

**Regular Meeting of the Barre City Council  
Held April 17, 2012**

The Regular Meeting of the Barre City Council was called to order at 7:00 PM by Acting Mayor Michael Smith. In attendance were: From Ward I, Councilors Dominic Etli and Paul Poirier; from Ward II, Councilor Michael Boutin; and from Ward III, Councilor Lucas Herring. Also in attendance were Manager Steven Mackenzie and Clerk/Treasurer Carolyn Dawes.

**Approval of Consent Agenda:** Council approved the following consent agenda items as presented on motion of Councilor Herring, seconded by Councilor Boutin. **Motion carried.**

- Minutes of the following meetings:
  - Regular Meeting of April 10, 2012
  - Special Meeting of April 12, 2012. Minutes were corrected before approval.
- City Warrants as presented.
- 2012 Licenses & Permits issued through the clerk's office:
  - Animal License for Elena & Keith Griffith at 88 Westwood Parkway for 10 chickens.
  - Seasonal Food Establishment License for the Snack Shack at 515 North Main Street.
  - Entertainment License for Central Vermont Catholic Schools for its annual carnival to be held June 7-10, 2012.
  - Adjustment to Sani Sport Service vending license, allowing it to vend at 83 Summer St.

Councilor Etli said there were procedural errors made during the Special Meeting on April 12, 2012. He said when someone calls a question, it requires a vote and 2/3 majority to stop the debate, and that process was not followed, and therefore debate was closed prematurely. He said he wanted to make sure this discrepancy is on the record. Acting Mayor Smith suggested Councilor Etli discuss the matter with Mayor Lauzon. Manager Mackenzie said a point of order can be called if there are questions of procedure during a meeting.

**The City Clerk and Treasurer Report** – Clerk Dawes made the following announcements:

- Even though the statutory deadline has passed, dogs must still be licensed, and the Clerk's office is still issuing tags.
- Fourth quarter property taxes are due by May 15<sup>th</sup>.
- The ballots are ready for the May 8<sup>th</sup> Special Meeting election. Early & Absentee ballots have been mailed to those who requested them for the March election, and are available for those who would like to vote early. The warning, proposed budget and a sample ballot are posted on the City website.
- The Clerk reviewed the arrangements for Clean Up Your Act Day on May 5<sup>th</sup>, when people will have the opportunity to bring lawn debris, bulk trash, and recyclables to the Civic Center.

**Approval of Building Permits** – Council approved the following building permits on motion of Councilor Herring, seconded by Councilor Etli. **Motion carried.**

| <u>Applicant</u>             | <u>Address</u>      |
|------------------------------|---------------------|
| Dianne Gile                  | 120 Bailey Street   |
| Michael & Karen O'Hara       | 210 Fairview Street |
| Donald Tofani                | 16 Willey Street    |
| Joanna Guillette             | 24 Second Street    |
| Benjamin & Jacqueline Rogers | 15 Grandview Avenue |

**Liquor Control Board** – Council approved the following 2012 Liquor and Tobacco license renewals on motion of Councilor Herring, seconded by Councilor Etli. **Motion carried with Councilor Boutin abstaining.**

**1<sup>st</sup> CLASS**

|                             |                       |
|-----------------------------|-----------------------|
| Ladder 1 Grill              | 8 South Main Street   |
| Basil's Pizzeria            | 20 South Main Street  |
| American Legion             | 320 North Main Street |
| BHP Inc. (Southside Tavern) | 107 South Main Street |

**2<sup>ND</sup> CLASS**

|                                |                       |
|--------------------------------|-----------------------|
| Bella Campo Food Products Inc. | 131 South Main Street |
| Central Market                 | 50 Summer Street      |

**TOBACCO**

|                |                  |
|----------------|------------------|
| Central Market | 50 Summer Street |
|----------------|------------------|

Council approved Request to Cater permit applications from Gusto's for roller derby events at the BOR on May 19<sup>th</sup>, July 21<sup>st</sup>, August 25<sup>th</sup> and September 22<sup>nd</sup> on motion of Councilor Herring, seconded by Councilor Etli. **Motion carried with Councilor Boutin abstaining.**

**Visitors and Communications** – NONE

**City Manager's Report** –

Manager Mackenzie reported on the following activities over the past week and upcoming items:

- Attended the Barre City/Barre Town bike path committees kick-off meeting for the design work on the connector path.
- The burn ban is still in effect.
- The Barre Energy Action Resource (BEAR) is hosting an eco-fair this weekend at the Labor Hall.
- The Barre Historical Society is holding its annual Primo Maggio event on Sunday, April 29<sup>th</sup> at the Mutuo Club.
- The batting cages and driving ranges purchased with Semprebond funds have been installed in the BOR. City staff is working out a reservation and fee system for their use.

**Old Business** – None.

**New Business** –

**A) Award Contract for Street Painting.**

Manager Mackenzie reviewed the memo from the Engineering Department, and the recommendation to award the contract to low bidder Poirier Guidelines. Council approved the contract as recommended by staff on motion of Councilor Etli, seconded by Councilor Herring. **Motion carried.**

It was mentioned that there is no relationship between Poirier Guidelines and Councilor Poirier.

**B) Procurement Policy Review/Clarification.**

Manager Mackenzie reviewed sections of the current policy and asked for clarification about regular and incidental purchases. Councilor Herring said the policy indicates that the Manager has the authority to set procedures with regards to such purchases. Councilor Poirier said he would like the Manager to inform the Council should a low bidder not be selected.

**C) FY 2012 (9) Month Budget Status & Financial Overview.**

Manager Mackenzie said this agenda item has been deferred to next week.

**Other)**

Councilor Boutin asked how the City handles the bid process. Manager Mackenzie said there are a variety of methods used, including RFP's, bid specification sheets and phone calling. Councilor Boutin said he wants to make sure there is a proactive attempt to encourage local vendors to participate. Manager Mackenzie said the City reaches out to local vendors.

**Roundtable –**

Councilor Etli said he sent links for Montpelier and Winooski financial reports related to traffic enforcement and fines to Mayor Lauzon and Manager Mackenzie.

Councilor Herring reminded everyone of Green Up Day activities through the first two weeks of May.

Acting Mayor Smith encouraged people to vote in support of the budget on May 8<sup>th</sup>.

Council went into executive session at 7:44 PM to discuss labor contracts on motion of Councilor Boutin, seconded by Councilor Herring. **Motion carried with Councilor Etli voting against.**

Council came out of executive session at 7:53 PM on motion of Councilor Boutin, seconded by Councilor Poirier. **Motion carried.**

Council adjourned at 7:53 PM on motion of Councilor Boutin, seconded by Councilor Poirier. **Motion carried.**

An audio transcript of this meeting is available through the Clerk's Office. Audio transcripts are kept on file for two years, as per state statute.

Respectfully submitted,

Carolyn S. Dawes, City Clerk