

REGULAR COUNCIL MEETING
Tuesday, December 10, 2024 6:00pm
Zoom Meeting ID: 889 8252 5535 Passcode: 675736
One tap mobile 929-205-6099

Page	Agenda Item
	1. Call to Order – 6:00PM
	2. Adjustments to the Agenda
	3. Visitors & Communications
	4. Consent Agenda
4	A. Approval of Minutes i. Meeting of November 26, 2024
8	B. Clerk’s Office Licenses & Permits
10	C. Authorize the Manager to execute contract(s) i. Police cruiser replacement
19	D. Approve Sno-Bees Snowmobile Club landowner permission form
23	4-a. Approve City Warrants i. Ratify week of 12/4/24 ii. Approve week of 12/11/24
	5. City Clerk & Treasurer Report
	6. Liquor/Cannabis Control Boards
	7. City Manager’s Report
	8. New Business
30	A. Volunteer appointments i. PAC ii. JEDIB
32	B. Authorize \$60,000 from special projects fund to support Prospect Heights due diligence (PHDI)
33	C. Set legislative priorities D. Flood resiliency plan update (Gustin)
	9. Upcoming Business
	10. Round Table
	11. Executive Session – real estate
	12. Adjourn

The next regular meeting of the City Council is scheduled for Tuesday, December 17, 2024.

Other Meetings and Events

December 11

Buildings and Facilities Committee 8 AM Alumni Hall

Police Advisory Committee 6 PM Public Safety Building

December 12

Planning Commission 5:30 Council Chamber

Ground Rules for Interaction with each other, staff, and the general public

- Rules may be reviewed periodically
- Practice mutual respect
 - Assume good intent and explain impact
 - Ask clarifying questions
 - If off course, interrupt and redirect
- Think, then A.C.T.
 - Alternatives – Identify all choices
 - Consequences – Project outcomes
 - Tell your story – Prepare your defense
- Ethics checks
 - Is it legal?
 - Is it in scope (Charter, ordinance, policy)?
 - Is it balanced?
- “ELMO” – Enough, Let’s Move On
 - Honor time limits
 - Be attentive, not repetitive
- Be open-minded to different solutions or ideas
 - Remarks must be relevant and appropriate to the discussion; stay on subject
 - Don’t leave with “silent disagreement”
 - Decisions agreed on by consensus when possible, majority when necessary
 - All decisions of Council are final
- No blame
 - Articulate expectations of each other
 - We all deeply care about the City in our own way
 - Debate issues, not personalities
- Electronics
 - No texting, email, or videogames during the meeting



City of Barre, Vermont

6 N. Main St., Suite 2
Barre, VT 05641
www.barrecity.org

R. Nicolas Storrellicastro
City Manager
(802) 476-0240
citymanager@barrecity.org

MEMO

TO: City Council
FROM: The Manager
DATE: 12/6/24
SUBJECT: Packet Memo re: 12/10/2024 Council Meeting Agenda Items

Councilors:

The following notes apply to packet support materials for the Subject Council Meeting Agenda. Please note, I will request an executive session at the end of the meeting to discuss real estate. The topic and relevant materials for the executive session will be provided under separate cover.

4-C Authorize the Manager to execute contract(s)

I am requesting approval of several contracts to purchase a new Police Department cruiser, consistent with our usual fleet replacement cycle. We are very pleased to be recommending the purchase of another hybrid vehicle, the second in our fleet. Please refer to the memo for details on the contracts required to execute this purchase.

4-D Approve Sno-Bees Snowmobile Club landowner permission form

I am requesting authority to execute the routine annual Sno-Bees Landowner Consent Form to use the VAST Trail through the City Cow Pasture. It has the approval of the Cow Pasture Stewardship Committee, which has attached the Use Terms & Conditions sheet to the Permission Form. Both forms are included in the packet.

8-A Volunteer Appointments

Two prospective volunteers will be present for consideration to the following committees. Their application forms are included in the packet.

- **Police Advisory Committee** (1 open seat through June 2026)
 - Poa "Eli" Mutino
- **Justice, Equity, Diversity, Inclusion & Belonging Committee** (2 open seats through June 2026)
 - Matt Mulligan

8-B Authorize \$60,000 from special projects fund to support Prospect Heights due diligence (PHDI)

The packet includes a memo from the Prospect Heights Development, Inc. Board detailing a \$60,000 funding request from the newly created special projects fund to support due diligence work at the project site. Due to a transition at Barre Area Development Corporation (BADC), a deadline for grant funding via the Agency of Commerce & Community Development was missed. This missed application deadline would result in a months-long delay in the project. If approved by the Council, approximately \$909,955.40 would remain in the special projects fund.

8-C Set legislative priorities

The packet includes a synopsis prepared by Councilor Gustin of priorities discussed at the November 19, 2024 meeting. Maggie Lenz or Atlas Government Affairs will be present to help guide the discussion and help refine the list ahead of the new biennium.

8-D Flood resiliency plan update (Gustin)

Councilor Gustin and I will provide an update on a to be determined plank of the Flood Resiliency Plan. Materials for the update will be provided ahead of the Council meeting.

**Regular Meeting of the Barre City Council (Draft)
Held November 26th, 2024
Council Chambers-Barre City Hall**

The scheduled Meeting of the Barre City Council was called to order in person and via video platform by Mayor Thomas Lauzon at 6:03 PM in the Council Chambers at City Hall, Barre, Vermont. In attendance were: From Ward I, Councilors Emel Cambel and Councilor Sonya Spaulding; from Ward II, Councilors Amanda Gustin and Teddy Waszazak; and from Ward III, Councilors Samn Stockwell and Michael Deering. City staff members present were City Manager Nicolas Storrellicastro, and Clerk/Treasurer Cheryl Metivier.

Absent: none

Adjustments to the Agenda – Add 4E Holiday Parking

Add 8F to new business – Update on Flood Resiliency Plan (Gustin, Waszazak)

Add executive session.

Resolution #2024-17 Recognizing the distinguished public service of Rep. Peter Anthony

After a resounding standing ovation of appreciation motion moved by Councilor Stockwell, seconded by Councilor Spaulding the council approved the following;

NOW, THEREFORE, BE IT RESOLVED, by the Barre City Council, that the City of Barre commends Peter Anthony for his invaluable contributions to the City and State, and that the City Council does hereby declare November 27, 2024 as Peter Anthony Appreciation Day, in gratitude for his service; and

BE IT FURTHER RESOLVED, that a copy of this resolution be placed in the permanent records of the City of Barre and that a copy be transmitted to Peter Anthony

Resolution #2024-18 Recognizing the distinguished public service of Rep. Jonathan Williams

After a second resounding standing ovation of appreciation motion moved by Councilor Deering, seconded by Councilor Stockwell the council approved the following;

NOW, THEREFORE, BE IT RESOLVED, that the Barre City Council commends Jonathan Williams for his service and for his commitment to the democratic ideals of our city, and that the City Council does hereby declare November 29, 2024 as Jonathan Williams Appreciation Day; and

BE IT FURTHER RESOLVED, that a copy of this resolution be placed in the permanent records of the City of Barre and that a copy be transmitted to Jonathan Williams.

Visitors & Communications – none

Prior to approving Consent Agenda;

Councilor Spaulding read a letter penned by Danielle Ozarski directed toward the “Christmas for Kids” holiday gift program, requesting inclusiveness among all beliefs. Much discussion followed the reading.

Consent Agenda-

A. Approval of Minutes

i. Meeting of 11/19/2024 (with corrections requested by Councilor Stockwell)

B. Clerk’s Office Licenses & Permits – none

To be approved at 12/10/24 Barre City Council Meeting

C. Authorize the manager to execute contract(s)

Proposal for Lobbying Services for the City of Barre – 2025 Legislative Session Prepared by Maggie Lenz – Atlas Government Affairs

D. Approve letter of attestation for The Barre Partnership Downtown Vibrancy Fund application

E. Holiday Parking – free parking through the Holidays

Moved by Councilor Deering, seconded by Councilor Cambel-approved

Approve City Warrants

A. Week of 11/20/2024

Moved by Councilor Gustin, seconded by Councilor Cambel

City Clerk & Treasurer Report

Early Dec we will be working with our program IT contact and L. Brown to produce the final tax bill including the education tax rate. We are unsure what these bills will look like, but hoping to get a template to confirm.

The clerks office is formatting a insert to help understand the final tax bills, what is due since the BUUSD budget was voted approved and how the payments will be divided for payment.

Liquor/Cannabis Control Boards- none

City Managers Report

*Reminder the new parking rules are in effect. Learn how to stay informed.

*Regroup App is up and running as another method of communication between the City and community members. This will be the best method to stay informed about the Winter Snow Ban parking restrictions, however notification will be sent through VT alert and FB. A rollback to the rules had to be put in place in some areas of the City due to the narrowed streets during sand and salt events. Please see the website for those areas where all cars must be off the streets 1am – 6am daily.

*The Barre Auditorium has been awarded \$499,792 dollars in grants for improvements and upgrades, no match from the City required.

Inquiry was made by Councilor Waszazak in regards to the traffic study for the intersection of Prospect St., Berlin St and Westwood Parkway.

New Business

A. Volunteer appointments

- i. PAC –tabled until next week
- ii. TPW – Lisa “Mitch” Bernard

moved by Councilor Stockwell, seconded by Councilor Cambel, Approved

B. Resolution #2024-19: Expend SLFRF (ARPA) funds in an amount up to \$969,955.40 for the purpose of municipal workforce retention to pay for payroll expenses for the period 7/17/2024 through 10/2/2024

C. Resolution #2024-20: Establish a Special Projects Fund and authorize the allocation of funds for future projects.

To be approved at 12/10/24 Barre City Council Meeting

With discussion of ensuring funds are used with planned spending, can continue to be built upon and used with policies in mind.

moved by Councilor Stockwell, seconded by Councilor Cambel, approved.

D. Approve charge of the JEDIB committee (Spaulding)

With much discussion involving recent holiday inclusive pleas, with discussion of committee representation on behalf of the City, a priority list of goals provided and an agreement to amend the list, t

he motion to move was presented by Councilor Gustin, seconded by Councilor Stockwell. Approved.

E. Update on elevation funding priorities

City staff received 13 intakes from property owners interested in being considered for elevations, including the Good Samaritan Haven, which VEM has deemed eligible for this funding as a “residential property.” After review of the intakes, one property was eliminated because it is commercial, and only residential properties are eligible for this funding. Further, one other elevation intake property was approved for a buyout during the application process, and based on state guidance, it is recommended that this property not be considered for elevation at this time.

As a result, there are 11 eligible properties that have been sorted into priority tiers. (assessments with RIVER program engineers for input). Staff recommends that Council set the general priorities outlined below:

- Tier I: Adjacent to new floodplain project
 - o 3 Berlin/Vine Street properties
- Tier II: Low-Priority Redevelopment Sites
 - o 1 River Street property o 1 First Street property
- Tier III: High-Priority Redevelopment Sites
 - o 3 N. Main Street properties o 1 Second Street property
- Tier IV: Eligibility Challenges
 - o 1 Brooklyn Street property (floodway) o 1 Seminary Street property (shelter)

F. Update on Flood Resiliency Plan (Gustin, Waszazak)

Updates on parts 1.4 and 4.5, being 1.4 neighborhood gaining input on what happened during the flooding events regarding their specific neighborhoods, and 1.5 being education and workshops on small mitigation measure they may implement on their private properties.

Grants funds awarded by Vermont Council on Rural Developments Climate Catalyst Fund will be put toward (5) neighborhood walks with hot beverages, snack and brochures with discussion on a local level to focus on what failed or worked in the hyperlocal areas. Secondly, pairing with Central Vermont Regional Planning Commission for (4) workshops at the Aldrich Library, are in planning stages for residents to participate to learn and implement measures.

Upcoming

Mayor – Legislation priorities – budget

Councilor Gustin – Budget discussion including resident outreach for input.

Round Table

Councilor Stockwell – Art committee for Ward 5 Apartments. Great and exciting for Ward 3, to hopefully be revealed in January.

Councilor Waszazak – The State House tree was donated by the American Legion in Barre.

Councilor Spaulding – Worst Song Ever event benefiting River Access Task Force was fun.

Councilor Gustin – Happy Thanksgiving! Also, the 1st White House tree came from Vermont.

Councilor Deering – Celebrate Holidays your own way. Merry Barre activities this weekend.

Mayor Lauzon – Toured the North End with FEMA, biggest request allow future building on buy-out areas.
Happy Thanksgiving.

Findings for executive session moved by Councilor Stockwell, seconded by Councilor Gustin approved.

Motion to enter executive session moved by Councilor Cambel, seconded by Councilor Waszazak, approved.

Motion the exit executive session moved by Councilor Waszazak, seconded by Councilor Stockwell, approved

Motion to adjourn moved by Councilor Waszazak, seconded by Councilor Stockwell, approved

Meeting adjourned at 8:31pm

Next meeting is scheduled for Tuesday, December 10th, 2024.

The open portions of the meeting were recorded on the video platform.

Respectfully submitted,

Cheryl A. Metivier, City Clerk

Permit List to Council



Planning, Permitting & Assessing Services
6 N. Main Street, Suite 7 ~ Barre, VT 05641
November 9, 2024 to December 6, 2024

Street #	Street Name	Permit#	Permit Type	Work Description	Issue Date	Owner Name
83	Elmwood Avenue	B24-000139	Building Permit	Length rough opening on third floor loft window to egress compliance of 57 1/8" x 57 3/4" with hinge for widest clear opening and to be within 20ft of grade.	11/13/2024	Joseph Cyriac & Cathleen Fitzpatrick (Trust)
31	Foss St	E24-000266	Electrical Permit	EM-07638 Install replacement 200 amp service with two 100 amp panels.	11/13/2024	Scott Waite Trustee, Waite Living Trust, Shawn Donald Trustee LT Snd
19	Seminary Street	E24-000269	Electrical Permit	EM-04805 Add outlets for audio equipment and stair lift and change exterior light to auto dusk to dawn.	11/13/2024	First Presbyterian Church
18	S Main St	Z24-000073	Zoning Permit	Renovate the property to meet the office functional requirements. Address physical deficiencies. Provide ADA access to building including elevator inside. Update walls/roof/foundation. Enlarge parking area to accommodate as many vehicles as possible. 11-18-2024 DRB Approved the application as presented.	11/18/2024	David Lawrence
0	Seminary St	Z24-000070	Zoning Permit	Construction of a new 33,017 gross square foot, five-story. 32 unit multi family residential building in an existing parking lot. 11-7-2024 DRB Approved the application as presented, granting a waiver for open space due to several parks within a half-mile radius; also granting a streetscape waiver due to the proximity of underground utilities and the alternative mitigative proposal	11/18/2024	City of Barre
57	Orange St	E24-000268	Electrical Permit	ES-01537 Installation of a heat pump.	11/19/2024	Dennis & Marissa Patrick
154	Seminary Street	B24-000138	Building Permit	Removing and replacing 7' x 5' porch stairs in the rear of building.	11/19/2024	Parrott Rentals LLC
15	Fourth Street	E24-000275	Electrical Permit	EM-05858 Install dedicated circuit for server room	11/20/2024	City of Barre
188	N Main Street	E24-000228	Electrical Permit	EM-04162 Replaced malfunctioning service and panel due to age	11/20/2024	Robert A & Linda S Nelson
90	Railroad Street	E24-000276	Electrical Permit	Replace entire service with disconnect, basement panel and repair/replace branch circuits	11/20/2024	Roshan Magar & Almongalli Aber
40	Garden Street	E24-000279	Electrical Permit	EM-07869 Meter & Panel Update	11/25/2024	Katerin R Tank-Day
21	Jorgensen Lane	B24-000140	Building Permit	Removing two 7' x 8' garage doors and installing one 8' x 16' garage door	11/26/2024	Nicolas DeBlois & Courtney Craig
105	N Main Street	E24-000270	Electrical Permit	EM-06749 Install fire alarm system in the whole building	11/26/2024	Malone 210 College St. Properties, Inc.
15	Wellington Street	E24-000282	Electrical Permit	EM-06293 Temporary power for fire damage repair	11/26/2024	B&E Real Estate, LLC
10	Brook St	Z24-000080	Zoning Permit	Install overhead door existing in wall. Seeks DRB Conditional Use Approval	11/27/2024	Baron Properties, LLP - Robert Harrington
59	Summer Street	Z24-000079	Zoning Permit	Subdivide existing lot containing single-family home and office building to create separate lots for each building. Seeks DRB Subdivision Sketch Approval	11/27/2024	Monte Properties LLC
21	Berlin Street	E24-000262	Electrical Permit	EM-08262 Flood repair and panel relocation to 1 foot above base flood elevation.	12/02/2024	Heather Doolen

Permit List to Council

21	Berlin Street	F24-000084	Flood Hazard Area Permit	Elevate and replace electrical panel. Replace breakers, add a dryer plug on first floor, rewire of flood damage wires in basement, outlet replacement on first floor, second & basement. Replace faulty dimmer switches in living room and dining room. Plumbing for washer on first floor and addition of pellet stove.	12/02/2024	Heather Doolen
69	Hill St	E24-000281	Electrical Permit	EM-04851 New Service Upgrade	12/02/2024	Brent & Susan Gagne
255	N MAIN ST	E24-000273	Electrical Permit	EM-03802 Class 2 wiring for DDC control work associated with new RTUs	12/02/2024	State of Vermont Bldgs & General Services
377	N Main Street	E24-000260	Electrical Permit	EM 07817 Change outlets to GFCI	12/02/2024	Timberlake Associates LLP
26	Railroad Street	E24-000283	Electrical Permit	EJ-06334 New 200 AMP service, panel and rewire of house	12/02/2024	Terry Robbins
113	Hill Street	E24-000280	Electrical Permit	EM-03280 Basement lights, and new garage wiring and sub panel	12/04/2024	Coralee C. Wolters
81	N Main Street	Z24-000078	Zoning Permit	2' x 6' wall sign and 2' x 3' sandwich board sign for Tasty Bites Restaurant	12/04/2024	A & B Properties and Development Corp.
188	N Main Street	F24-000082	Flood Hazard Area Permit	Replace meter socket serving the portion of the building the the paint room is located in. This meter socket failed and the electrical panel that was damaged due to the meter socket failing was replaced.	12/04/2024	Robert A & Linda S Nelson
14-28	Pearl Street	Z24-000077	Zoning Permit	Updating current 20" H x 150" L sign with a name change to Summer Street Tavern with a sun and martini glasses in the colors of a sunset in the background.	12/04/2024	Oliver Lee Twombly
154	Seminary Street	F24-000085	Flood Hazard Area Permit	Removing and replacing 7' x 5' porch stairs in the rear of building. Per Flood Plain Manager this repair will be tracked towards substantial improvements.	12/04/2024	Parrott Rentals LLC
159	N Main Street	F24-000076	Flood Hazard Area Permit	Adding two electrical sub panels and new electrical service to include a roof top generator.	12/05/2024	SMC Holdings, LLC
887	N Main Street	Z24-000060	Zoning Permit	Adding 8' x 40' Conex container to safely store oil barrels located up behind the garage in the back	Eff: 12/11/2024	891 N Main Property LLC
377	N Main Street	F24-000083	Flood Hazard Area Permit	Upgrade electrical outlets and install a new sink	Eff: 12/17/2024	Timberlake Associates LLP
114	N Main St	Z24-000082	Zoning Permit	Adding one 2.5' x 10' wall sign for "the annex upscale thrift" left side of building when facing . Adding one 24" x36" sandwich board for "the annex upscale thrift" on main street. Ensure sandwich board sign is not in the right-of-way or within the normal pedestrian traveled area on the sidewalk.	Eff: 12/19/2024	Bolster House, LLC
20	S Main Street	Z24-000081	Zoning Permit	One 4' x 6' pole sign (24 sq. ft.) illuminated using pre-existing pole sign. One 3' x 10' wall sign (36 max height) Tinted windows on Vermont Rental Solutions side as long as you can see through per regulations.	Eff: 12/19/2024	The Boardmans Holdings LLC dba Vermont Rental Solutions LLC
4 & 6	Burnham St	F24-000089	Flood Hazard Area Permit	Repairing damaged masonry wall and door on garage - 6 Burnham (May or may not be with wood)	Eff: 12/21/2024	City of Barre
19	S Front St	F24-000090	Flood Hazard Area Permit	Install fire alarm, compressor and lights for sprinkler room.	Eff: 12/21/2024	Malone Front Street Properties LLC



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 12/10/2024

Agenda Item No. 4-C

AGENDA ITEM DESCRIPTION: Authorize the Manager to execute contract(s)

SUBJECT: Procurement Policy

SUBMITTING DEPARTMENT/PERSON: The Manager

STAFF RECCOMENDATION: Authorize the Manager to execute the contract(s) as described below

BACKGROUND INFORMATION:

We are requesting approval of the following contract(s) to provide or support critical City services.

Service/Material	Vendor	Cost and Funding Source	Notes
Police cruiser	<ul style="list-style-type: none"> Colonial Municipal Group (Ford Police Utility AWD-Hybrid) Northeast MDT (Mobile Data Computer) Burlington Communications (radios) Yipes (striping) Hard Wired Auto Electronics LLC (vehicle equipment) 	<p>\$79,690.06 total from the Capital Equipment Fund</p> <ul style="list-style-type: none"> Cruiser: \$48,703.80 Mobile Data Computer: \$6,310.99 Radios: \$6,207.75 Striping: \$900.00 Vehicle equipment: \$17,567.52 	<p>This purchase resumes a regular replacement cycle for police cruisers. If approved, this would be the second hybrid vehicle in our Police Department fleet.</p> <p>The Police Department has 6 marked cruisers and one unmarked cruiser. This vehicle will replace a 2018 marked cruiser, which will be stripped and replace the 2015 unmarked cruiser.</p> <p>The typical useful life of a police cruiser is 6 years.</p>

ATTACHMENTS: (1) Colonial Municipal Group estimate, (2) Northeast MDT estimate, (3) Burlington Communications estimate, (4) Yipes estimate, and (5) Hard Wired Auto Electronics LLC estimate

LEGAL AUTHORITY/REQUIREMENTS: [City of Barre Procurement Policy](#)

RECOMMENDED ACTION/MOTION:

Move to authorize the City Manager to execute contract(s) as described above.



Budget Quote

11/13/2024

Deputy Chief Larry Eastman
 Barre City VT PD
Larry.Eastman@vermont.gov
 802-839-0769 (cell)

Sales Rep: Kris Wright
 774-571-1577
kwright@buycmg.com

VEHICLE:

Qty	Item #	Description	Unit Price	Line Total
1.00	K8A	2025 Ford Police Utility AWD -Hybrid Engine	\$ 48,703.80	\$ 48,703.80
1.00	44U	Automatic transmission	Included	\$ -
1.00		Hands Free Bluetooth (Standard)	"	\$ -
1.00		Class III Trailer Hitch (Standard)	"	\$ -
1.00	96	Interior: Ebony Cloth Front Seats, Vinyl Rear Seats	"	\$ -
1.00	YZ	Exterior: Oxford White	"	\$ -
1.00	STANDARD	Hands Free Bluetooth (Standard)	"	\$ -
1.00	STANDARD	Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks Note: Includes Class III Trailer Tow Lighting Package	"	\$ -
1.00	STANDARD	Rearview Camera with Washer viewable in 8" center stack screen	"	\$ -
1.00	STANDARD	Police Dark Car Feature	"	\$ -
1.00	STANDARD	Keyless Entry with 4 Manual Keys and Fobs	"	\$ -
1.00	STANDARD	Police Perimeter Alert	"	\$ -
1.00	STANDARD	Manual Police Pursuit Mode – Steering Wheel Switch Execution	"	\$ -
1.00	STANDARD	Rear Camera on Demand Button	"	\$ -
1.00	STANDARD	Police Engine Idle	"	\$ -
1.00	STANDARD	BLIS® – Blind Spot Monitoring with Cross-traffic Alert	"	\$ -
1.00	STANDARD	Red/White Dome Lamp – Cargo Area	"	\$ -
1.00	STANDARD	Rear A/C Control	"	\$ -
1.00	STANDARD	Reverse Sensing System	"	\$ -
1.00	STANDARD	Power Heated Mirrors	"	\$ -
1.00	STANDARD	Pre-collision assist	"	\$ -
1.00	STANDARD	Grille LED Lights, Siren & Speaker Pre-Wiring	"	\$ -
1.00	STANDARD	Rearview Camera viewable on 8" Center Stack Screen	"	\$ -
1.00	87M	1/4 Size Picture in Picture Rear Camera	"	\$ -
1.00	18D	Rear Liftgate Lock Disable	"	\$ -
1.00	51R	Spot Lamp - LED Bulb, Driver Only (Unity)	"	\$ -
1.00	153	Front license plate bracket	"	\$ -
1.00	52P	Door Lock Plungers	"	\$ -
1.00	68G	Rear-Door Handles Controls Inoperable / Locks Inoperable (included with 52P)	"	\$ -
1.00		Out of State Adjustment (VT)	"	\$ -

VEHICLE TOTAL:	\$ 48,703.80
NUMB. OF UNITS:	1
GRAND TOTAL:	\$ 48,703.80

Customer Acceptance: _____ **Date:** _____

Dealer Authorization: _____ **Date:** _____

Special Instructions:

Custom or Special Orders are Non-Refundable
This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.
Estimate is Based on Current Information From Client About the Project Requirements
Actual Cost May Change Once Project Elements are Finalized

Thank you for your business!

Date: 10/20/24
 Customer: Barree VT Police Department
 Contact: DC Larry E Eastman Jr
 Phone:

Andrew Harootunian
 401-301-4162
aharootunian@northeast-mdt.com



Getac K120 - Fully Rugged Tablet

QTY	Rugged One Part #	Category	Description			Extended
1		Barcode	GETACK120G3 - Intel Core i5-1335U Processor, W/Windows Hello Webcam + Standard Batteries , Microsoft Windows 11 Pro x64 with 16GB RAM, 256GB PCIe SSD, Sunlight Readable Full HD LCD + Touchscreen + Rear Camera + Hard Tip stylus, USB-C AC Adapter + US Power Cord , , Wifi+BT+Passthrough, LED Barcode Reader, 3 Year B2B Warranty	\$3,299.00	\$3,299.00	\$3,299.00
Total Price Base Configuration						\$3,299.00

ACCESSORIES & ADDITIONAL SERVICES

QTY	Rugged One Part #	Category	Description			Extended
1		Charger	GETAC : Getac 11-16V, 22-32V DC Vehicle adapter / Charger (120W for Docking Station)	\$109.99	\$109.99	\$109.99
1		K120 Dock- No Passthrough	K120 (Tablet) - Havis Vehicle Docking w/o RF	\$1,157.00	\$1,157.00	\$1,157.00
1		Hint Mount: TM-5502UDB- UNIB-E	Tablet and Keyboard Mount with Two Telescopic Posts. 12" Tablet Post with G.R.I.P. Tilt/Swivel and Single Arm with Universal Display Bracket with VESA 75, VESA 100 & 2X4 Patterns (UDB-01). 10" Keyboard Post with G.R.I.P. Tilt/Swivel and Double Arm with Triple Pivot and Adjustable Tray for 12" Keyboard. Telescopic Mid Section with the Next Generation Under the Seat UNIBASE EVOLUTION (See list of vehicles)	\$720.00	\$720.00	\$720.00
1		Kybd	83 Key, Backlit, Rubber, Touchpad, USB, Two Cables, US	\$270.00	\$270.00	\$270.00
1		Charge Guard	Havis 12v Charge Guard	\$105.00	\$105.00	\$105.00
1	Install	Install	Installation of Computer	\$650.00	\$650.00	\$650.00
Discount	0.00%			Total Discounted Price Accessories		\$3,011.99

\$6,310.99

NOTES: Name/Date Rank:
Signature:
Date:

FREE SHIPPING

QUOTE EXPIRES IN 60 DAYS

TERMS ARE NET 30 PENDING PROPER CREDIT APPROVALS

ALL ORDERS SUBJECT TO Rugged One TERMS & CONDITIONS

LEAD TIME IS APPROXIMATELY 4-6 WEEKS

DEVICES ARE BUILT TO ORDER - NO RETURNS/EXCHANGES

All prices and descriptions are subject to change without notice. This price list is a quotation only and is not an order or offer to sell. No contract for sale will exist unless and until one of the following occur: 1.) a purchase order has been issued by you and accepted by Rugged.One or 2.) an order is place on-line and accepted by Rugged.One or 3.) a written proposal is accepted by you. The prices contained in this list may not be relied upon as the price at which Rugged.One will accept an offer to purchase products unless expressly agreed to by Rugged.One in writing. Product specifications may be changed by the manufacturer without notice. It is your responsibility to verify product conformance to specifications of any subsequent contract. All products are subject to availability from the manufacturer. Prices quoted may not include applicable taxes. Sales tax will be included on the invoice. Products are non-returnable unless approved in writing by Rugged.One Technologies within 30 days of invoice date. Those approved returns may be subject to a restocking fee. Payment terms are available upon credit approval; unless otherwise stated in writing, terms shall not exceed 30 days from date of invoice. Questions about these and other terms and conditions should be addressed by your sales representative.



**Burlington Communications
Service Center, Inc.**

4735 Williston Rd. Ste 30 Williston, VT 05495
P: 802-862-7092 F: 802-860-6178

SALES QUOTE

Sales Quote No: BCSQ3096

Date: 10/22/24

Account No: BC01

Bill To: Barre City Police
15 Fourth Street
Barre, VT 05641

Ship To: Barre City Police
Attn: Larry Eastman
15 Fourth Street
Barre, VT 05641

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
Steve Devino		UPS	Net 30	1/20/25

Notes

This quote is a for a duel band radio, with a single full feature head. Plus install labor.

Item No	Description	Quantity	UM	Price	Disc	Amount
NX-5700HBF	Mobile - Kenwood NX-5700H 110W High Power	1.00	Each	\$1,975.00	0.00	\$1,975.00
NX-5800HBF	NX-5800HBF (100W, 450-520 MHz) RF Deck Only, NXDN Conv & P25 Conv	1.00	Each	\$2,149.00	0.00	\$2,149.00
6AFMMIG	Single Head Remote Mount Kit - Full Featured - DUAL BAND	1.00	Each	\$1,102.00	0.00	\$1,102.00
52580	440-480 4.5dB Wideband Antenna w/ Spring	1.00	Each	\$65.00	0.00	\$65.00
0180352A07	Antenna - VHF 1/4 Wave 152-162	1.00	Each	\$18.75	0.00	\$18.75
436486	0-6000 MHz, 3/4" Mount, RG58/U, No Connector	2.00	Each	\$25.00	0.00	\$50.00
11904	UHF Male Crimp-RG58,RG141,PL259	2.00	Each	\$6.50	0.00	\$13.00
489006	Fuseplug Mini Atm	2.00	Each	\$17.50	0.00	\$35.00
Labor	Service Labor Hours	5.00	Hour	\$110.00	0.00	\$550.00
Travel	Travel Labor Hours	2.00	Hour	\$75.00	0.00	\$150.00

Thank You for Your Business

You can view and pay your invoices on our Customer Portal located on our website for FREE
www.burlingtoncommunications.com
802-862-7092

Subtotal	\$6,107.75
Discount	\$0.00
Freight	\$100.00
Sales Tax	\$0.00
Sales Order Total	\$6,207.75



Yipes! Corp. of Central VT, Inc
 439 North Main Street
 Barre, VT 05641
 Phone: (802) 479-0055
 www.yipesbarre.com

Sales Order

Order Number	Date	Page
36021	11/20/2024	1 of 1

Bill To:
 Barre City Police Department
 6 North Main Street
 PO Box 418
 Barre, VT 05641
 Phone: (802) 476-6613

Ship To:

Pickup

Customer ID	Sales Person	P.O. Number	Ship Date	Ship Via	Terms
BARCHI	VALERIE		11/20/2024	Pickup	Cash/Check/Credit Card
Ordered	UOM	Description	Unit Price	Extended	
1.00		MISC GRAPHICS Police Crusler Decals	675.00	675.00	
2.25		GRAPHICS LABOR Graphics Labor	100.00	225.00	

This invoice must accompany all returns - 20% handling charge on all returns

No returns on special orders- no returns after 30 days

	Subtotal	900.00
	Freight	-
	1% Local Tax	Exempt
	Sales Tax	Exempt
	TOTAL	900.00
Customer Signature _____	Amount Paid	0.00
	Balance	900.00

EBMS by Eagle Business Software

Thank You!

**Hard Wired Auto Electronics
 LLC**
 1586 VT Route 109
 Waterville, VT 05492 US
 (802)644-8470
 jesse@hardwiredautoelectro
 nics.com
 www.hardwiredautoelectronic
 s.com



Estimate 918

ADDRESS

Barre City Police Dept.

DATE
 10/31/2024

TOTAL
 \$17,567.52

ACTIVITY	QTY	RATE	AMOUNT
Sales Whelen WeCanX DUO Liberty II Lightbar, Core, Speaker Package	1	3,988.00	3,988.00
Part Liberty II Strobe Opticom Emitter -Add-on with Power Supply	1	762.40	762.40
Whelen CV2V Vehicle To Vehicle Sync Module	1	254.10	254.10
Whelen CEM16 WeCanX 16-Output Expansion Module	1	200.20	200.20
Whelen I2E Whelen Ion Universal Mount DUO, Blue/White	2	140.70	281.40
Sales Whelen IONSV3B Ion V-Series, Surface Mount, Blue with Takedown and Puddle	2	233.10	466.20
Whelen VTX609B Vertex Hide-A-Way Super-LED, Blue	2	98.70	197.40
Whelen LINSV2B Linear V-Series Super-LED, Puddle, Blue Warning	2	211.40	422.80
Part Whelen LSVBKT50 LINSV Mirror Mount Kit, 20 Utility	2	23.80	47.60
Whelen I2E Whelen Ion Universal Mount DUO, Blue/White	2	140.70	281.40
Whelen VTX609R Vertex Hide-A-Way Super-LED, Red	2	98.70	197.40
Whelen TLI2J Whelen Ion T-Series DUO, Red/Blue	2	136.50	273.00
Whelen TLMIB ION Mini T-Series Linear Super-LED, Blue	2	107.80	215.60

Credit Card processing fee 3%. All past due invoices will be subject to a finance charge of 2% per month.

If you have any questions concerning this invoice, contact Jesse Hanley, (802) 644-8470,
 jesse@hardwiredautoelectronics.com

THANK YOU FOR YOUR BUSINESS!

ACTIVITY	QTY	RATE	AMOUNT
Whelen 3SRCCDCR Compartment Light, Combination Red/White, with Independent Control of Red and White Light	2	70.70	141.40
Sales Setina BK1541ITU20 PB450LR2 Push Bumper, Light-Ready With Whelen Ion	1	589.00	589.00
Sales Setina 1K0574ITU20FR SPT Single Prisoner Transport Partition #6VS SPT Stationary Window Coated Polycarbonate *FOR USE WITH: -Full REPLACEMENT Transport Partition Seat	1	1,239.00	1,239.00
Sales Setina WK0514ITU20 Window Barrier VS Steel Vertical	1	329.00	329.00
Sales Setina QK0635ITU20 Full REPLACEMENT Transport Seat TPO Plastic With Center Pull Seat Belts *INCLUDES REQUIRED: -#12VS Stationary Window Vinyl Coated Expanded Metal Cargo Area Rear Partition	1	1,639.00	1,639.00
Sales Setina TK0241ITU20 CARGO BOX DSC- Drawer, Sliding With Combination Lock BSN- Base Sliding With No Lock	1	1,799.00	1,799.00
Part Setina TPA9289 Cargo Radio Tray With No lock TRN	1	390.00	390.00
Sales Havis C-VS-1012-INUT-2 Vehicle-Specific 22" Angled Console for 2020-2025 Ford Interceptor Utility	1	520.00	520.00
Part Havis CUP2-1001 Self-Adjusting Double Cup Holder	1	53.60	53.60
Part Havis C-MCB Mic Clip Bracket	2	15.20	30.40
Magnetic Mic Magnetic Mic	2	35.00	70.00
Part Havis C-LP2-USB-BL2 Console Accessory Bracket with 2 Lighter Plug Outlets,1 USB-C & USB Type A Dual Port Charger and 2 Blanks for Rectangular Accessories	1	124.80	124.80
Sales Havis C-ARPB-1038 Brother PocketJet Printer Mount with Side Mounted Flip-Up Armrest	1	398.40	398.40
Antenna Cable/Conn. 3/4" Brass Mount 0-1000 MHz, 3/4" Brass Mount Antenna Cable/Conn.	2	28.66	57.32
UHF 1/4 Wave Antenna 450-470 1/4 Wave Antenna, Brass Button	1	12.05	12.05
VHF 1/4 Wave Antenna 152-162 MHz 1/4 Wave Antenna w/ Brass Button	1	12.05	12.05

Credit Card processing fee 3%. All past due invoices will be subject to a finance charge of 2% per month.

If you have any questions concerning this invoice, contact Jesse Hanley, (802) 644-8470,
jesse@hardwiredautoelectronics.com

THANK YOU FOR ¹⁷YOUR BUSINESS!

ACTIVITY	QTY	RATE	AMOUNT
Installation Supplies Installation Supplies*	1	175.00	175.00
Labor - Patrol Car Carbide/CanTrol/Core Install Labor	1	2,400.00	2,400.00
*Could Include - Wire, Fuse Holders, Terminals, Screws, Solder, Tape, and Wire Loom.		SUBTOTAL	17,567.52
		TAX	0.00
		TOTAL	\$17,567.52

THANK YOU.

Accepted By

Accepted Date

Credit Card processing fee 3%. All past due invoices will be subject to a finance charge of 2% per month.

If you have any questions concerning this invoice, contact Jesse Hanley, (802) 644-8470,
jesse@hardwiredautoelectronics.com

THANK YOU FOR YOUR BUSINESS!

TIM

Agenda Item #4-D

December 10, 2024

Sno-Bees Land Use Terms & Conditions

Cow Pasture Stewardship Committee

Barre City, Vermont

Last Updated: November 2021



This form is to be submitted as an attachment to the VAST Landowner Permission Form submitted by the Sno-Bees to the City of Barre for use and maintenance of trails in the Cow Pasture conservation land as access routes to the VAST trail network. Any violation of these terms and conditions will justify revocation of VAST use of the land.

1. VAST trail use and grooming are limited to the following trails:
 - a. S16-1 (at the Martin property line), to
 - b. M2-3, to
 - c. C1, to
 - d. M1-2, to
 - e. M1-1, to
 - f. M3, to
 - g. S5 (at the Perrin property line).

A trail map is located in Appendix 1 of the Management Plan for the Barre City Cow Pasture (2017-2027), which is available on the Barre City web page.

2. Alternative routes and trail may not be used.
3. Trail users must ride a registered machine and be a current VAST member. Current decals must be placed on the machine. Riders must follow VAST rules and abide by the terms and conditions in this document.
4. The following signs will be posted along the trail:
 - a. "Sensitive Zone, 15 mph" on reflective green, 12"x18", posted at or near the entrances (property lines) to the Cow Pasture.
 - b. "Slow" on yellow, 12"x12", posted at potentially dangerous locations due to the landscape or high pedestrian areas.
5. Trails may only be groomed and opened to VAST use once there is enough snow cover to avoid damage to the land. The Sno-Bees may open the gate at the Martin property line prior to significant snowfall.
6. Trail status (open/closed) will be updated on the VAST website, share on social media accounts and communicated internally to proactively prevent trail use with insufficient snow cover.
7. Understood by all parties that the stream, wetland and riparian zone (identified as the 50' buffer around the stream and wetland in the *Management Plan*) is a highly sensitive area. The Cow Pasture Committee should be immediately notified of any trail modifications or misuse this area in case remedial action is necessary to protect the land.

8. The stream crossing may not be altered or damaged. No materials including, but not limited to, wood pallets, rocks, tree limbs or branches may be placed in the stream. A snow bridge is allowed; snow may be moved from nearby areas for use in this bridge so long as the land is not damaged, nor aesthetic value of the areas reduced as a result.
9. The trails shall not be widened beyond 15' or their current state – if wider than 15' – to allow for groomer access. Requests to expand trail width shall be address by the Cow Pasture Committee.
10. Cutting or removal of any trees or shrubs requires prior approval by the Barre City Tree Warden, with review by the Cow Pasture Committee. The SnoBee's may flag potentially problematic trees and notify the committee for review.
11. Deadfall that presents a hazard to trail users shall be removed from the trail and relocated at least 25' from the trail edge. The Cow Pasture Committee shall be notified of any significant deadfall removal.
12. Trimming of vegetation adjacent to the trails is allowed as defined:
 - a. Only branches or limbs with diameter of 1.5" or less may be trimmed.
 - b. Height of trimming shall not exceed 20' (this has been identified as sufficient for groomer access).
 - c. Branches and limbs must be trimmed to the base of the tree.
 - d. The number of branches or limbs trimmed in one concentrated area shall not be in excess such that the aesthetic value of the area is reduced.
 - e. Debris resulting from trimming may be piled in the woods and must be at least 25' from the trail edge.
13. The Sno-Bees shall close and lock the gate at the Martin property line and remove all VAST trail signage at the end of the season as soon as conditions allow, but no later than May 1.
14. Any damage or unauthorized alteration of the property by the groomer or VAST trail users shall be repaired by, and at the expense of, the Sno-Bees.
15. Points of contact and contact information shall be updated and shared by both parties annually and promptly after a change in leadership if one occurs during the season.



Landowner Permission Form

For the Vermont Association of Snow Travelers, Inc.
26 Vast Lane • Barre, VT 05641 • 802.229.0005 • Fax 802.223.4316

Permission is hereby granted to the Vermont Association of Snow Travelers, Incorporated (VAST), to WASHINGTON
Name of County
County Snowmobile Club, Incorporated, and to the BARRE SNOW-BEE'S
Name of Local Snowmobile Club
to establish, maintain, and groom a snowmobile trail or trails upon property located at BARRE CITY COW PASTURE
Physical Street Address of Property, with a town/city SPAN # of _____
SPAN #
Vermont belonging to CITY OF BARRE
Property Owner's Name. The snowmobile trail(s) shall be established and maintained in an area acceptable to the landowner. No construction or major maintenance shall occur without the landowner's permission. Permission is further granted to VAST, to the fourteen Vermont county snowmobile clubs, to all affiliated local snowmobile clubs, and to their respective members to use the trail(s).

Permission extends for a period starting DECEMBER 15TH 2024 to MAY 1, 2025
Date Date

Permission is subject to the additional terms and conditions listed below, if none, enter "NONE".
SEE ATTACHED TERMS & CONDITIONS

Vermont law limits the liability of landowners for personal injury and property damage sustained by a person operating a snowmobile, or riding as a passenger, to claims for damages or injuries intentionally inflicted by the landowner, unless the landowner charges the owner or operator of the snowmobile a fee for the use of the property. VAST agrees to maintain liability insurance with a policy limit of at least \$1,000,000 covering the landowner for any VAST trail related claims as an additional insured. VAST further agrees to defend, or reimburse the landowner for the reasonable costs of defense, in the event that a claim is made or a suit is brought as a result of a snowmobile accident on the landowner's property while using the VAST trails, unless the landowner charges a fee to the snowmobile operator or owner for the use of their property. An "Explanation of Landowner Rights and Protections" is printed on the reverse side of this document. Neither this permission nor any use of the trail(s) established pursuant to this permission shall, under any circumstances, entitle VAST, any county snowmobile club, any local snowmobile club, or any member of any one or more such clubs, to claim any dedication, right of adverse possession, prescriptive easement, or any similar right with respect to any portion of the landowner's property.

Dated this _____ day of _____, 20____
Day Month Year

Vermont Association of Snow Travelers, Inc.
By: [Signature]
GREG A. KOOLEAU
(Please Print Name)

Its duly authorized agent for the limited purpose of negotiating and entering into landowner permission agreements.

Club Contact Phone Number 802-249-7104

Club Email GARDULEAU@RAW-MAR.COM

Signature of landowner or landowner's duly authorized agent.

(Please Print Name)

Mailing Address:

Phone Number _____

Email _____

Explanation Of Landowner Rights and Protections

1. Landowner liability limited. The liability of landowners for personal injury or property damage sustained by snowmobile operators and their passengers is limited by statute. Specifically, 23 V.S.A. §3206 (d) provides as follows:

Landowner liability limited. No public or private landowner or their agents shall be liable for any property damage or personal injury sustained by any person operating or riding as a passenger on a snowmobile, or upon a vehicle or other device drawn by a snowmobile upon the public or private landowner's property, whether or not the public or private landowner has given permission to use the land, unless the public or private landowner charges a cash fee to the operator or owner of the snowmobile for the use of the property, or unless said damage or injury is intentionally inflicted by the landowner.

2. VAST will defend Landowner. In consideration for Landowner's granting VAST permission to locate and maintain one or more snowmobile trails and/or associated facilities upon Landowner's property and to permit snowmobiling thereupon, VAST agrees that if a claim is made or a legal action is brought against the Landowner for personal injury or property damage (or both) arising out of a snowmobiling accident occurring while using the VAST trail(s) located on Landowner's property, VAST will defend Landowner against the claim or legal action unless the claim arises in primary part from damages or injuries intentionally inflicted by Landowner. This obligation to defend and indemnify is null and void if the Landowner charges a fee to snowmobilers for the use of any portion of their property.

3. Trails liability insurance. VAST, the county snowmobile clubs, and all local snowmobile clubs affiliated with a county snowmobile club and VAST, are insured under a policy of insurance with a policy limit of at least One Million Dollars (\$1,000,000) covering, among other things, trail construction and maintenance and grooming operations. A copy of the policy is available upon request from VAST, whose address and telephone number are provided on the reverse side of this document.

4. Permitting. VAST will obtain all necessary permits for the construction and maintenance of the trail. VAST will indemnify and hold the Landowner harmless from any enforcement action that alleges that a required permit was not timely obtained. VAST will provide the Landowner with a copy of all permits obtained for work on their land.

By check number for check acct 01(GENERAL FUND) and check dates 12/04/24 thru 12/04/24

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check

22095	VMERS DB						
	NOVEMBER2024	PR 10/26-11/22/24	001-2000-240.0005	EMPLOYEE PENSION PAYABLE	0.00	69,517.60	154979
01088	AFSCME COUNCIL 93						
	PR 12042024	PR W/E 11/29/24	001-2000-240.0007	UNION DUES PAYABLE	0.00	244.26	E610
01060	AMAZON CAPITAL SERVICES						
	1KLXVXGRXQYJK	Frog Tape/Calc Ribbon	001-7050-350.1059	RECREATION SUPPLIES	0.00	59.52	154944
	1KLXVXGRXQYJK	Frog Tape/Calc Ribbon	001-5010-350.1053	OFFICE SUPPLIES	0.00	7.15	154944
					-----	-----	
					0.00	66.67	
01824	APEX TRAILWORKS LLC						
	1102	ERSA Trail Work	048-8000-320.0817	ERSA GRANT EXP - COW PAST	0.00	500.00	154945
02045	BARRE CITY WATER & SEWER DEPT						
	00471	120124 Wtr/Swr 7/11-10/10/24	001-7020-200.0215	WATER BILLS	0.00	710.85	154946
	00472	120124 Sprinkler 12/1/24-2/28/25	001-7020-200.0215	WATER BILLS	0.00	270.50	154946
	00473	120124 Wtr/Swr 7/11-10/10/24	001-7030-200.0215	WATER BILLS	0.00	268.93	154946
	00474	120424 Sprinkler 10/1/24-2/28/25	001-7030-200.0215	WATER BILLS	0.00	273.00	154946
	00736	120124 Wtr/Swr 7/15-10/16/24	001-8500-320.0727	BUILDING MAINT (HOPE)	0.00	144.64	154946
	00737	120124 Water 7/15-10/16/24	001-8500-320.0735	DUFRESNE GROUNDS & BLDGS	0.00	152.40	154946
	04163	120124 Water 7/11-10/10/24	001-8500-320.0733	BLDG/GRNDS MAINT ST MONIC	0.00	79.34	154946
	04165	120124 Water 7/22-10/22/24	001-8040-320.0725	PUB PARKS/TREES MAINT	0.00	197.36	154946
	04174	120424 Wtr/Swr 8/16-10/18/24	001-7050-200.0215	WATER BILLS-POOL	0.00	297.73	154946
	04247	120124 Wtr/Swr 7/25-10/18/24	001-7050-200.0215	WATER BILLS-POOL	0.00	232.69	154946
	04302	120124 Water 7/22-10/18/24	001-7015-200.0215	WATER BILLS	0.00	71.29	154946
	04314	120124 Water 7/15-10/16/24	001-8500-320.0732	GROUNDS MAINT (HOPE)	0.00	129.92	154946
					-----	-----	
					0.00	2,828.65	
02131	BARRE UNIFIED UNION SCHOOL DISTRIC						
	12052024	2nd Qtr Taxes	001-4005-405.4005	GENERAL TAXES	0.00	1744,165.62	154948
02188	BULLARD DON A						
	11192024	Reimb - Glasses	001-8500-340.0944	GLASSES	0.00	498.00	154949
03035	CITY OF MONTPELIER						
	2235	Ambulance Billing 10/24	001-6040-340.0949	AMB CONTRACT BILLING	0.00	4,574.90	154950
03195	CLARK'S COLLISION CENTER INC						
	15921	Cruiser Repairs	001-6050-320.0720	VEHICLE MAINTENANCE	0.00	9,734.46	154951
04506	DESORCIE EMERGENCY PRODUCTS						
	19821	Valve 3 Position Dual	001-6040-320.0720	CAR/TRUCK MAINT	0.00	171.00	154952
04522	DP SEMINARY STREET LLC						
	11202024	Refund of Permit Fees	001-4030-430.4042	RECORDING FEES	0.00	11.00	154953
	11202024	Refund of Permit Fees	048-4110-411.4109	RESTORATION OF RECORDS	0.00	4.00	154953

By check number for check acct 01(GENERAL FUND) and check dates 12/04/24 thru 12/04/24

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	11202024	Refund of Permit Fees	001-4030-430.4033	BLDG & ZONING FEES	0.00	215.00	154953
	11202024	Refund of Permit Fees	001-4030-430.4056	CREDIT CARD PROC FEE	0.00	6.84	154953
					-----	-----	
					0.00	236.84	
05069	EDWARD JONES						
	PR 12042024	PR W/E 11/29/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	100.00	154954
16102	EMPOWER TRUST COMPANY LLC						
	PR 12042024	PR W/E 11/29/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	634.87	E611
	PR 12042024A	PR W/E 11/29/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	412.78	E611
					-----	-----	
					0.00	1,047.65	
07206	GREAT-WEST TRUST COMPANY, LLC						
	PR 12042024	PR W/E 11/29/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	426.45	154955
09011	IAFC MEMBERSHIP						
	000281997	IAFC Membership	001-6040-220.0413	DUES/MEMBERSHIP FEES	0.00	191.25	154956
20097	IAFF LOCAL #881						
	PR 12042024	PR W/E 11/29/24	001-2000-240.0007	UNION DUES PAYABLE	0.00	340.00	E612
01122	INOVALON PROVIDER INC						
	24M-0158070	Paper Statements	001-6040-340.0948	AMBULANCE BILL MAILERS	0.00	67.02	154957
12327	IRA B LOBEL						
	11252024	Mediation	001-5030-230.0517	CONTRACT NEGOTIATIONS	0.00	2,200.00	154958
09021	IRVING ENERGY						
	142853	Propane	001-8500-330.0828	FUEL OIL - OFFICE	0.00	78.62	154959
	483168	Propane	001-7030-330.0836	PROPANE	0.00	730.96	154959
					-----	-----	
					0.00	809.58	
10031	JET SERVICE ENVELOPE CO						
	92087	Envelopes	001-5010-350.1053	OFFICE SUPPLIES	0.00	388.12	154960
	92087	Envelopes	003-8300-230.0510	ADVERTISING/PRINTING	0.00	194.06	154960
	92087	Envelopes	002-8200-230.0510	ADVERTISING/PRINTING	0.00	194.06	154960
					-----	-----	
					0.00	776.24	
11076	KASEYA US LLC						
	246455177638	IT Modules	001-5040-130.0182	TRAINING/DEVELOPMENT	0.00	730.73	154961
12032	LAKES REGION FIRE APPARATUS INC						
	35311	Outlet Box	001-6040-320.0720	CAR/TRUCK MAINT	0.00	43.63	154962
12011	LENNYS SHOE & APPAREL						
	3518638	Boots - A Brown	001-6040-340.0943	FOOTWARE	0.00	125.00	154963

By check number for check acct 01(GENERAL FUND) and check dates 12/04/24 thru 12/04/24

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	3519559	Boot Socks-A Brown	001-6040-340.0940	CLOTHING	0.00	105.00	154963
					0.00	230.00	
13061	MAINE OXY						
	3003075698	Propane	001-7030-330.0836	PROPANE	0.00	319.17	154964
13075	MCWILLIAM JAMES						
	11272024	11/15-11/27/24 23 hrs	048-8000-320.0762	BOR BANNER EXP	0.00	575.00	154965
14016	NELSON ACE HARDWARE						
	291248	Utility Pump	001-6040-340.0947	BLDG APPLIANCES UPDATES	0.00	179.99	154966
	291369	Storage Tote	001-6040-310.0612	BREATHING APPARATUS	0.00	11.69	154966
	291521	Key Cut	001-7020-320.0729	ANNEX MAINT	0.00	3.39	154966
	291563	RSTP Spray	001-7050-320.0721	PLAYGROUND MAINT	0.00	22.36	154966
	291627	Bit Set	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	31.09	154966
	291661	Drywall Joint Compound	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	13.96	154966
	291674	Misc Hardware	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	3.25	154966
	291755	Murphy Oil Soap	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	11.86	154966
	291785	Stapler/Padlock	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	15.82	154966
					0.00	293.41	
14055	NORWAY & SONS INC						
	19687	Server Outlet Power	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	305.94	154968
	19691	Disconnect Pwr to RTU-1	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	140.00	154968
	19692	Reconnect Pwr to RTU-1	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	232.96	154968
					0.00	678.90	
15003	ORMSBY'S COMPUTER SYSTEMS INC						
	45633	Conversion Bracket	001-5010-350.1053	OFFICE SUPPLIES	0.00	250.00	154969
16077	PERSHING LLC						
	PR 12042024	PR W/E 11/29/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	45.00	154970
16039	POWER & TEL						
	8026683-00	Cables	001-6040-320.0726	MAINT FIRE ALARM/NEW BOX	0.00	822.04	154971
18148	R K MILES						
	86333/7	Drywall	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	20.62	154972
18004	REYNOLDS & SON INC						
	3446881	Filter	001-6040-310.0612	BREATHING APPARATUS	0.00	36.25	154973
	3447215	Gloves	001-6040-340.0941	EQUIPMENT - SAFETY	0.00	518.00	154973
	3447404	Flow Testing Equip	001-6040-310.0612	BREATHING APPARATUS	0.00	1,816.92	154973
	3447558	Gloves	001-6040-340.0941	EQUIPMENT - SAFETY	0.00	56.34	154973
					0.00	2,427.51	
19051	SMITH CLINT						
	11242024	Reimb - Wreath	001-5010-220.0414	HOLIDAY OBSERVANCE	0.00	256.68	154974

By check number for check acct 01(GENERAL FUND) and check dates 12/04/24 thru 12/04/24

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check

19431	SP & F ATTORNEYS PC						
	88173	Legal Svcs thru 10/25/24	001-5030-120.0170	PROF SERVICES - CITY ATT	0.00	1,262.00	154975
19211	SULLIVAN POWERS & CO						
	134168	Audit FY 6/30/24	001-5010-220.0410	ANNUAL AUDIT	0.00	18,974.00	154976
21017	UNUM LIFE INS CO OF AMERICA						
	12012024A	December Premium	048-5500-110.0153	BENEFITS	0.00	49.15	154977
	12012024A	December Premium	003-8330-110.0152	LIFE INSURANCE	0.00	266.07	154977
	12012024A	December Premium	001-9020-110.0152	LIFE INSURANCE	0.00	3,754.33	154977
	12012024A	December Premium	002-8220-110.0152	LIFE INS	0.00	169.71	154977
	12012024A	December Premium	001-2000-240.0017	LIFE PAYABLE	0.00	1,322.07	154977
	12012024A	December Premium	002-8200-110.0152	LIFE INS	0.00	207.26	154977
	12012024A	December Premium	003-8300-110.0152	LIFE INSURANCE	0.00	203.65	154977
	12012024A	December Premium	019-5040-110.0153	SPECIAL PROJECTS BENEFITS	0.00	49.13	154977
					-----	-----	
					0.00	6,021.37	
22013	VERMONT DEPT OF HEALTH						
	1498	Forms	001-5070-220.0417	RECORDING OF RECORDS	0.00	158.00	154978
23450	WHITE + BURKE REAL ESTATE ADVISORS						
	14554	Professional Svcs	050-5830-360.1161	2020 \$1.7M BOND EXP DPW I	0.00	1,602.70	154980

			Report Total			1873,206.95	
						=====	

To the Treasurer of City of Barre, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *1,873,206.95
 Let this be your order for the payments of these amounts.

Client ID: 22BA
Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:
 12/4/2024

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
1	Abare, Lance R.	1,326.10	92.53	82.22	19.23	31.13	0.00	82.22	19.23
140	Aldrich, Brady A	124.00	0.00	7.69	1.80	1.77	0.00	7.69	1.80
3	Aldsworth, Joseph G.	1,851.20	193.27	101.60	23.77	66.50	0.00	101.60	23.77
163	Baker, Brian L	2,935.52	157.49	178.41	41.72	72.24	0.00	178.41	41.72
206	Baker, Tom M	1,682.69	98.11	102.11	23.88	61.29	0.00	102.11	23.88
6	Baril, James A.	2,906.81	404.54	166.95	39.05	121.59	0.00	166.95	39.05
7	Benjamin, Kenneth S.	1,499.61	182.23	91.25	21.34	56.19	0.00	91.25	21.34
8	Bennington, William A.	1,510.71	126.64	90.67	21.20	43.96	0.00	90.67	21.20
9	Benson, Nicholas J.	1,365.42	134.44	81.59	19.08	41.85	0.00	81.59	19.08
11	Blackshaw, Brook W.	1,928.88	206.26	116.10	27.15	67.84	0.00	116.10	27.15
204	Blouin, Trevor J	1,058.40	41.15	64.51	15.09	22.14	0.00	64.51	15.09
122	Bombardier, Timothy	1,416.66	191.15	87.84	20.54	73.87	0.00	87.84	20.54
14	Bramman, Kathryn H.	1,232.80	128.57	75.32	17.62	39.08	0.00	75.32	17.62
155	Brault, Marcel T	1,409.73	153.95	87.40	20.45	41.24	0.00	87.40	20.45
17	Brown, Anderson C.	1,999.16	288.87	122.97	28.76	101.10	0.00	122.97	28.76
19	Bullard, Don A.	1,332.40	175.61	82.61	19.32	55.30	0.00	82.61	19.32
21	Carminati Jr., Joel F.	1,193.68	46.56	70.05	16.39	27.12	0.00	70.05	16.39
179	Cassani II, Mario E	1,138.77	82.89	67.05	15.68	28.13	0.00	67.05	15.68
22	Cetin, Matthew J.	1,608.76	105.12	89.83	21.01	35.16	0.00	89.83	21.01
23	Charbonneau, Michael J.	2,279.07	277.76	128.49	30.05	84.85	0.00	128.49	30.05
25	Clark, Kailyn C.	1,613.36	157.22	100.03	23.39	59.60	0.00	100.03	23.39
26	Collins, April M.	1,097.77	82.14	66.49	15.55	31.53	0.00	66.49	15.55
27	Copping, Nicholas R.	1,775.37	190.80	100.39	23.48	58.76	0.00	100.39	23.48
28	Cruger, Eric J.	2,729.16	389.33	161.75	37.82	116.84	0.00	161.75	37.82
29	Cushman, Brian K.	2,132.00	157.25	122.28	28.60	49.72	0.00	122.28	28.60
31	Dawes, Carolyn S.	284.46	8.64	17.64	4.12	3.86	0.00	17.64	4.12
33	Degreenia, Catherine I	3,252.08	568.89	195.73	45.77	173.00	0.00	195.73	45.77
34	Demell, William M.	1,106.40	92.39	61.56	14.40	28.52	0.00	61.56	14.40
173	DeRose, TJ T	1,431.20	160.90	86.70	20.27	56.79	0.00	86.70	20.27
35	Dexter, Donnel A.	1,456.00	169.94	81.85	19.15	52.50	0.00	81.85	19.15
36	Dodge, Shawn M.	1,562.72	154.34	93.89	21.96	58.74	0.00	93.89	21.96
38	Drown, Jacob D.	1,880.00	223.58	110.38	25.81	68.59	0.00	110.38	25.81
39	Durgin, Steven J.	2,307.41	282.49	133.13	31.13	86.27	0.00	133.13	31.13
40	Eastman Jr., Larry E.	1,978.40	221.19	112.06	26.21	67.88	0.00	112.06	26.21
42	Farnham, Brian D.	1,812.54	221.70	109.37	25.58	68.03	0.00	109.37	25.58
43	Fecher, Jesse T.	2,046.52	237.62	125.77	29.41	83.72	0.00	125.77	29.41
44	Fleury, Jason R.	2,785.26	409.58	162.15	37.92	123.19	0.00	162.15	37.92
189	Forsell, Christopher A	2,182.73	135.02	124.75	29.17	52.12	0.00	124.75	29.17
45	Frey, Jacob D.	2,548.79	310.38	149.87	35.04	92.61	0.00	149.87	35.04
203	Frey, Matthew J	2,159.62	263.57	133.90	31.32	91.51	0.00	133.90	31.32

Client ID: 22BA
Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:
 12/4/2024

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
205	Galiano, Jeanne M	1,634.62	150.72	98.35	23.00	57.65	0.00	98.35	23.00
46	Gaylord, Amos R.	2,931.45	461.15	181.75	42.50	139.52	0.00	181.75	42.50
47	Gilbert, David P.	1,179.20	115.40	71.15	16.64	36.14	0.00	71.15	16.64
49	Guyette, Brandon L.	2,265.36	299.07	137.45	32.14	102.16	0.00	137.45	32.14
50	Hastings III, Clark H.	998.40	88.56	59.16	13.83	27.45	0.00	59.16	13.83
156	Hayden, Gregory William	1,424.52	149.37	86.22	20.16	39.86	0.00	86.22	20.16
52	Hedin, Laura T.	1,375.60	122.49	80.22	18.76	37.25	0.00	80.22	18.76
54	Herring, Jamie L.	1,747.20	117.85	107.22	25.08	47.03	0.00	107.22	25.08
55	Hoar, Brian W.	2,180.25	121.56	124.54	29.12	48.06	0.00	124.54	29.12
188	Hood, James R	1,338.80	10.79	80.00	18.71	28.13	0.00	80.00	18.71
56	Houle, Jonathan S.	2,703.54	403.50	166.47	38.93	121.26	0.00	166.47	38.93
59	Kelly Jr, Joseph E.	1,198.40	38.31	63.30	14.80	14.61	0.00	63.30	14.80
184	Kirby, Kristopher J	1,100.00	26.85	59.31	13.87	20.63	0.00	59.31	13.87
201	Knudsen, Alexander M	1,137.78	83.87	67.55	15.80	32.48	0.00	67.55	15.80
61	Kosakowski, Joshua D.	1,529.70	181.46	91.15	21.32	55.96	0.00	91.15	21.32
213	Kreis, Bradley J	32.00	0.00	1.99	0.47	0.00	0.00	1.99	0.47
174	Kuras, Sarah V	2,223.41	308.45	136.75	31.98	94.06	0.00	136.75	31.98
165	LaBarge-Burke, Michelle J	1,143.74	78.17	68.26	15.97	30.09	0.00	68.26	15.97
62	Lane, Zebulyn M.	1,348.05	152.11	82.16	19.21	47.16	0.00	82.16	19.21
172	Larrabee, David M	1,068.80	85.54	57.88	13.54	26.61	0.00	57.88	13.54
64	Lowe, Robert L.	1,990.20	183.93	112.60	26.33	56.00	0.00	112.60	26.33
208	Lynch, Nancy T	1,490.38	122.64	89.40	20.91	42.76	0.00	89.40	20.91
65	Machia, Delphia L.	1,048.40	90.95	64.54	15.09	28.12	0.00	64.54	15.09
68	Maloney, Jason F.	1,590.42	131.83	92.16	21.55	42.62	0.00	92.16	21.55
70	Martel, Joell J.	1,849.52	228.75	106.37	24.87	70.15	0.00	106.37	24.87
171	Martineau, Brenda J	1,094.40	94.43	62.57	14.63	29.09	0.00	62.57	14.63
71	McGowan, James R.	2,974.40	481.96	175.76	41.11	130.27	0.00	175.76	41.11
73	Metivier, Cheryl A.	1,231.20	114.34	71.05	16.62	35.82	0.00	71.05	16.62
75	Monahan, Dawn M.	2,292.00	176.66	131.66	30.79	58.65	0.00	131.66	30.79
77	Morris, Scott D.	1,945.60	278.84	120.62	28.22	100.59	0.00	120.62	28.22
78	Morrison, Camden A.	1,308.41	118.16	76.59	17.92	36.97	0.00	76.59	17.92
79	Morse, Bradley P.	114.30	0.00	7.08	1.66	1.45	0.00	7.08	1.66
80	Mott, John C.	413.36	31.30	25.63	5.99	11.46	0.00	25.63	5.99
191	Murphy, Carson	863.75	58.89	53.55	12.52	24.71	0.00	53.55	12.52
164	Murphy, Michael T	1,029.14	97.32	63.81	14.93	29.89	0.00	63.81	14.93
82	Noack, Rodney	1,077.60	76.23	63.36	14.82	29.55	0.00	63.36	14.82
152	Pike, Roxanne L	869.20	82.01	52.78	12.35	32.79	0.00	52.78	12.35
183	Placey-Noyes, Tyler C	1,013.60	63.24	56.39	13.19	25.92	0.00	56.39	13.19
88	Poirier, Holden R.	2,112.92	285.95	129.61	30.31	87.31	0.00	129.61	30.31
89	Pouliot, Brooke L.	1,201.20	88.42	74.47	17.42	30.50	0.00	74.47	17.42

Client ID: 22BA
Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:
 12/4/2024

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
90	Pretty, Alyssa A.	1,809.28	195.36	112.18	26.23	71.05	0.00	112.18	26.23
91	Protzman, Todd A.	575.00	40.77	35.65	8.34	13.59	0.00	35.65	8.34
93	Pullman, David L.	1,039.76	86.44	63.35	14.82	26.34	0.00	63.35	14.82
158	Putney, Peyton C	248.00	7.26	15.38	3.60	3.91	0.00	15.38	3.60
192	Rawson, Joseph A	975.20	100.61	57.47	13.44	26.58	0.00	57.47	13.44
212	Rea, Cara L	926.00	65.88	57.41	13.43	26.66	0.00	57.41	13.43
95	Reale, Michael R.	2,199.33	307.69	136.35	31.89	93.83	0.00	136.35	31.89
97	Rivard, Sylvie R	1,106.40	95.19	63.01	14.74	29.30	0.00	63.01	14.74
99	Rubalcaba, David T.	1,564.96	176.87	94.97	22.21	54.58	0.00	94.97	22.21
100	Russell, Paula L.	538.72	0.00	33.40	7.81	8.80	0.00	33.40	7.81
101	Ryan, Patty L.	2,378.20	316.13	147.45	34.48	114.28	0.00	147.45	34.48
214	Sabens, Christopher S	957.76	69.45	59.38	13.89	27.66	0.00	59.38	13.89
103	Seaver, Debbie L.	1,176.40	135.33	61.30	14.34	45.74	0.00	61.30	14.34
104	Shatney, Janet E.	1,670.00	116.35	95.88	22.42	37.78	0.00	95.88	22.42
202	Sheltra, Kimberly A	1,050.00	52.15	65.10	15.22	25.76	0.00	65.10	15.22
105	Smith, Clint P.	1,226.80	112.53	70.81	16.56	34.27	0.00	70.81	16.56
151	Smith, Michael P	1,080.80	31.90	61.91	14.47	13.89	0.00	61.91	14.47
185	Stanley, Gavin P	981.20	72.08	60.84	14.22	28.39	0.00	60.84	14.22
193	Stigall, Gretchen	1,200.75	49.15	69.57	16.27	27.85	0.00	69.57	16.27
148	Storelicastro, Nicolas R	2,468.08	221.30	153.02	35.79	69.57	0.00	153.02	35.79
110	Strassberger, Kirk E.	1,451.27	91.28	81.55	19.08	31.30	0.00	81.55	19.08
187	Taylor, Therese M	1,200.00	83.48	71.40	16.70	32.27	0.00	71.40	16.70
112	Tillinghast, Zachary M.	1,731.51	192.34	100.51	23.50	59.22	0.00	100.51	23.50
113	Tucker, Randall L.	2,812.38	376.35	164.12	38.39	112.26	0.00	164.12	38.39
114	Tucker, Russell W.	1,330.80	116.83	74.26	17.37	31.95	0.00	74.26	17.37
115	Vail, Braedon S.	2,227.20	155.69	137.61	32.19	86.49	0.00	137.61	32.19
180	Webster, James P	1,068.00	80.23	60.22	14.08	37.87	0.00	60.22	14.08
211	Welch, Joshua M	218.22	0.00	13.53	3.16	4.46	0.00	13.53	3.16
186	Young, Arthur D	2,704.00	123.20	153.20	35.83	62.64	0.00	153.20	35.83
REPORT TOTAL		167,929.00	16,797.02	9,966.06	2,330.76	5,645.15	0.00	9,966.06	2,330.76



Volunteer Application Form

Full Name

Home address **Barre City Resident?**

E-mail Address

Cell/Home Phone Number

Position(s) you are applying for?

-
-
-

Have you attended a meeting of the public bodies you are applying for?

Please describe why you are interested in the positions you are applying for. Include any special skills or qualifications that may be beneficial for the position.

I am a masters level clinical social worker with specialities in trauma-responsive care, gerontological social work, positive youth development, and the LGBTQIA2+community. I am calm and focused when encountering conflicts and I am a big picture thinker, from 1:1 interactions, to family and neighborhood systems, to state policy, to national policy. I believe I can bring valuable professional insights and that I do well on a team.

By signing below you acknowledge that all information provided is accurate and complete to the best of your ability, and you understand the City Council has the authority to remove members appointed to any City-created public bodies in accordance with the City Charter and Vermont State Statute, as applicable, for misrepresentation of any statement made on this application

Sign here (or type your name for an electronic submission) **Date**

For City Manager's Office Use Only

Appointed?

Term of Appointment: From To



Volunteer Application Form

Full Name

Home address Barre City Resident?

E-mail Address

Cell/Home Phone Number

Position(s) you are applying for?

-
-
-

Have you attended a meeting of the public bodies you are applying for?

Please describe why you are interested in the positions you are applying for. Include any special skills or qualifications that may be beneficial for the position.

I have a master's degree in clinical mental health counseling, I served for three years as the board chair at All Brains Belong. I currently serve on the DEI committee for the UVM Health System. I am a gay neurodivergent man who did not come out until I was 30 and did not receive a diagnosis for my learning disability until I was 40. I am very clear about the experience of moving through a normative world in an atypical way, and the importance of this

By signing below you acknowledge that all information provided is accurate and complete to the best of your ability, and you understand the City Council has the authority to remove members appointed to any City-created public bodies in accordance with the City Charter and Vermont State Statute, as applicable, for misrepresentation of any statement made on this application

Sign here (or type your name for an electronic submission)

Date

For City Manager's Office Use Only

Appointed?

Term of Appointment: From To

Agenda Item #8-B

December 10, 2024

MEMO

TO: Nicolas Storellicastro
CC: Prospect Heights Board Members
FR: Steve Mackenzie, Prospect Heights Board Member
DATE: 12/05/24
SUBJECT: **PHDI Due Diligence Phase
Council Funding Request**

Introduction:

As you know, the Prospect Heights Development Board has successfully completed the Due Diligence Phase consultant selection process, and voted unanimously to select DeWolfe Engineering Associates, Montpelier to complete this assessment. While three satisfactory proposals were received, the DeWolfe Technical Proposal received the most 1st place votes. In addition, their Fee Proposal of **\$55,230** is comfortably within the budget target of \$60,000.

The firm is in the process of preparing a professional services agreement with the City of Barre for approval by the Manager and City Council and Authorization to Proceed at such time funding is available for this work.

Funding Background:

At the time the RFP was issued, it was anticipated that funding for this assessment would be provided by a VCDP Planning Grant to be approved in November 2024. Although the VCDP Grant **Pre-Application** was approved in late July, due to an inadvertent misunderstanding, the formal **Application** was not prepared to meet the September 17th submission deadline.

The next application deadline for this Grant is not until April 2025 for consideration at the Board's June 2025 meeting. This results in a 7-month delay in potential funding, as well as the associated delay in initiating this work. The PH Board is concerned that this delay imposes a significant delay in completing the assessment and advancing the project, assuming the assessment is favorable to the project. Such a delay could also adversely impact the Northern Border Regional Commission (NBRC) funding already approved for the project. And further, such a delay could impose an additional one (1) year delay in the start of construction, which would be unfortunate and likely lead to an inflationary escalation in construction costs.

Funding Request:

Accordingly, the PH Board felt it is reasonable and prudent to approach the Council to request \$55,230 in funding be appropriated from the \$970,000 Special Projects Fund recently established by the Council at its November 26, 2024, Council Meeting. From the PH Board perspective, funding of this assessment now is likely a cost-effective step in the implementation of this project. Accordingly, the Board respectfully requests Council Approval of this funding request.

Agenda Item #8-C
December 10, 2024
Barre City Legislative Priorities

Proposals as advanced at Council on 11/19/24

Flood Resiliency

- Operational support for the City budget to smooth out the multi-year effect of flooding
- State-owned regionally placed large equipment, such as vacuors and leaf vacuums, for municipalities to share
- Funding for non-FEMA buyouts to support homeowners in flood-susceptible housing
- Funding for housing repair and flood mitigation measures such as elevating utilities
- Reliable year-to-year funding to support flood resiliency with municipal match
- Installation of river gauges in Barre for better flood measurement
- Develop a state program to support simple, cost-effective flood resilience measures like rain gardens and tree maintenance
- Strategic riverbed maintenance and sediment removal

Housing

- Develop a pilot program to pay nine years' worth of property taxes up front in order to incentivize new housing
- Specific funding for rebuilding in Barre's North End
- Support innovative housing solutions such as homes using 3D printing or sustainable materials
- State incentives to waive or subsidize water and sewer hookup fees for new housing
- Expand TIF district to allow for more flexible financing of infill development

Unhoused Crisis

- Resolve the crisis around unhoused Vermonters
- Communicate clearly about municipal vs state responsibilities and resources in supporting unhoused Vermonters

Regionalization

- Increased regionalization of services across the board, both to receive funding from federal sources and to better coordinate among Vermont towns that may not have enough in capacity or resources
- Strengthen and expand county government

Public Health & Safety

- State funding to recruit and retain law enforcement officers
- Implement mandatory minimum sentencing guidelines, especially around drug-related crimes and for repeat offenders
- Increase resources for combating drug overdoses through both treatment centers and preventive measures
- Implement a more sustainable approach to fire and EMS services that does not depend on unsustainable volunteer labor
- Expand mental health support, especially for youth and unhoused Vermonters

Miscellaneous

- Charter change to permanently move Town Meeting Day to May
- Charter change to separate Clerk & Treasurer role
- Charter change to clean up school district language
- Extend the City's TIF district for two more years
- Implement work requirements for SNAP benefits



September 27, 2024

Barre Area Development Corporation
c/o Aimée S. Green, Executive Director
P.O. Box 265
Barre VT, 05641

Reference: **Prospect Heights Housing Development
Engineering & Permitting Due Diligence Phase Proposal**

Dear Ms. Green,

DeWolfe Engineering Associates, PC (DEA) is pleased to submit a proposal for engineering services to the Barre Area Development Corporation (BADC) for a due diligence study for the proposed Prospect Heights housing development.

Since our founding in 1989, DEA has performed many successful design projects for private clients, the State of Vermont, municipalities, and nonprofit entities in towns all throughout the State of Vermont. We acknowledge the critical need to increase housing in Vermont and support the advancement of the Prospect Heights Development.

DEA hereby certifies that our firm:

1. Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Has not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in (2) above; and
4. Has not within a three-year period preceding this application/proposal had one of more public transactions (Federal, State or local) terminated for cause or default.

DeWolfe Engineering Associates' SAM Unique Entity ID (UID) is R2E3XKBQRFL7. Our proposed subcontractor, Fitzgerald Environmental Associates, has a UID of VD7BVGK9LHT6.

We appreciate your consideration of our proposal and look forward to working with BADC on this important project. If you have any questions or require additional information, please do not hesitate to contact me at 802-613-3004 or Chris.Temple@dirsteel.com.

Sincerely,

Christopher J. Temple, P.E.

Surveying
Permitting
Site Design
Subdivisions
Timber Design
Expert Testimony
Site Development
Act 250 Permitting
Forensic Engineering
Environmental Permitting
Transportation Engineering
Structural Inspection Services
Commercial Building Design
Construction Oversight
Building Assessment
Pedestrian Bridges
Stream Alterations
Sewer Design
Water Supply
Storm Water
Hydrology
Grading

317 River Street
P.O. Box 1576
Montpelier, VT
05601-1576
phone: 802.223.4727
fax: 802.223.4740
www.dirsteel.com

Scope of Work

Prospect Heights Housing Development
Engineering & Permitting Due Diligence Phase

September 27, 2024

Prepared by:

Civil & Structural Engineers
DeWolfe
ENGINEERING ASSOCIATES
PROFESSIONAL CORPORATION
317 River Street
P.O. Box 1576
Montpelier, Vermont 05601-1576

DeWolfe Engineering Associates, PC (DEA) proposes the following scope of work for the Prospect Heights Housing Development Engineering & Permitting Due Diligence Phase. The due diligence effort includes a desktop level review of the previous design and site characteristics. Detailed design calculations, drawings, and site investigations are excluded unless specifically listed below.

1. TECHNICAL REVIEW

1.1. DESIGN REVIEW

DEA will conduct a technical design review of the previous project plans developed by DuBois and King, dated May 1990 through June 1991, provided with the RFP. This review will generally include review of the technical design of all elements shown on the plan for conformance with current technical regulatory requirements and civil engineering standard practice. We will not review the location of property lines shown on the previous design. However, we will confirm the location and size of easements to Green Mountain Power for the electrical transmission lines and substation on the site.

DEA will compare the design against current design standards, including but not limited to Vermont wastewater, water supply, erosion control, and stormwater rules; VTrans standard drawings, specifications, and design manuals; and standards used in the industry such as AWWA, ASTM, ASCE and others. We will identify areas where the technical design needs to be revised to meet current standards and requirements. However, this due diligence review will not include any technical design or drawings for the proposed development.

The technical review will include an assessment of the number and layout of proposed parcels and multi-family units against the current City of Barre Unified Development Ordinance (UDO). While we understand that the project received subdivision approval from the Barre Planning Commission in 1991, we expect that Site Plan Review, at a minimum, will be required for the proposed construction. Changes to the approved layout necessary to comply with current requirements may also necessitate an amendment to the subdivision approval. DEA will review the previous design against all current requirements of the UDO, including, but not limited to use, density, layout, overlay districts, parking, landscaping, site lighting, access, environmental buffers, erosion control, and stormwater management.

The technical review will include specific focus on the stormwater management included in the previous design and the current local and state stormwater management requirements. The previous design included only an underground stormwater collection and conveyance system. A stormwater treatment system, including water quality treatment and flood control requirements, will need to be designed for the project. The review will include a general assessment of various stormwater treatment options, their benefits and drawbacks, and conceptual costs and land area needed. An assessment of small, distributed treatment (green stormwater infrastructure) versus larger, centralized treatment will be included. We will also comment on the magnitude of storms that are currently required to be managed for flood control and the rainfall from recent flooding events. We will discuss with BADC and the City of Barre whether it is desirable to provide flood control infrastructure beyond that currently required in response to increasing storm intensity.

DEA will subcontract with Fitzgerald Environmental Associates (FEA) to conduct a wetland review on the project parcel. We anticipate that an initial wetland review will occur in fall 2024, if possible due to weather conditions. The RFP lists the selection date as October 15, 2024, with a contract signed on or about December 2. Wetland delineations are limited to the growing season, which the State defines as typically ending by October 15. If notice to proceed is received prior to snow cover or frozen ground at the site, FEA will provide a preliminary wetland review, consisting of field review of plant species (where possible) and soil conditions. This will include flagging boundaries where they are clear and

otherwise locating approximate boundaries with GPS. FEA will provide a wetland map on State Plane coordinates and an opinion on wetland classification based on size and function. FEA will conduct additional field work during the spring growing season in 2025 to confirm and update as needed the preliminary wetland boundaries. If snow cover or frozen ground prevent wetland assessment, all field work will be conducted in Spring 2025.

1.2. MUNICIPAL INFRASTRUCTURE IMPACTS ASSESSMENT

DEA will calculate the expected water and sewer design demand (including average and peak flows) based on current State wastewater and water supply regulations. We expect that the project will be required to maintain pre-development peak stormwater flow rates in storms that municipal drainage infrastructure is typically designed to pass. DEA will calculate peak pre-development stormwater flows from the site as a basis of discussion for capacity of the City stormwater system to accept flows from the project.

DEA will obtain available maps and documents on the location, size, and capacity of the municipal water, sewer, and stormwater infrastructure in the project area. Following review of the documents obtained, we will coordinate and attend two (2) meetings with the Barre City Director of Public Works. The meetings will be to discuss the proposed project demands and the capacity of the City infrastructure (generally including piping, transmission, and treatment) to serve the proposed project.

If upgrades to City infrastructure appear to be required, we will generally describe the deficiencies and conceptual upgrades in the project report. Detailed design or analysis of municipal infrastructure is not included in this Scope of Work.

1.3. COST ESTIMATING

DEA will provide an engineer's opinion of probable construction costs for the infrastructure improvements shown on the DuBois and King plans. The cost estimate will include the roadways and utilities shown on the plans, but no building or directly related construction costs (e.g. utility service lines, parking, driveways, landscaping, etc.). This will include quantity take-offs of the items shown on the plan and order of magnitude estimates for any items found to be necessary to meet current design or regulatory requirements. No design of elements not shown on the previous plans is included in this Scope of Work.

General cut and fill to establish subgrade for the proposed roadways is not shown on the previous design plans. We will estimate these quantities to best of our ability using the previous plans. Design of roadway or lot grading is not included in this Scope of Work. We note that several areas of ledge outcroppings are shown on the previous design plans. We will not be able to estimate ledge removal for the project without geotechnical borings on the site. We intend to include an order of magnitude allowance for ledge removal in the estimate.

DEA assumes that cost estimates for any identified upgrades to City infrastructure will be provided by the City or excluded from this phase of the project.

2. PERMITTING STATUS AND ASSESSMENT

DEA will review Federal, State, and local site and environmental permitting requirements and identify which we expect to apply to the project. This will include researching the City of Barre zoning permit file and discussion with the Planning Director to confirm additional permits needed from the City to construct the development. We will review jurisdiction

requirements for State and Federal land use and environmental permits. We anticipate that our review will include compliance with the following State permits:

- Act 250 Land Use Permit
- Wastewater System and Potable Water Supply Permit
- Public Water System Construction Permit
- Wetland Permit
- US Army Corps of Engineers Vermont General Permit
- Operational Stormwater Permit
- Construction Stormwater Permit

We will also conduct a desktop level screening for protected natural resources (e.g. wildlife habitat, primary agricultural soils, etc.) that will be reviewed under the applicable permit processes. We will conduct a preliminary review of the project under the Act 250 criteria and identify any areas that may require special studies or have impact on the final project design.

3. NARRATIVE SUMMARY REPORT

DEA will compile our findings from the design review and permit assessment into a summary report. The report will include figures and attachments as necessary to illustrate topics discussed in the report text and to gather relevant information on the project into one place. The report will not include new design drawings but will include maps produced from available GIS information and the wetland investigation.

4. PROJECT MEETINGS

This scope of work includes four (4) meetings with the Prospect Heights Development, Inc. (PHDI) board members and City staff to review the project goals and progress. These meetings are assumed to be held by videoconference or in-person in Barre or Montpelier.

1. Project kick-off
2. Progress review #1
3. Progress review #2
4. Report presentation and review

DEA will maintain regular email and phone contact with PHDI as needed during the course of the project.

5. REFERENCES

Project: My Place Hotel, Randolph

Site design and permitting of a new 64-unit hotel on a 27-acre parcel including local, Act 250, stormwater and on-site public water supply permitting.

Contact: Ed Murphy, owner, 703.244.1972

Project: Barre Department of Public Works Facility Feasibility Study

Review, report, and public presentation of the feasibility of developing a new DPW facility. Review included physical site and utility feasibility and permit review for four properties.

Contact: Nicolas Storellicastro, City Manager, 802.476.0240

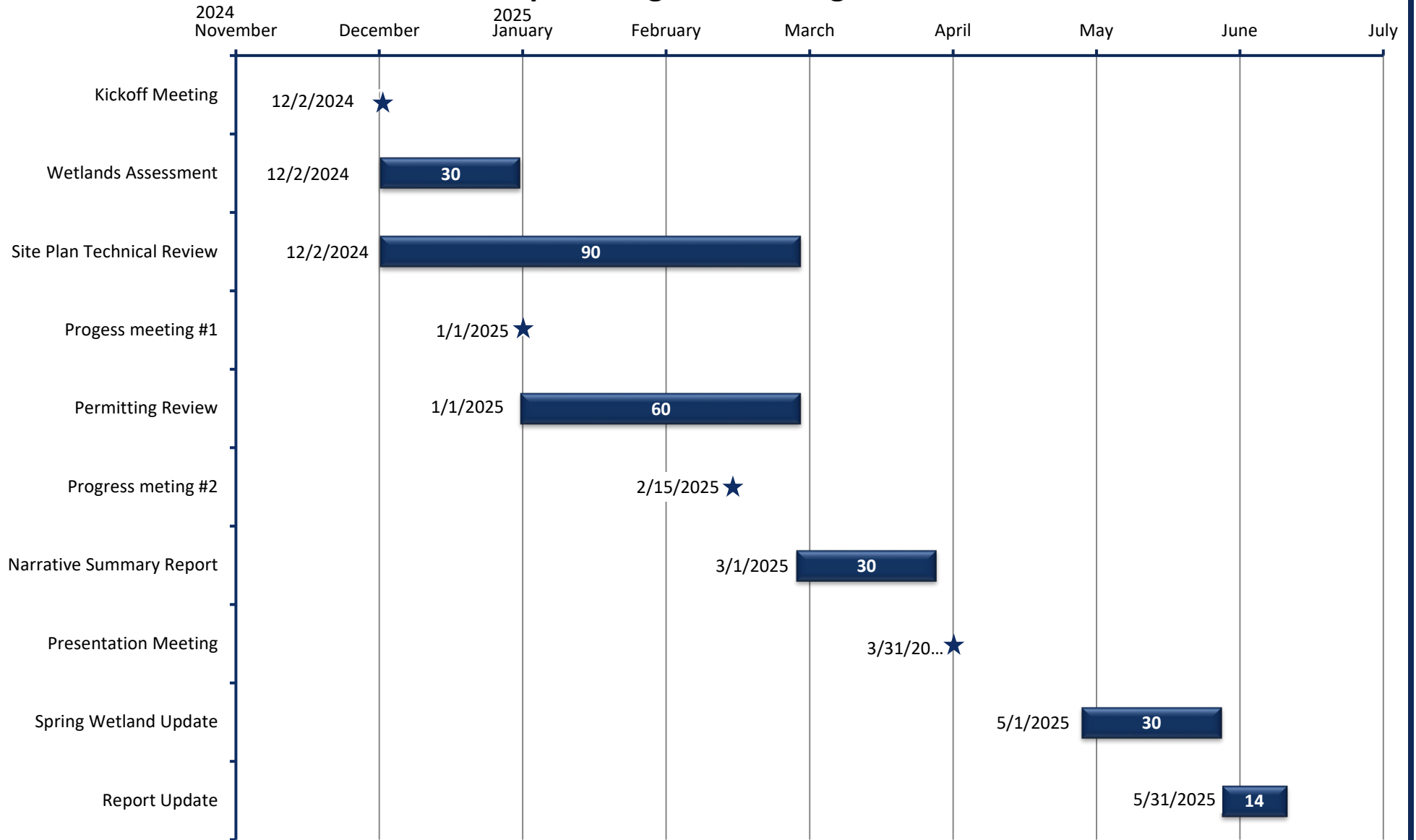
Project: Kingdom East School District Feasibility Studies

Review and reports of the feasibility of developing building additions to seven schools within the District. Review included physical site and utility feasibility and permit review.

Contact: Diantha Korzun, Project Architect, 802.613.3703

DeWolfe Engineering Proposed Project Schedule

Prospect Heights Due Diligence



Task	Estimated Hours			Not to Exceed Cost
	Principal Engineer	Senior Engineer	Staff Engineer	
	\$170/hr	\$145/hr	\$110/hr	
Site Plan Engineering Technical Review	8	104	105	\$27,990.00
Permitting Review and Assessment	2	20	20	\$5,440.00
Narrative Summary Report	4	30	20	\$7,230.00
Meetings Allowance	0	32	8	\$5,520.00
Estimated Expenses				Not to Exceed Cost
Wetland Subconsultant-Fitzgerald Environmental Associates				\$8,800.00
Printing				\$250.00
Project Total Not to Exceed Cost				\$55,230.00

Rate Schedule
(Updated January 1, 2024)

Expert Testimony	\$340.00 per hour
Principal Engineer	\$170.00 per hour
Senior Engineer.....	\$145.00 per hour
Project Engineer	\$125.00 per hour
Staff Engineer	\$110.00 per hour
Junior Staff Engineer.....	\$90.00 per hour
Senior Technician	\$120.00 per hour
Technician	\$80.00 per hour
Administration.....	\$70.00 per hour
2-person Survey Crew.....	\$ 200.00 per hour

Trial time including mediation, arbitration, and deposition time is charged at the Expert Testimony rate. Travel to and from trial is charged at the standard rates.

Subcontracting services will be billed as their fee plus 10% plus hourly rates spent on coordination efforts.

Expenses such as shipping, copying and printing will be billed at our costs plus 10%

Mileage is billed at the current Federal Mileage Rate

MEMO

TO: Prospect Heights Development Board Members
CC: Dave Sichel, Janet Shatney, Brian Baker
Nicholas Storellicasto
FR: Steve Mackenzie
DATE: 11/15/24
**SUBJECT: PHDI Due Diligence Phase
Consultant Selection Recommendation**

Introduction:

In light of their ongoing workload demands, I offered to prepare this Memo summarizing the Consultant Proposal Review and Recommendation process to assist the Review Committee (Sichel, Shatney, Baker) to conclude this selection process. Schedules did not permit meetings with the entire committee at once, so I met with Dave Sichel to review the individual scoring and rankings.

Recommendation:

The recommendation being brought forward to the Prospect Heights Board is to select the firm of **DeWolfe Engineering Associates** to complete the Prospect Heights Development Due Diligence assessment, and to proceed immediately to prepare a contract for Engineering Services. Although the funding is not in place at this time to provide a Notice-to-Proceed, I recommend completing the contract administration process now to have a contract “ready-to-go” as soon as funding is committed. Doing so will be a time saver eventually.

Background:

We were fortunate to receive solid proposals from three very qualified firms. (DeWolfe [Berlin], DuBois and King [Williston], MSK [Bennington]). All three proposals met the basic submission requirements of the Request for Proposals (RFP). Frankly, any one of the firms could complete this assessment in a satisfactory manner. This is reflected in the closeness of the overall scoring.

While DeWolfe was not a unanimous selection, the firm was ranked first (1st) by Sichel and Shatney, and third (3rd) by Baker. The order of finish was Dewolfe (285 points), D&K (291 points), MSK (295 points). While technically MSK received the highest score, the finishing order was very narrow, with the spread only 10 points out of 295 points!

Further, David and I spoke with DPW Director Brian Baker to clarify whether Brian aware of any significant issue or factor with DeWolfe’s proposal on its face or relative to the other proposals. Brian indicated there was not. The scoring differential appears to be due only to the subjective nature of the individual scoring process. Brian indicated he would be comfortable with the selection of and working with DeWolfe if that were the recommendation to and ultimate decision of the PHDI Board.

The recommendation for Dewolfe is made based on the following factors:

1. Dewolfe’s proposal was complete and satisfactory.
2. DeWolfe was ranked first by 2 of 3 reviewers.
3. DeWolfe’s Cost proposal was the least costly (\$55,230 and within the budget \$60,000) vs MSK (\$58,000) and D&K (\$67,055)
4. Both Dewolfe and MSK proposed to use the same Wetlands Consultant (Fitzgerald Environmental Associates) while D&K would use on-house staff.
5. All proposal schedules were based on the fact that the wetlands delineation would need to be completed in the spring.
6. Schedule durations were based on a December 2, 2024, start date as provided in the RFP and ranged from 5 to 7/1/2 months as follows:
 - a. MSK 150 days May 1, 2025
 - b. DeWolfe 180 days May 31, 2025
 - c. D&K 225 days July 16, 2025

Based on the proposed durations, schedule did not appear to be a determinant factor in the selection process.

(Note: A Blank Scoring Sheet, Scoring Summary, and the DeWolfe Technical and Cost Proposals are attached). To be as concise as possible, I did not include the raw scoring sheets of each reviewer nor the remaining proposals. That said, if requested, I will provide those documents immediately.

Next Steps:

Contingent upon the PDHI Board’s formal approval of this recommendation, I will notify all three firms of the selection decision. Further, if desired, I am prepared to request a draft Professional Services Agreement from DeWolfe for review and acceptance, such acceptance to be contingent upon the concurrence of City Manager Storlicastro and the City Council. That said, if Nicholas prefers to assume the contract.

Attachments:

- Master Scoring Matrix
- Scoring Summary
- DeWolfe Technical Services proposal
- DeWolfe Cost Proposal

11/4/2024

**Prospect Heights Due Diligence Project
Consultant Proposals Review/Scoring Matrix**

Scoring: 1 to 10 (Worst to Best)

	DeWolfe	D&K	MSK
Matrix Scoring			
Sichel	107	103	99
Shatney	114	109	108
Baker	66	79	88
Total Points:	287	291	295

Finish Positon			
Sichel	1	2	3
Shatney	1	2	3
Baker	3	2	1
	5	6	7
Average Finish Position:	1.67	2.00	2.33
	1st	2nd	3rd

**BYLAWS
of
PROSPECT HEIGHTS DEVELOPMENT INC.**

PREAMBLE

The following Bylaws shall be subject to, and governed by, the Vermont Non-Profit Corporation Act under Title 11B of Vermont Statutes Annotated (the Act), as amended from time to time; and the Articles of Incorporation of **Prospect Heights Development Inc.**, a Vermont Non-Profit Corporation organized under the laws of the State of Vermont on March 22, 2023. In the event of a direct conflict between the herein contained provisions of these Bylaws and the mandatory provision of the Act shall control.

The fiscal year of the Corporation shall be January 1 to December 31.

**ARTICLE I
NAME**

The name of this organization shall be: **PROSPECT HEIGHTS DEVELOPMENT INC.**

**ARTICLE II
PURPOSE**

The Corporation is organized exclusively for charitable purposes and is established under IRS Section 501 (c) (3) or the corresponding section of any future federal tax code. The Company is primarily organized to provide for the public good and its specific purpose is to lessen the burdens of government by assisting, promoting and supporting the revitalization of communities; and in furtherance of implementation of the purposes of the Company, to obtain grants, loans, and charitable contributions for the use in providing aid, assistance, guidance, support and resources for the promotion and attraction of the development of affordable and mixed use and market rate housing; and to combat community deterioration and address a critical housing shortage by helping to establish, rehabilitate and support housing growth necessary to sustain a stable and growing tax base and work force in need of housing; and to support the development of vacant land to create vibrant, safe and affordable living communities; and to perform all things incidental to or appropriate in the foregoing specific and primary purposes.

The Corporation shall not engage in any political activity or lobbying. The Corporation shall not, except to an insubstantial degree, engage in any activity or exercise any powers which are not in furtherance of its primary non-profit purposes or as may be prohibited to be carried out by a Corporation exempt under Section 501 (c) (3) of the Internal Revenue Code of 1986 (the Code).

ARTICLE III
OFFICES

The principal office of the Corporation shall be located at 14 North Main Street, Ste. 2004, Barre City, Vermont. The Corporation may have other temporary or permanent offices as the Board of Directors may determine or deem necessary from time to time.

ARTICLE IV
DEDICATION OF ASSETS

The properties and assets of the Corporation are irrevocably dedicated to and for non-profit purposes only. No part of the net earnings, properties, or assets of this Corporation, on dissolution or otherwise, shall inure to the benefit of any person or any member, director, or officer of this Corporation. On liquidation or dissolution, all remaining properties and assets of the Corporation shall be distributed and paid over to an organization dedicated to non-profit purposes which has established its tax-exempt status pursuant to section 501 (c) of the Code.

ARTICLE V
BOARD OF DIRECTORS

The Company shall have no members. The Corporation shall be governed by a Board of Directors (the Board) to be constituted as herein provided. The Board shall establish policies and directives governing business and programs of the Corporation and shall delegate to the Executive Director and Corporation staff subject to the provisions of these Bylaws, authority and responsibility to carry out the policies and directives of the Board.

Number and qualifications:

The initial Board of Directors shall be comprised of those individuals and organizations identified on Schedule A attached hereto and as may be amended from time to time. The organizations noted under Schedule A hereto shall be deemed "Designating Agencies" and shall have the right to designate one designee (Designee) to represent their organization and for the purposes of meetings and voting, the individuals and the Designees of the Member Organizations shall have the rights and powers of a Member of the Board of Directors.

The Corporation shall have not fewer than three (3) nor more than seven (7) Directors. The number of members of the Board of Directors may be increased beyond seven (7) by the affirmative vote of a simple majority of the Board Members then serving.

In addition to the regular membership of the Board, representative of such other organizations or individuals as the Board may deem advisable to elect shall be ex-officio Board Members, which will have the same rights and obligations, including voting powers, as the other directors.

Board Elections

All directors shall serve for an initial 3-year term. A designated member may be re-designated or a new member may be designated by the Designating Agencies noted in schedule A hereto, and thereafter may be re-designated and approved by the members of the Board of Directors for successive and unlimited subsequent terms of office. Members not affiliated with or designated by a Designating Agency may be nominated and appointed to the Board. New and renewing Board Members, including designated directors, shall be approved by a simple majority vote of the members at a meeting of the Board at which a quorum is present. A quorum shall consist of a majority of the then serving Board Members.

Removal

The Board of Directors by affirmative vote of a majority of the directors then currently in office, may remove any director without cause at any regular or special meeting, provided that the director to be removed has been notified in writing 10 days prior to the meeting that such action would be considered at the meeting.

Resignation

A Director may resign by giving written notice to the President of the Corporation of their intention to do so. Any vacancy may be filled by the President of the Board for the unexpired term of a member, or the seat may be left vacant.

Meetings

Within a reasonable time after the formation of the Corporation, and at annual meetings thereafter, the Board of Directors shall convene and shall elect a president, vice-president, treasurer, secretary, each of whom may be but are not required to be members of the Board of Directors of the Corporation. The Board may employ such other persons deemed necessary to carry on the work of the Corporation, and fix their compensation. The Board's regular meetings may be held as such time and place as shall be determined by the Board. The Chair of the Board or any three (3) regular Board Member may call a special meeting of the Board upon 5 days' written notice provided to each member.

The Board of Directors shall meet not less than quarterly.

Meetings may be conducted in person or through other reliable means of communication (e.g., video conferencing).

Notice

Other than special or emergency meetings, any notices required hereunder for any meetings shall be given not less than seven (7) days in advance of the meeting and shall be served upon each Board Member by any one of the following methods: hand delivery, regular mail, email, or fax; which notice shall contain the purpose of the meeting.

Minutes

The Secretary or recording clerk, should such position be appointed, shall be responsible for the recording of all minutes of each meeting of the Board in accordance with the duties of the Secretary set forth in Article VI hereunder.

Quorum

At each meeting of the Board of Directors or Board Committees, the presence of four (4) persons shall constitute a quorum for the transaction business. The act of the majority of the Board Members present at a meeting in which there is a quorum shall be the act of the Board or its Committees. A tie in voting shall be broken by the Chairperson. A Board Member shall be considered present by attending by telephone, in person, or web conferencing with the other Board Members participating in the meeting.

Voting

Each Board Member shall have only one vote.

Proxy

A Board Member shall not be allowed to vote by written proxy.

Attendance

An elected Board Member who is absent from three (3) consecutive regular meetings of the Board during a fiscal year shall be encouraged to re-evaluate with the Chair of the Board their commitment to the Corporation. The Board may deem a Board Member who has missed three (3) consecutive meeting without such reevaluation with the Chair to have resigned from the Board.

Conflicts of Interest

The Board, by majority vote (without including the vote of any interested director) at a meeting where a quorum is present may waive a suggested conflict of interest and approve any self-dealing by a member in transactions between this Corporation and an interested Board Member or members firm or company of which one or more of its directors are also directors of this Corporation (interested director), so long as the actions and undertakings of interested directors are deemed by the Board to be in the best interest of the Corporation and the interested director or its firms and companies work on a project proposed by this Corporation is undertaken in furtherance of this Corporation's specific purposes and goals which will accomplish one or more of this Corporation's tax exempt purposes.

An interested director is not excluded solely by virtue of being a Board Member of this Corporation from bidding on or participating in any development projects of the Corporation or work of the Corporation for compensation; and all such work and projects of the Corporation shall be open to public bidding. An interested director may be considered on the same basis as any third-party contractor or service provider.

ARTICLE VI **OFFICERS**

Officers and Duties

The members of the Board of Directors shall elect officers of the Corporation which shall include a president, secretary, treasurer and vice president. The President shall serve as the Chair of the Board. The President may also serve as the Treasurer.

President

The President shall be the principal executive officer of the Corporation and shall serve as Chair of the Board; and, subject to the control of the Board of Directors, shall in general

supervise and control all of the business affairs of the Corporation. The President shall, when present, shall preside at all meetings of the Corporation and of the Board of Directors. The President shall sign any deeds, mortgages and bonds, contracts or other instruments which the Board of Directors has authorized to be executed, except in case where the signing and execution thereof shall be expressly delegated by the Board of Directors.

The President shall have the authority to designate and appoint members of committees – standing and special– needed to carry on the work of the Corporation. Members of such committees may include individuals other than Board Members.

Vice-President

The Vice-President shall in the absence of the President from the state or in the event of his/her death or inability to act, perform the President's duties and when so acting, shall have all the powers of and be subject to all the restrictions imposed upon the President. The Vice-President shall perform such duties as from time to time may be assigned to them by the President or the Board of Directors.

Secretary

The Secretary shall keep the minutes of all annual and special meetings of the membership and of the Board of Directors and Executive Committee in one or more books provided for this purpose; in which business shall be transaction. Minutes of each meeting shall be kept on file in a hard copy AND electronic format. The Secretary shall provide notice to Board Members of meetings as required hereunder. In the event that the Secretary or recording clerk is unavailable at any meeting, the Chair of the Board may appoint an individual to act as Secretary at a meeting. The Secretary shall be deemed to be the custodian of the corporate records and of the seal of the Corporation and see that the seal of the Corporation is affixed to all documents, the execution of which on behalf of the Corporation under its seal is duly authorized; and shall keep a register of the address of each member.

Treasurer

The Treasurer shall be the chief financial officer of the Corporation. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his/her duties in each sum and with such surety or sureties as the Board of Directors shall determine. The Corporation shall pay the cost of such bond. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in such banks, trust companies or other depositories as shall be selected by the Board of Directors, and in general, perform all of the duties as from time to time may be assigned to him/her by the President or the Board of Directors. The Treasurer shall keep and maintain adequate and accurate accounts of all the properties and business transaction of the Corporation, including accounts of its assets, liabilities, receipts, disbursements and any other matters customarily included in financial statements. The President and the Treasurer may be the same person.

Executive Committee

So long as there are seven or fewer Board of Director members, there shall be no executive committee and all business of the Company shall be conducted by the Board of Directors. A quorum shall constitute four voting members.

At such time as the Company may elect to appoint additional members to the Board of Directors such that the number of Directors exceeds seven (7) members, the President, Vice-President, Secretary, Treasurer, and two other Board Members selected by the Directors shall constitute an Executive Committee with voting rights. They are empowered to transact all business of the Corporation between regular meetings of the Board of Directors. A quorum shall consist of a simple majority of all voting Board members for a Board with more than 7 members. The Executive Committee when in existence shall report all actions taken by them to the Board from time to time. Past Presidents, who remain active Board Members, and the Executive Director shall also have the opportunity to attend Executive Committee meetings, but without voting rights. They too shall be notified of upcoming Executive Committee meetings.

Indemnification

To the fullest extent permitted by law, the Corporation shall indemnify, defend and hold harmless its past and current agents, directors, Designating Agencies, officers, employees and volunteers, of the Corporation, and their heirs, executors and administrators, against all expense, judgments, fines, settlement and other amounts actually and reasonably incurred by them in connection with any proceeding or action by or against the Corporation, by reason of the fact that the person is or was affiliated with the Corporation and acting on behalf of the Corporation. Such right of indemnification shall not be deemed exclusive of any other right to which such persons may be entitled apart from this provision.

The Corporation shall purchase and maintain insurance on behalf of any agent, directors, officer, or volunteer of the Corporation to the fullest extent permitted by law, against any liability asserted against or incurred by such persons arising out of actions taken by such persons on behalf of the Corporation as were authorized by the Corporation.

ARTICLE VII **CHANGES/AMENDMENT OF ARTICLES AND BYLAWS**

The Board of Directors may amend the Bylaws or Articles of Organization which amendment shall be approved, if at all, by a majority vote of the Board Members then in office at the time the amendment is adopted. The Board of Directors may take the following actions to amend, including but not limited to:

- a. amend or repeal the Articles of Incorporation or Bylaws or amend or adopt new Bylaws;
- b. approve a plan of merger, consolidation, voluntary dissolution, bankruptcy, or reorganization or a plan for the sale, lease, or exchange of all or considerably all of the property and assets of the Corporation otherwise than in the usual and regular course of its business; or revoke any such plan.
- c. convert the Corporation to another form of 501(c) to take over and continue to carry out the purposes of the Corporation, including the forming of a Common Interest Community to manage the real property of the Corporation.

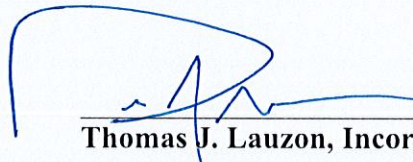
- d. amend it Articles of Incorporation or Bylaws for all other purposes allowed by the Act.

ARTICLE VIII
RECORDS AND REPORTS

Reports

The Board shall ensure an annual report is sent to all directors with 30 days after the end of the fiscal year of the Corporation, which shall contain information required by the Non-Profit Corporation Act, and a discloser of assets, liabilities, trust funds, and any changes thereto during the fiscal year. The report shall be accompanied by any pertinent report from an independent accountant.

Executed By Thomas J. Lauzon, as Incorporator, on **April 5th, 2023** in the County of Washington, State of Vermont.



Thomas J. Lauzon, Incorporator

EPA Community Challenge Grant Application

Section A: Executive Summary

Application Title: Twin Cities Resilience: Barre and Montpelier, Vermont

Lead Applicant: Downstreet Housing and Community Development, Inc.

Statutory Partner to the Lead Applicant: City of Barre, Vermont

Contact Information:

Lead Applicant: Downstreet Housing and Community Development, Angie Harbin, Executive Director; aharbin@downstreet.org, Office: (802) 476-4493

Statutory Partner: City of Barre, Vermont: Nicolas Storrellicastro, City Manager, citymanager@barrecity.org, Cell: 802-224-6520, Office: 802-476-0240

Patricia Moulton, Central Vermont Flood Recovery Officer assisting Barre and Montpelier, pat.moulton@vermont.gov; Cell: 802-261-7624

Eligibility: Downstreet Housing and Community Development is a 501(c)3 non-profit organization (see Attachment 1) headquartered in Barre, Vermont, and serving Washington, Orange, and Lamoille counties. Founded in 1987, Downstreet strengthens the communities of Central Vermont by creating permanently affordable homes, promoting equity and inclusion, and connecting people to the resources and services needed to thrive. A minimum of 1/3 of Downstreet’s Board of Trustees is comprised of current or former Downstreet residents. Downstreet is a membership organization, and members include all current residents of Downstreet housing, Downstreet staff and Board, and community members who support Downstreet’s housing and community development efforts. Members nominate and elect Downstreet’s Board of Trustees and approve bylaw amendments.

Climate Action Strategies:

Strategy 1: Green Infrastructure and Nature-Based Solutions

Strategy 3: Energy-Efficient, Healthy and Resilient Housing and Buildings

Pollution Reduction Strategies:

Strategy 2: Outdoor Air Quality and Community Health Improvements

Grant Award Period and Completion:

Project	Start Date	End Date	Notes
Seminary Street Apartments: 30 high efficiency affordable apartments in Barre City	Apr. 2025	Oct. 2026	Predevelopment will be completed prior to April 2025 and final permitting/bidding will begin. Construction will start in August 2025 and building will be complete by October 2026.
Wobby Park Homes: 4 net-zero homes for affordable home ownership	Apr. 2025	Sept. 2025	Predevelopment will be completed prior to April 2025. Manufacture of modular homes and site work will begin in April 2025. Homes will be sited and available for sale by September 2025.
Prospect Heights Infrastructure	Apr. 2025	Dec. 2026	Predevelopment on Prospect Heights Infrastructure will begin fall of 2024.

			Construction will start in April 2025 and be completed no later than December 2026.
Prospect Heights Homes: 9 net-zero homes for affordable home ownership	Dec. 2026	Aug. 2027	Predevelopment work will begin in December 2026. Manufacture of modular homes will begin in January 2027. Sitework will begin in March 2027. Homes will be sites and available for sale no later than August 2027.
Tree Planting	April 2025	Dec. 2027	Site design and planting plans will be developed in 2025. Planting will follow the demolition of structures in 2026-2027. Trees will be monitored and maintained to ensure optimal survival rates through 2027.
Dam Removals	April 2025	Nov 2027	Procurement for excavation services is scheduled for May 2025. Dams will be removed and project areas restored by November 2027.
Expansion of Montpelier District Heat System	Dec. 2024	Oct. 2027	Procurement for design services will launch at the end of 2024. Design will start in April 2025. Construction will be complete by July 2027.
Building Survey	Apr. 2025	Nov. 2025	Property owner education and building assessment will begin in April 2025 and will be conducted throughout the summer of 2025 culminating in final deliverables by November 2025.
Community Engagement	Jan 2025	Oct 2027	Community engagement efforts will run throughout the grant period. See Attachment E

Amount of EPA Funding Requested: \$20,000,000.00

Target investment Area: Not Applicable

Disadvantaged Community to benefit from the projects: The central Vermont cities of Barre and Montpelier are geographically defined communities designated as disadvantaged on the EPA IRA Disadvantaged Communities Map (See Attachment 2) and include high rates of low-income households, families with young children, older adults, people with disabilities, and others disproportionately impacted by climate change. Projects will take place in the census tracts identified in Attachment (See Attachment 3).

Other Sources of funding:

Project	Federal	State	Local	In-kind/Other
Seminary Street Apartments	Low-Income Housing Tax Credits - \$6,200,000 HOME - \$165,000	Vermont Housing and Conservation Board - \$6,600,000	2 lots sold by City of Barre for \$1/each. Estimated \$100,000 value	Permanent debt: \$1,650,000

Wobby Park Homes		Vermont Housing and Conservation Board - \$100,000	4 lots sold by City of Barre for \$1/each. Estimated \$200,000 value	Purchase Price - \$400,000 (average of \$100,000 per home)
Prospect Heights Infrastructure	Northern Border Regional Commission - \$2,875,870			
Prospect Heights Homes		Vermont Housing and Conservation Board - \$100,000		Purchase Price - \$1,200,000 (average of \$150,000 per home)
Barre Tree Planting	FEMA Buyouts: \$4,000,000	Clean Water Fund: \$10,000		Volunteers: \$600
Dam Removals	US Fish & Wildlife Service: \$36,000 Lake Champlain Basin Program: \$30,000	Clean Water Fund: \$225,000 State Wildlife Grant: \$8,000 Habitat Stamp: \$3,000		
Community Engagement	Lake Champlain Basin Program: \$40,000	Vermont Department of Forests, Parks, and Recreation: \$101,860		Barre River Access Task Force volunteers: \$4,800

Resubmission status: This is the first submission.

Section B: Project Work Plan

Part 1: Community Driven Investment for Change

1.1 Community Vision Description

Community Description: The Project Area is approximately 6 square miles and includes portions of the cities of Barre and Montpelier, and the town of Berlin, Vermont. All projects are in Disadvantaged Communities as identified in EPA’s EJ Screen mapping tool. The boundary area for the projects was chosen based on repeated major flood impacts. In addition to the cities

of Barre (Statutory Partner) and Montpelier, the Project Team includes Barre Up and Community Workshop who will lead community engagement efforts, Friends of the Winooski River who will complete tree plantings and dam removals, and Downstreet Housing and Community Development who will develop affordable housing and serve as the Lead Applicant.

Historically referred to as the “Twin Cities,” Barre and Montpelier share a similar origin story of immigrants seeking opportunity. Like many early New England settlements, economic development resulted from industries that harnessed the power of rivers to run the machinery of mills that processed wood, wool, and stone. These communities that grew up on riverbanks and in floodplains once provided opportunity through the great power of water, but now they are experiencing cataclysmic destruction from flooding driven by climate change.

Both downtowns contain a diverse mix of commercial, residential, state, and local government operations, with many historic structures. The Project Area includes all of downtown Barre, a potential housing development site within a half mile of downtown Barre, and significant portions of downtown Montpelier along the Winooski River and its tributaries. Climate change is resulting in increasingly frequent heavy rains that result in flash flooding in these developed areas tucked into the Green Mountains. The cities were badly flooded twice in 2011, twice again in 2023, and in July 2024, on the anniversary of the 2023 storms. The floods severely impacted the downtowns and low to moderate income housing areas.

While Barre and Montpelier have commonalities, they are demographically distinct. Barre is historically a center of granite cutting and sculpting. The granite industry and its supporting enterprises form the city’s blue-collar roots. Barre has a lower income population with almost a quarter of residents at or below the poverty level. Over 25% of residents have a disability and a far greater percentage of residents rent versus own their homes. As the state capital, Montpelier is home to employees of the State of Vermont, organizations engaged with governance, and a sizable insurance sector. Over 23% of Montpelier residents are ages 65 years and older. Both cities are more racially and ethnically diverse than the state average.

	US	VT	Barre	Montpelier	Project Area
2020 Population	331,449,281	643,077	8,489	8,074	7,697
% non-white	48%	6.4%	7%	10%	8%
Male/Female as %	49%/51%	49%/51%	49%/51%	46%/54%	45%/55%
Median Age	38.8	43.5	41.5	44.0	N/A
Median Household Income	\$74,755	\$74,014	\$53,798	\$76,143	N/A
Per Capita Income	\$41,804	\$41,680	\$33,285	\$48,616	\$38,485
Unemployment Rate	4.0%	2.1%	2%	2%	N/A
Housing Units	138,432,741	337,214	4,390	4,129	3,940
Housing Units Built pre-1950	17.2%	28.5%	58.6%	48.6%	53.0%
Renter Occupied Housing	35%	27%	54%	44%	55%

Rental Vacancy Rate	5.8%	4.0%	0.7%	0.0%	N/A
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All of Barre City is “disadvantaged.” Montpelier has one eligible census tract, which includes the downtown. (See Attachment 2, 3)

Barre is the only FEMA rated Community Disaster Resilience Zone (CRDZ) in Vermont. (See Attachment 4). The projected risk of flood damage to Barre City properties within the next 30 years is in the 90th percentile. The census tract where this project is located is one of the most disadvantaged in the state, according to the CDC Social Vulnerability Index. Combining the flood risk and social vulnerability factors, the FEMA National Risk Index indicates that Barre has a high susceptibility to the adverse impacts of natural hazards: in the 72nd percentile nationally, and the 94th percentile in Vermont.

Despite the great need, the cities in the Project Area do not have the resources to invest in climate change adaptation and resilience actions. The Project Team is working to add capacity to support resilience needs, such as adding 43 new units of permanently affordable housing to provide options for displaced residents to stay in their community and providing community heating systems to replace basement utilities repeatedly destroyed in floods.

Community Challenges: The impacts of flooding, air pollution, diminished housing stock, and homes with high energy costs disproportionately impact vulnerable populations. Barre City has more than double the percentage of residents living in poverty (24%) than the State average (10%). Of those living in poverty, 40% are under the age of 18 and 25% are 65 or older. In addition, Barre City has a lower employment rate (56%) than the State (63%), exacerbating economic challenges. The city has a higher disabled population than the State, 26% for the city vs. 15% statewide.

Montpelier’s disadvantaged tract included persons of low to moderate income where affordable housing, much of which is located in areas prone to repeated flooding, is a challenge. Most of downtown Montpelier contains historic and other older buildings that are not easily renovated to flood-resilient standards. It is critical to identify ways to adapt structures to avoid the economic impact experienced when a whole mixed-use building is taken offline, while also maintaining the historic character of the downtown.

Climate Change Induced Flooding: Climate change is increasing the frequency and intensity of rain events in Vermont. According to NOAA National Times Series climate data, over the past 50 years, air temperatures in Vermont have increased more than 4°F in winter and more than 2°F in summer, while annual precipitation in the state has increased by almost seven inches. The increase in total precipitation is the fourth highest among all US states. The number of days in a year that Vermont has “heavy” rain (>1”) has almost doubled.

These changes are readily apparent in the project area, which has had more than five catastrophic floods in the last 12 years and two in the last two years, with minor flooding happening more often as well. Heavy rains cause local flash flooding and severe erosion damage in addition to the large, inundation-type floods. Since the state started seeing significant temperature increases and more frequent, large rain events, flooding has become less predictable and therefore harder to manage.

The location of the Project Area in a deep valley on the eastern slope of the Green Mountains makes it especially vulnerable to flooding, as heavy rains on mountains turn babbling brooks into

raging rivers, inundating low-lying communities such as Barre and Montpelier. See Attachment 5 for photographs of flooding. Much of the area's affordable housing is in low lying areas along rivers and streams where land is less costly. The north end of Barre is a mixed-use area where 69% of the residents are low to moderate income, making recovery from flooding especially difficult. Flood recovery is complicated by a severe statewide housing shortage that has left few rental or temporary units open for flood victims to relocate.

Many property owners in these flooded areas are seeking FEMA buyouts due to repeated flooding. Over 20 properties in Barre have been approved for acquisition, many of which are multi-family housing. While the buyouts will get families out of harm's way from floods and landslides, the loss of housing stock exacerbates the housing crisis. Some families who own their homes hesitate to pursue buyouts, continuing to live in unsafe housing, because there are no affordable homes to purchase or rent.

Available housing: At the end of 2023, for the second year in a row, Vermont has the second highest per capita rate of people experiencing homelessness in the country (HUD Annual Homelessness Assessment Report), and, according to data from Vermont's Continuum of Care, Washington County, where the Project Area is located, had the highest per capita rate of homelessness in the state. The area needs more housing, because there are simply not enough homes.

Since the 1980's, the construction of all housing types in Vermont has not kept up with demand. The shortage was made worse by the pandemic-led surge in demand for housing in Vermont and the recent flooding that has destroyed housing stock. Rental vacancy rates in Barre are around 3% (5% is typical for Vermont) and are even lower when the habitability and affordability of available rentals is considered. Downstreet maintains a rental notification list of over 1,000 households in search of affordable rental housing in Central Vermont.

The option to purchase a home is even more dismal. The Federal Housing Finance Agency reports that in the first quarter of 2024 Vermont saw the highest year-over-year home appreciation rate of any state, at 12.8%. This is markedly higher than the national average of 6.6%. Even if a household can afford to buy a home in this market, there is insufficient inventory. Vermont's November 2023 homeownership vacancy rate was a striking 0.3%. Last year saw the lowest number of home sales in the state since 2012, when the housing market was still recovering from the Great Recession.

Low-income households are by far the most seriously impacted. The housing burden is high in the project area with 47% of renters paying more than 30% of their income for housing and 22% of renters are paying more than 50% of their income for housing. Barre's north end neighborhood that was hardest hit in recent flooding is in a census tract with 69% low-to-moderate income residents. These households are at especially high risk of housing instability, including frequent moves, evictions, and homelessness, and the community must take intentional action to help.

Adding new housing without subsidy is cost prohibitive in Vermont. The development cost of multifamily housing exceeds \$550,000 per unit. This expense is increased when features such as improved energy efficiency and building to flood-resilient standards—factors Vermont must implement to adapt to climate change—are added.

The housing crisis has also exacerbated Vermont's workforce challenges. Vermont has the 3rd oldest population in the US according to oldest.org. The housing crisis is severely limiting employers' ability to retain current workers and to attract workers from out of state. This shortage of employees is negatively impacting all sectors.

Community Vision: After the 2023 floods, hundreds of residents in both communities engaged with municipal, state, and non-profit leaders to identify and prioritize strategies for recovery and resilience. The reports from those efforts (see Attachments 6a-c and 7) inform the projects selected for this proposal.

To adapt to climate change, Barre and Montpelier must build more flood resilient, energy efficient, affordable housing units. The housing projects proposed will reduce fossil fuel use, resulting in an estimated 5,645 tons less of GHG emissions (EPA Carbon Calculator). The infrastructure investments proposed will leverage over \$16 million dollars to create up to 128 energy efficient housing units. Siting of these new units out of the floodplain or building to flood resilient standards in downtown areas will reduce the cost of damages in future floods.

Both communities expressed a desire for nature-based solutions and green infrastructure to address the increased rainfall. The proposed removal of dams from the Stevens Branch in Barre will reduce flood elevations locally and help return the Stevens Branch to its natural ecological function (See Attachment 8 for letter of support from City of Barre). Restoring more than 7 acres of previously developed land in Barre will provide immediate and lasting benefits to disadvantaged residents by sequestering carbon, absorbing nitrogen dioxide, providing natural community gathering space, and reducing nutrient and sediment pollution to the Stevens Branch of the Winooski River and ultimately Lake Champlain.

In Montpelier, one of the priority strategies for flood resilience is expansion of the District Heat system. The mixed use and residential buildings along the North Branch of the Winooski River, including 36 affordable apartments owned by Downstreet, typically have heating systems located below grade, making them vulnerable to damage from even minor flooding. Connecting these buildings to the District Heat system will make dozens of housing units more energy efficient and will mitigate the cost of repeatedly replacing flood-damaged private heating systems.

The Montpelier Commission for Recovery and Resilience identified building assessments as a top priority for increasing climate resilience in the downtown, a disadvantaged community tract. These assessments will help property owners navigate the challenges of making improvements for energy efficiency and flood resilience while meeting historic preservation standards. The outcome of the assessments will be more properties that can recover from flooding quickly and reduced economic impacts of future flood events.

1.2 Selected Strategies

Strategy Overview: Multiple years of devastating floods driven by climate change have highlighted the need for flood mitigation strategies beyond the financial capability of the municipalities in the project area. The chosen project strategies were selected because they improve flood resiliency in the Project Area, align with priorities identified during local community engagement efforts, will have high positive impact in the Project Area, and can reliably be implemented within the grant period. Funding proportions are based on the need and the scope of the projects in the project area.

Two Climate Action Strategies were selected. Green Infrastructure and Nature-Based Solutions includes the restoration of riparian buffers and dam removal. Energy-Efficient and Resilient Housing and Buildings is the creation of 43 new units of housing in the City of Barre, including 13 net-zero single-family homes developed as permanently affordable homeownership opportunities, 30 high-energy efficiency, affordable multifamily homes, and the infrastructure needed to develop up to 128 new high-energy efficiency housing units.

The selected Pollution Reduction Strategy is Outdoor Air Quality and Community Health Improvements. It includes all of the activities in the Climate Action Strategies, the expansion of Montpelier's District Heat System to provide affordable above grade heating and hot water options for existing buildings, and an assessment of buildings impacted by recent flooding in Downtown Montpelier that will provide owners a roadmap to resiliency.

Combined, these projects start the long process of implementing strategies to make these cities more resilient, reduce emissions to boost air quality, mitigate climate change, and enhance the quality of life for their residents.

Climate Action Strategies

Strategy 1: Green Infrastructure and Nature-Based solutions

Restoration of riparian buffers: The City of Barre has applied for FEMA Hazard Mitigation Grants to acquire at least 22 riverfront properties that were damaged in 2023 floods, totaling over seven acres. (See Attachment 9 - map). These sites have been developed for over a century, and they will now have all impervious surfaces replaced by vegetation. The City will engage Friends of the Winooski River (FWR), a non-profit organization dedicated to the restoration and protection of the Winooski River and its watershed, to restore these properties.

FWR will plant over 2,500 native trees and shrubs and will work with a landscape architect to incorporate residents' desires for simple amenities to make the restored properties accessible and enjoyable, such as mowed paths for walking, small pollinator gardens to enhance biodiversity, and/or dog waste bag stations to support responsible use of these new public spaces. Trees will be maintained for two years to ensure a good survival rate.

According to the EJ Screen reports, Barre is in the 98th percentile for Vermont for nitrogen dioxide, which has serious negative impacts on human and environmental health. (See Attachment 10) Trees remove nitrogen dioxide from the atmosphere. The plantings will sequester 16 tons of GHG gases per year according to USDA's Comet planner. (See Attachment 11) Other benefits include reducing erosion on these sites, which will reduce sediment and nutrient pollution, and providing shade in urban neighborhoods.

Dam removal: FWR has been working with the City of Barre and the Trow & Holden corporation for three years to study and plan for the removal of three disused dams from the Stevens Branch. The removal projects are in the final design process, with construction slated for 2025 and 2026. The dams impound significant volumes of sediment and raise flood elevations over at least 1.5 miles of the Stevens Branch through Barre. Removing the dams and built-up sediment will lower flood elevations on this stretch of the river as it enters downtown, reducing risk to the homes and businesses adjacent to the river. The project will also improve water quality in the river by removing industrial detritus from the river corridor, which is important because Barre residents use the river for swimming and fishing. Planting projects in Barre were chosen to maximize carbon sequestration within the city and remove developed/impervious

surfaces from parcels adjacent to rivers, reducing runoff, improving water quality, and reducing flood volumes.

Strategy 3: Energy-Efficient and Resilient Housing and Buildings: Downstreet is working closely with the City of Barre to increase permanently affordable, energy efficient housing stock as quickly as possible. Suitable land for new homes is extremely limited in Barre, and the three proposed housing projects demonstrate the City’s creativity in incentivizing energy efficient housing development.

Permanently affordable homeownership: Downstreet stewards a portfolio of 165 (and growing) permanently affordable homes through a Shared Equity Housing program, a self-sustaining homeownership model that takes a one-time investment to make a home affordable for low or middle-income families and individuals and then restricts the home’s sale price each time it is sold to keep it affordable for subsequent lower-income households who purchase the home. All shared-equity homebuyers receive comprehensive pre- and post-purchase homeownership counseling, support throughout the purchase process, and access to home repair loans and grants as needed during the time that they own the home. This model also prevents gentrification related to community investments in new homes.

Wobby Park homes: This project changes the land use of a current playground out of the floodplain, but adjacent to the area that was most impacted by recent flooding to create permanently affordable homeownership opportunities in the City of Barre. Wobby Park will be sold to Downstreet by the City of Barre for \$1.00 (See Attachment 12). In exchange for the very low purchase price, Downstreet has agreed to construct four permanently affordable **net zero**, modular homes that will have sales prices between \$100,000 and \$125,000. Downstreet is partnering with Efficiency Vermont, a statewide energy efficiency utility that works to help Vermonters save energy, to make these homes net zero. Homes will range in size between 960 and 1,800 square feet and will have two to three bedrooms and one to two bathrooms, meeting the home size needs of displaced households. The homes at Wobby Park will be prioritized for sale to households impacted by recent flooding in Barre.

Prospect Heights infrastructure and homes: Downstreet is also partnering with the City of Barre on the creation of Prospect Heights. This initiative began before the 2023 floods as a collection of individual citizens, non-profit organizations (including Downstreet), local schools, healthcare entities, and the City of Barre uniting to address local workforce shortages caused by the lack of available housing. The group organized as Prospect Heights Development, Inc. and secured an option agreement (see Attachment 13) that can be assumed by the City of Barre (see Attachment 14), to purchase a 36.68-acre parcel of land approximately .5 miles from Downtown Barre and suitable for housing development.

The housing development was designed as 50 single-family housing lots and two multi-family lots of clusters and received local approval in 1991. The Subdivision Plat is recorded in the local records, and it has been confirmed by the City of Barre that the Plat approval is in perpetuity and valid. According to zoning requirements, up to 128 units of housing can be built at this location. The planned mixed income housing units, creating desperately needed homes for people displaced by recent flooding and workforce housing, will be developed on this parcel after municipal infrastructure is extended to the project site. In June 2024, Barre was awarded by the Northern Border Regional Commission \$2,875,870 of the \$6,375,870 total needed to complete the project infrastructure. Of the remaining \$3.5 million, \$2,224,831 is requested as part of this

funding application as infrastructure to support affordable, resilient, energy efficient housing. The remaining funds will be secured by selling buildable lots to developers, including Downstreet.

When the infrastructure work is complete, Downstreet will acquire parcels from the City of Barre to construct nine **net zero**, single-family, modular homes that will have sales prices between \$125,000 and \$200,000. These homes will be designed to integrate into the planned housing community. They will be added to Downstreet's Shared Equity Housing portfolio and will be perpetually affordable to future home buyers. Homes will range in size between 960 and 1,800 square feet and will have three bedrooms and one or two bathrooms and be prioritized for sale to households impacted by recent flooding in Barre.

Barre's median housing unit age is over 75 years old, compared to a statewide average of 45 years old. As Barre loses older, less energy efficient homes due to flood damage/buyouts, this initiative will help replace lost housing stock, decrease the community's carbon footprint, and ensure a more affordable cost of ownership. All homes built on this site will be required to meet the Stretch Code level of Vermont's Residential Energy Code and install only high-efficiency appliances, lighting, and heating /cooling systems as defined by the Department of Energy.

Seminary Street Apartments: Finally, Downstreet is partnering with the City of Barre to purchase two underutilized parking lots in the flood plain to develop into 30 new units of multifamily housing. To expedite the feasibility and pre-development timeline and to produce more cost-effective, affordable housing faster, Downstreet and its non-profit development partner, Evernorth, are partnering with DEW Construction to develop this project as turnkey. DEW, Evernorth, and Downstreet have proven experience building climate-resilient housing in existing floodplains. In 2019, the team worked together on the development of the Montpelier Transit Center, which includes 30 units of mixed-income housing that was designed and built to Montpelier's flood hazard ordinance, with a finished floor elevation above the 100-year floodplain. The building was tested by the July 2023 flooding, and none of the building systems or interiors were negatively impacted.

The City of Barre has signed an LOI with DEW to acquire the Seminary Street Parking Lot and Campbell Avenue lots (see Attachment 15) for \$1 each and Downstreet has an LOI with DEW (see Attachment 16) to acquire the building when nearly complete. The final purchase and sales agreement between DEW and the City of Barre is in progress. Before substantial completion, Downstreet will purchase the project with Low-Income Housing Tax Credits and other state and federal dollars. Downstreet and Evernorth, as co-General Partners, will have ownership interest and operate the project as mixed-income housing that includes 8 project-based housing subsidies for apartments that will be prioritized for people exiting homelessness. Downstreet and Evernorth have and will adhere to all federal procurement requirements related to turnkey development.

The building's design will integrate flood-resilient features, ensuring safety and durability while enhancing the aesthetic and functional value of the site. Elevated foundations, flood-resistant materials, and strategic landscaping will mitigate flood risks, creating a secure and welcoming environment for residents. This approach not only addresses immediate concerns but also aligns with long-term sustainability goals, reinforcing Barre's resilience against future climate

challenges. This building will meet Efficiency Vermont's High Performance Track requirements, resulting in a highly efficient, fully electric building with solar panels.

Pollution Reduction Strategies

Strategy 2: Outdoor Air Quality and Community Health Improvements: Multiple projects in the Project Area will sequester and reduce over 5,645 tons of GHG in the Project Area per year. These projects seek to replace lost housing units in Barre, develop new solutions for heat and hot water for Montpelier's downtown business and residential properties, and plant native trees on vacant lots in downtown, all to benefit disadvantaged communities. Outdoor air quality will be improved in the Project Area through the following activities.

1) Creation of net zero and energy efficient housing in Barre replacing fuel oil consuming housing lost due to flooding and adding housing opportunities in disadvantaged communities. This includes a total of 13, affordable, net zero, single family houses in two locations in downtown Barre. These units will use electricity for heat and other needs. Each will have solar panels connected to Green Mountain Power, the State's largest electric utility with an 80% renewable energy profile. These units will eliminate fossil fuel sources used by bought-out homes in Barre. It is estimated these 13 homes will reduce GHG by 881 tons per year according to EPA Carbon Calculator. See attachment (See Attachment 17 for screen shot of calculator).

2) Creation of 30 energy efficient housing units in a multi-family housing complex in downtown Barre will replace lost housing and augment the housing inventory in Barre. The building will be electric powered with solar on the roof and connected to Green Mountain Power, the State's largest electric utility with an 80% renewable energy profile. These units replace 20 housing units being bought for flood mitigation after the July '23 flood. This will help avert over 2,035 tons of carbon per year.

3) The existing Montpelier District Heat system was finished in late 2014 and central to the system is the State owned 40.2 MMBTU/hour heat plant with two 600 BHP dual fueled boilers, each with a rated capacity of 20.1 MMBTU/hr. The State's thermal energy needs equal approximately 20 MMBTU/hr or 50% of total capacity while the State has contracted with the City of Montpelier to provide up to 9.71 MMBTU/hr in a 20-year contract. The State plant has a dedicated room for the District Heat system's thermal conversion designed for 13.5 MMBTU/hr. Recent peak demand calculations showed excess capacity of 1.26 MMBTU/hr and new connections along Elm Street equivalent to 1.22 MMBTU/hr.

Connected to the District Heat system is a combination of public and private buildings throughout the downtown that represent 414,000 square feet of finished space. The existing system uses a pair of supply and return main lines and building service lines where hot water (217°) is provided to end users who utilize heat exchangers connected to their buildings heat system. The water is returned to the heat plant at approximately 170° through return lines. The same year that District Heat came online the City of Montpelier adopted the goal of achieving Net Zero through their Net Zero Energy Action Plan by the year 2030. The utilization of the District Heat system is an integral part of meeting this goal.

The proposed expansion of District Heat would extend the main supply and return lines from the intersection of Elm and Langdon Streets approximately 1,057 linear feet down Elm Street, one of

the hardest impacted neighborhoods of the July 23' flooding. The proposed expansion would allow up to 11 more buildings to connect to the system or approximately 51,000 square feet of finished, mostly residential space. Two of those buildings (87 & 89 Elm Street) are owned by Downstreet Housing and Community Development and represent 36 units of affordable housing.

Expansion of Montpelier's district heat plant will provide a renewable, flood resilient alternative heat and hot water source reducing carbon emissions and eliminate the need for furnaces in the basements of these properties. Existing systems are very costly to replace or repair after flooding. As of 2018, EPA policy considers biomass fuels as carbon neutral therefore it is anticipated and estimated, this expansion will eliminate over 2,713 tons of carbon per year. The new connections would reduce approximately 20,000 gallons of heating fuel a year and increase resiliency against future flood events including ice jam inundation and winter flash flooding events.

4) Restoration of previously degraded riparian buffers through tree planting in downtown Barre will also contribute to GHG reductions of 16 tons per year. These will be in compact neighborhoods in downtown Barre close to roadways with little to no existing green space.

5) Close to 75 buildings in the Project Area were impacted by last summer's floods impacting the core of Montpelier's downtown. As building owners grapple with how to increase the resilience of their properties, they need a road map. This is critical for property owners themselves, but also for tenants, whether those are residents in apartments upstairs or businesses on the first and 2nd floors of many of these buildings. The very fabric of Montpelier's community is woven together by the ongoing viability of these structures.

Assessing all buildings impacted by last year's floods will identify strategies to increase their resiliency against economic shocks experienced when a whole building is taken offline with mixed uses the community depends on. Identifying methods of implementing new technologies that maintain the historical character of the historical district is also of critical importance.

Increasing building resiliency requires the replacement and/or relocation of building systems, which provides an opportunity to make investments in low and no-carbon solutions for heating and domestic hot water. A key goal of these individualized business assessments will be to evaluate current building systems with the goal of making each building more resilient and reducing carbon emissions. These reductions will contribute to increased outdoor air quality in the dense portions of the Project Area as well as better indoor air quality for tenants.

1.3 Community Engagement and Collaborative Government Plan (see Attachment E)

The proposed projects are all in response to the priorities established by citizens engaged in multiple community engagement efforts following the severe flooding in 2023. Barre Up and the Montpelier Disaster Recovery Network were established as a long-term recovery groups. Both entities will continue community engagement throughout the grant period as described in Attachment E.

1.4 Community Strength Plan (see Attachment F)

The proposed projects are well-planned and thoughtfully integrated to sustainably maximize environmental and health benefits for lower income households and other vulnerable populations of the disadvantaged communities in the Project Area. They are based on meaningful community

engagement that meet the needs directly identified by people living in the Project Area. See Attachment F for more details.

Part 2: Program Management, Capability, and Capacity

2.1 Performance Management Plan and Outputs/Outcomes

STRATEGY	OUTPUTS	OUTCOMES
Climate Action Strategies		
Strategy 1: Green Infrastructure and Nature-based Solutions	<ul style="list-style-type: none"> • Dams removed (3) • Area of impermeable surfaces replaced with vegetation (6 acres) • New public green space created (7 acres) • New shade tree canopy (2,500 trees planted) • Riparian buffer restored (1,440 linear feet of riverfront planted) 	<ul style="list-style-type: none"> • Lowered flood elevations as documented by hydraulic and hydrologic modeling • Improved water quality through reduction of streambank erosion and naturalized sediment transport • Reduced air pollution through GHG absorption by vegetation 16 tons/yr. • Increased community resilience as measured by reduced damage and recovery costs for infrastructure, property, and cultural resources • Sequestration of carbon by trees
Strategy 3: Energy Efficient, Healthy and Resilient Housing and Buildings	<ul style="list-style-type: none"> • Units of new net zero homes constructed (13) • Units of new energy efficient rental housing constructed (30) • Infrastructure expansion to enable construction of energy efficient and resilient housing (increased capacity of utilities) 	<ul style="list-style-type: none"> • Reduced fossil fuel use by change to renewable-based electric heating • Lower emission of GHG climate pollutants from home heating 2,916 tons/yr. • Reduced damage from flooding • Increase of perpetually affordable housing

Pollution Reduction Strategies		
<p>Strategy 2: Outdoor Air Quality and Community Health Improvements</p>	<ul style="list-style-type: none"> • Buildings connected to district heat system (2-7) and/or newly added building area (31,000 sq/ft to 51,000 sq/ft) • New shade tree canopy (6 acres) • Construction of 30, energy efficient, affordable, multi-family rental housing units in one multi-story building on Seminary Street in downtown Barre. • Construction of 15 units of new, net zero, single family, affordable, modular homes at Prospect Heights and Wobby Park in Barre. • Assessment of downtown buildings in Montpelier for energy efficient heating and hot water sources as well as other energy efficiency opportunities. 	<ul style="list-style-type: none"> • Reduced GHG emissions from replacing numerous poorly maintained private heating systems with centralized public heat plant 2,713 tons/yr. • Reduced adverse respiratory health impacts from improved air quality due to absorption of NO2 by trees • More housing options closer to services reducing vehicular travel and emissions • Increase structural and economic resiliency against climate change through adoption of new technologies

2.2 Project linkage to EPA Strategic Plan

This proposal includes strategies that directly support EPA’s Strategic Plan Goal 2: Take Decisive Action to Advance Environmental Justice and Civil Rights as well as EPA’s Objective 2.1: Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local levels.

This proposal directly addresses EPA Strategic Plan objectives by delivering substantial resources of much needed housing and infrastructure investments to achieve environmental justice for the disadvantaged communities. This requires substantial resources for adaptation of the built environment and elevating voices in community decisions that have lasting impact.

This proposal is in alignment with EPA’s strategy of “Building capacity and climate resilience and maximizing benefits to overburdened and underserved communities.” The development of newer, more efficient housing either located out of the floodplain or built to be resilient against future flooding is what disadvantaged residents have asked for. This proposal provides the funding and processes necessary to incorporate their voices into decision-making that will deploy investments that increase the community's health and sustainability.

These projects help meet **Goal 1 of Tackling the Climate Crisis** by helping communities adapt to be resilient to climate induced flooding and by reducing GHG emissions to mitigate climate

change drivers. Dam removal and riparian buffer restoration will improve water quality in the Stevens Branch of the Winooski River in Barre, where it is listed as impaired, which supports **Goal 5 of Ensuring Clean and Safe Water for All Communities**. The projects address **Goal 6 of Safeguarding and Revitalizing Communities**, especially with the investment in the City of Barre, which is the only FEMA-identified Community Disaster Resilience Zone in the State of Vermont, and in the disadvantaged area of downtown Montpelier.

2.3 CBO Experience and Commitment CBO Experience and Commitment

Downstreet Housing and Community Development is a 501(c)3 nonprofit that has been serving the needs of economically disadvantaged Vermonters since 1987. As the affordable housing developer serving Central VT, Downstreet is deeply engaged in assessments of community needs through direct contact with community members, contracted needs assessments, local government, partner organizations that provide services. Additionally, through its property management, homeownership counseling, and supportive and resident services programs, Downstreet is directly engaged on a daily basis with the communities who would benefit from the applied for projects, working with and getting constant feedback from community members on the very issues the proposed projects would address.

2.4 Programmatic and Managerial Capability and Resources

Downstreet has 37 years of experience managing affordable housing development and grant programs. Projects Downstreet develops usually involve a stack of federal, state, and local sources and tax credit funding as well as energy efficient design and incentives. Downstreet currently has two projects under construction, one with a total development cost (TDC) exceeding \$15 million and one with a TDC exceeding \$10 million, that are funded with Low-Income Housing Tax Credits and an array of other funding sources including federal HOME, ARPA, and CDBG. The projects included in this application are well within the scope of activities that are central to the organization's business model and existing staff capabilities, policies, and procedures. The real estate development department is well versed in project management, has deep connections with local contractors and municipalities, and abides by federal procurement standards as described in 2 CFR Part 200. Many of Downstreet's development funders require extensive documentation and reporting prior to reimbursement and the same process would be required for projects within the scope of this grant.

Downstreet is also experienced with managing federal grant programs. For the past three years, Downstreet has managed the Vermont Housing Improvement Program, an ARPA funded grant program with sub awards and sub recipient monitoring for the redevelopment or construction of affordable rental units. As of August 2024, the program has had over 60 sub awardees that have received more than \$3.6 million in subawards. As an additional layer of oversight, Downstreet has had an A-133 Single Audit for the last three years.

Downstreet would operate this grant with a well experienced team. **Angie Harbin, Downstreet's Executive Director**, has an MBA and would provide general oversight and guidance based upon 19 years of experience in affordable housing and program evaluation and 10 years of experience managing federal grants. The main contact for this grant would be **Schuyler Anderson, the Chief Financial and Operations Officer** with an MBA in Sustainable Innovation, who has over 7 years of experience in executive financial management and 4 years of experience with the legal and compliance aspects of grant and development projects and manages the annual Single Audit process with the external audit team. **Key personnel** for this program include **Nicola Anderson,**

the Director of Real Estate Development, who has 9 years of experience managing affordable housing projects development and has the additional support of two project coordinators and a development assistant. **The Director of Homeownership, Cheryl Moyer**, has experience managing a federal/state ARPA funded construction grant program for the past three years and is familiar with sub recipient agreements and the review of sub recipient documentation of allowable costs and ongoing reporting. **Cheryl and her team** would manage reporting, compliance, and documentation for all the subaward projects. **Schuyler and the accounting team of 3**, would track all financial transactions to maintain compliance with GAAP, EPA, and CFR requirements and provide a secondary review of all non-financial documentation prior to submission for reimbursement. The Downstreet team has the experience and technical skill to manage the program and is well supported by the organization's existing policies, processes, and procedures.

Each project will proceed through the same general phases, described below.

Sub Award – Immediately following grant award: Review subawardee documentation and execution of subaward agreements and the requisition process. This includes a review and training on allowable costs, program performance, the shared procurement policy, the standard requisition process, and review of eligible costs, and set up of subawardee banking and payment methods to ensure timely disbursement.

Predevelopment – 1-6 months after award: Subawardees will begin the predevelopment phase of their projects, and following the procurement policy, finalizing any agreements with additional partners, vendors, and contractors. Allowable costs may be requisitioned by submitting a standard requisition form and supporting documentation to Downstreet for review. The requisition form will include totals for budget and actual costs incurred. Any questions or issues that arise related to compliance with allowable costs or procedures will be resolved prior to the request for grant funds during Downstreet's review process. Once approved, Downstreet will compile requisitions, submit a request for payment and any required reporting to the EPA. When funds are received into the specific grant bank account, they will be immediately disbursed to subawardees. Documentation will be kept in Downstreet's digital file storage in accordance with its document retention policy.

Development – 3 – 36 months after award: During the development phase, requisitions and reporting will continue in the same manner as detailed above. Any delays or unforeseen challenges will be addressed promptly as they arise.

Closeout – 24 – 36 months after award and upon completion of all projects: Final requisitions, a review of the projects, and any documentation of the outcomes. Partners will gather for a review of the projects and the grant program itself to share insights and identify what aspects of the process or its outcomes went well and where anything could be strengthened. Downstreet will submit any final reporting and close out the grant.

Downstreet is financially strong, ending each year since 2017 with a profit and possessing over \$18 Million in Net Assets/Equity. As an organization that consistently manages multiple large development projects and grant programs, Downstreet maintains healthy cash reserves. However, whenever funding sources allow, Downstreet uses a reimbursement model for projects and maintains net 30 terms with vendors. In this way the costs are incurred, reviewed by staff and funders for accuracy and regulatory compliance, and then reimbursed.

Downstreet currently uses the following controls for grant management: Procurement policy that is compliant with 2 CFR Part 200, particularly Sections 200.317 through 200.326 (See Attachment 18); Timecards that show program allocations with dual signatures by employee and supervisor; Subrecipient contracts that clearly define all allowable costs, required compliance and documentation prior to subaward; No prepayment of funds; Dual review, by CFO/COO and Director of Homeownership or Director of Real Estate Development, of grant requisitions and their backup documentation prior to all payment requests to ensure all costs are eligible, reasonable, and allowable; Accounting system (Sage Intacct) that tags every financial transaction with its applicable grant fund as well as a specific bank account solely for this grant. This allows easy audit, reporting, and management of all program-specific activity; Cloud based, secure digital storage of all documentation; Standard accounting controls, such as the segregation of duties, dual expense approvals, monthly financial review and reconciliation, requisition review, and annual audits; Secure password storage, regular electronic fraud prevention training, and required 2 factor authentication; Whistleblower policy – in handbook, signed by all employees, which details whistleblower reporting procedures and protections; Downstreet is audited annually by external firm with expertise in nonprofits, real estate development, grants and single audits; This grant would receive its own bank account which would be reconciled monthly by an accountant not performing the related transactions and approved by the CFO/COO.

2.5 Past Performance

Downstreet manages agreements with a variety of funders that currently includes the ARPA funded Vermont Housing Improvement Program (VHIP), Community Development Block Grants/State's Program (CDBG), US Department of the Treasury funds passed through NeighborWorks of America (NW). Downstreet also has decades of experience as a developer and managing partner for federally funded low-income housing tax credit (LIHTC) projects. Each of these programs has extensive procurement, management, and reporting requirements that require compliance with state and federal regulations.

Downstreet has been compliant with and submitted on time all required reporting for all of these programs and their outcomes. In addition to quarterly and annual reporting, NeighborWorks of America requires a supplementary three-year audit that is an extensive investigation into all aspects of the organization's management, utilization of funds, and ability to track outcomes. Downstreet completed this NW audit in 2023 and 2020 and received an exemplary rating for both, which is the highest possible rating available.

Outputs and outcomes are clearly defined through communication with funding agencies and are built into metrics in reporting templates. Reporting is usually due on a monthly or quarterly basis. In the case of financial information, ledgers are produced and reconciled within the accounting system for the reporting period and reviewed by the respective department director and the CFO/COO prior to entry into the template. Non-Financial reporting metrics are also collected for the reporting period, reviewed, and reported. Close communication with reporting agencies ensures that after reports are submitted any progress deficiency is discussed and necessary modifications to the program are made.

Part 3. Readiness to Perform, Feasibility, and Sustainability

3.1 Readiness Approach

Proposed projects have either started predevelopment work or will be ready to start when funding is awarded. All projects are scheduled to be completed before the end of the grant's period of performance. See Attachment G for more details.

3.2 Feasibility

Extending the District Heat system will require a significant amount of design work which will begin in spring 2025. Montpelier's Director of Public Works was the project manager for the systems initial construction and as such, is familiar with the design timeline and project components. The 18-month design timeline is in alignment with previous public infrastructure projects of this scale and complexity. The project location on a side road allows for daytime construction activities reducing costs and piping is only installed 2.5'-3' below finished payment allowing for quicker trenching and installation. No additional permits are required as all work is conducted within the City's ROW. The city intends to repave the project location in 2027 so coordinating projects will provide efficiencies.

Because of last year's catastrophic flooding in the project area, extensive discussion with engineering firms, historic preservation consultants, and property owners has happened that has resulted in a defined scope of work. This scope balances urgency, value, and effectiveness to be able to launch in 2025. 75 buildings will be assessed in 2025.

The three dam removals will have final designs completed by the end of 2024, with permitting completion projected in early 2025. Pending funding, the construction phase of removal can begin in 2025. FWR can manage the construction of one dam removal project in 2025, and two in 2026, with final site restoration completed in early 2027. Based on the status of design and permitting, and experience with large stream restoration projects by FWR and the consulting engineers attached to the projects, the team is confident that these projects can be completed in the period of performance.

FWR plants thousands of trees every year, and they are confident in their ability to successfully implement this work as proposed. Tree planting feasibility depends on timely completion of acquisition and demolition of homes by the City of Barre through FEMA HMGP. If acquisitions and site restoration plans are completed in 2025, the plantings can happen as structure demolition is completed throughout 2025-2027. Two years of monitoring and stewardship of all sites may not be feasible within the period of performance, but FWR can commit to supporting the sites with other funding sources beyond the period of performance to ensure survival.

Prospect Heights design and permitting will be completed in the fall of 2024 and early 2025. Construction of infrastructure is anticipated to take 18 months, and to be completed by January 2027.

While modular homes, built to local housing code and visually similar to other neighborhood homes, are not necessarily cheaper to build, they are faster and can be built during times of year when exterior construction is not feasible in Vermont. Downstreet's partnership with Huntington Homes and Efficiency Vermont enables the organization to have multiple stock homes constructed as net zero homes simultaneously in the same 4-month period when the site work is completed. A formal procurement process will identify other modular home builders with similar capacity at similar price points. Downstreet is confident that the homes sited for Wobby Park will be completed during year one of the grant.

Seminary Street Apartments is already in pre-development and completion is planned for the fall of 2025. Environmental remediation may delay the anticipated completion date, but by no more than 6-9 months, so completion will still be well within the grant's period of performance. The only other notable risk is securing primary funding, a 9% LIHTC award from Vermont's Housing Finance Agency. However, recent flooding has made Central Vermont, and especially Barre, a priority funding location and federal funding allocated to the project will increase its competitiveness.

3.3 Sustainability

Montpelier's District Heat system has been operational for the last 10 years and has a tested Operations and Maintenance manual. Routine maintenance of the system is conducted multiple times a year. The system has an integrated alarm and monitoring systems. As part of daily operations while the District Heat system is online, Department of Public Works staff conduct inspections of critical systems.

Building assessments in the Project Area is one of the City of Montpelier and the Montpelier Commission on Recovery and Resilience's top priorities. The entities are in constant communication about funding strategies for conducting assessments of all buildings throughout Montpelier's downtown. Philanthropic, state, federal, municipal and property owner sources of capital are all being considered to implement a broader building assessment. The intention is for all buildings to be assessed and given a portfolio of options that lead to increased economic resiliency against future flooding and that reduce the use of fossil fuels.

FWR will execute Operations & Maintenance Agreements with the City of Barre for the Jockey Hollow and Habbep dam sites, and with the Trow & Holden corporation for the Brooklyn Street dam site. Dam removal sites are intended to naturalize, and not to require ongoing maintenance. The final engineering design process will anticipate the need to protect adjacent vulnerable structures and infrastructure in the case of future channel adjustment to minimize the potential for conflict.

FWR will execute an Operations & Maintenance Agreement with the City of Barre to assign responsibilities for long-term stewardship of the restored buyout sites. FWR is actively monitoring and maintaining the two dozen sites planted in the past five years, together with landowners, funders, and other program partners such as US Fish & Wildlife Service and the State of Vermont.

The City of Barre will own and maintain the Prospect Heights infrastructure as municipal infrastructure. The city will also work with area developers, from which there is already strong interest, to develop available lots over a 3-5 year period. Tax revenue from new development at an estimated \$500,000 - \$1,000,000 will cover the maintenance expenses and support additional Barre City budget needs.

Downstreet has been operating a Shared Equity Homeownership (SEH) portfolio and multifamily housing for nearly four decades. Its SEH program is designed to be perpetually affordable and financially sustainable after the initial investment. Cash flow from Seminary Street's affordable rents are sufficient to pay modest debt, operate and maintain the property, and fund reserves necessary for future capital improvements.

3.4 Program Budget Description

See Attachment A for a detailed project budget that outlines the cost centers as categorized in SF-424A. Based on experience with like projects, Downstreet has determined the staffing and equipment needs required to administer the project funding, evaluate project success, complete budgeted housing projects, sell single-family homes, and lease-up multifamily rental housing. Each subaward recipient has worked with contractors and/or consultants to determine the current cost to complete the proposed scopes of work. A construction contingency accounts for future cost increases related to market shifts or unexpected expenses. Each subaward includes a 10% indirect cost rate. The project's Modified Total Direct Costs exclude the land and building acquisition expenses and includes only 10% of the first \$25,000 of each subaward.

Projects were selected in response to the results from multiple community engagement efforts in Montpelier and Barre following the July 2023 flooding and professional assessments of the near-term actions that can be taken to further environmental justice for vulnerable populations in both communities. Affordable, energy efficient, flood resilient housing in the same community that lost housing was a prevalent theme and just over half of the grant request is to either directly create new 42 new homes that fit these criteria or develop the municipal infrastructure necessary to create over 100 additional new homes in the next 5 years.

3.5 Compliance Plan

Downstreet Housing and Community Development, Inc. (Downstreet) is committed to maintaining the highest standards of financial management and compliance. Appendix H outlines in detail Downstreet's approach to managing the EPA grant in compliance with the grant terms and conditions, alignment with federal regulations, ensuring effective internal controls, and mitigating legal and compliance risks.