

**Special Meeting of the Barre City Council  
Held July 24, 2018**

The Special Meeting of the Barre City Council was called to order by Mayor Lucas Herring at 6:05 PM at Barre City Hall. In attendance were: From Ward I, Councilor Sue Higby; from Ward II, Councilor Michael Boutin; and from Ward III, Councilor Richard Morey. Also present were City Clerk/Treasurer Carol Dawes and Planning Director Janet Shatney.

Absent: From Ward I, Councilor Jeffrey Tuper-Giles; from Ward II, Councilor Brandon Batham; and from Ward III, Councilor John LePage.

Councilors were given tours of the City Clerk's office, Assessing & Permitting office and Planning office.

Meeting adjourned at 7:50 PM.

There is no audio recording of this meeting.

**Regular Meeting of the Barre City Council  
Held July 24, 2018**

The Regular Meeting of the Barre City Council was called to order by Mayor Lucas Herring at 7:00 PM at Barre City Hall. In attendance were: From Ward I, Councilors Sue Higby and Jeffrey Tuper-Giles; from Ward II, Councilors Brandon Batham (arrived 7:09 PM) and Michael Boutin; and from Ward III, Councilors John LePage and Richard Morey. Also present were City Manager Steve Mackenzie and City Clerk/Treasurer Carol Dawes.

**Absent:** NONE

**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 Boutin. **Motion carried.**

- Minutes of the following meetings:
  - Regular meeting of July 17, 2018
- City Warrants as presented:
  - Approval of Week 2018-30:
    - Accounts Payable: \$167,109.73
    - Payroll (gross): \$133,305.50
- 2018 Licenses & Permits – NONE

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

- First quarter taxes are due by August 15<sup>th</sup>. The office is fielding a lot of phone calls about the homestead and tax rebate issues associated with the VT Department of Taxes. Forty-eight revised bills have been issued to date. We're expecting additional revisions next week.
- Early absentee voting is available for both the primary and special bond elections on August 14<sup>th</sup>.

**Approval of Building Permits** – Council approved the following building permits on motion of Councilor Tuper-Giles, seconded by Councilor Morey. **Motion carried.**

<u>Applicant</u>	<u>Address</u>
Thomas Kyle & Katherine Bramhall	25 Colby Street
Juanita Plante	30 Hale Street
Michael & Nancy Moran	18 Division Street
Daryl & Julie Dalton	17 Leonard Street
Donald Lamore	14 Foster Street
Tina Densmore	8 Lois Circle
Nichole Waggoner	97 Perrin Street

Councilor Batham arrived during the following.

**Liquor Control** – Clerk Dawes presented an outside consumption permit application from Mingle Nightclub, 214 N. Main Street, for 4 tables outside the front door. The application is for a permanent permit covering the hours of noon to dusk each day. The Clerk said the application has Chief Bombardier’s approval. Councilor Tuper-Giles made the motion to approve, seconded by Councilor Morey. Planning Director Janet Shatney said Mingle would need to go before the Development Review Board if they intend to permanently serve at the outside tables. Ms. Shatney said a temporary permit for this coming weekend’s Heritage Festival would not need DRB approval. The mover and seconder amended their motion to approve the application for this coming Friday and Saturday, July 27 – 28, for the Heritage Festival. **Council approved the motion as amended with Councilor Boutin abstaining.**

Clerk Dawes will discuss the issue with the applicant.

**City Manager’s Report** – Manager Mackenzie reported that the Vermont Youth Conservation Corps has begun its two weeks of service in the Cow Pasture.

**Visitors and Communications** – NONE

**Old Business** – NONE

**New Business** –

**A) Recognition of Andrew Supernault for 40 years of service to the City.**

Manager Mackenzie reviewed Andrew Supernault’s 40 years of employment at the Civic Center, and Buildings and Community Services Director Jeff Bergeron spoke of what a pleasure it is to work with Mr. Supernault. Mayor Herring read and presented a certificate of appreciation, and the Council offered a standing ovation in honor and recognition of Mr. Supernault’s service to the City.

**B) Authorize Manager to Execute 2018 VYCC Services Agreement.**

Manager Mackenzie said this is a similar agreement to the one executed last year, and recommended Council approve it. Councilor Batham made the motion to approve the agreement, seconded by Councilor Tuper-Giles. **Motion carried.**

**C) Overview of City Clerk/Treasurer’s Office Functions.**

Clerk Dawes reviewed the work done in the clerk’s office and finance offices. She outlined a number of special projects being worked on.

**D) Overview of Permits/Planning and Assessing Department Functions.**

City Planner Janet Shatney reviewed the work done in the assessing and planning, permitting and inspection services offices. She outlined a number of special projects being worked on.

**E) Approval of the No Smoking Area for the Barre Heritage Festival.**

There was discussion on how close the allowed smoking areas are to City Hall Park so as to allow those utilizing the areas to enjoy the festival, signage, and early availability of maps. Council approved designating the Heritage Festival as a smoke free event with allowed smoking areas, using the same map as last year, on motion of Councilor Batham, seconded by Councilor LePage. **Motion carried.**

**F) Discussion on Possible Charter Changes for November Elections.**

Clerk Dawes reviewed a list of charter changes that were first presented to the voters in 2012. The current charter review committee, which includes Mayor Herring and Councilor LePage, reviewed the proposed changes and brought forward a list of possible changes for chapters 1 and 5.

There was discussion on the duties of the Housing Board of Review, apartment rental security deposits, and the number of days between when an ordinance change is approved and published, and when it goes into effect. Some revisions were suggested. The Clerk will include a clean copy of the proposed changes for discussion at next week's meeting. The Clerk said the Council will need to finalize language by the August 13<sup>th</sup> meeting to be able to have the language printed on the November 6<sup>th</sup> general election ballots.

**G) Ratification of Executed Letter of Intent re: Barre-Montpelier Rail Corridor Study.**

Manager Mackenzie said the letter of intent arrived last week while he was on vacation, and Acting Manager Shatney signed and submitted it to arrive by the deadline. Council action is needed to ratify that submission. Council ratified the executed letter on motion of Councilor Boutin, seconded by Councilor Tuper-Giles, on the condition that there is no cost to the City. **Motion carried.**

**Round Table –**

Councilor Higby referenced this weekend's Heritage Festival, and thanked essential starting people Karen Lane and Chet Briggs.

Councilor Morey said he's looking forward to the Festival.

Councilor Tuper-Giles said he will be finalizing the Festival parade line-up over the next day or two. He's been enjoying his time teaching swimming lessons at the pool.

Councilor LePage invited everyone to come to the Festival and join him in enjoying the music and dancing.

Councilor Boutin said he has discussed possible ordinance changes with Chief Bombardier, and will be making some adjustments to his proposed revisions.

Mayor Herring said he and Police Officer Pontbriand have been visiting homes throughout the Country Way area to invite them to an upcoming neighborhood watch planning meeting. The Mayor thanked the Barre Partnership staff and board for organizing the Heritage Festival.

**Executive Session –**

Councilor Batham made the motion to find that premature general public knowledge of personnel and litigation 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 Tuper-Giles. **Motion carried.**

Council went into executive session at 8:43 PM to discuss personnel and litigation issues under the provisions of 1 VSA § 313 on motion of Councilor Tuper-Giles, seconded by Councilor Boutin. **Motion carried.**

To be approved at 07-31-18 Barre City Council Meeting

Manager Mackenzie was invited into a portion of the executive session.

Council came out of executive session at 9:57 PM on motion of Councilor Batham, seconded by Councilor Boutin. **Motion carried.**

No action was taken.

The Council meeting adjourned at 9:57 PM on motion of Councilor Batham, seconded by Councilor Boutin. **Motion carried.**

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk

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