

**MINUTES - SELECTMEN'S MEETING
TOWN OF BARNET, VERMONT
MONDAY, JANUARY 9, 2012**

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

Board members present: Selectmen Theodore Faris, Jeremy Roberts, and Gary Bunnell.

Meeting Chair: Co-Chair Theodore Faris presiding as Chair for this meeting.

Others present: Road Foreman Timothy Gibbs, Town Clerk Benjamin Heisholt, Zoning Administrative Officer Shirley Warden, and David Warden.

Note: Numbered headings correspond to agenda printed in advance of meeting. Items appear in minutes in order discussed at meeting. Order of discussion is occasionally out of sequence with agenda numbers.

1. Approve minutes of regular meeting held December 26, 2011

Motion made by Roberts to approve as presented the minutes of the regular meeting held December 26, 2011. Seconded by Bunnell and approved by voice vote.

2. Appearances by members of the public

David Warden, President of the Barnet Historical Society (BHS), appeared to discuss the 2012 appropriation to BHS for maintenance of the Goodwillie House.

- The Board agreed to include the BHS appropriation request of \$500 on the warning for the 2012 Town Meeting.

3. Discussion regarding Barnet Public Library Building furnace

The Board discussed matters related to several service calls made the previous week for maintenance of the Library Building's furnace:

- The Board agreed that the repairs made to the furnace are sufficient to allow for its use during the remainder of this heating season. The plan to replace the boiler during the upcoming summer remains in place.
- The Board agreed that the Town should enter a service contract for regular maintenance of heating systems in Town-owned buildings.
- One of the six boilers at the Barnet Elementary School has failed. The School Board has suggested combining efforts with the Town's replacement of the Library Building boiler when it replaces the School boiler this summer. The School Board is also interested in the possibility of combining efforts in acquisition of a service contract for heating systems.
- Roberts received emails from Librarian Sherry Tolle regarding suggestions for low-temperature dial-out alarms at the Library Building. The Board agreed that this may be a wise investment. Roberts will investigate options.

4. Discussion regarding Personnel Policy: floating holiday hours

Town Clerk Heisholt discussed two potential changes to section VI, part A of the Personnel Policy, relating to paid holidays:

- Heisholt noted that Town Meeting Day has for many years been treated as a floating holiday for the Town Clerk and Assistant Town Clerk. There is, however, no notation of this practice in the Policy. Brief discussion followed.
 - o Board agreed to add to section VI, part A of the Personnel Policy to indicate Town Meeting as a floating holiday for the Town Clerk and Assistant Town Clerk only.
- Heisholt discussed the administration of floating holiday hours. At present Heisholt credits each qualifying employee with the number of floating holiday hours he will have access to for the full year on January 1. This practice, however, is not indicated in the Personnel Policy. The Personnel

Policy also does not indicate what the appropriate disposition is for any unused floating holiday hours at the end of the calendar year. Heisholt suggested that these hours could, at the end of the year, be paid (as with Personal Days), rolled over to the next calendar year for use, or eliminated altogether. Brief discussion followed.

- o Roberts made motion to revise section VI, part A of the Personnel Policy to indicate that floating holiday hours will be credited at the beginning of the calendar year, as described by Heisholt above, and that any floating holiday hours remaining at the end of the calendar year be eliminated altogether (i.e. “use or lose”). Seconded by Bunnell and approved by voice vote.
- o Board agreed to make the above decision regarding floating holiday hours effective January 1, 2012, thereby causing any floating holiday hours remaining at the end of 2011 to be paid in the same fashion as Personal Days.

5. Discussion regarding social service agency appropriations request policy

Faris discussed his recent communications with Town Clerk Heisholt regarding the Selectmen’s policy for appropriations requests. Several years ago the Selectboard set the policy that social service agencies requesting appropriations at the same level as the previous year *are not* required to submit a petition in order to have their appropriation request appear on the Town Meeting warning, whereas those requesting an appropriation at for an amount greater than the previous year’s *are* required to submit a petition. An unusual development occurred with the 2011 appropriation to the West Barnet Senior Mealsite when the Town approved, at Town Meeting, an appropriation of \$2,500, which represented \$500 more than the Mealsite had requested. Heisholt requested that the Board clarify their policy to indicate if the requirement to submit a petition is contingent upon the previous year’s funding request or actual appropriation. Discussion followed.

- The Board agreed to revise their policy with regard to appropriations requests to indicate that a petition is required only if the amount of the current appropriation request is greater than either the amount of the previous year’s request or the amount of the previous year’s actual funding.

6. Correspondence from Vermont Agency of Transportation regarding 2012 Certificate of Highway Mileage and reclassification of legal trails

Board briefly reviewed cover letter with instructions for the Board to document changes in highway mileage for 2012 and to sign the certificate. Also reviewed attached correspondence requesting that the Board use this certificate to recognize 0.09 miles of legal trails that were reclassified by the Barnet Selectboard in 1990. The revised mileage of town highways in the Town of Barnet is as follows: Class 1: 0.00; Class 2: 23.51; Class 3: 58.46; State Highway: 21.19; Class 4: 10.95; Legal Trail: 0.09; Total (excluding Class 4 and Legal Trails): 103.16.

- The Board signed the certificate.

7. Correspondence from Vermont Superior Court, Caledonia Unit regarding 2011 accounting of Harriet S. Palmer Cemetery Fund trust

The Selectboard is required to annually report a summary of account activity of the Harriet S. Palmer Cemetery Fund to the Probate Court, District of Caledonia. In 2011 the fund earned \$1.13 in interest, and ended the year with a balance of \$746.73

- After briefly reviewing the summary, Faris signed the required documents. The Board also signed a letter, drafted by Town Clerk Heisholt, requesting that the Court waive the fee and surcharge associated with this filing.

8. Correspondence from Vermont Agency of Transportation regarding Federal Emergency Management Agency (FEMA) payments for storm events of May 26 to May 27, 2011

Board reviewed documents detailing reimbursements received. Package received December 27, 2011 indicates that payment in the amount of \$20,358.35 has been processed for a project on Garland Hill. Package received December 29, 2011 indicates that payment in the amount of \$223,199.60 has been processed for projects on Whitehill Road, Ferguson Road, Little Scotland Road, Keyser Hill Road,

County Hill Road, Schoolhouse Road, DeMaio Lane, and Valley View Road. Package received January 6, 2012 indicates that payment in the amount of \$30,173.35 has been processed for projects on Bunnell Lane, Granger Street, Rockledge Lane, Farrow Farm Road, and Water Andric Road. FEMA payments received to date for storm events of May 26 to May 27, 2011 total \$462,539.28.

9. Correspondence from The Hartford Steam Boiler Inspection and Insurance Company regarding inspection of Town Clerk's Office boiler

Board briefly reviewed inspection report, which indicates that the drain valve on the zone return line located at the left rear of the boiler is leaking.

10. Correspondence regarding Act 250 application of David C. Bogie

Board briefly reviewed application for gravel pit on Garland Hill.

11. Correspondence from Caledonia-Essex Area Ambulance Service, Inc. (CALEX) regarding revised bylaws

Faris read cover letter and Board briefly reviewed attached revision of bylaws.

12. Correspondence from Caledonia County Clerk's Office regarding equalized municipal property tax grand list for 2012-2013

Faris read cover letter and Board briefly reviewed attached Grand List, which indicates the county tax rate and assessments on county towns. Total tax due for the Town of Barnet is \$17,329.73.

13. Other business

- **Highway Safety Improvement Program.** Road Foreman Timothy Gibbs discussed program conducted by Northeastern Vermont Development Association (NVDA) to enhance safety at intersections with histories of accidents. Two Barnet intersections were chosen: Barnet Center Road-West Barnet Road, and West Barnet Road-East Peacham Road-Ferguson Road. New signage will be installed at no cost to the Town.

14. Outstanding check warrants

Reviewed and signed all outstanding check warrants.

15. 2012 budget discussion

Board continued review and editing of preliminary budget.

16. Discussion regarding personnel matters (executive session)

- Motion made by Roberts to enter executive session. Seconded by Bunnell and approved by voice vote. Entered executive session at 8:10 p.m. Attendance in executive session: Bunnell, Faris, Roberts, Road Foreman Timothy Gibbs and Town Clerk Heisholt.
- Motion made by Roberts to exit executive session. Seconded by Bunnell and approved by voice vote. Exited executive session at 8:15 p.m.
- Board agreed to repair minor damage to the Town Garage using funds from the Town Garage maintenance budget rather than filing an insurance claim.

17. Discussion regarding real estate transaction (executive session)

- Motion made by Roberts to enter executive session. Seconded by Bunnell and approved by voice vote. Entered executive session at 8:15 p.m. Attendance in executive session: Bunnell, Faris, Roberts, and Town Clerk Heisholt.
- Motion made by Roberts to exit executive session. Seconded by Bunnell and approved by voice vote. Exited executive session at 8:17 p.m.
- Board agreed to place articles on the 2012 Town Meeting warning to allow for sale of the Passumpsic Village Store in 2012.

18. Discussion regarding legal proceedings (executive session)

- Motion made by Roberts to enter executive session. Seconded by Bunnell and approved by voice vote. Entered executive session at 8:17 p.m. Attendance in executive session: Bunnell, Faris, Roberts, and Town Clerk Heisholt.
- Motion made by Roberts to exit executive session. Seconded by Bunnell and approved by voice vote. Exited executive session at 8:20 p.m.
- No action taken.

19. Adjournment

Motion made by Roberts to adjourn. Seconded by Bunnell and approved by voice vote. Meeting adjourned at 8:20 p.m.

A true copy.

Attest: _____
Town Clerk