

**Regular Meeting of the Barre City Council
Held October 18, 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 Jeffrey Tuper-Giles; from Ward II, Councilors Michael Boutin and Michael Smith; 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 1, Councilor Paul Poirier.

Adjustments to the Agenda: NONE

Approval of Consent Agenda:

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

- Minutes of the following meetings:
 - Special meeting on October 10, 2016
 - Regular meeting on October 11, 2016
- City Warrants as presented:
 - Approval of Week 2016-42:
 - Accounts Payable: \$1,287,906.62
 - Payroll (gross): \$132,304.94
- Licenses & Permits:
 - Parade Permit:
 - Spaulding High School homecoming parade, Saturday, October 22nd.

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

- Early/absentee voting is ongoing for the November 8th election. The school district special election ballots arrived and are being mailed to those who already received the general election ballot.
- Second quarter property taxes are due by November 15th.
- The new assistant clerk starts on November 14th.
- The Board of Civil Authority property tax assessment appeal hearings continue this Thursday and next week.

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

<u>Applicant</u>	<u>Address</u>
John Williams	217 Washington Street
Good Samaritan Haven	105 Seminary Street
Allen Lumber Co., Inc.	7 W. Second Street
Bellavance & Sons, Inc.	33 Smith Street

Liquor Control – NONE

City Manager's Report – Manager Mackenzie reported on the following:

- The City is holding a silent auction for surplus property. Bids are due by the 20th and will be opened on the 21st. The list of items is posted on the website.
- Water conservation continues.
- Paving is ongoing this week, and possibly next week.

To be approved at 10-25-16 Barre City Council Meeting

- Attended contract signing and pre-construction meeting for the flood mitigation projects. Phase 1 is expected to be completed by mid-November.
- Veteran's Day parade and ceremonies are scheduled for November 11th.
- Fall yard waste drop off schedule on the City website. Continues through rest of October. Pick-up around the City will happen the first week of November.

Councilor Smith asked for updates on the following:

- Filling the Director of Public Works position. The Manager said he needs to coordinate with VLCT to begin advertising.
- Stormwater grant work on Granite Street and the North End. The Manager said surveys are complete, and he is working on the RFP.
- Barre Town reimbursements. The Manager said they will be billed out within 2 weeks.

Visitors & Communications –

Mayor Lauzon said today marks Manager Mackenzie's 6th anniversary as manager. The Mayor said both he and the Manager will be out of town during next week's regularly scheduled meeting, so the meeting will be canceled. He also said the Council will meet on Monday, November 7th, instead of Election Day, Tuesday, November 8th.

Old Business –

A) Authorization to submit ERP Grant Application for Small Scale Stormwater Management Projects (Perrin Property, Winter Meadow, High St).

Manager Mackenzie reviewed the scope of the projects, which will create cut-off trenches on the Perrin property, re-trench/re-shape upper Winter Meadow, and install a storm water chamber at the top of High Street. The deadline for submission of the grant application is October 25th.

Ann Smith, executive director of Friends of the Winooski, reviewed the proposed costs of the projects, and said the City can provide some in-kind support, which would make the grant applications more robust. The projected cost is approximately \$47,000. The project has been reviewed by Vermont Agency of Natural Resources, and it is expected the grant application will be well received. The effected property owners are on board.

Council authorized submittal of the grant application on motion of Councilor Herring, seconded by Councilor Smith. **Motion carried.**

Ms. Smith said volunteers will be recruited to help with plantings in the project area at the completion of the work. Mayor Lauzon suggested working with the Vermont Youth Conservation Corps and the local Boy Scouts on the planting work.

New Business -

A) FY15 Preliminary (Unaudited) Year-End Budget Results.

Manager Mackenzie reviewed the unaudited report. The Manager said he expects the year to end with a surplus of \$0-\$75,000, once the audit is complete. There was brief discussion on individual line items.

B) 1st Quarter FY17 Budget Status Update.

Manager Mackenzie said this item is deferred until the November 1st meeting. Mayor Lauzon said he would like the budget committee to develop quarterly budgets in addition to the annual budget.

C) Approval of SHS Homecoming Parade on October 22nd.

This item was approved during the consent agenda.

D) Changes to Parking Permit Program and Fees.

Clerk Dawes reviewed her memo from the Parking Committee, recommending 24-hour parking be changed to overnight parking to allow daytime use of those parking areas. The Clerk said the fees for the overnight permits would be reduced, day permit fees would be increased, and those who purchased both would be entitled to a discount. The Clerk said City Place designated parking in the 1 Campbell Place block will be relocated to the Keith Avenue lot to free up those 20 spaces for public daytime parking.

There was discussion on overnight parking, enforcement, and costs for permits. The Clerk said she will bring the proposed fee changes to the November 1st meeting for Council approval.

E) Review of RFP Responses for Flood Mitigation Note.

Clerk Dawes distributed copies of her memo on the responses to her RFP for a line of credit to provide funding during construction of the voter-approved flood mitigation projects, and said she is accepting the LOC proposal from Union Bank. There was discussion on whether to move forward with the line of credit or with a 20 year note, due to uncertainties around interest rates. The Clerk suggested going with the LOC for the time being. She will issue an RFP in the future to convert the LOC to a 20 year note. The paperwork for the LOC will come to the Council for approval at the November 1st meeting.

Round Table – NONE

Executive Session –

Councilor Herring made the motion to find that premature general public knowledge of personnel and real estate issues to be discussed would clearly place the City of Barre at a substantial disadvantage should the discussion be public. The motion was seconded by Councilor Chadderton. **Motion carried.**

Council went into executive session at 8:18 PM to discuss personnel and real estate issues under the provisions of 1 VSA sec. 313 on motion of Councilor Herring, seconded by Councilor Smith. **Motion carried.**

Manager Mackenzie was invited into the executive session.

Council came out of executive session at 8:57 PM on motion of Councilor Herring, seconded by Councilor Tuper-Giles. **Motion carried.**

No action taken.

The Council meeting adjourned at 8:58 PM on motion of Councilor Smith, seconded by Councilor Herring. **Motion carried.**

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk