

**Special Meeting of the Barre City Council
Held August 27, 2019**

The Special Meeting of the Barre City Council began at 5:00 PM, and was called to order by Mayor Lucas Herring at 5:35 PM at Downstreet Housing Community Room, once a quorum was established. In attendance were: From Ward I, Councilor John Steinman; from Ward II, Councilor Michael Boutin (arrived 5:35 PM); and from Ward III, Councilor Rich Morey. Also present were City Manager Steve Mackenzie, Police Chief Tim Bombardier, Deputy Police Chief Larry Eastman, Fire Chief Doug Brent, Deputy Fire Chief Joe Aldsworth, Public Works Director Bill Ahearn, Planning Director Janet Shatney, Finance Director Dawn Monahan, Buildings and Community Services Director Jeff Bergeron, Buildings and Community Services Assistant Director Stephanie Quaranta, Human Resources Director Rikk Taft, and City Clerk/Treasurer Carol Dawes.

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

There was discussion on the relationship and communications between the Council and department heads, and Council, staff and City priorities.

Mayor Herring adjourned the meeting at 6:45 PM.

There is no audio recording of this meeting.

**Regular Meeting of the Barre City Council
Held August 27, 2019**

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 John Steinman; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors John LePage and Rich Morey. Also present was Clerk/Treasurer Carol Dawes.

Absent: From Ward I, Councilor Jeffrey Tuper-Giles.

Adjustments to the Agenda: NONE

Approval of Consent Agenda:

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

- Minutes of the following meetings:
 - Regular meeting of August 20, 2019
- City Warrants as presented:
 - Approval of Week 2019-35:
 - Accounts Payable: \$96,406.75
 - Payroll (gross): \$131,804.12
 - 2019 Licenses: NONE

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

- Water/sewer bills are going in the mail the end of this week, and are due by the end of September.

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

<u>Applicant</u>	<u>Address</u>
City of Barre	45 Parkside Terrace
100 North Main St LLC	100 N. Main Street
Seventy Four South Main Ltd. Co.	156 S. Main Street
Thomas & Karen Lauzon	86 Brook Street

Liquor Control – NONE

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

- There is a setback in the BOR chiller repairs, which is adding approximately \$5,500 to the cost, and extending the repair time by 1-2 weeks. Still on schedule to be completed in time to accommodate the ice schedule.
- BOR alarm system installation is going well and on schedule.
- Keith Avenue parking lot has been paved and is nearing completion. Expect to have parking lot open to the public beginning Friday of this week. Lighting will be installed over the next week.
- Pearl Street Pedestrian Way is expected to see installation of archways and sculpture by October 10th, with a ribbon cutting scheduled for the middle of October.
- Opening of bids for the pool project is scheduled for this Friday.
- Thanks to all departments and staff who made last week’s community picnic such a success.

Visitors and Communications – Brooklyn Street residents Joseph Crosier and Rick Heitmann asked the City to look at some recent street repairs that seem to be failing; a manhole is sinking, and passing trucks cause vibrations that could damage pipes and stone walls. They spoke of needed repairs to sidewalks and asked about annual roadside mowing which has not been done yet this year. Public Works Director Bill Ahearn said he has had difficulty arranging for roadside mowing as the usual contractor has been very busy this summer. He will explore other options to get the work done.

There was discussion on condemnation of abandoned and damaged properties, inspection for code enforcement violations, people squatting in abandoned buildings, and drug trafficking occurring on the street.

Old Business –NONE

New Business –

A) Update on Paving and Water System Upgrade.

Mr. Ahearn said the following streets will have paving done before the end of the current paving season: lower Camp Street, Hill Street, and lower Merchant Street. Additionally, the sections of North Main Street that were recently dug up for water line repairs will be paved. The Public Works Department is exploring options for replacing a water line that runs across Midway Street that may include permanently closing the street and accessing Quinlan Drive from Sheridan Street. There will be opportunities for public comment before a decision is made.

Mr. Ahearn said there are four water bond projects scheduled for this fall. The Cobble Hill and water plant projects will happen next year.

There was discussion on striping crosswalks and street lines, especially now that school is back in session. Mr. Ahearn will explore options to contract out for the work. It was noted that the side-of-street parking changes on Ayers Street have greatly improved visibility along with street.

B) FY2019 Year-end Budget Update.

Finance Director Dawn Monahan said her current projections for the FY19 year-end shows a \$126,000 deficit. Total revenues were slightly above budget, and expenses are coming in over budget due to overruns on salt purchases and Police Department overtime costs. FY19 expenses close this Friday, with all future expenses being booked against FY20. The auditors are scheduled to be on-site in October, and the goal is to have the audit completed in December.

C) First Reading – 2019-07 Minimum Housing Standards Ordinance Revisions.

Planning Director Janet Shatney, Fire Chief Doug Brent, Deputy Fire Chief Joe Aldsworth and Fire Marshall Capt. Robert Howarth presented the first reading of the ordinance revisions. Ms. Shatney reviewed a summary of the changes. Clerk Dawes said she had some notes to incorporate, but they weren't substantive changes, so they won't hold up the second reading and public hearing.

Council approved the first reading and scheduled the second reading and public hearing for September 10th at 7:15 PM on motion of Councilor Steinman, seconded by councilor Boutin. **Motion carried.**

D) Discussion and/or Action regarding Use of Rear Section of the Wheelock House.

Council discussed the Wheelock building, noting the Barre Partnership has moved into the front portion of the space. There was discussion on developing an RFP to solicit proposals for use of the rear of the building. It was suggested Council run a notice in the newspaper that opened up the opportunity for people to submit solicitations of interest in the space, and give them a month to respond, rather than going through a formal RFP process. This was met with informal approval by the Council.

There was discussion on a proposed teen center, neighborhood safety and safe access to parking, and inviting Washington County Youth Service Bureau to issue a solicitation of interest in operating a teen center. Manager Mackenzie said he will run an invitation to submit solicitations of interest in the newspaper, and Mayor Herring said Council will take the discussion back up in October.

E) Authorization to Auction Langevin Parcels 124 & 125, Prospect Street.

Manager Mackenzie reviewed the terms and conditions of the 2016 stipulation issued through Washington County Superior Court, stating the City had the right to auction off the property to recover costs if owner Wilfred Langevin failed to sell the property within a certain period of time. There was discussion on possible development of the site, issues related to the size and shape of the lot, slope of the property, requirements for a driveway, and access to utilities. City Attorney Oliver Twombly said the City isn't required to take any action at this time. Manager Mackenzie said the property remains clear of debris and the taxes are being paid. The Council informally decided not to take any action at this time.

F) Discussion and/or Approval of Accounts Payable Policy.

G) Discussion and/or Approval of Fraud, Waste, and Abuse Policy.

H) Discussion and/or Approval of Whistleblower Policy.

Mayor Herring said staff has not had an opportunity to review the three policies reference above. Council asked that the policies go through their respective department heads for review before coming back to Council for action.

I) Discussion and/or Approval of Budget and Finance Policy.

Mayor Herring noted this policy includes language about formation of a Budget Committee, however, Council will not be forming such a committee this year. The Mayor said staff hasn't had an opportunity to review the policy, and Council asked that the effected department heads review the policy before it comes back to Council for action.

Round Table –

Councilors thanked those involved in last week's community picnic. They reminded people to drive carefully and be on the lookout for kids along the streets now that school is back in session. Councilors wished everyone a safe and happy Labor Day.

Councilor Boutin said there will be a Ward II meeting on Tuesday, September 3rd, beginning at 5:30 PM at the BOR. Hamburgers and hotdogs will be served, and all Ward II residents are welcome.

Mayor Herring reported on the following:

- There is no Council meeting next week. Next regularly scheduled meeting is September 10th. There will be a special Council meeting at 6PM that evening with the Civic Center Committee, before the regular Council meeting.

Councilor Waszazak asked for a tour of the Public Works complex, which the Manager will arrange.

Executive Session – NONE

The Council meeting adjourned at 8:10 PM on motion of Councilor Morey, seconded by Councilor Waszazak. **Motion carried.**

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk