

**Regular Meeting of the Barre City Council
Held December 20, 2011**

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

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

- Minutes of the Regular Council meeting of December 13, 2011.
- City Warrants as presented.
- 2012 Licenses & Permits issued through the clerk's office:

<u>Applicant</u>	<u>License</u>	<u>Address</u>
Barre Opera House	Entertainment – annual	6 N. Main St.
A to B Taxi	Taxicab Service Operator – 1 vehicle	
Aileen Lindbeck	Taxicab driver – A to B Taxi	
David O'Neill	Taxicab driver – Twin City Taxi	
Daniel Casavant	Taxicab driver – Twin City Taxi	
Christian Mills Brown	Taxicab driver – Twin City Taxi	
DJ's Convenience Store	Waste Disposal Collector – 2 vehicles, drop off only	

The City Clerk and Treasurer Report – Clerk Dawes made the following announcements:

- There are 3 properties scheduled for tax sale on January 5, 2012.
- The Clerk said information about the March 2012 Annual (Town) Meeting has been updated on the Clerk's page on the City website. The deadline for nominating petitions is January 30th.

Approval of Building Permits – NONE

Liquor Control Board – NONE

Visitors and Communications –

Resident Rick Barnett asked the Council to consider revising the policy so as to allow ice fishing on the Dix Reservoir. Mayor Lauzon said the request will be placed on the January 10, 2012 agenda for discussion.

Brooklyn Street resident Joe Crosier said there are issues with people littering and dumping trash on land abutting Brooklyn Street. Mr. Crosier requested that the City put up No Littering signs. Mayor Lauzon said the signs should be up in about two weeks.

Mayor Lauzon said 7th and 8th grade students from Central Vermont Catholic Schools stopped by City Hall today and dropped off holiday cards for the Mayor and Council. The Mayor thanked the students.

City Manager's Report –

Manager Mackenzie reported on meetings attended over the past week.

Old Business – NONE

New Business

E) 2013 Budget – DRAFT #1 Review/Discussion.

i. FrontPorchForum Subscription.

Councilor Herring reviewed material on FrontPorchForum, and said it is a regional network of online neighborhood forums. He said the cost for start-up is \$2,500. There was discussion about how to prevent anonymous postings to the forum, how to confirm someone is a neighborhood resident before allowing them to access the forum, and possibilities for partnering with other communities to reduce the start-up cost. Resident Nancy Wolfe said the forum would serve as a meeting place for neighbors, and is easy to use. Central Vermont Television owner Tony Campos said there are monitoring and managing tools, and said CVTV supports FPF. Mayor Lauzon suggested Councilors forward any additional questions to Councilor Herring, and said it will come back to the Council for further discussion at a future meeting.

Mayor Lauzon said the budget will be presented at next week's meeting.

A) Errors and Omissions #2.

Assessor Joe LeVesque reviewed his list of seven properties, and said he is recommending the assessment adjustments as outlined in his memo. Councilor Poirier made the motion to approve the seven requested E&O adjustments. The motion was seconded by Councilor Boutin.

There was discussion about what constitutes an "error and omission" and what adjustments should be addressed during the annual grievance and appeal period in the spring. There was also discussion about the statutory timeline for errors and omissions, and Mr. LeVesque said Council needs to act on them before December 31st.

The mover and seconder withdrew the motion.

Mayor Lauzon said this item will be taken up again on next week's agenda, at which time the Council will act. The Mayor requested that Council be provided with additional information about errors and omissions and the last time the seven properties were reassessed.

B) City Place Project: Approval of Services Contracts & Funding.

i. Black River Design – Architectural Services.

ii. Sirotkin & Necrason, PLC – Government Relations.

iii. Emily Kaminsky – Community Relations.

Manager Mackenzie gave an overview of the contracts being considered for approval and their costs:

- Black River Design (BRD) – architectural services, development of concepts and assistance with analysis of cost estimates. \$14,200
- Sirotkin & Necrason (S&N) – public relations, government relations, interaction with legislature. \$42,000 for a year's service.
- Emily Kaminsky – community relations to build support and endorsement within the community. \$10,500 for six months' service.

The Manager said he has already contracted with RSG for a traffic study at a cost of \$5,000. He said the City Place Committee is requesting the contracts be paid for out of the Semprebond Fund.

Councilor Poirier reviewed the three proposed contractees and noted that, in the name of full disclosure, Ms. Kaminsky is his neighbor. He said he sees no conflict of interest.

Councilor Poirier made the motion to approve the contracts with BRD, S&N and Ms. Kaminsky, and to cover the expenses out of the Semprebond Fund. The motion was seconded by Councilor Smith.

Mayor Lauzon said he noted that Ms. Kaminsky's contract includes language about withdrawal from the contract, and he requested that the Manager negotiate similar language for withdrawal by either party into the other contracts. The mover and seconder amended their motion to include the withdrawal language.

There was discussion about the City's procurement policy and whether these services needed to be put out to bid. Manager Mackenzie read the professional services section of the policy, and noted that such services fall outside the policy. In the name of full disclosure, Councilor Herring noted he serves on another board that recently engaged Sirotkin & Necrason. He said he sees no conflict of interest.

There was discussion about use of the Semprebon Funds, and the Semprebon Fund Committee's role in the decision. The Mayor said there had been communication with the chair of the committee, and he had received notification from the chair that a majority of the committee supports the funding request. The Manager said he received an email from four members of the committee, which said they wished Council to wait until January to make a decision so as to allow the committee to meet and review the proposal.

The Clerk reviewed the motion on the table: To approve the contracts with Black River Design, Sirotkin & Necrason and Ms. Kaminsky; to include language in each contract that allows for withdrawal by either party; and to fund the contracts through an appropriation from the Semprebon Fund. **Motion carried.**

Council approved paying for the RSG traffic study with an appropriation from the Semprebon Fund on motion of Councilor Boutin, seconded by Councilor Smith. **Motion carried.**

C) City Place Project: Development Proposals Update.

Manager Mackenzie said the City received two proposals for development of the 219 North Main Street property. Copies will be forwarded to the Council and are not yet for public release. The Manager said the City Place committee is finalizing the schedule for review, selection and integration of the proposals. He said there will be interviews with the proposers on Wednesday, December 28th, beginning at 6:00 PM. Mayor Lauzon said the interviews will be warned as a Council meeting and he encouraged all Councilors to attend. The Mayor said the interviews will be held in executive session as the proposals are proprietary and financial in nature.

Manager Mackenzie said he wanted to publicly acknowledge that his former company, Dubois & King Inc. is a sub-consultant on the proposal submitted by DEW. Because Dubois & King has a limited role in the proposal and is not a financial partner with DEW, he said he sees no conflict of interest.

D) Clerk/Treasurer Compensation.

Clerk Dawes reviewed her memo outlining her service as clerk/treasurer, her compensation history, the work done in the departments under her supervision and special projects she has worked on since her report to Council in May, 2011. The Clerk said she is requesting a 5% salary increase to be effective for FY13, beginning July 1, 2012.

Council approved the Clerk's request on motion of Councilor Smith, seconded by Councilor Boutin. **Motion carried.**

F) Appointment to Planning Commission.

Manager Mackenzie said the City received a letter from resident Jackie Calder, who expressed her interest in being appointed to the Planning Commission. Clerk Dawes said the Planning Commission interviewed Ms. Calder and voted to recommend that Council appoint her to the commission.

Council approved the appointment on motion of Councilor Boutin, seconded by Councilor Smith. **Motion carried.**

Roundtable –

The Mayor and Councilors wished everyone happy holidays.

Mayor Lauzon said next week's Council meeting, which had originally been canceled, will be held at its usual time on Tuesday.

Mayor Lauzon announced that he will be seeking re-election at the March Annual (Town) Meeting.

The Mayor reminded everyone to offer support to others during the holiday season.

Councilor Poirier said he supports Mayor Lauzon in his re-election for mayor.

Council went into executive session to discuss legal issues at 9:01 PM on motion of Councilor Boutin, seconded by Councilor Smith. **Motion carried.**

Council came out of executive session at 9:23 PM on motion of Councilor Boutin, seconded by Councilor Herring. **Motion carried.**

Council adjourned at 9:23 PM on motion of Councilor Boutin, seconded by Councilor Herring. **Motion carried.**

An audio transcript of this meeting is available through the Clerk's Office. Audio transcripts are kept on file for two years, as per state statute.

Respectfully submitted,

Carolyn S. Dawes, City Clerk