

**MINUTES – SELECTMEN’S MEETING
TOWN OF BARNET, VERMONT
MONDAY, DECEMBER 9, 2013**

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 Jeremy Roberts presided as Chair for this meeting.

Others present: Road Foreman Keith Gadapee, Town Clerk Benjamin Heisholt, Zoning Administrative Officer Shirley Warden, Jeffrey Berwick (Berwick Agency), Pamela Fecteau (Vermont League of Cities & Towns), and Larry Smith (Vermont League of Cities & Towns).

1. Approve minutes of regular meeting held November 25, 2013

Mr. Faris moved to approve as presented the minutes of the regular meeting held November 25, 2013. Seconded by Mr. Bunnell and approved by voice vote.

2. Appearances by members of the public

There were no appearances by members of the public.

3. 2014 property and liability insurance quotes

Pamela Fecteau and Larry Smith of the Vermont League of Cities & Towns (VLCT) appeared to present their quote and discuss services and benefits offered by VLCT. Two quotes were presented: one for all town coverages (\$67,177) and one with fire and rescue coverages excluded (\$58,074). Jeffrey Berwick of the Berwick Agency appeared to present his quote for fire and rescue coverages (\$8,193). Discussion ensued.

- Mr. Faris moved to purchase property and liability insurance in 2014 from Vermont League of Cities & Town with the exception of fire and rescue department insurance, and to purchase fire and rescue insurance through the Berwick Agency. Seconded by Mr. Bunnell and approved by voice vote.

4. Appearance by Road Foreman Keith Gadapee regarding Highway Department matters

- a. **Occupational Safety and Health Administration (OSHA) changes.** Mr. Gadapee discussed changes in required documentation for hazardous materials. Several phases are involved in implementation of these changes, with the final deadline being in 2016.
- b. **Mower.** Mr. Gadapee presented information regarding leasing or buying a tractor with mower for roadside mowing. The two vendors with which he spoke are Tenco and H.P. Fairfield. Tenco leases a mower for \$7,200 per month; H.P. Fairfield leases for \$2,800 per week. Mr. Gadapee reviewed various details pertaining to the leases, and recommended that if the Board chooses to lease they should do so for a minimum of three weeks. He also discussed purchase options from Tenco. Discussion ensued.
 - The Board agreed to lease from Tenco for the last week in June and for three weeks in July.
- c. **Dump truck purchase.** Mr. Gadapee discussed information he has acquired since the last Board meeting. He advises that the Board set their maximum expenditure limit at \$190,000. He indicated that Clark’s Truck Center won the State bid for dump trucks this year; the Town could choose to purchase their truck through this bid. He also inquired whether the Board wishes to obtain bids through a formal bidding process with detailed specifications, or to obtain proposals in an informal process. Discussion ensued.
 - The Board agreed to obtain proposals in an informal pricing process.

d. Correspondence from Vermont Agency of Transportation regarding reporting of special weight limits for highways and bridges. Mr. Gadapee discussed information he has obtained since the last Board meeting. The Town does not officially post any of its roads or bridges through the State's required reporting system. There are two bridges (Bridge #42 on Garland Hill in West Barnet, and Bridge #10 on Comerford Dam Road in East Barnet), and one road (Church Street in Barnet Village) for which the Town posts weight limit signs. Discussion ensued.

- The Board agreed to report to the State the above-referenced postings.

5. Vermont Agency of Transportation Structures Grant application

The Board reviewed the application for grant reimbursement for costs on the Anderson Street box culvert project. Total project costs were \$63,459.58. Discussion ensued.

- The Board signed the application.

6. Discussion regarding 2014 health insurance benefit

Treasurer Benjamin Heisholt provided an update on changes resulting from delays in implementation of the Vermont Health Connect insurance exchange. Reported delays in billing implementation were expected to cause the Town to be required to carry its 2013 coverages and premiums at least into January of 2014. With the advice of Mr. Roberts, Mr. Heisholt enrolled the Town directly through Blue Cross Blue Shield of Vermont (BCBS), rather than through Vermont Health Connect. It was expected that with this change coverages and premiums for plans intended for 2014 would commence February 1, 2014 rather than at a potentially much later date. Mr. Heisholt later learned, however, that due to the Town's enrollment in HealthEquity Health Reimbursement Arrangements (HRAs) BCBS will try to have 2014 plans in effect for January 1, 2014.

7. 2014 tax anticipation borrowing bids

The Board reviewed bids for tax anticipation borrowing for calendar year 2014. Bids received from Community National Bank, Merchants Bank, Passumpsic Savings Bank, and Union Bank. Discussion ensued.

- Mr. Faris moved to accept the bid of Union Bank for a lump-sum loan of \$598,000 at a rate of 1.39% with reinvestment of proceeds in a certificate of deposit with a rate of 1.84%. Seconded by Mr. Bunnell and approved by voice vote.

8. Caledonia County Sheriff's Office 2014 service contract

The Board reviewed the contract having a term of January 1, 2014 to December 31, 2014 for the Caledonia County Sheriff's Department to provide the Town with police services including the aggregate amount of six hours per week from June 1 to October 31 and four hours per week from November 1 to May 30. Town expense for contract includes officer time at the rate of \$33.00 per hour, and court time at the rate of \$33.00 per hour.

- The Board agreed to enter the agreement; Mr. Roberts signed the contract.

9. Correspondence from CALEX Ambulance Service regarding revision of bylaws

Mr. Roberts read a cover letter, and the Board reviewed an attached copy of the revised bylaws.

10. Correspondence from A & D Klumb Environmental, LLC regarding proposed telecommunications facility on Pearlmont Road

The Board reviewed a letter and attached map describing a proposed monopole tower at 372 Pearlmont Road.

11. Discussion regarding 2013 year-end bonuses

Treasurer Benjamin Heisholt indicated that in 2012 the Board agreed to pay a year-end bonus of \$200 to full-time employees, \$100 to Assistant Town Clerk Cathy McLam, and \$75 each to Transfer

Station/Recycling Center employees Melvin Hale, Bruce Marston, and Donald Nelson. Discussion ensued.

- Mr. Faris moved to pay 2013 year-end bonuses to the same personnel and in the same amounts as in 2012. Seconded by Mr. Bunnell and approved by voice vote.

12. Other business

- a. **Appearance by Zoning Administrative Officer Shirley Warden regarding Town Plan re-adoption.** Ms. Warden provided the Board with an update regarding the process for adopting the revised Town Plan. There will be a public hearing on January 7, 2014.

13. Outstanding check warrants

The Board reviewed and approved all outstanding check warrants.

14. 2014 budget discussion

The Board agreed to table discussion of the budget until the December 23, 2013 meeting.

15. Adjournment

Mr. Faris moved to adjourn. Seconded by Mr. Bunnell and approved by voice vote. Meeting adjourned at 8:45 p.m.

A true copy.

Attest: _____
Town Clerk