

**Regular Meeting of the Barre City Council
Held April 30, 2013**

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, Councilor Charles Dindo; Ward II, Councilor Michael Boutin; and from Ward III, Councilors Anita Chadderton and Lucas Herring. Also in attendance were City 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 Smith. **Motion carried.**

- Minutes of the following meeting:
 - Regular Meeting of April 23, 2013
- Approval of the City Warrants as presented.
- 2013 Licenses & Permits issued through the clerk's office: NONE

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

- Early/absentee voting for the May 14, 2013 budget revote is available. The last day to register to vote for participation in election is May 8th.
- The Board of Civil Authority will hold its pre-election meeting on May 9th at 5:30 PM.
- Fourth quarter property taxes are due by May 15, 2013.

City Planner Michael Miller said he received a letter of resignation from Development Review Board vice chair Deb Martin, effective immediately. Mr. Miller said Ms. Martin has served on the DRB for approximately 25 years. Council accepted Mr. Martin's resignation with regrets and gratitude on motion of Councilor Herring, seconded by Councilor Boutin. **Motion carried.**

Council approved a parade permit request from the Barre Area Veterans Council for the May 27th Memorial Day parade. The parade will muster at the auditorium at 10:15 AM and step off at 10:30 AM, with ceremonies in City Hall Park at 11:00 AM, when they will dedicate the new Civil War Memorial. Council approved the parade permit on motion of Councilor Herring, seconded by Councilor Chadderton. **Motion carried.**

Approval of Building Permits –

Council approved the following building permits on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried.**

<u>Applicant</u>	<u>Address</u>
Nancy Andreoletti	113 Country Way
David & Judith Deep	10 Berkeley St.

Liquor Control Board –

Council approved an outside consumption permit for Asian Gourmet, 276 N. Main Street, on motion of Councilor Chadderton, seconded by Councilor Herring. **Motion carried with Councilor Boutin abstaining.**

Council approved a new 2013 Tobacco License for Dollar General, 74 S. Main Street, on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried with Councilor Boutin abstaining.**

New Business –

B) CVCLT Green Mountain Revolving Loan Fund VCDP Application – Public Hearing Warned for 7:15 p.m.

Acting Mayor Smith opened the public hearing at 7:15 PM. City Planner Michael Miller said this public hearing is a formality due to a clerical error in the notice of the previous public hearing on the same application.

Mr. Miller reminded Council it had approved the application at a public hearing held on April 2, 2013. He said tonight's public hearing has been correctly warned, and recommended Council affirm its approval of April 2, 2013 and approve resolution #2013-04.

Acting Mayor Smith asked for any public comment or questions. Hearing none, he closed the public hearing at 7:17 PM. Council affirmed its approval and approved resolution #2013-04 on motion of Councilor Herring, seconded by Councilor Chadderton. **Motion carried.**

City Manager's Report –

Manager Mackenzie introduced Francis "Rikk" Taft, the new Administrative Assistant/Human Resources Administrator in the manager's office. Council welcomed Mr. Taft.

Manager Mackenzie reported on the following:

- Began administrative paperwork on the bike path grant.
- Attended the following:
 - Health reform seminar/orientation.
 - Meeting with Agency of Commerce & Community Development and others on remediation of Enterprise Aly/Merchants Row.
- Green Up Day green bags are available in the Clerk's office. The City will pick up the green bags during the week of May 6th, if placed alongside the streets.
- Cold planning of Summer & Elm Streets, part of Maple Avenue and the area around City Hall Park will happen over a 24 hour timeframe beginning May 6th. Paving will happen the week of May 13th, with most paving being done at night.
- The City will hold a yard waste drop off at the Auditorium parking lot on Saturday, May 25th from 9:00 AM – 1:00 PM.
- Due to the dry conditions, the City Fire Department has issued a burn ban until further notice.
- The Manager read off current City committee and board vacancies.

Visitors & Communications – NONE

Old Business – NONE

New Business –

A) Revised City Budget Presentation.

Budget Committee chair Justin Johnson gave a PowerPoint presentation on the proposed FY14 municipal budget. Mr. Johnson said the projected joint municipal/education tax rate increase is 2.67%.

Due to the May 14th Special Meeting election, Council approved moving its meeting from Tuesday, May 14th to Monday, May 13th on motion of Councilor Boutin, seconded by Councilor Dindo. **Motion carried.**

C) Presentation/Review of FY12 Audit.

Fred Duplessis of Sullivan & Powers presented the Barre City FY12 audit, and offered an overview of the firm's role and the financial statement. Mr. Duplessis said his firm determined the City is in full compliance with generally accepted accounting principles. Due to the expenditure of more than \$500,000 in federal funds, a single audit was also performed. He said there were no findings and a clean opinion was issued.

There was discussion about some of the items in the management letter, including enhanced usage of accounting software, inventory compliance for federally acquired equipment, handling of cash and off-site back-ups of computers.

D) CVRPC/CVEDC Merger Proposal.

Mr. Miller, the City liaison to the Regional Planning Commission, reviewed the history of the proposed merger. He said a merger committee has been meeting for a year to draft the proposal, and recently voted to approve the merger, which will now be presented to the two boards for approval. As the City liaison, he recommended Council support the merger. Council voted to support the merger on motion of Councilor Herring, seconded by Councilor Chadderton. **Motion carried.**

E) Approval of SBA Cell Tower Site Management Agreement.

Manager Mackenzie reviewed a spreadsheet that indicated the current agreement rates and the proposed renewal rates, and noted the renewal rate increase will generate an additional \$16,000+ for the City. The Manager said SBA is offering a 10 year agreement and he would like to see it set for 5 years. He recommended Council approve the rates and a 5 year agreement. Councilor Boutin made the motion to approve the Manager's recommendation, seconded by Councilor Chadderton. Councilor Herring offered a friendly amendment to give the manager discretion to negotiate the term up to 10 years, and authorize the Manager to sign the agreement upon completion of the negotiations. The friendly amendment was accepted. **Motion carried as amended.**

F) Semprebon Fund Project Updates.

Clerk Dawes reviewed the timeline of recent Council actions with regards to Semprebon Fund project updates, and noted she recently received updates from two of the three projects that hadn't submitted updates by the February 1, 2013 deadline. The Clerk recommended Council remove the freeze from funds for those projects: the Dog Park and Barre Community Garden. Council removed the freeze from the funds for the Dog Park and Community Garden on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried.**

G) Award of Bid for Street Construction Materials.

Manager Mackenzie reviewed the bid report in Council's packet and recommended awarding all bids to SD Ireland, the low or sole bidder for all construction materials. Council approved the Manager's recommendation on motion of Councilor Chadderton, seconded by Councilor Dindo. **Motion carried.**

Round Table –

Councilor Herring reminded everyone this Saturday, May 4th is Green Up Day.

Councilor Chadderton encouraged voters to attend next Monday's joint City/School public forum on the proposed budgets.

Councilor Smith reminded everyone of the public forum on Monday, May 6th, along with other relevant dates associated to the May 14 Special Meeting election.

Council adjourned at 8:44 PM on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried.**

An audio recording of the meeting is available through the Clerk's Office.

Respectfully submitted,

Carolyn S. Dawes, City Clerk