

**Regular Meeting of the Barre City Council  
Held May 24, 2016**

The Regular Meeting of the Barre City Council was called to order by Mayor Thomas Lauzon at 7:00 PM at Barre City Hall. In attendance were: From Ward I, Councilor Paul Poirier; from Ward II, Councilors Michael Boutin and Michael Smith (arrived 7:02 PM); and from Ward III, Councilors Anita Chadderton and Lucas Herring. Also present were City Manager Steven Mackenzie and Clerk/Treasurer Carolyn Dawes.

**Absent:** From Ward I, Councilor Charles Dindo.

**Adjustments to the Agenda:** NONE

**Approval of Consent Agenda:**

Council approved the following consent agenda items on motion of Councilor Chadderton, seconded by Councilor Boutin. **Motion carried.**

- Minutes of the following meetings:
  - Regular meeting on May 10, 2016
- City Warrants as presented: week 2016-21.
  - Accounts Payable: \$140,365.29
  - Payroll (gross): \$112,625.03
- Licenses & Permits:
  - Animal License:
    - E. John LePage, 16 Willey Street, 6 chickens

Councilor Smith arrived at this point in the meeting.

Clerk Dawes said she received a vending license application this afternoon for an arts and crafts market scheduled for this Friday on Metro Way. The Clerk said the market is expected to have 12 vendors, however, the application is for one vendor, with the hope that it could be considered an “umbrella” application. The Clerk also said the applicant did not provide proof of liability insurance, as is required by ordinance. Applicant Susan Ciappara said the intention is to hold these markets regularly through the summer, but it is hoped that all future markets will be part of the Farmer’s Market, and therefore will not require vendor’s licenses. Mayor Lauzon said he is the owner of the property where the market will take place and asked Council if they felt there was a conflict of interest in his presiding over the discussion and decision. No objections were raised. Mayor Lauzon suggested granting a license to all the vendors, cancelling the licenses on Saturday and pro-rating the fees. The Mayor also said the liability insurance requirement should not be waived.

Council approved the Mayor’s recommendation on motion of Councilor Boutin, seconded by Councilor Chadderton. **Motion carried.**

**The City Clerk/Treasurer Report** – Clerk Dawes reported on the following:

- Ward I caucus on Wednesday, June 1<sup>st</sup> at 7:00 PM at Alumni Hall to select someone to fill Councilor Dindo’s seat until the March 2017 Annual (Town) Meeting. All Ward I registered voters are eligible to participate.
- The Clerk will present the Council with information about the cemetery trust funds at next week’s meeting, with an eye towards approving the restricted, perpetual fund balances.
- The auditor met with staff last week and made recommendations for adjustments to be made to the due to/do from balances in the enterprise fund. The Clerk will bring those recommendations forward for Council consideration before the end of the fiscal year, along with a draft policy related to interfund transfers.

To be approved at 05-31-16 Barre City Council Meeting

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

<u>Applicant</u>	<u>Address</u>
Vermont Granite Museum	7 Jones Bros. Way
Nelson & Cheryl LaFrance	112 Washington Street
Read Good Toys/James & Christine Abrams	200 S. Main Street
Kathryn Houston	20 Currier Street
Ellen Thompson	6 College Street
Barre Housing Authority	Bergeron & Chatot Streets
East Street Holding Company Inc.	230 Elm Street
Brice Lewis Jr.	83 Orange Street
Scott & Becky Morris	27 Palmisano Plaza
Suong Lam & Theary Veau	171 N. Main Street
Jeremy Orr	34 Willey Street

**Liquor Control** – Council approved a Request to Cater permit application from Moog’s Place in Morrisville, for a retirement party at the Labor Hall on July 14<sup>th</sup> on motion of Councilor Smith, seconded by Councilor Herring. **Motion carried with Councilor Boutin abstaining.**

**New Business -**

**A) Public Hearing 7:15: Amending Article 3 of the Zoning Ordinance of the City of Barre, Vermont.**

Mayor Lauzon opened the public hearing at 7:27 PM. Planning Director Janet Shatney and members of the Planning Commission reviewed the history of the requests for interim zoning changes in the Circle Street area, changing from industrial to industrial/commercial. Ms. Shatney said the Planning Commission has approved the interim changes, which are in keeping with the recommendations of the 2014 municipal plan.

Council approved the interim zoning changes on motion of Councilor Poirier, seconded by Councilor Chadderton. **Motion carried.**

The Mayor closed the public hearing at 7:30 PM.

**City Manager’s Report** – Manager Mackenzie reported on the following:

- The spring lawn waste pick up is scheduled for next week.
- The Gunner Brook informational progress meeting is scheduled for May 25<sup>th</sup>.
- The Memorial Day parade and ceremonies are scheduled for Monday, May 30<sup>th</sup>. The parade steps off from the auditorium at 10:30 AM and the ceremonies will be held in City Hall Park beginning at 11:00 AM.

Mayor Lauzon said the Vermont League of Cities and Towns is heading up the search for the Department of Public Works Director.

**Visitors & Communications –**

Resident John LePage thanked the Council for all its hard work on behalf of the quality of life in Barre City, and said the Council rocks.

**Old Business – NONE**

**New Business -**

**B) Approval of Additional Audit Services Engagement Letter.**

Clerk Dawes said there are new audit reporting requirements associated with the TIF district, which go into effect with the FY16 audit. Current auditors Corrette & Associates have issued an engagement letter for the additional services, which will be paid for out of TIF increment funds. Council approved accepting the engagement letter and authorized the Clerk to sign on behalf of the City on motion of Councilor Boutin,

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seconded by Councilor Chadderton. **Motion carried.**

**C) Approve Purchase of Police Cruiser.**

Manager Mackenzie reviewed the memo that had been previously distributed to the Council. He said the cruiser will be purchased out of the capital fund. There was discussion on whether the purchase is part of the Police Department's vehicle management plan, additional costs associated with detailing, and how the City handles vehicles being taken out of service.

Council approved purchase of the cruiser as presented on motion of Councilor Herring, seconded by Councilor Boutin. **Motion carried.**

**D) Reappointment of Representative for Public Safety Committee.**

Councilor Smith said the correct heading for this agenda item should be Reappointment of Representative to Public Safety Authority. He said his two year appointment is up for renewal. Council reappointed Councilor Smith as Barre City representative to the Central Vermont Public Safety Authority board for a term of two years on motion of Councilor Chadderton, seconded by Councilor Boutin. **Motion carried.**

**E) Clerk Annual Compensation Presentation.**

Clerk Dawes reviewed her memo outlining her election and compensation history, work accomplished since the last report, and goals for FY17. The Clerk requested a 2% base salary increase for FY17, which is equivalent to what was approved by the voters at the March 1, 2016 Annual (Town) Meeting. Mayor Lauzon recommended a 3% increase. Councilor Poirier asked what the increase is across other City exempt employees, and Manager Mackenzie said 2%. Councilor Poirier made the motion to approve a 2% increase. The motion died for lack of a second.

Council approved a 3% increase to the Clerk's base salary on motion of Councilor Boutin, seconded by Councilor Chadderton. **Motion carried with Councilor Poirier voting against.**

**Round Table –**

Councilor Poirier said he would like a formal opinion from the City Attorney with regards to the City's liability associated with the liquor licenses issued by the Council in its capacity as the local liquor control board. Clerk Dawes will contact Mr. Twombly for his opinion.

Councilor Poirier said he would like next week's agenda to include discussion on the Conflict of Interest Policy. Mayor Lauzon said the agenda will also include a discussion on Councilor conduct.

Councilor Herring reminded everyone of Monday's Memorial Day parade and ceremonies.

**Executive Session - NONE**

The Council meeting adjourned at 7:51 PM on motion of Councilor Chadderton, seconded by Councilor Smith. **Motion carried.**

An audio recording of this meeting is available from the City Clerk.

Respectfully submitted,

Carolyn S. Dawes, City Clerk