

**Special Meeting of the Barre City Council  
Held July 9, 2013**

The Special Meeting of the Barre City Council was called to order by Mayor Thomas Lauzon at 6:00 PM at the Barre Housing Authority North Barre Manor at 455 North Main Street. In attendance were: From Ward I, Councilor Charlie Dindo; from Ward II, Alderman Michael Boutin and Councilor Michael Smith; and from Ward III, Councilors Anita Chadderton and Lucas Herring. Also in attendance were City Manager Steven Mackenzie and representatives from the Barre Housing Authority.

Representatives from Barre Housing Authority (BHA) gave the Council a tour of the North Barre Manor.

Mayor Lauzon adjourned the meeting at the conclusion of the tour.

**Regular Meeting of the Barre City Council  
Held July 9, 2013**

The Regular Meeting of the Barre City Council was called to order by Mayor Thomas Lauzon at 7:00 PM at the North Barre Manor at 455 North Main Street. In attendance were: From Ward I, Councilors Charlie Dindo and Paul Poirier; from Ward II, Alderman Michael Boutin and Councilor 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 following meeting:
  - Regular Meeting of June 25, 2013.
- Approval of the City Warrants as presented.
- 2013 Licenses & Permits issued through the clerk's office: NONE

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

- Property tax bills will be mailed by July 15<sup>th</sup>. First quarter payments are due by August 15<sup>th</sup>.
- The Clerk is working with the Vermont Granite Museum, TD Bank and VEDA to adjust the interest rate on the museum's bond. The estimated net savings over the remaining eight years of the bond is \$60,000.

**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>   |
|------------------|------------------|
| Deborah Martin   | 188 Prospect St. |
| Philip Ketcham   | 160 Seminary St. |

**Liquor Control Board** –

Clerk Dawes said the City has received an application for a new tobacco license from Planet Rock N' Metal, DBA Insane Glass at 123 North Main Street. The application has police and fire department approval. Council requested that the applicant attend the next Council meeting.

Council approved a request from Pierrette Gilbert to allow alcohol consumption at Rotary Park at a birthday party on Saturday, July 27, 2013 from noon – 8:00 PM on motion of Councilor Dindo, seconded

by Councilor Smith. **Motion carried with Alderman Boutin abstaining.**

**City Manager's Report –**

Manager Mackenzie reported on the following:

- Paving at Hope Cemetery is completed. Still to be done is edge of road restoration and paving around office building. Quarry Street intersection paving is on hold due to the weather.
- Working with VLCT on a fraud risk assessment.
- Submitted a letter of interest to the Agency of Commerce & Community Development seeking disaster relief funds to help with the remediation work at Enterprise Aly.
- Disseminated RFP for local project manager for the Smith Street section of the bike path.
- Kiwanis Club donated \$500 to the Recreation Department to help fund pool passes.
- Preparing a 2<sup>nd</sup> VTRANS grant for the 3<sup>rd</sup> segment of the bike path.

**Visitors & Communications –**

One of the North Barre Manor residents asked for an update on the Granite City food co-op. Mayor Lauzon said the group is conducting a market study and reviewed possible sites. Once a site is selected, then implementation will begin.

Councilor Dindo said in light of last week's drowning incident near Rotary Park, the City should put up signs warning people not to swim in the river. There was discussion about private verses public property, liability issues and placement of signs. Councilor Poirier made the motion to accept what Councilor Dindo is doing and instruct Manager Mackenzie to follow up with City Attorney Oliver Twombly on the placement of signs on City property. The motion was seconded by Councilor Dindo. **Motion carried.**

Councilor Dindo showed a photo of a monument at Hope Cemetery that is deteriorating. He said it is a safety concern. Manager Mackenzie will look into it.

**Old Business –**

**A) Approval of Bugbee Ave. Tax Stabilization.**

Council approved the tax stabilization agreement as presented at the June 25, 2013 meeting on motion of Councilor Poirier, seconded by Councilor Chadderton. **Motion carried.**

**New Business –**

**A) Barre Housing Authority Quarterly Update.**

BHA executive director Chip Castle told the Council about HUD funding and the impacts of funding cuts and sequestration effects. Mr. Castle commended the emergency service departments that responded to last week's stove fire in the building. Mr. Castle talked about services offered by BHA through its housing programs. He talked about the decrease in funding which has led to a decrease in available Section 8 vouchers. Mayor Lauzon said the Council can be helpful in calling attention to the reductions in funding by writing letters.

There was discussion with the residents about the placement of the crosswalk on North Main Street and the need for a bus shelter on the far side of the street to accommodate those waiting for the bus into town. Manager Mackenzie will speak with Green Mountain Transit Agency about the bus stop.

**B) Barre Area Development Corporation Update.**

BADC executive director Joel Schwartz said BADC recently wrote an RFP to conduct a survey of income producing properties, non-income producing properties and residential properties in the designated historic downtown district. The results of the survey will help identify those property owners who could be incentivized to seek state and federal tax credits, and will be used to determine if the City should

expand the district or create another one. The project is funded in part through a disbursement from the Semprebon Fund.

Councilor Herring said Mr. Schwartz has been working with a committee that is reviewing and revising the tax stabilization program. He said the committee will report at the next Council meeting.

**C) National Flood Insurance Program Update.**

Mayor Lauzon said this item will be deferred to the next meeting.

**D) Review of Meter Implementation Plan.**

Chief Tim Bombardier said the meters have been ordered and the City is accepting bids for the installation of meter polls. Clerk Dawes said she is exploring options for sorting and counting meter coins and tokens. The Clerk said the company that provides transportation and counting services will not handle tokens, so if the City moves forward with tokens, a sorter/counter machine will need to be purchased by the City. The Clerk is in contact with sorter/counter vendors to see what the costs would be for machines that can handle both coins and tokens. She is also talking with the City's bank about their ability to accept large quantities of bagged coins on a regular basis.

There was discussion about long-term purchase of parking spaces, usually done for construction purposes. Clerk Dawes recommended that she work with the Chief and Manager to revise the current system and make a recommendation to Council for changes to the system and fees charged for the spaces.

There was discussion about the new position included in the meter program proposal. Chief Bombardier said he would like to see the program up and running for several weeks before determining where the need is for additional staffing. The Chief said it will be 6-8 weeks before the new meters arrive.

**E) Approval of Parking Meter Funding.**

Mayor Lauzon reviewed the memo from Clerk Dawes on the responses to the RFP for meter financing, and said the Clerk is recommending the City enter into an agreement for financing with Community National Bank. Council approved the Clerk's recommendation on motion of Councilor Herring, seconded by Councilor Chadderton. **Motion carried.**

**F) Approval of Delinquent Dog Warrants.**

Clerk Dawes said there are ongoing discussions about the duties of the proposed animal control officer. Those details should be worked out in the next week, and she and the Manager suggested holding off approving the warrant until the details are finalized. Council will take up the issue at its next meeting.

**G) Approval of Current Expense Note.**

Clerk Dawes reviewed a memo from Merchants Bank outlining the terms and conditions of a renewal of the Current Expense Note used to fund repairs to the reservoir spillway. The Clerk said actual CEN documents will be available for Council signatures by the middle of next week. Council approved renewing the CEN for the amount and under the terms as outlined in the Merchant's Bank memo on motion of Councilor Chadderton, seconded by Councilor Dindo. **Motion carried.**

**Other)**

Mayor Lauzon said there was a recent article in 7 Days newspaper calling attention to the issue of massage parlors that were found to be conducting human trafficking and illegal behavior. The Mayor noted there is a new massage parlor advertising on South Main Street, and he said municipalities have the right to issue licenses for such establishments. He said he will work on ordinances and license requirements and bring them forward for council consideration and a first reading at the next meeting.

**H) Ratification of the Greater Barre Community Justice Center Board of Directors.**

Alderman Boutin said the board has recently seen a large turn-over in directors. He said the Justice Center's by-laws call for the Council to ratify the board. Mayor Lauzon said in the future he would like to have new members come to a Council meeting for introduction before ratification.

Council ratified the board as presented by Alderman Boutin on motion of Councilor Poirier, seconded by Councilor Smith. **Motion carried.**

**I) Approval of Police and Street Department Vehicle Purchases.**

Manager Mackenzie reviewed the memo from Chief Bombardier about the purchases. Council approved the purchases as presented on motion of Councilor Herring, seconded by Councilor Chadderton. **Motion carried.**

**J) City Hall Façade Restoration Budget Adjustment.**

Manager Mackenzie said this will be deferred until the next meeting.

**K) FY2013 Preliminary Financial Report.**

Manager Mackenzie gave a brief review of his memo. Mayor Lauzon said a plan to retire the inherited cemetery department debt will be presented in August.

**L) City Manager Performance Adjustment.**

Mayor Lauzon said following Manager Mackenzie's performance reviews, he recommends the Manager be granted a 5% increase in his contract, effective July 1, 2013. Alderman Boutin made the motion of approve the Mayor's recommendation, seconded by Councilor Dindo. Mayor Lauzon said he will bring a revised City Manager contract to the next Council meeting for approval. Councilor Poirier said he will be voting against the motion because the standard practice for exempt employees is to follow the union contract with regards to raises.

**Council approved the motion as presented, with Councilors Herring and Poirier voting against.**

**Round Table –**

Councilor Herring said the weather made for a wonderful 4<sup>th</sup> of July holiday.

Alderman Boutin thanked the Barre Housing Authority for the tour and hosting tonight's meeting.

Councilor Dindo thanked the rescue crews that worked on last week's drowning incident, and Tucker Machine which lent chain saws to the responders. He suggested Council work on developing a punch list of items for the Manager to work on rather than having individual Councilors suggest projects.

Mayor Lauzon said as the rains continue, public safety is ever vigilant and monitoring the rivers.

Council adjourned at 8:54 PM on motion of Councilor Poirier, seconded by Councilor Smith. **Motion carried.**

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk