; others may exist.
Highway and bridge data by the Agency of Transportation. Town and village boundaries from the Vermont Online Bridge & Culvert Inventory Tool (OCBIT) Database. All other data from the Vermont Center for Geographic Information. Only named streams shown.

Vermont State Plane Coordinate System
North American Datum of 1983
SPCS Zone Identifier 4000
Geoid Reference System 10
4,000-meter GRS; Easting; Northing



VERMONT GENERAL HIGHWAY MAP
Town of Barre
WASHINGTON COUNTY
Transportation District #7

Prepared by the
Agency of Transportation
Division of Policy, Planning and Intermodal Development
in cooperation with
U.S. Department of Transportation
Federal Highway Administration

Mileage as of February 10, 2017
Map prepared June 30, 2017
SCALE: 1:12,672

0.15 0.15 0.3 0.45 0.6
Miles
0.2 0.2 0.4 0.6 0.8
Kilometers

CERTIFICATE of COMPLETION and OPENING
of a HIGHWAY for PUBLIC TRAVEL

VTrans Use Only
Certificate Year: 2019
Highway Class: 3
Town Highway #: 230
Mileage: 0.04

Donna J. Kelty, Town Barre Clerk of the Town Barre of Barre Vermont.
(Clerk's Name) (City/Town/Village) (City/Town/Village) (City/Town/Village Name)

Pursuant to Title 19, V.S.A., Chapter 7, this is to certify that the following described section of Class 3 Highway in the Town Barre of Barre was COMPLETED AND OPENED FOR PUBLIC TRAVEL on January 8, 2019.
(1,2,3 or 4) (City/Town/Village) (City/Town/Village Name) (Month - Day) (Year)

DESCRIPTION OF RIGHT OF WAY:
(Include road name and intersecting town highway numbers)
Carpenter Lane - 220' x 22' +/- (See attached deed)
located off Websterville Road as shown on Town of Barre Highway map.

and as shown on a Highway Map of the Town Barre of Barre, dated January, 2019, and filed in Book Highway on page _____ of the Records of the Town Barre of Barre by the Town Barre Clerk of said Barre incorporated herein by reference and attested to on said map by said Barre Clerk.
(City/Town/Village) (City/Town/Village Name) (City/Town/Village Name) (Month - Day) (Year) (Book #) (Page #) (City/Town/Village) (City/Town/Village Name) (City/Town/Village) (City/Town/Village)

Dated at Town of Barre, County of Washington and State of Vermont, this January day of January, A.D., 2019.
(City/Town/Village Name) (County Name) (Date - Day) (Date - Month) (Date - Year)

[Signature]
(Selectman/Alderman/Trustee Signature)
[Signature]
(Selectman/Alderman/Trustee Signature)
[Signature]
(Selectman/Alderman/Trustee Signature)

[Signature]
(Selectman/Alderman/Trustee Signature)
[Signature]
(Selectman/Alderman/Trustee Signature)
[Signature]
(Selectman/Alderman/Trustee Signature)

BOARD
OF
SELECTMEN,
ALDERMAN,
or TRUSTEES

(Manager/Mayor Signature)
and the Manager/Mayor of the City/Town/Village of Barre Vermont.
(City/Town/Village Name)

Town of Barre, VERMONT January, 2019
(City/Town/Village Name) (Month - Day) (Year)

THE ABOVE IS A TRUE COPY OF THE DESCRIPTION OF CLASS 3 HIGHWAY COMPLETED AND OPENED FOR PUBLIC TRAVEL, RECORDED IN BOOK 302 ON PAGE 124-125 OF THE Barre RECORDS OF THE Town Barre OF Barre ON THE 9th DAY OF January, 2019, AT 3:05 O'CLOCK, P .M.
(1,2,3 or 4) (Book #) (Page #) (City/Town/Village) (City/Town/Village Name) (Date - Day) (Date - Month) (Date - Year) (Time) (A or P)

ATTEST: [Signature]
(Clerk's Name)
Barre CLERK OF Barre Vermont.
(City/Town/Village) (City/Town/Village Name)

BARRE TOWN SELECTBOARD MEETING AGENDA
January 15, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of January 8, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Department head visits: a) EMS Director; b) Town Engineer; and c) Fire Chief and Zoning Director.
8. Consider approving 5-year Paved Road Plan.
9. Consider approving road opening certificate for Carpenter Lane.
10. Consider approving 2019 Highway Mileage Certificate.
11. Discuss software for financial operations.
12. Review proposed personnel policy.
13. Consider approving weekly accounts payable warrants for January 15, 2019.
14. Miscellaneous, including licenses or permits if any.
15. Round the table
16. Executive session, if needed.
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
January 15, 2019

The duly warned meeting of January 15, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Tom White, Bob Nelson, Norma Malone, W. John "Jack" Mitchell and Paul White

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Town Engineer Harry Hinrichsen.

CALL TO ORDER - The meeting was called to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE - Those present recited the Pledge of Allegiance.

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to approve the meeting agenda as amended: Item #7 delete the EMS Director and Zoning/Planning/Fire Chief as they will not be present, and Item #16 add personnel to Executive Session.

MINUTES

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the Selectboard meeting minutes of January 8, 2019 with minor spelling and grammatical corrections.

ANNOUNCEMENTS

- ✓ If you missed Christmas tree pickup over the last couple of weeks, call the Town at 802-479-9331 with the roadside location of your tree. The Department of Public Works will still pick up trees as winter road maintenance allows.
- ✓ Winter sand is available free to Barre Town residents outside of the public works fence at 129 Websterville Road. This service is for residential use only. Please follow instructions posted at the sand pile. Be sure to plan ahead because when you need it, most everyone else will too!

Selectboard Minutes of January 15, 2019 continued:

- ✓ The new Barre Unified Union School District has an interim Board of Directors. They have called for a special election on February 19, 2019 to amend the State's Default Articles of Agreement. The warning and ballot are being prepared and will be posted to the Town's website when available. To request your early ballot call the Town Clerk's office at 802-479-9391 or email dkelty@barretown.org.

GUESTS - None

DEPARTMENT HEAD VISITS

Town Engineer Harry Hinrichsen: Conversation focused on a recent posting to Front Porch Forum regarding a Barre Town resident having difficulty receiving mail or packages due to the duplication of street names in the City and Town. Factors impacting delivery include: duplicate streets/roads may not be contiguous but have mail delivered by the Barre City Post Office, temporary mail carriers, E-911 information is correct, some delivery services do not recognize Barre Town as it uses multiple zip codes and they use GPS to locate a street.

At this point in time, it is recommended that if you have Barre City as mailing address be sure to use the 9 digit zip code assigned by the Post Office and when entering your mailing address when possible use Barre Town as the City with the Barre City zip code.

5-YEAR PAVED ROAD PLAN

Background: During the January 8, 2019 meeting the Board the proposed 5-Year Paved Road Plan was presented. No action was taken to allow time for review. This Plan is one of the many tools used to prepare the next fiscal year budget.

Plan review included rating of roads, stabilizing/being consistent with the total dollars for road work, making a lucrative contract for services by grouping streets, noting the various types of pavement and maintenance for each, and the ongoing issues with Sierra Lavin Road which is scheduled in year 2 of the Plan. Sierra Lavin Road repair/fixes will be a major project to include a drainage system for water diversion as well as rebuilding some of the road base.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the 5-year Paved Road Plan for Fiscal Year 2019-2020 through 2023-2024.

CARPENTER LANE ROAD OPENING CERTIFICATE

Background: Now that Carpenter Lane has been accepted by the Selectboard, a Certificate of Road Opening must be adopted. This is a required document for the 2019 Agency of Transportation Highway Mileage Certificate.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve a Certificate of Opening for Carpenter Lane.

2019 HIGHWAY MILEAGE CERTIFICATE

Background: Annually the Town must file a Highway Mileage Certificate which tells how many miles of Class 2, 3, and 4 roads within our boundaries. Barre Town receives just over \$200,000 per year through this state grant which uses this filing to assist with making grant awards. The only change from last year is to add Carpenter Lane.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted unanimously to approve and sign the 2019 Highway Mileage Certificate as presented.

SOFTWARE FOR FINANCIAL OPERATIONS

Background: Last fall the Board received information on two software packages, AccuFund and Business Management Systems Inc. (BMSI) which we currently use. The item is on the agenda at the request of the Board to have further discussion.

BMSI has already updated to the web based tax/utility modules (combined the old cash receipts and tax/utility modules) as well as upgraded the appraisal interface. Monies are in the current fiscal year budget to upgrade the accounting and accounts payable modules which will be combined into one web based system.

BMSI has also provided quotes on the payroll module (which would be integrated with the accounting module). The Town used to use this module and we would need to repurchase it at one time fee of \$4,500. BMSI also offers a payroll service like we get from PayData. The service cost \$1,250 per year, plus \$2/check

Tom White provided a letter from Batchelder Associates, PC providing information on the Accufund software package. During discussion the Board had a difficult time understanding how this system compared to the existing BMSI proposal. Having just received the document there was not enough time to absorb all the data. Consensus of the Board is to have a comparison sheet of the two systems and their costs.

The Clerk-Treasurer informed the Board that in the current fiscal year budget was monies to upgrade the accounting system (merging of the BMSI Accounts Payable and General Ledger modules). The initial meetings/training will be taking place in the next couple of weeks. The late start to the upgrade was to allow the calendar year to end to ensure there would be no issues with issuing of W2s. Malone inquired if proceeding with this upgrade was the right thing to do when the Board is still investigating another software option. Nelson did raise a concern that Batchelder would be the lead in the implementation and questioned what might happen if at some point we did not use Batchelder's services.

This discussion will be continued at a later meeting to allow the Board time to review the materials presented to have program cost comparisons available.

PERSONNEL POLICY

Background: The Board will be finishing their review of Part III (of five), Employee Benefits. Information provided to the Board prior to the meeting included sections on vacation time, worker's compensation, longevity pay, and federally-mandated benefits.

Conversation centered on clarifying longevity disbursement, Supervisor and employee responsibility to report an injury, and new wording for the Workman's Compensation section. Rogers noted current practices which may need to be incorporated. Wang will research this.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to approve an accounts payable warrant dated January 15, 2019. Bob Nelson abstained due to an employer conflict.

MISCELLANEOUS - NONE

ROUND TABLE

Malone inquired on the Websterville Fire District #3 Audit. Sullivan & Powers is wrapping up the Town audit and noted that some work is being completed based on the invoicing.

Selectboard Minutes of January 15, 2019 continued:

Nelson inquired if Asst. Manager Wang had responded to his email regarding the Town Report. She thought this had been done but will double check.

Paul White stated he appreciated all the detailed materials Chair White provided for the financial software discussion. However, for him it would be much better if it had been received in the Board packet so he had ample to read. It was difficult to read and be part of the conversation at the same time.

Chair White reminded the viewing audience that the best avenue to reach the Selectboard is by means of email or a phone number. Communication details are available on the Town website (www.barretown.org) or by calling the Town Manager's office (802-479-9331).

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge would clearly place the Selectboard at a substantial disadvantage.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 8:07 p.m. for a personnel issues.

On a motion by Jack Mitchell, seconded by Norma Malone the Selectboard voted unanimously to come out of executive session at 8:25 pm.

ADJOURN

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 8:25 p.m.

Donna J. Kelty Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard

BARRE TOWN SELECTBOARD MEETING AGENDA

January 8, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of January 2, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Meet and converse with two Budget Committee applicants.
8. Consider appointing two Budget Committee members/
9. Department head visits: a) police chief; b) fire chief and planning and zoning director; and c) public works superintendent.
10. Consider accepting deed for Carpenter Lane.
11. Consider approving plan for loader financing.
12. Consider adopting 2019 renewal of the Sewage Allocation Policy.
13. Introduce 5-year road paving plan.
14. Review personnel policy.
15. Consider approving weekly accounts payable warrants for January 8, 2019.a.
16. Miscellaneous, including licenses or permits if any.
17. Executive session, if needed.
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

January 8, 2019

The duly warned meeting of January 8, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Tom White, Bob Nelson, Norma Malone and W. John "Jack" Mitchell. Paul White was absent.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Chief William Dodge, and DPW Superintendent Richard Tetreault.

CALL TO ORDER - The meeting was called to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE - Those present recited the Pledge of Allegiance.

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the meeting agenda as amended: Item 9 Chris Violette will not be attending, add item 16B- Round Table, 17 - Executive session for personnel, and 17A - Executive session without staff for personnel.

MINUTES

Selectboard Minutes of January 8, 2019 continued:

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to approve the Selectboard meeting minutes of January 2, 2019 with minor spelling and grammatical corrections. Paul White was not present for the vote.

Norma Malone will email the changes to the Town Clerk-Treasurer.

ANNOUNCEMENTS

- ✓ Barre Town's Department of Public Works collects Christmas trees to be chipped into mulch. To make use of this free service, first remove ALL decorations from the tree, and then place it by the road. Weather and associated plowing permitting, trees will be picked up from roadsides that are south of Rt 302 between January 14th and 18th. If you missed the north of Rt 302 pickup week, which was this week, give us a call at 479-9331 with the roadside location of your tree.
- ✓ Winter sand is available free to Barre Town residents outside of the public works fence at 129 Websterville Road. This service is for residential use only. Please follow instructions posted at the sand pile. Be sure to plan ahead because when you need it, most everyone else will too!

GUESTS

Emily Willems and William Douglas were in attendance. Mr. Douglas is a student at Oxbow High School and was attending the meeting to fulfill a requirement in his American Government Class.

INTERVIEW BUDGET COMMITTEE APPLICANTS

Present were Andrew McAvoy, Philip Cecchini and Alan Garceau.

Background: Mr. McAvoy and Mr. Cecchini were asked to attend for an interview. The other 4 applicants were advised that the board is interviewing just 2 applicants whom are not known, however they are invited to attend the meeting.

Mr. McAvoy has been a Graniteville resident for about two years. Andrew works for the State Agency of Education as an IT Specialist and has volunteered at the library in Montpelier.

Mr. Cecchini has been a Barre Town resident since 1983. Philip has experience in finance and accounting and is currently the Weatherization Business Manager at Capstone. Mr. Cecchini has volunteered on the energy committee in Barre City.

Alan Garceau has lived in Barre Town since 1970, has worked at the Barre Town Police Department as a reserve officer, served on the Fire Department for 10 years, worked on bulk trash, is currently the Chairman of the Cemetery Commission, and other various committees.

Tom White explained the budget committee process and what is required for this position.

Selectboard Minutes of January 8, 2019 continued:

Norma Malone received notification that Justin Bolduc had intended to attend tonight's meeting but had a work commitment and could not attend. Norma also stated that the other applicants are Cedric Sanborn and Dwayne Tucker.

Jack Mitchell asked the applicants to consider volunteering at bulk trash. The Selectboard members thanked all the applicants for their interest in serving the community.

APPOINTING TWO BUDGET COMMITTEE MEMBERS

Background: The Selectboard appoints 2 committee members. The Town Clerk-Treasurer appoints one member. The 3 appointees select the final 2 members. All members must be registered Barre Town voters. Selection of Committee members is not limited to the pool of applicants who responded to the Selectboard's ads, but the Selectboard especially should appoint from this pool.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted to appoint Justin Bolduc and Cedric Sanborn to the Budget Committee. Paul White was not present for the vote.

DEPARTMENT HEAD VISITS

Chief William Dodge presented the board members with the Quarterly report for October 1 through December 31, 2018. Topics discussed included training (30 hours required for all officers), upcoming training, employment and staffing changes, budgets (30% of the overtime budget, 5% of the mileage budget and 55% of the training budget has been spent), highway safety grants and call reports.

Discussed next year's budget and the need to spend approximately \$8,000 to upgrade 8 body cameras and docking stations. Two tasers were purchased this year which were unbudgeted. There will be a replacement schedule of one taser per year at a cost of \$1300 each.

Chief Dodge discussed the School Resource Officer position. The plan is to apply for a COP Grant which will cover 75% of the salary for the first three years at the end of the third year the town would be responsible for the entire salary. There is someone currently on staff that is interested in this position, so the department would be looking to hire another officer.

Jack Mitchell suggested that the School and Town officials should meet to discuss the Resource Officer position before any decision is made. Norma Malone stated that Barre City has agreements with the School Districts and we may want to obtain a copy of that agreement to review.

Mitchell brought up parking ticket situation previously discussed. Tom White stated that the amount of the ticket is too low to send to collections and the police department can't use their resources to enforce the tickets thus being sent to the Board of Abatement. Norma Malone wanted the officers to make sure the information on the ticket is complete and accurate.

Selectboard Minutes of January 8, 2019 continued:

Richard Tetreault, DPW Supervisor stated that the new mechanic started Monday. The department has plowed, sanded or salted 32 times since November. DPW has used 1431 tons of salt and spent \$140,771. There is 461 tons left to buy at a cost of \$36,828 which is about 40% if the budget left. This week and next week DPW will be picking up Christmas trees. DPW now has a 5-year contract with Cintas to provide uniforms. The men are receiving 11 sets instead of 7 provided by the previous company. The first two years of the contract the amount remains about the same as the previous contract then increased by 10% for the next three years.

Norma Malone mentioned she has received complains about the stones in the sand and gravel being spread on the road. Richard Tetreault understands but it is no different than grading the roads, there will still be stones in it, advised to keep the speed down and keep a safe distance between cars.

CARPENTER LANE

Background: Before the Selectboard voted to accept the deed (final acceptance) the Town was waiting for: 1) road and drainage improvements; 2) signs to be paid for; 3) as-builts to be submitted; 4) property pin placement to be confirmed; and 5) the deed.

The extra paving for the turnaround was done last fall and the Town Engineer said it was acceptable. Drainage work was done (extra catch basins) to get water from the road side ditch to original drainage system. Mr. Carpenter paid for the signs and post, although DPW hasn't installed them yet. As-built drawings were submitted. The Town's Engineer said he would like the two original drainage structures to be shown which the developers engineer said he would get revised. The property pin placement has been confirmed. Per the enclosed email, Mike Monte reviewed the deed which was signed by the Carpenters on January 4th.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted to accept the Carpenter Living Trust Deed for Carpenter Lane including road and all utilities, thereby granting final acceptance of the Lane. Paul White was not present for the vote.

LOADER FINANCING

Background: The plan presented for the January 2nd meeting was: 5-year term with payments to start 12/31/19; principal amount was \$26,538.40; interest amount based on a 3.75% rate was \$2,985.57. The loader was paid for using the proper Equipment Fund budget account. The plan would have the General Fund "loan" the purchase amount (\$132,692) because the E.F. doesn't have that amount of money to pay for the loader. The E.F. would re-pay the G.F. The question is should there be interest and if so, how much?

Selectboard Minutes of January 8, 2019 continued:

The current hourly rate for use of a loader is \$71.55. For perspective, in the current E.F. budget equipment rental income is \$1,303,145. The suggested interest expense (see above) is .229% of total income. .229% of the \$71.55 hourly rate is \$.16 per hour. A loader would be used (billed for) about 725 hours per year – by all funds and for all departments.

In the E.F. expenses of vehicles (e.g. police cars) and equipment (e.g. loaders) are added together to get a single hourly or annual rate for the group. Not including interest in the loader payment will have a negligible change on the loader hourly rate (used for both loaders).

Norma Malone suggested not charging interest in the annual payment but charging the Cemetery, Sewer and Water Funds a surcharge on the hourly rate. The equipment use spreadsheet can be adjusted to have two rates for this loader.

Jack Mitchell is in favor of not charging interest and not adding a surcharge. Manager Rogers explained the inter fund transfer procedure.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted that the General Fund loan the Equipment Fund \$132,692 at 0% interest for the initial 5-year term with payments to start 12/31/2019. Paul White was not present for the vote.

SEWAGE ALLOCATION POLICY

Background: This policy, which was first adopted in the late 1980's, states it will be updated annually. The purpose of updating it annually is to re-tally our wastewater flow, update the reserve list (number of gallons of wastewater designated for approved subdivision), and re-calculate the reserve allocation – what is available for future development. At one time these numbers were critical because the Town was at or near the 0-gallon reserve allocation.

Over the years situations arose prompting the Selectboard, usually after hearing from developers, to add policy. For some years now and again this year, no policy changes are proposed. During 2018 there were no issues or questions because of the S.A.P.

Town staff work on the flow numbers, billing units, sewer customers by property type, Grand List information and the Reserve List.

Barre Town's allocation (# gallons to be treated at Barre City's WWFT) is 1,555,000 GPD. That number was established around 1998 when the City and Town agreed to a treatment plant upgrade.

All the changes from the 2018 S.A.P. can be found on pages 1,2,3,6 and the Reserve List. The 24-month daily average flow increased by 74,719 gallons.

The number of billed units rose by 15.5 from 2997.5 to 3013. The number of gallons on the Reserve List increased 4,500. The bottom line is the surplus or undesignated or reserve allocation is down from 581,681 gpd to 502,462 gpd or 79,219 gpd. Estimating 300 gpd per unit the Town has reserve allocation for 1,674 equivalent unit (a typical house).

Selectboard Minutes of January 8, 2019 continued:

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the 2019 update to the Sewage Allocation Policy. Paul White was not present for the vote.

5- YEAR PAVED ROAD PLAN

Every other year town staff go out and score the roads based on 4 criteria (surface, foundation, x-section and paving condition). The 4 scores are then tallied to get a priority score (P.S.) from highest to the lowest. The highest P.S. is around 100 and the lowest possible P.S. is 22. Town Manager Rogers distributed handouts showing the P.S. Ratings, when the roads were last paved and what year the roads are scheduled to be paved. Also distributed were paving prices and a 5-year plan chart showing the roads to be paved and the total cost budgeted per year.

No action to be taken at this time. This will be on the agenda for next week so that Department Heads can have the paving schedule for next year's highway fund budget.

PERSONNEL POLICY

Background: More of Part III (of five): Employee Benefits time-off sections. Next week will discuss the rest of the Employee Benefits section (vacation, workers comp, federally-mandated withholdings, and longevity pay).

Assistant Town Manager Wang stated the significant changes this week are the fitness to return to work and floaters can't be carried over.

The Selectboard members discussed the sick leave policy and the conditions in which a physician's note is required.

Norma Malone would like to change the wording of item #7 to be as follows: Employee(s) who uses more than three (3) consecutive leave days may be required to provide a fitness-for-duty certification, work release, or other documentation from a medical provider to their Department Head or Town Manager before they may return to work.

Change under sick leave item #2 that employees unable to report to work because of sickness shall notify their supervisor at least 30 minutes in advance.

Tom White had a question regarding the 480 hours of comp time for emergency services employees. Where did this figure come from? Assistant Town Manager Wang will research and get back to the Selectboard.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to approve an accounts payable warrant dated January 8, 2019. Paul White was not present for the vote.

MISCELLANEOUS - NONE

ROUND TABLE

The results of the election are in. 952 voted in favor of the merge and 534 voted against. 715 early ballots were cast. There are 5751 voters on the checklist and 1501 voters participated which is 26.94%.

Tom White stated that the January 2, 2019 agenda was not posted on the website. Tom White also wanted to know the status on the water line and bridge crossing project. Town Manager Rogers stated that Rte 302 to Bianchi Street is scheduled for this summer. There are still bridge and sidewalk design issues that need to be addressed with AOT. Tom White would like a follow up of the accounting software added to next week's agenda.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to find the need to go into executive session citing premature general knowledge would put the Selectboard at a substantial disadvantage. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to go into executive session at 8:50 p.m. for a personnel item with the manager and staff only and that the Selectboard will hold an executive session after that discussion without staff for personnel issues.

On a motion by Jack Mitchell, seconded by Norma Malone the Selectboard voted to come out of executive session at 9:57 pm. Paul White was not present for the vote.

ADJOURN

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to adjourn at 9:57 p.m. Paul White was not present for the vote.

Wendy Moore – Assistant Town Clerk

Selectboard Chair

Barre Town Selectboard

(Rev 12-05-18)

TRUSTEE'S DEED

KNOW ALL MEN BY THESE PRESENTS That we, Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust u/a Dec. 23, 1997, of Barre Town, Vermont, Grantors, in the consideration of One and 00/100 (\$1.00) or more dollars paid to our full satisfaction by the TOWN OF BARRE, VERMONT, a Vermont municipal corporation having its situs in the County of Washington and State Vermont, Grantee, by these presents do freely GIVE, GRANT, SELL, CONVEY and CONFIRM unto the said Grantee, TOWN OF BARRE, VERMONT, and its successors and assigns forever, a certain piece of land in Barre Town, in the County of Washington, and State of Vermont, described as follows, viz:

Being part of the lands and premises conveyed to Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust u/a Dec. 23, 1997, by Quit Claim Deed of Kenneth M. Carpenter and Thelma E. Carpenter, husband and wife, dated December 23, 1997, and recorded on January 5, 1998, at Book 148, Pages 847-848 of the Barre Town Land Records.

Meaning and intending to convey "CARPENTER LANE", a fifty (50) foot wide right-of-way, as shown on a plan entitled: "SUBDIVISION OF LANDS OF CARPENTER LIVING TRUST, WEBSTERVILLE ROAD, BARRE, VERMONT", prepared by Richard W. Bell, L.S., dated August 3, 2018, and about to be filed at Slide #138A in the Barre Town Clerk's office.

There also is conveyed hereby, by quit claim only, any and all sewer lines, manholes, water lines, shut-offs, service laterals, hydrants and appurtenances thereto that may be located within the above premises.

Said lands and premises are conveyed subject to the terms and conditions of Wastewater System and Potable Water Supply Permit WW-5-4701 dated May 6, 2008; and, as amended.

Said lands and premises are conveyed subject to and with the benefit of easements granted to the Town of Barre, Vermont by Warranty Deed dated November 8, 2016, and recorded on November 28, 2016, at Book 289, Pages 933-934 of the Barre Town Land Records.

Meaning and intending to convey the lands and premises more commonly known as Carpenter Lane in the Town of Barre, Vermont.

Reference is hereby made to the aforesaid deed and its record and to the deeds and records cited therein for a further and more particular description of the land and premises hereby conveyed.

TO HAVE AND TO HOLD said granted premises, with all the privileges and appurtenances thereof, to the said Grantee, Town of Barre, its successors and assigns, to their own use and behoof forever;

And we, the said Grantors, Kenneth M. Carpenter and Thelma E. Carpenter, Trustees, for ourselves and successors and assigns, do covenant with the said Grantee, Town of Barre, its successors and assigns, that until the ensembling of these presents we are the sole owners of the premises; and, have good right and title to convey the same in manner aforesaid; and, that they are free from every encumbrance except as aforesaid; and, we hereby engage to Warrant and Defend the same against all lawful claims whatever, except as aforesaid.

IN WITNESS WHEREOF, we set our hands this 4 day of January, 2018, 2019

Kenneth M. Carpenter
Kenneth M. Carpenter, Trustee

Thelma E. Carpenter
Thelma E. Carpenter, Trustee

STATE OF VERMONT
Washington COUNTY

At Websterville, this 4
day of January, 2018, 2019

Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust u/a Dec. 23, 1997, personally appeared and acknowledged this instrument to be their free act and deed and the free act and deed of said Trust.

Debb Sepu

NOTARY PUBLIC

my commission expires on: 2-10-2019

Barre, VT Town Clerk's Office
Received for Record
January 09, AD. 2019
at 3 o'clock 05 minutes P. M.
and recorded in Book 302 Pages 124-125
of Land Records.
Attest:
Alex W. Dierker Town Clerk

Vermont Property Transfer Tax
32 V.S.A. Chap. 231
-ACKNOWLEDGMENT-
Return Rec'd. - Tax Paid - Board of Health Cert. Rec'd.
Vt. Land Use & Development Plans Act Cert. Rec'd.
Return No. 19-05
Signed Alex W. Dierker Clerk
Date January 09, 2019

MEMORANDUM OF TRUST
AND
CERTIFICATION OF AUTHORITY

Now comes Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust, pursuant to 14A VSA § 1013, to certify under oath as follows:

Trust Name: Carpenter Living Trust
Date of Trust Instrument: December 23, 1997
Settlor: Kenneth M. Carpenter and Thelma E. Carpenter
Original Trustee: Kenneth M. Carpenter and Thelma E. Carpenter
Successor Trustee: N/A

- The Trust was created and exists under the laws of Vermont.
- The Trust has not been amended.
- Article 4, Section 3 provides that the Settlers reserve the right to amend or revoke the Trust in whole or in part.
- The Trustees' authority to sell real property and personal property is setforth in Article 13, Section 2, Paragraph e as follows:

"Our Trustees shall have the power to acquire, grant or dispose of property ... for cash or on credit ... at public or private sale upon such terms and conditions as the fiduciary may deem advisable ..."

5. Said Trust was validly created; and, has not been revoked and is still in force and effect as amended.

5. This certification is intended by the Trustees to be relied upon by all persons in the chain of title hereafter including the purchasers from the Trustee.

6. No provisions of the Trust limit the authority herein granted.

7. This Trust is not supervised by any Court.

Dated this 1st day of ~~December, 2018.~~
January, 2019

Kenneth M. Carpenter
Kenneth M. Carpenter, Trustee

Thelma E. Carpenter
Thelma E. Carpenter, Trustee

Subscribed and sworn to before me on ~~December 4, 2018.~~
January 2019

[Signature]
NOTARY PUBLIC
My commission expires on: 02-10-2019

Barre, VT Town Clerk's Office
Received for Record
January 09, A.D. 2019
at 3 o'clock 00 minutes P. M.
and recorded in Book 302 Pages 123
of Land Records.

Attest:
Alice W. Bartlett Town Clerk
Alice W. Bartlett Asst.

(Rev 12-05-18)

TRUSTEE'S DEED

KNOW ALL MEN BY THESE PRESENTS That we, Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust u/a Dec. 23, 1997, of Barre Town, Vermont, Grantors, in the consideration of One and 00/100 (\$1.00) or more dollars paid to our full satisfaction by the TOWN OF BARRE, VERMONT, a Vermont municipal corporation having its situs in the County of Washington and State Vermont, Grantee, by these presents do freely GIVE, GRANT, SELL, CONVEY and CONFIRM unto the said Grantee, TOWN OF BARRE, VERMONT, and its successors and assigns forever, a certain piece of land in Barre Town, in the County of Washington, and State of Vermont, described as follows, viz:

Being part of the lands and premises conveyed to Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust u/a Dec. 23, 1997, by Quit Claim Deed of Kenneth M. Carpenter and Thelma E. Carpenter, husband and wife, dated December 23, 1997, and recorded on January 5, 1998, at Book 148, Pages 847-848 of the Barre Town Land Records.

Meaning and intending to convey "CARPENTER LANE", a fifty (50) foot wide right-of-way, as shown on a plan entitled: "SUBDIVISION OF LANDS OF CARPENTER LIVING TRUST, WEBSTERVILLE ROAD, BARRE, VERMONT", prepared by Richard W. Bell, L.S., dated August 3, 2018, and about to be filed at Slide #138A in the Barre Town Clerk's office.

There also is conveyed hereby, by quit claim only, any and all sewer lines, manholes, water lines, shut-offs, service laterals, hydrants and appurtenances thereto that may be located within the above premises.

Said lands and premises are conveyed subject to the terms and conditions of Wastewater System and Potable Water Supply Permit WW-5-4701 dated May 6, 2008; and, as amended.

Said lands and premises are conveyed subject to and with the benefit of easements granted to the Town of Barre, Vermont by Warranty Deed dated November 8, 2016, and recorded on November 28, 2016, at Book 289, Pages 933-934 of the Barre Town Land Records.

Meaning and intending to convey the lands and premises more commonly known as Carpenter Lane in the Town of Barre, Vermont.

Reference is hereby made to the aforesaid deed and its record and to the deeds and records cited therein for a further and more particular description of the land and premises hereby conveyed.

TO HAVE AND TO HOLD said granted premises, with all the privileges and appurtenances thereof, to the said Grantee, Town of Barre, its successors and assigns, to their own use and behoof forever;

And we, the said Grantors, Kenneth M. Carpenter and Thelma E. Carpenter, Trustees, for ourselves and successors and assigns, do covenant with the said Grantee, Town of Barre, its successors and assigns, that until the ensembling of these presents we are the sole owners of the premises; and, have good right and title to convey the same in manner aforesaid; and, that they are free from every encumbrance except as aforesaid; and, we hereby engage to Warrant and Defend the same against all lawful claims whatever, except as aforesaid.

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MEMORANDUM OF TRUST
AND
CERTIFICATION OF AUTHORITY

Now comes Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust, pursuant to 14A VSA § 1013, to certify under oath as follows:

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Date of Trust Instrument: December 23, 1997
Settlor: Kenneth M. Carpenter and Thelma E. Carpenter
Original Trustee: Kenneth M. Carpenter and Thelma E. Carpenter
Successor Trustee: N/A

1. The Trust was created and exists under the laws of Vermont.
2. The Trust has not been amended.
3. Article 4, Section 3 provides that the Settlor reserve the right to amend or revoke the Trust in whole or in part.
4. The Trustees' authority to sell real property and personal property is setforth in Article 13, Section 2, Paragraph e as follows:

"Our Trustees shall have the power to acquire, grant or dispose of property ... for cash or on credit ... at public or private sale upon such terms and conditions as the fiduciary may deem advisable ..."

5. Said Trust was validly created; and, has not been revoked and is still in force and effect as amended.
5. This certification is intended by the Trustees to be relied upon by all persons in the chain of title hereafter including the purchasers from the Trustee.
6. No provisions of the Trust limit the authority herein granted.
7. This Trust is not supervised by any Court.

Dated this 1st day of ~~December, 2018.~~
January, 2019

Kenneth M. Carpenter
Kenneth M. Carpenter, Trustee

Thelma E. Carpenter
Thelma E. Carpenter, Trustee

Subscribed and sworn to before me on ~~December 4, 2018.~~
January 2019

Seah Lyle
NOTARY PUBLIC
My commission expires on: 02-10-2019

Barre, VT Town Clerk's Office
Received for Record
January 09, A.D. 2019
at 3 o'clock 00 minutes P. M.
and recorded in Book 302 Pages 123
of Land Records.

Attest:
Alice W. Bartlett Town Clerk
Alice W. Bartlett Asst.

IN WITNESS WHEREOF, we set our hands this 4 day of January, ~~2018~~, 2019

Kenneth M. Carpenter
Kenneth M. Carpenter, Trustee

Thelma E. Carpenter
Thelma E. Carpenter, Trustee

STATE OF VERMONT
Washington COUNTY

At Websterville, this 4
day of January, ~~2018~~, 2019

Kenneth M. Carpenter and Thelma E. Carpenter, Trustees of the Carpenter Living Trust u/a Dec. 23, 1997, personally appeared and acknowledged this instrument to be their free act and deed and the free act and deed of said Trust.

[Signature]

NOTARY PUBLIC

my commission expires on: 2-10-2019

Essex, VT Town Clerk's Office
Received for Record
January 09, AD. 2019
at 3 o'clock 05 minutes P. M.
and recorded in Book 302 Pages 124-125
of Land Records.
Attest:
Alex W. Burtner Town Clerk

Vermont Property Transfer Tax
32 V.S.A. Chap. 231
-ACKNOWLEDGMENT-
Return Rec'd. - Tax Paid - Board of Health Cert. Rec'd.
Vt. Land Use & Development Plans Act Cert. Rec'd.
Return No. 19-05
Signed Alex W. Burtner Clerk
Date January 09, 2019



TOWN OF BARRE

Municipal Bldg.
Lower Websterville, VT 05678
802/479-2595

- Planning Commission
- Development Review Board
- Zoning Administrator

ABUTTER NOTIFICATION

TO: Abutter/Interested Party of: Carpenter Living Trust

FROM: Chris Violette, Planning/Zoning Administrator

DATE: July 25, 2018

Please be advised that the Barre Town Development Review Board will hold a public hearing on Wednesday, **August 08, 2018** as part of their regular meeting beginning at 7:00 P.M. at the **Municipal Building**, Lower Websterville, to consider the following request:

ITEM:

- 1. Request by Carpenter Living Trust for final plat review of a three-lot subdivision of land on property located at 84 Websterville Road; Parcel ID: 006/037.00; Zoned high density residential; P-18000009.**
- 2. Request by Carpenter Living Trust for a boundary line adjustment (merger of two existing lots) for property located at 5 Carpenter Lane (off Websterville Road); Parcel ID's 006/037.00 & 006/037.02; Zoned high density residential.**

The plans for the above request are typically available for review one week prior to the meeting date in the Barre Town Planning and Zoning Office, between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. If you have any questions on the above application requests or wish to review the subdivision plans, please contact me at the Planning & Zoning Office, Barre Town Municipal Building, Lower Websterville.

Chris Violette
Planning & Zoning Administrator



100 foot Abutters List Report

Barre Town, VT

July 25, 2018

Subject Properties:

Parcel Number: 006/037.00	Mailing Address: CARPENTER, KENNETH M & THELMA
CAMA Number: 006/037.00	TRUSTEES CARPENTER LIVING TR
Property Address: WEBSTERVILLE RD 084	89 WEBSTERVILLE RD
	, BARRE VT

Parcel Number: 006/037.00	Mailing Address: CARPENTER, KENNETH M.& THELMA
CAMA Number: 006/039.00	TRUSTEES CARPENTER LIVING TR
Property Address: WEBSTERVILLE RD 089	89 WEBSTERVILLE RD
	, BARRE VT

Abutters:

Parcel Number: 002/004.00	Mailing Address: ROCK OF AGES CORPORATION
CAMA Number: 002/003.00...	PO BOX 482
Property Address: GRANITEVILLE RD 560	, BARRE VT

Parcel Number: 006/033.03	Mailing Address: WIP-7 PROPERTIES LLC
CAMA Number: 006/033.03	338 RIVER ST SUITE 7
Property Address: WEBSTERVILLE RD	, MONTPELIER VT

Parcel Number: 006/036.00	Mailing Address: BARRE TOWN (SCHOOL DIST.)
CAMA Number: 006/036.00	70 WEBSTERVILLE RD
Property Address: WEBSTERVILLE RD 070	, BARRE VT

Parcel Number: 006/037.01	Mailing Address: GODDARD, JEFFREY & TISHIA
CAMA Number: 006/037.01	18 GOLDSBURY WOODS RD
Property Address: CARPENTER LANE 1	, BARRE VT

Parcel Number: 006/038.00	Mailing Address: WILDE, ALLEN C
CAMA Number: 006/038.00	94 WEBSTERVILLE RD
Property Address: WEBSTERVILLE RD 094	, BARRE VT

Parcel Number: 006/042.00	Mailing Address: TUTHILL, RACHEL S
CAMA Number: 006/042.00	104 WEBSTERVILLE RD
Property Address: WEBSTERVILLE RD 104	, BARRE VT

Parcel Number: 006/042.01	Mailing Address: FERLAND, JAMES
CAMA Number: 006/042.01	100 WEBSTERVILLE RD
Property Address: WEBSTERVILLE RD 100	, BARRE VT

Parcel Number: 006/043.03	Mailing Address: BAGLEY, SUZANNE (LE) (BAGLEY, ERIC
CAMA Number: 006/043.03	& BAZYDLO, TARA)
Property Address: HEBERT DR 16	16 HEBERT DR
	, BARRE VT

Parcel Number: 006/043.04	Mailing Address: DEFORGE, JOHN B & JEANNETTE B
CAMA Number: 006/043.04	20 HEBERT DR
Property Address: HEBERT DR 20	, BARRE VT



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.



100 foot Abutters List Report

Barre Town, VT
July 25, 2018

Parcel Number: 006/043.05
CAMA Number: 006/043.05
Property Address: HEBERT DR 23

Mailing Address: GOODELL, DEANA M
23 HEBERT DR
, BARRE VT

Parcel Number: 006/043.13
CAMA Number: 006/043.13
Property Address: HEBERT DR

Mailing Address: Hebert Excavating Corp.
PO BOX 451
, Williamstown VT



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

7/25/2018

Page 2 of 2

THE BARRE MONTPELIER
TIMES ARGUS
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LEGALS • JOB MARKET • MERCHANDISE • PETS • AUCTIONS • REAL ESTATE • WHEELS • FOR SALE

TOWN OF BERLIN, VERMONT
WARNING AND NOTICE
SPECIAL TOWN MEETING
Tuesday, August 14, 2018

The legal voters of the Town of Berlin are hereby warned and notified to meet at 8:00 AM at the Municipal Office Building on Tuesday, August 14, 2018 to vote on the following articles, Articles 1 and 2 shall be voted by Australian ballot. The polls will open at 8:00 AM and close at 7:00 PM. A pre-special town meeting to discuss both articles to be voted by Australian ballot is scheduled for 8:00 PM on Monday, August 13, 2018 at the Berlin Elementary School.

Residents may register to vote prior to the election at the Town Clerk's Office or online at the Vermont Secretary of State's website. Residents may also register to vote at the election site on election day. A voter may obtain an Absentee Ballot by contacting the Town Clerk (228-9298) or coming into the office by 3:00 PM on Monday, August 13, 2018. Absentee Ballots must be received by the Town Clerk no later than the close of the polls at 7 PM on August 14, 2018. Voters wishing to vote absentee should request ballots early.

The articles to be voted by Australian ballot are as follows:

Article 1: Shall the voters of the Town of Berlin adopt the 2018 Berlin Town Plan as filed with the Berlin Town Clerk on July 3, 2018?

Article 2: Shall a general obligation bond or notes of the Town of Berlin, payable from revenues derived from the operation of the Town's municipal sewer system, in an amount not to exceed two million, two hundred thousand dollars (\$2,200,000), subject to reduction from the receipt of available State and Federal grant-in-aid, be issued for the purpose of financing the Town's share of the cost of constructing a sewage collection and distribution line on Paine Turnpike from Route 82 to Stewart Road? The estimated cost of such improvements is two million, two hundred thousand dollars (\$2,200,000).

*A complete copy of the proposed Town Plan is available for viewing during regular business hours in the Town Clerk's Office or in the Town Administrator's Office at the Municipal Office Building.

Dated at Berlin, Vermont, this 2nd, day of July, 2018.
TOWN OF BERLIN SELECTBOARD

s/Bradley Towne, Chair

s/Pete Kelley

s/Jeremy Hansen

Received for posting and recording this 3rd, day of July, 2018.

Attest: s/Rosemary Morse Berlin Town Clerk

REQUEST FOR PROPOSALS

Housing Vermont is seeking proposals from Architectural firms for the rehabilitation of an existing historic building containing 47 apartments and 11,000 sq. ft. of commercial space in St. Johnsbury, Vermont. The scope of the architectural services will be limited to the residential portions of the building, which is predominately the upper three floors. Qualified applicants will have comparable experience as well as knowledge of affordable housing, publicly funded projects, historic rehabilitation/preservation and federal regulations. To obtain submission requirements and specific project information, please contact Lynn Mansfield at Housing Vermont at 802-851-3815 or lynn@hvt.org. Proposals including all attachments must be submitted by 2:00 PM on Friday, August 10, 2018. Minority-owned, women-owned, Section 3 businesses and locally-owned businesses are encouraged to apply.

Public Notice

Winooski Hydroelectric Company (WHC) is preparing to relicense the Winooski 8 Hydroelectric Project (Project) with the Federal Energy Regulatory Commission (FERC). The Project is located on the Winooski River in East Montpelier, VT.

On July 31, 2018, WHC intends to submit to the FERC a Pre-Application Document (PAD) and Notice of Intent (NOI) to file an application for a subsequent license for the Project. In addition, WHC has requested that FERC allow the use of the traditional licensing process (TLP). The PAD is a compilation of existing information about the Project and its surrounding environment. The NOI briefly lists information about the Project, WHC's intentions, and tribal and political subdivisions that may be affected by, or located in the vicinity of, the Project. WHC is proposing to use the TLP, as opposed to the default integrated licensing process, because it believes the TLP will result in a more efficient and streamlined process. Additionally, the flexibility provided by the TLP better facilitates the necessary collaborative process that will need to occur between and among the resource agencies, interested parties, and WHC to address potential issues during the relicensing process.

Comments on WHC's request to use the TLP should address the following: (A) Likelihood of timely license issuance; (B) Complexity of the resource issues; (C) Level of anticipated controversy; (D) Relative cost of the traditional process compared to the integrated process; (E) The amount of available information and potential for significant disputes over studies; and (F) Other factors believed by the commenter to be pertinent.

Within 30 days of the July 31, 2018 filing date, respondents may submit comments on the use of the TLP. The comments must be sent to WHC and the FERC and reference the FERC Project No. 6470. Comments sent to FERC can be made via electronic filing pursuant to §385.2003(c) or an original and eight copies can be sent to the Office of the Secretary, FERC, 888 First Street, NE., Washington, DC 20426. A copy of the PAD is available for public inspection and reproduction during regular business hours at WHC's business office located at 26 State Street, Montpelier, VT 05602. Additionally, these documents can be viewed on-line at www.eLibrary.ferc.gov. Questions can be directed to Mathew Rubin at WHC at m@mrubin.biz or 802-793-6939 or its Authorized Agent (Mark Warner, Gomez and Sullivan Engineers, mwarner@gomezandsullivan.com, 803-428-4960).

CITY OF BARRE
WARNING FOR SPECIAL MEETING

The legal Voters of the Wards of the City of Barre are hereby Warned to meet at the central polling place in the municipal auditorium on Auditorium Hill on the 14th day of August, 2018 from 7:00 A.M. to 7:00 P.M.

At the same time and place and during the same voting hours, the voters of the City of Barre will meet for the purpose of voting by Australian Ballot the following:

ARTICLE I

Shall bonds or notes of the City of Barre in an amount not to exceed Nine Hundred Thousand Dollars (\$900,000), subject to reduction from available state and/or federal grants-in-aid, appropriations and reserve funds, be issued for the purpose of financing the cost of making public water and sewer system improvements, the aggregate cost of such improvements estimated to be Nine Hundred Thousand Dollars (\$900,000)?

Adopted and approved by the Barre City Council on July 10, 2018.

Lucas J. Herring, Mayor /S/
Carolyn S. Dawes, City Clerk /S/
Brandon Belham /S/
Michael A. Boutin /S/
Susan Higby /S/
E. John LePage /S/
Richard Moray /S/
Jeffrey M. Tupet-Giles /S/

ADVERTISING PRINT DEADLINES

Display Ads

Publication Deadline
Monday.....No paper
Tuesday.....Friday.....4:30 p.m.
Wednesday.....Monday.....4:30 p.m.
Thursday.....Tuesday.....4:30 p.m.
Friday.....Wednesday.....4:30 p.m.
Weekender.....Wednesday.....3:00 p.m.

In-Column Line Ads

Publication Deadline
Monday.....No paper
Tuesday.....Monday.....3:00 p.m.
Wednesday.....Tuesday.....3:00 p.m.
Thursday.....Wednesday.....3:00 p.m.
Friday.....Thursday.....3:00 p.m.
Weekender.....Friday.....1:00 p.m.

BARRE TOWN DEVELOPMENT REVIEW BOARD
NOTICE OF PUBLIC HEARING

The Town of Barre Development Review Board will hold public hearings, as part of their regular monthly meeting, on Wednesday, August 8, 2018 beginning at 7:00 p.m. at the Municipal Building, Lower Webersville, to consider the following:

1. Request by R. Derek & Loretta Wilson for final plat review of a two-lot subdivision of land on property off Miller Road; Parcel ID: 005/088.00; Zone low density residential; P-18000012.
2. Request by Carpenter Living Trust for final plat review of a three-lot subdivision of land on property located at 84 Webersville Road; Parcel ID: 006/037.00; Zoned high density residential; P-18000009.
3. Request by Carpenter Living Trust for a boundary line adjustment (merger of two existing lots) for property located at 5 Carpenter Lane (off Webersville Road); Parcel ID's 006/037.00 & 006/037.02; Zoned high density residential.
4. Request by Lajness Construction on behalf of Ricker Holdings LLC (L&D Safety Markings) for site plan review of a proposed 60'x225' buildings on property located at 304 East Montpelier Road; Parcel ID: 009/039; Zoned: office building retail.
5. Request by Martin Fogn of South Burlington LLC (Hannafords) for approval of a larger free-standing sign (an allowed for zoning on property located at 456 South Barre Road; Parcel ID 030/043.00; zones: highway commercial.

More information can be obtained by calling the Planning & Zoning Office at 802-479-2595 or visiting the office at 149 Webersville Road.

Christopher P. Violette
Planning Officer
email: cviolette@barretown.org

BARRE TOWN DEVELOPMENT REVIEW BOARD
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More information can be obtained by calling the Planning & Zoning Office at 802-479-2595 or visiting the office at 149 Webersville Road.

Christopher P. Violette
Planning Officer email: cviolette@barretown.org

H/W Part Time

1990

OFFICE ASSISTANT: Part-time office assistant needed for commercial masonry business. Experience with Microsoft Office necessary. Must have license and reliable transportation. Please call Debbie at 802-622-0364.

H/W General

2010

BARBER/COSMETOLOGIST Full time, \$14/hour. Norwich University Barbershop. Call Madonna @ 802-793-6575.

MAINTENANCE TECHNICIAN Full Time. Great pay/comprehensive benefits package, friendly work environment and mission-driven work. Primary responsibilities include: supervision, maintenance & repair of physical structures of residential buildings & properties. The position reports to the Maintenance Manager and may direct contract workers under supervision.

Advertising Invoice

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1/1

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Rutland, Vt 05702

Phone: 802-479-0191

URL: timesargus.com

Vendor # 019600

TOWN CLERK
TOWN OF BARRE
MUNICIPAL BUILDING
PO BOX 124
WEBSTERVILLE, VT 05678

Acct. #: 00001693
Phone #: (802)479-9331
Date: 07/30/2018

Ad #	Publication	Start	Stop	Description	Amount
00027066	TAD Times Argus Daily	07/24/2018	07/24/2018	Notice of Public Hearings	55.68
00027161		07/27/2018	07/27/2018	NOTICE	20.01

PLZ

011.417.360 - 55.68

011.413.360 20.01

ew

AUG - 2 2018

Authorization _____
Acct # _____
Describe _____
Vendor # _____

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AUG 14 2018

BY: #017446

Email invoicing now available call Lorrie: 802-774-3041 to sign up.

Please return a copy with payment

Total Due

75.69

BARRE TOWN SELECTBOARD I
January 15, 201

Duplicates

1. Call to order
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of January 8, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Department head visits: a) EMS Director; b) Town Engineer; and c) Fire Chief and Zoning Director.
8. Consider approving 5-year Paved Road Plan.
9. Consider approving road opening certificate for Carpenter Lane.
10. Consider approving 2019 Highway Mileage Certificate.
11. Discuss software for financial operations.
12. Review proposed personnel policy.
13. Consider approving weekly accounts payable warrants for January 15, 2019.
14. Miscellaneous, including licenses or permits if any.
15. Round the table
16. Executive session, if needed.
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
January 15, 2019

The duly warned meeting of January 15, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Tom White, Bob Nelson, Norma Malone, W. John "Jack" Mitchell and Paul White.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Town Engineer Harry Hinrichsen.

CALL TO ORDER - The meeting was called to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE - Those present recited the Pledge of Allegiance.

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to approve the meeting agenda as amended: Item #7 delete the EMS Director and Zoning/Planning/Fire Chief as they will not be present, and Item #16 add personnel to Executive Session.

MINUTES

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the Selectboard meeting minutes of January 8, 2019 with minor spelling and grammatical corrections.

ANNOUNCEMENTS

- ✓ If you missed Christmas tree pickup over the last couple of weeks, call the Town at 802-479-9331 with the roadside location of your tree. The Department of Public Works will still pick up trees as winter road maintenance allows.
- ✓ Winter sand is available free to Barre Town residents outside of the public works fence at 129 Websterville Road. This service is for residential use only. Please follow instructions posted at the sand pile. Be sure to plan ahead because when you need it, most everyone else will too!

Selectboard Minutes of January 15, 2019 continued:

- ✓ The new Barre Unified Union School District has an interim Board of Directors. They have called for a special election on February 19, 2019 to amend the State's Default Articles of Agreement. The warning and ballot are being prepared and will be posted to the Town's website when available. To request your early ballot call the Town Clerk's office at 802-479-9391 or email dkelty@barretown.org.

GUESTS - None

DEPARTMENT HEAD VISITS

Town Engineer Harry Hinrichsen: Conversation focused on a recent posting to Front Porch Forum regarding a Barre Town resident having difficulty receiving mail or packages due to the duplication of street names in the City and Town. Factors impacting delivery include: duplicate streets/roads may not be contiguous but have mail delivered by the Barre City Post Office, temporary mail carriers, E-911 information is correct, some delivery services do not recognize Barre Town as it uses multiple zip codes and they use GPS to locate a street.

At this point in time, it is recommended that if you have Barre City as mailing address be sure to use the 9 digit zip code assigned by the Post Office and when entering your mailing address when possible use Barre Town as the City with the Barre City zip code.

5-YEAR PAVED ROAD PLAN

Background: During the January 8, 2019 meeting the Board the proposed 5-Year Paved Road Plan was presented. No action was taken to allow time for review. This Plan is one of the many tools used to prepare the next fiscal year budget.

Plan review included rating of roads, stabilizing/being consistent with the total dollars for road work, making a lucrative contract for services by grouping streets, noting the various types of pavement and maintenance for each, and the ongoing issues with Sierra Lavin Road which is scheduled in year 2 of the Plan. Sierra Lavin Road repair/fixes will be a major project to include a drainage system for water diversion as well as rebuilding some of the road base.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the 5-year Paved Road Plan for Fiscal Year 2019-2020 through 2023-2024.

CARPENTER LANE ROAD OPENING CERTIFICATE

Background: Now that Carpenter Lane has been accepted by the Selectboard, a Certificate of Road Opening must be adopted. This is a required document for the 2019 Agency of Transportation Highway Mileage Certificate.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve a Certificate of Opening for Carpenter Lane.

2019 HIGHWAY MILEAGE CERTIFICATE

Background: Annually the Town must file a Highway Mileage Certificate which tells how many miles of Class 2, 3, and 4 roads within our boundaries. Barre Town receives just over \$200,000 per year through this state grant which uses this filing to assist with making grant awards. The only change from last year is to add Carpenter Lane.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted unanimously to approve and sign the 2019 Highway Mileage Certificate as presented.

SOFTWARE FOR FINANCIAL OPERATIONS

Background: Last fall the Board received information on two software packages, AccuFund and Business Management Systems Inc. (BMSI) which we currently use. The item is on the agenda at the request of the Board to have further discussion.

BMSI has already updated to the web based tax/utility modules (combined the old cash receipts and tax/utility modules) as well as upgraded the appraisal interface. Monies are in the current fiscal year budget to upgrade the accounting and accounts payable modules which will be combined into one web based system.

BMSI has also provided quotes on the payroll module (which would be integrated with the accounting module). The Town used to use this module and we would need to repurchase it at one time fee of \$4,500. BMSI also offers a payroll service like we get from PayData. The service cost \$1,250 per year, plus \$2/check

Tom White provided a letter from Batchelder Associates, PC providing information on the Accufund software package. During discussion the Board had a difficult time understanding how this system compared to the existing BMSI proposal. Having just received the document there was not enough time to absorb all the data. Consensus of the Board is to have a comparison sheet of the two systems and their costs.

The Clerk-Treasurer informed the Board that in the current fiscal year budget was monies to upgrade the accounting system (merging of the BMSI Accounts Payable and General Ledger modules). The initial meetings/training will be taking place in the next couple of weeks. The late start to the upgrade was to allow the calendar year to end to ensure there would be no issues with issuing of W2s. Malone inquired if proceeding with this upgrade was the right thing to do when the Board is still investigating another software option. Nelson did raise a concern that Batchelder would be the lead in the implementation and questioned what might happen if at some point we did not use Batchelder's services.

This discussion will be continued at a later meeting to allow the Board time to review the materials presented to have program cost comparisons available.

PERSONNEL POLICY

Background: The Board will be finishing their review of Part III (of five), Employee Benefits. Information provided to the Board prior to the meeting included sections on vacation time, worker's compensation, longevity pay, and federally-mandated benefits.

Conversation centered on clarifying longevity disbursement, Supervisor and employee responsibility to report an injury, and new wording for the Workman's Compensation section. Rogers noted current practices which may need to be incorporated. Wang will research this.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to approve an accounts payable warrant dated January 15, 2019. Bob Nelson abstained due to an employer conflict.

MISCELLANEOUS - NONE

ROUND TABLE

Malone inquired on the Websterville Fire District #3 Audit. Sullivan & Powers is wrapping up the Town audit and noted that some work is being completed based on the invoicing.

Selectboard Minutes of January 15, 2019 continued:

Nelson inquired if Asst. Manager Wang had responded to his email regarding the Town Report. She thought this had been done but will double check.

Paul White stated he appreciated all the detailed materials Chair White provided for the financial software discussion. However, for him it would be much better if it had been received in the Board packet so he had ample to read. It was difficult to read and be part of the conversation at the same time.

Chair White reminded the viewing audience that the best avenue to reach the Selectboard is by means of email or a phone number. Communication details are available on the Town website (www.barretown.org) or by calling the Town Manager's office (802-479-9331).

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge would clearly place the Selectboard at a substantial disadvantage.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 8:07 p.m. for a personnel issues.

On a motion by Jack Mitchell, seconded by Norma Malone the Selectboard voted unanimously to come out of executive session at 8:25 pm.

ADJOURN

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 8:25 p.m.

Donna J. Kely Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard

BARRE TOWN SELECTBOARD MEETING AGENDA

January 8, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of January 2, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Meet and converse with two Budget Committee applicants.
8. Consider appointing two Budget Committee members/
9. Department head visits: a) police chief; b) fire chief and planning and zoning director; and c) public works superintendent
10. Consider accepting deed for Carpenter Lane.
11. Consider approving plan for loader financing.
12. Consider adopting 2019 renewal of the Sewage Allocation Policy.
13. Introduce 5-year road paving plan.
14. Review personnel policy.
15. Consider approving weekly accounts payable warrants for January 8, 2019.a.
16. Miscellaneous, including licenses or permits if any.
17. Executive session, if needed.
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

January 8, 2019

The duly warned meeting of January 8, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Tom White, Bob Nelson, Norma Malone and W. John "Jack" Mitchell. Paul White was absent.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Chief William Dodge, and DPW Superintendent Richard Tetreault.

CALL TO ORDER - The meeting was called to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE - Those present recited the Pledge of Allegiance.

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the meeting agenda as amended: Item 9 Chris Violette will not be attending, add item 16B- Round Table, 17 - Executive session for personnel, and 17A - Executive session without staff for personnel.

MINUTES

Selectboard Minutes of January 8, 2019 continued:

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to approve the Selectboard meeting minutes of January 2, 2019 with minor spelling and grammatical corrections. Paul White was not present for the vote.

Norma Malone will email the changes to the Town Clerk-Treasurer.

ANNOUNCEMENTS

- ✓ Barre Town's Department of Public Works collects Christmas trees to be chipped into mulch. To make use of this free service, first remove ALL decorations from the tree, and then place it by the road. Weather and associated plowing permitting, trees will be picked up from roadsides that are south of Rt 302 between January 14th and 18th. If you missed the north of Rt 302 pickup week, which was this week, give us a call at 479-9331 with the roadside location of your tree.
- ✓ Winter sand is available free to Barre Town residents outside of the public works fence at 129 Websterville Road. This service is for residential use only. Please follow instructions posted at the sand pile. Be sure to plan ahead because when you need it, most everyone else will too!

GUESTS

Emily Willems and William Douglas were in attendance. Mr. Douglas is a student at Oxbow High School and was attending the meeting to fulfill a requirement in his American Government Class.

INTERVIEW BUDGET COMMITTEE APPLICANTS

Present were Andrew McAvoy, Philip Cecchini and Alan Garceau.

Background: Mr. McAvoy and Mr. Cecchini were asked to attend for an interview. The other 4 applicants were advised that the board is interviewing just 2 applicants whom are not known, however they are invited to attend the meeting.

Mr. McAvoy has been a Graniteville resident for about two years. Andrew works for the State Agency of Education as an IT Specialist and has volunteered at the library in Montpelier.

Mr. Cecchini has been a Barre Town resident since 1983. Philip has experience in finance and accounting and is currently the Weatherization Business Manager at Capstone. Mr. Cecchini has volunteered on the energy committee in Barre City.

Alan Garceau has lived in Barre Town since 1970, has worked at the Barre Town Police Department as a reserve officer, served on the Fire Department for 10 years, worked on bulk trash, is currently the Chairman of the Cemetery Commission, and other various committees.

Tom White explained the budget committee process and what is required for this position.

Selectboard Minutes of January 8, 2019 continued:

Norma Malone received notification that Justin Bolduc had intended to attend tonight's meeting but had a work commitment and could not attend. Norma also stated that the other applicants are Cedric Sanborn and Dwayne Tucker.

Jack Mitchell asked the applicants to consider volunteering at bulk trash. The Selectboard members thanked all the applicants for their interest in serving the community.

APPOINTING TWO BUDGET COMMITTEE MEMBERS

Background: The Selectboard appoints 2 committee members. The Town Clerk-Treasurer appoints one member. The 3 appointees select the final 2 members. All members must be registered Barre Town voters. Selection of Committee members is not limited to the pool of applicants who responded to the Selectboard's ads, but the Selectboard especially should appoint from this pool.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted to appoint Justin Bolduc and Cedric Sanborn to the Budget Committee. Paul White was not present for the vote.

DEPARTMENT HEAD VISITS

Chief William Dodge presented the board members with the Quarterly report for October 1 through December 31, 2018. Topics discussed included training (30 hours required for all officers), upcoming training, employment and staffing changes, budgets (30% of the overtime budget, 5% of the mileage budget and 55% of the training budget has been spent), highway safety grants and call reports.

Discussed next year's budget and the need to spend approximately \$8,000 to upgrade 8 body cameras and docking stations. Two tasers were purchased this year which were unbudgeted. There will be a replacement schedule of one taser per year at a cost of \$1300 each.

Chief Dodge discussed the School Resource Officer position. The plan is to apply for a COP Grant which will cover 75% of the salary for the first three years at the end of the third year the town would be responsible for the entire salary. There is someone currently on staff that is interested in this position, so the department would be looking to hire another officer.

Jack Mitchell suggested that the School and Town officials should meet to discuss the Resource Officer position before any decision is made. Norma Malone stated that Barre City has agreements with the School Districts and we may want to obtain a copy of that agreement to review.

Mitchell brought up parking ticket situation previously discussed. Tom White stated that the amount of the ticket is too low to send to collections and the police department can't use their resources to enforce the tickets thus being sent to the Board of Abatement. Norma Malone wanted the officers to make sure the information on the ticket is complete and accurate.

Selectboard Minutes of January 8, 2019 continued:

Richard Tetreault, DPW Supervisor stated that the new mechanic started Monday. The department has plowed, sanded or salted 32 times since November. DPW has used 1431 tons of salt and spent \$140,771. There is 461 tons left to buy at a cost of \$36,828 which is about 40% if the budget left. This week and next week DPW will be picking up Christmas trees. DPW now has a 5-year contract with Cintas to provide uniforms. The men are receiving 11 sets instead of 7 provided by the previous company. The first two years of the contract the amount remains about the same as the previous contract then increased by 10% for the next three years.

Norma Malone mentioned she has received complains about the stones in the sand and gravel being spread on the road. Richard Tetreault understands but it is no different than grading the roads, there will still be stones in it, advised to keep the speed down and keep a safe distance between cars.

CARPENTER LANE

Background: Before the Selectboard voted to accept the deed (final acceptance) the Town was waiting for: 1) road and drainage improvements; 2) signs to be paid for; 3) as-builts to be submitted; 4) property pin placement to be confirmed; and 5) the deed.

The extra paving for the turnaround was done last fall and the Town Engineer said it was acceptable. Drainage work was done (extra catch basins) to get water from the road side ditch to original drainage system. Mr. Carpenter paid for the signs and post, although DPW hasn't installed them yet. As-built drawings were submitted. The Town's Engineer said he would like the two original drainage structures to be shown which the developers engineer said he would get revised. The property pin placement has been confirmed. Per the enclosed email, Mike Monte reviewed the deed which was signed by the Carpenters on January 4th.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted to accept the Carpenter Living Trust Deed for Carpenter Lane including road and all utilities, thereby granting final acceptance of the Lane. Paul White was not present for the vote.

LOADER FINANCING

Background: The plan presented for the January 2nd meeting was: 5-year term with payments to start 12/31/19; principal amount was \$26,538.40; interest amount based on a 3.75% rate was \$2,985.57. The loader was paid for using the proper Equipment Fund budget account. The plan would have the General Fund "loan" the purchase amount (\$132,692) because the E.F. doesn't have that amount of money to pay for the loader. The E.F. would re-pay the G.F. The question is should there be interest and if so, how much?

Selectboard Minutes of January 8, 2019 continued:

The current hourly rate for use of a loader is \$71.55. For perspective, in the current E.F. budget equipment rental income is \$1,303.145. The suggested interest expense (see above) is .229% of total income. .229% of the \$71.55 hourly rate is \$.16 per hour. A loader would be used (billed for) about 725 hours per year – by all funds and for all departments.

In the E.F. expenses of vehicles (e.g. police cars) and equipment (e.g. loaders) are added together to get a single hourly or annual rate for the group. Not including interest in the loader payment will have a negligible change on the loader hourly rate (used for both loaders).

Norma Malone suggested not charging interest in the annual payment but charging the Cemetery, Sewer and Water Funds a surcharge on the hourly rate. The equipment use spreadsheet can be adjusted to have two rates for this loader.

Jack Mitchell is in favor of not charging interest and not adding a surcharge. Manager Rogers explained the inter fund transfer procedure.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted that the General Fund loan the Equipment Fund \$132,692 at 0% interest for the initial 5-year term with payments to start 12/31/2019. Paul White was not present for the vote.

SEWAGE ALLOCATION POLICY

Background: This policy, which was first adopted in the late 1980's, states it will be updated annually. The purpose of updating it annually is to re-tally our wastewater flow, update the reserve list (number of gallons of wastewater designated for approved subdivision), and re-calculate the reserve allocation – what is available for future development. At one time these numbers were critical because the Town was at or near the 0-gallon reserve allocation.

Over the years situations arose prompting the Selectboard, usually after hearing from developers, to add policy. For some years now and again this year, no policy changes are proposed. During 2018 there were no issues or questions because of the S.A.P.

Town staff work on the flow numbers, billing units, sewer customers by property type, Grand List information and the Reserve List.

Barre Town's allocation (# gallons to be treated at Barre City's WWFT) is 1,555,000 GPD. That number was established around 1998 when the City and Town agreed to a treatment plant upgrade.

All the changes from the 2018 S.A.P. can be found on pages 1,2,3,6 and the Reserve List. The 24-month daily average flow increased by 74,719 gallons.

The number of billed units rose by 15.5 from 2997.5 to 3013. The number of gallons on the Reserve List increased 4,500. The bottom line is the surplus or undesignated or reserve allocation is down from 581,681 gpd to 502,462 gpd or 79,219 gpd. Estimating 300 gpd per unit the Town has reserve allocation for 1,674 equivalent unit (a typical house).

Selectboard Minutes of January 8, 2019 continued:

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the 2019 update to the Sewage Allocation Policy. Paul White was not present for the vote.

5- YEAR PAVED ROAD PLAN

Every other year town staff go out and score the roads based on 4 criteria (surface, foundation, x-section and paving condition). The 4 scores are then tallied to get a priority score (P.S.) from highest to the lowest. The highest P.S. is around 100 and the lowest possible P.S. is 22. Town Manager Rogers distributed handouts showing the P.S. Ratings, when the roads were last paved and what year the roads are scheduled to be paved. Also distributed were paving prices and a 5-year plan chart showing the roads to be paved and the total cost budgeted per year.

No action to be taken at this time. This will be on the agenda for next week so that Department Heads can have the paving schedule for next year's highway fund budget.

PERSONNEL POLICY

Background: More of Part III (of five): Employee Benefits time-off sections. Next week will discuss the rest of the Employee Benefits section (vacation, workers comp, federally-mandated withholdings, and longevity pay).

Assistant Town Manager Wang stated the significant changes this week are the fitness to return to work and floaters can't be carried over.

The Selectboard members discussed the sick leave policy and the conditions in which a physician's note is required.

Norma Malone would like to change the wording of item #7 to be as follows: Employee(s) who uses more than three (3) consecutive leave days may be required to provide a fitness-for-duty certification, work release, or other documentation from a medical provider to their Department Head or Town Manager before they may return to work.

Change under sick leave item #2 that employees unable to report to work because of sickness shall notify their supervisor at least 30 minutes in advance.

Tom White had a question regarding the 480 hours of comp time for emergency services employees. Where did this figure come from? Assistant Town Manager Wang will research and get back to the Selectboard.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to approve an accounts payable warrant dated January 8, 2019. Paul White was not present for the vote.

MISCELLANEOUS - NONE

ROUND TABLE

The results of the election are in. 952 voted in favor of the merge and 534 voted against. 715 early ballots were cast. There are 5751 voters on the checklist and 1501 voters participated which is 26.94%.

Tom White stated that the January 2, 2019 agenda was not posted on the website. Tom White also wanted to know the status on the water line and bridge crossing project. Town Manager Rogers stated that Rte 302 to Bianchi Street is scheduled for this summer. There are still bridge and sidewalk design issues that need to be addressed with AOT. Tom White would like a follow up of the accounting software added to next week's agenda.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to find the need to go into executive session citing premature general knowledge would put the Selectboard at a substantial disadvantage. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to go into executive session at 8:50 p.m. for a personnel item with the manager and staff only and that the Selectboard will hold an executive session after that discussion without staff for personnel issues.

On a motion by Jack Mitchell, seconded by Norma Malone the Selectboard voted to come out of executive session at 9:57 pm. Paul White was not present for the vote.

ADJOURN

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to adjourn at 9:57 p.m. Paul White was not present for the vote.

Wendy Moore – Assistant Town Clerk

Selectboard Chair

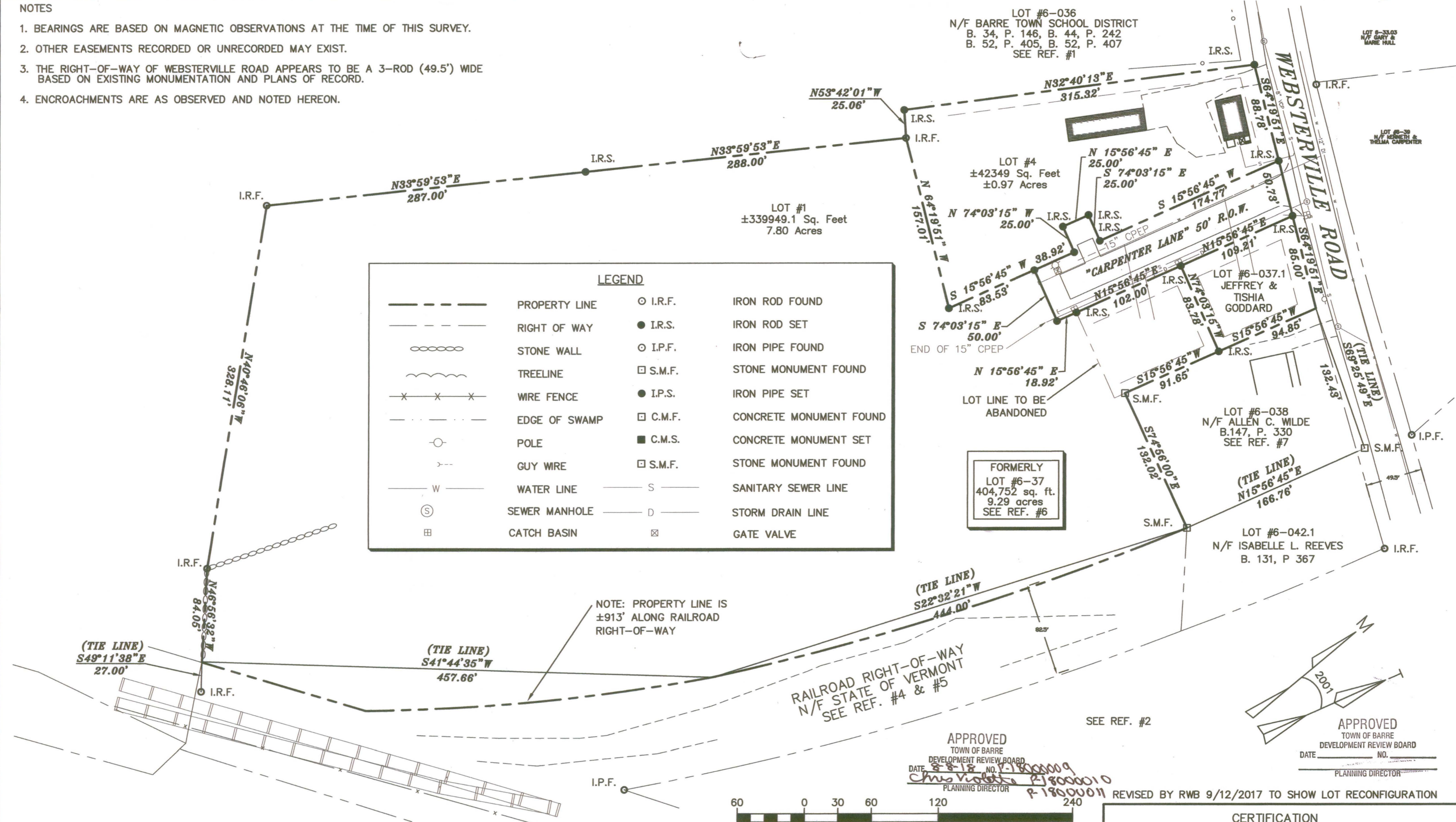
Barre Town Selectboard

NOTES

1. BEARINGS ARE BASED ON MAGNETIC OBSERVATIONS AT THE TIME OF THIS SURVEY.
2. OTHER EASEMENTS RECORDED OR UNRECORDED MAY EXIST.
3. THE RIGHT-OF-WAY OF WEBSTERVILLE ROAD APPEARS TO BE A 3-ROD (49.5') WIDE BASED ON EXISTING MONUMENTATION AND PLANS OF RECORD.
4. ENCROACHMENTS ARE AS OBSERVED AND NOTED HEREON.

LEGEND			
	PROPERTY LINE	○ I.R.F.	IRON ROD FOUND
	RIGHT OF WAY	● I.R.S.	IRON ROD SET
	STONE WALL	○ I.P.F.	IRON PIPE FOUND
	TREELINE	□ S.M.F.	STONE MONUMENT FOUND
	WIRE FENCE	● I.P.S.	IRON PIPE SET
	EDGE OF SWAMP	□ C.M.F.	CONCRETE MONUMENT FOUND
	POLE	■ C.M.S.	CONCRETE MONUMENT SET
	GUY WIRE	□ S.M.F.	STONE MONUMENT FOUND
	WATER LINE	— S —	SANITARY SEWER LINE
	SEWER MANHOLE	— D —	STORM DRAIN LINE
	CATCH BASIN	⊠	GATE VALVE

NOTE: PROPERTY LINE IS ±913' ALONG RAILROAD RIGHT-OF-WAY

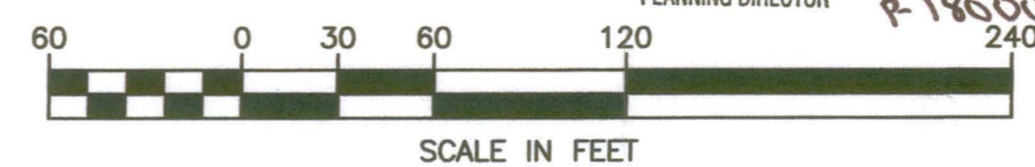


APPROVED
TOWN OF BARRE
DEVELOPMENT REVIEW BOARD
DATE 8-8-18 NO. 1800009
Chris Violette P-1800010
PLANNING DIRECTOR P-1800011

APPROVED
TOWN OF BARRE
DEVELOPMENT REVIEW BOARD
DATE _____ NO. _____
PLANNING DIRECTOR _____

SEE REF. #2

REVISED BY RWB 9/12/2017 TO SHOW LOT RECONFIGURATION



REFERENCES

1. PLAN ENTITLED "BARRE TOWN SCHOOL PROPERTY, WEBSTERVILLE ROAD, ST. AID HWY. 2, GRANITEVILLE ROAD, ST. AID HWY. 1, BARRE TOWN, VERMONT," DATED MAY 1973 BY SURVEYORS, INC. OF BARRE, VERMONT AND ON FILE IN THE BARRE TOWN ENGINEERS OFFICE.
2. PLAN ENTITLED "L. H. CONSTRUCTION, HEBERT DRIVE, BARRE TOWN, VERMONT," DATED MAY 1985 BY WAYNE D. LAWRENCE, P.E. OF BARRE, VERMONT, AND RECORDED AS MAP #13-1541 IN THE TOWN OF BARRE LAND RECORDS.
3. PLAN ENTITLED "KENNETH SHERMAN, WEBSTERVILLE ROAD, BARRE TOWN, VERMONT," DATED SEPTEMBER, 1985 BY WAYNE LAWRENCE, P.E. OF BARRE, VERMONT AND RECORDED AS MAP #12-1480 IN THE TOWN OF BARRE LAND RECORDS.
4. PLAN ENTITLED "SURVEY PLAT OF PROPERTY IN THE TOWN OF BARRE, VERMONT, FOR ROCK OF AGES CORPORATION," DATED MAY 23, 1984, BY AMERICAN SURVEY COMPANY OF WILLIAMSTOWN, VERMONT AND RECORDED AS MAP #13-1505-01 IN THE TOWN OF BARRE LAND RECORDS.
5. PLAN ENTITLED "STATE OF VERMONT, AGENCY OF TRANSPORTATION, MONTPELIER AND BARRE RAILROAD, WCRR REHAB FDA82 99-1001 M. P. 10.20 TO M.P. 11.47," DATED SEPTEMBER 28, 1981 AND ON FILE AT THE AGENCY OF TRANSPORTATION.
6. WARRANTY DEED OF MARGARET O. WOOD TO HENRY A. PHELPS, DATED FEBRUARY 24, 1917 AND RECORDED IN BOOK 12, PAGE 465 OF THE TOWN OF BARRE LAND RECORDS.
7. WARRANTY DEED OF MARY ANN AND ANDREW MCKENZIE TO CARL F. HINKEL, DATED AUGUST 9, 1926 AND RECORDED IN BOOK 18, PAGE 164 OF THE TOWN OF BARRE LAND RECORDS.
8. PLAN ENTITLED "SUBDIVISION OF LANDS OF CARPENTER LIVING TRUST, WEBSTERVILLE ROAD, BARRE TOWN, VERMONT," DATED JULY 6, 2006, BY RICHARD W. BELL, LAND SURVEYING, INC. OF BARRE, VERMONT AND FILED AS PLAN #2147 UNDER PERMIT #P-06-32 IN THE TOWN OF BARRE PLANNING AND ZONING OFFICE.



CERTIFICATION
I HEREBY CERTIFY THAT THE SURVEY SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF THE PARCEL BOUNDARIES DETERMINED AS NOTED HEREON AND IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS SURVEY WAS PERFORMED WITH ELECTRONIC TOTAL STATION SURVEY EQUIPMENT, WITH A POSITIONAL TOLERANCE CONFIDENCE LEVEL ABOVE 95%. I FURTHER CERTIFY THAT THIS PLAT MEETS ALL THE REQUIREMENTS OF TITLE 27 V.S.A. SECTION 1403.

Richard W. Bell
RICHARD W. BELL L.S. #638 VT.
DATED Aug 3, 2018

SCALE: 1"=60' DATE: SEPT 2017 PROJ. #171082 DWG. # S-108
FLD. BK/PG. E.F.B. COMPUTED BY: RWB SHEET 1 OF 1

RICHARD W. BELL
LAND SURVEYING, INC.
287 SOUTH MAIN ST.
BARRE, VERMONT 05641
EMAIL: RBELL@CARTERMENET.COM
802-478-8282 C 802-783-5037

SUBDIVISION OF LANDS OF
CARPENTER LIVING TRUST
WEBSTERVILLE ROAD
BARRE, VERMONT

I CERTIFY THAT THIS PLAT IS AN ORIGINAL INK ON MYLAR DRAWING. RICHARD W. BELL L.S. SIDE #138A

Received for Filing: January 03 2019 @ 3:00 P.M.
Attest: *Chris W. Burtlett*, Asst. Town Clerk.