

**Regular Meeting of the Barre City Council  
Held September 2, 2014**

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, Councilors Charles Dindo and Paul Poirier (arrived 7:05 PM); from Ward II, Councilor Michael Smith; and from Ward III, Councilors Anita Chadderton and Lucas Herring. Also in attendance were City Manager Steven Mackenzie and City Clerk/Treasurer Carolyn Dawes.

Mayor Lauzon said he would like to adjust the agenda to add appointment of the Barre City representative to the VLCT annual meeting. The Mayor said he would add that as item H at the end of the regular agenda.

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

- Minutes of the following meetings:
  - Regular Meeting of August 19, 2014
- Approval of the City Warrants as presented.
- 2014 Licenses & Permits issued through the clerk's office: NONE

Councilor Poirier arrived during the following.

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

- First quarter property taxes are due by September 15<sup>th</sup>.
- Water & Sewer bills went in the mail the end of last week, and are due by September 30<sup>th</sup>.
- Early/absentee ballot requests are being accepted for the November General Election.
- The Board of Civil Authority will hold property tax assessment appeal hearings on September 25<sup>th</sup>. Packets of materials will be delivered to the BCA members next week.
- There are seven properties being sold at tax sale tomorrow.

**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>
Diane Dopp	23 Bassett Street
Sheila Gariboldi	16 Marcell Avenue
Kenneth & Sharon Lunde	199 Merchant Street
Stewart Menard	68 Woodland Drive

Mayor Lauzon noted all permit fees have been waived for those making repairs following the recent arson events.

**Liquor Control** – Council approved a temporary outside consumption permit application for the Barre Elks Club at 10 Jefferson Street for Saturday, September 6, 2014 from noon – 6:00 PM. The club will fence in a portion of their parking lot for an outside BBQ. Approval was on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried.**

Council approved a Special Events Permit for North Branch Vineyards for a benefit concert at the Barre Opera House on Saturday, September 13, 2014 from 6:30 – 9:30 PM on motion of Councilor Smith, seconded by Councilor Herring. **Motion carried.**

### **City Manager's Report –**

Manager Mackenzie reported on the following:

- Senior General Accounting Clerk Sheila Lunt retired last Friday after 18 years of service to the City. Delinquent Collections Clerk Vicki Villa has moved into that position. Ms. Lunt has been contracted with to continue training and audit prep for the next few months.
- The budget and services survey runs through this week. People can still access it through the link on the City website.
- The Budget & Finance Committee is holding meetings with City staff from all departments.

The Manager distributed a list of City facilities and the Council discussed the schedule of upcoming Saturday tours. It was determined the Council will tour the public works garage and the civic center on Saturday, September 13<sup>th</sup> beginning at 8:00 AM. Additional tours will be scheduled through the month of September and early October.

Mayor Lauzon recognized Sheila Lunt's years of service, and said the Council wishes her well in her retirement. Councilor Poirier made the motion to honor Ms. Lunt with a resolution, seconded by Councilor Dindo. **Motion carried.**

Mayor Lauzon said he will prepare the resolution.

### **Visitors & Communications – NONE**

#### **Old Business –**

##### **A) Ratification of Council Approval for September 20<sup>th</sup> Barre Lions Club Coin Drop.**

Council ratified its August 19, 2014 approval of the coin drop on motion of Councilor Chadderton, seconded by Councilor Herring. **Motion carried.**

#### **New Business –**

##### **A) Cemetery Rate Schedule Revisions.**

##### **B) Final Department Reorganization Presentation, Including Reconciliation of BCS \$29,000 Net Tax Reductions.**

Council considered both agenda items together. Special Projects Manager Pat McDonald reviewed her memo on the reorganization of the Facilities, Recreation and Cemeteries & Parks Departments. Ms. McDonald said the reorganization is expected to be completed by October 1<sup>st</sup> or shortly thereafter. The recommended name of the newly merged department is Buildings and Community Services, with Jeff Bergeron as the department head, Stephanie Quaranta as the Assistant Director of Buildings and Recreation and Dwight Coffrin as the Assistant Director of Buildings and Cemeteries. Passage of the FY15 budget had included \$29,000 in reductions of the amount to be raised by taxes associated with the reorganization of the departments. Ms. McDonald said the adjustments associated with new rentals and changes in the cemetery fees results in increased revenues estimated at more than \$33,000.

There was discussion about joining the VT Convention Bureau, marketing ideas for the Civic Center and the cemeteries, and conducting a survey to gauge community interest in recreation services and programs.

Assistant Director of Buildings and Cemeteries Dwight Coffrin reviewed the recommended cemetery fee revisions and said the revisions have been approved by the Cemetery Committee.

Council approved the cemetery fee schedule revisions, effective October 1, 2014, on motion of Councilor Herring, seconded by Councilor Smith. **Motion carried.**

Ms. McDonald said she is rescinding her original recommendation that the Civic Center and Recreation Committees be merged, as one is focused on facilities and the other on programs. She recommended the committees hold two joint meetings each year.

Councilor Poirier said there is a need for an additional water spigot in the old portion of Hope Cemetery. He will show Mr. Coffrin the area in question.

There was discussion about expense reductions associated with the consolidation of the departments, relocation of the Cemetery office to Alumni Hall, improvements to Alumni Hall to make it more attractive to renters, and the continued use of the current cemetery office building at Hope Cemetery.

Mayor Lauzon said there will be a final presentation with information on the adjusted budgets by December. The Mayor said the City should join the Vermont Convention Bureau, and Manager Mackenzie said the membership application will be in next week's warrants.

**C) Approval of the Campbell Place Demolition Bid.**

BCS Director Jeff Bergeron recommended Council award the bid to low bidder Lajeunesse Construction. Demolition is expected to be completed by October 17<sup>th</sup>.

Council awarded the demolition contract to Lajeunesse Construction on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried.**

**D) Approval of the BOR Ceiling Painting Schedule and Bid.**

Manager Mackenzie said the City did not receive any painting bids in response to the RFP. The Manager said the two respondents gave bids on doing test panels this fall to see how they weather through the winter. He recommended the City go back to the contractors to get bids on identical test panel projects. Council concurred on the Manager's recommendation without taking formal action. The Mayor said original contractor Limelight is not taking responsibility for the failure of the quality of their work. Councilor Poirier said the City should take legal action against Limelight.

**E) Final Approval of New Phone System Contract.**

Rikk Taft, HR Administrator/Assistant to the City Manager, presented the new phone system contract, and said it provides 32 new phones, caller ID, and allows for a central phone number for City Hall while maintaining the ability for direct dialing into a department's phones.

Council approved the contract with Sovernet on motion of Councilor Herring, seconded by Councilor Smith. **Motion carried.**

**F) Discussion Re. Lease of a New Shared Use Printer for City Hall.**

Mr. Taft recommended the City enter into a three year lease for a new shared use printer from Office Systems of Vermont (OSV) at a cost of \$274/month. Council approved the lease agreement on motion of Councilor Herring, seconded by Councilor Smith. **Motion carried.**

**G) Approval of Bids for Used Equipment Auction.**

Mr. Taft reviewed the bidding process for the used equipment. Council approved the sale of equipment to the high bidders at the price indicated below through the sealed bid process on motion of Councilor Herring, seconded by Councilor Dindo. **Motion carried.**

<u>Equipment</u>	<u>Name</u>	<u>Price</u>
2002 Dodge 3500 Cummings Diesel	Grant Folsom	\$1,856
Ford Ranger 2wd	Todd Lantagne	\$350

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Ford 8N with Sickle Bar	Orvil Lasell	\$850
1947 GMC Flatbed	Jeff Moran	\$800
1973 International Dozer	Norwood Southworth	\$4,103
1973 Allis Chalmers Dozer	Peter Hill	\$1,550
Flathead V8 Thawing Machine	Ronald Lamell	\$400
6 Cylinder International Crate	Orvil Lasell	\$500
Lags for Skid Steer	Norwood Southworth	\$252
Paint Machine	Peter Hill	\$100
Tire Changer	Grant Folsom	\$26
Heavy Duty Trailer 6x8	Route 302 Motors	\$150
Selection of International 4600 Bumpers	Route 302 Motors	\$51
1996 Chevrolet 2wd	Grant Folsom	\$255
	<b>Total</b>	<b>\$11,243</b>

Manager Mackenzie said he would like to put the money in the Capital Fund, and will check with the Accounting Department as to what is necessary to make that happen.

**H) Appointment of City Representative to VLCT Annual Meeting. (agenda adjustment)**

Council approved appointment of the City Manager as the Barre City representative to the VLCT Annual Business Meeting until otherwise notified on motion of Councilor Chadderton, seconded by Councilor Dindo. **Motion carried.**

**Round Table –**

Councilor Poirier said he met with Circle Street residents who are concerned about speeding cars, and requested that the Police Department issue tickets.

Councilor Herring noted this is the first meeting Councilor Boutin has missed since taking office. Mayor Lauzon called for a moment of silence.

Councilor Smith said he attended the inaugural meeting of the Central Vermont Public Safety Authority Board, and they are looking for input on the memorandum of understanding (MOU). The next meeting is September 18<sup>th</sup>. They are also looking for people to fill the three at-large seats on the committee.

Councilor Chadderton said she will not be here for next week's meeting.

The Council meeting adjourned at 8:48 PM on motion of Councilor Herring, seconded by Councilor Smith. **Motion carried.**

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk