

REGULAR COUNCIL MEETING
Tuesday, February 9, 2021, 7:00pm
City Council Chambers

Join Zoom Meeting

<https://zoom.us/j/95613164796?pwd=bnBkeGlzUzArRlJOSHk2SSZlUVBNOT09>

Meeting ID: 956 1316 4796

Passcode: 570803

+1 929 205 6099 US (New York)

1. Call to Order – 7:00 p.m.
2. Adjustments to the Agenda
3. Consent Agenda
 - A. Approval of Minutes of the Regular City Council Meeting February 2, 2021
 - B. Approval of City Warrants from Week of Wednesday February 10, 2021
 - C. Clerk’s Office Licenses and Permits
4. City Clerk & Treasurer Report
5. Liquor Control Board
6. City Manager’s Report
7. Visitors and Communications
8. Old Business:
 - A. None
9. New Business
 - A. Employee Longevity Recognition Program (Manager)
 - B. Mayoral Proclamation for Barre City Employee Recognition Week (Mayor)
 - C. Aldrich Library Quarterly Update (Loren Polk)
 - D. Barre Area Development Quarterly Update (Cody Morrison)
 - E. Barre Partnership Update (Tracie Lewis)
 - F. Vermont Human Trafficking Taskforce Presentation (Roz Renfrew)
 - G. Review Council Onboarding Document (Councilor Reil, Mayor)
10. Round Table
11. Executive Session – As Needed
12. Adjourn

Steven E. Mackenzie, P.E., City Manager

*The portion of this meeting starting at 7:00pm will be taped for re-broadcast on Channel 194 CVTV
and will be re-broadcast on Wednesday at 9:00 a.m. and 12:00 noon
CVTV Link for meetings online – cvtv723.org/*

OTHER MEETINGS AND EVENTS

Until further notice, Committee and Board meetings may be held only via video (virtual) platforms. **Check the City Website for Meeting Warnings, Agendas and log-in instructions.**

Monday, February 8

Civilian Oversight and Advisory Board, 6pm, Virtual (ZOOM)

Tuesday, February 9

Civic Center Committee, 8am, Virtual (ZOOM)

Wednesday, February 10

Paths, Routes and Trails Committee, 5pm, Virtual (ZOOM)

Thursday, February 11

Planning Commission, 6:30pm, Virtual (ZOOM)

Ground Rules for Debating

- 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
 - No notes are taken during Executive Session

**Regular Meeting of the Barre City Council
Held February 2, 2021**

The Regular Meeting of the Barre City Council was called to order on video conference by Mayor Lucas Herring at 7:00 PM. In attendance, participating on video or phone, were: From Ward I, Councilor Jake Hemmerick; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Rich Morey and Ericka Reil. City staff members present via video or phone were Planning Director Janet Shatney, Finance Director Dawn Monahan, Public Works Director Bill Ahearn, Fire Chief Doug Brent, Deputy Fire Chief Joe Aldsworth, and Clerk/Treasurer Carol Dawes.

Absent: From Ward I, Councilor John Steinman.

Adjustments to the Agenda: NONE

Approval of Consent Agenda:

Council approved the following consent agenda items on motion of Councilor Hemmerick, seconded by Councilor Reil. **Motion carried on roll call vote, with all voting in favor.**

- Minutes of the following meetings:
 - Regular Meeting of January 26, 2021
- City Warrants as presented:
 - Approval of Week 2021-05, dated February 3, 2021:
 - Accounts Payable: \$178,802.58
 - Payroll (gross): \$127,149.12
- 2021 Licenses & Permits:
 - Vehicles for Hire Operators and Vehicle Licenses:
 - Elite Taxi, 1 vehicle
- Assessing Final Errors and Omissions Certificate PVR-4261-E for Filing in the 2020 Grand List Book.
- Assessing Certificate of No Appeal or Suit Pending PVR-4155 for Filing in the 2020 Grand List Book.

The City Clerk/Treasurer Report –

Clerk/Treasurer Dawes reported on the following:

- The office has received more than 800 requests for absentee ballots to be mailed out to voters for the March 2nd annual town meeting, which is more than double the number of ballots voted early or absentee last year. Ballots will be received and mailed next week.
- Third quarter property taxes are due by February 16th, as the 15th is Presidents Day.

Liquor Control – NONE

City Manager's Report - Manager Mackenzie is on vacation this week.

Visitors and Communications – Brian Judd read a statement announcing his candidacy for the Ward 2 Council seat.

Old Business – NONE

New Business –

B) DPW Response During COVID.

Public Works Director Bill Ahearn said he has implemented split shifts at the water and wastewater treatment facilities, along with standard disinfectant protocols. The street department personnel are working in three small teams to minimize risk of COVID exposure. Mr. Ahearn spoke of concerns associated with having one team out due to COVID and the impact on street plowing and other DPW work. He has developed a mutual assistance

To be approved at 02/09/21 Barre City Council Meeting

program with Barre Town for snow plowing, and if necessary would defer maintaining state highways to the state. Backup plans for staffing at the wastewater treatment plant have been worked out with Montpelier.

A) Warned for 7:15 PM: Second Public Hearing Proposed Charter Changes.

Mayor Herring opened the public hearing at 7:23 PM and invited questions and comments from the public and Council. Hearing none, the Mayor closed the public hearing at 7:24 PM.

C) Discussion on Plumbing Ordinance Changes.

Mr. Ahearn said the proposed ordinance changes would create requirements for companies conducting sprinkler system tests within the Barre City water system to meet certain criteria before conducting such tests. Criteria would include registration, proof of insurance, and monitoring. The draft language will be reviewed by City Attorney Oliver Twombly before coming back to Council for a first reading.

D) Approval of \$1.7M Bond Paperwork and Resolution #2021-03.

Council approved the paperwork and resolution, and authorized the Mayor and Clerk to sign the documents, on motion of Councilor Morey, seconded by Councilor Waszazak. **Motion carried on roll call vote, with all voting in favor.**

E) Renew Chargepoint Contract for Merchant's Row EV Charging Station.

There was discussion on the cost of electric vehicles, whether the City is subsidizing EV owners, possible use of Parkmobile in lieu of Chargepoint, and alternate ways to cover costs associated with operating the charging stations. Council approved the Chargepoint contract on motion of Councilor Herring, seconded by Councilor Waszazak. **Motion carried on roll call vote, with Councilor Boutin voting against.**

F) Certification of 2020 TIF Annual Report.

Council approved certification of the 2020 TIF annual report on motion of Councilor Hemmerick, seconded by Councilor Reil. **Motion carried on roll call vote, with all voting in favor.**

G) Review and Approval of Policies

- i. Dix Reservoir Land Use – Fishing Policy**
- ii. Dix Reservoir Land Use – Hunting Policy**

Mayor Herring said the fishing policy has been divided into a fishing and a hunting policy. There was discussion on allowing trapping on reservoir land. Mr. Ahearn said it was current practice to allow trapping, especially of nuisance animals that can damage the water system. There was discussion on establishing good stewardship standards and protecting the water source.

Councilor Boutin made the motion to approve the policies including an amendment to not allow leg hold traps. The motion was seconded by Councilor Reil.

Councilor Waszazak made the motion to amend Councilor Boutin's motion by allowing only nuisance animals to be trapped with no leg hold traps allowed. The motion to amend was seconded by Councilor Morey. **Motion carried on roll call vote, with all voting in favor.**

Original motion as amended carried on roll call vote, with all voting in favor.

The City will determine the definition of nuisance animals, working with Fish & Wildlife guidelines.

iii. Personnel Activity Reports/Timesheets/Time Cards Policy

There was discussion on moving to an electronic payroll timesheet system, and allowing the Manager to designate department heads to have access to employee data to manage leave balances. Council approved the policy as amended on motion of Councilor Hemmerick, seconded by Councilor Reil. **Motion carried on roll call vote, with all voting in favor.**

iv. General Internal Controls Policies and Procedures

Council approved the policy as presented on motion of Councilor Hemmerick, seconded by Councilor Morey. **Motion carried on roll call vote, with all voting in favor.**

v. Credit Card Policy

There was discussion about clarifying language related to not allowing use of cards for personal business or cash advances. Council approved the policy as amended on motion of Councilor Hemmerick, seconded by Councilor Reil. **Motion carried on roll call vote, with all voting in favor.**

vi. Interfund Activity and Pooled Cash Fund Policy

Council approved the policy as presented on motion of Councilor Boutin, seconded by Councilor Waszazak. **Motion carried on roll call vote, with all voting in favor.**

vii. Partial Payment Policy

Council approved the policy as presented on motion of Councilor Waszazak, seconded by Councilor Hemmerick. **Motion carried on roll call vote, with all voting in favor.**

viii. Liquor Control Policy

There was discussion on adding review of license applications by the Permit Administrator to assure all applicants are in compliance with code and zoning bylaws and ordinances. Council approved the policy as amended on motion of Councilor Reil, seconded by Councilor Hemmerick. **Motion carried on roll call vote, with all voting in favor.**

Round Table –

Councilors encouraged people to look out for their neighbors, especially following last night's snow storm.

Councilor Reil reminded people February is Black History Month. She said Black Lives Matter has been nominated for the Nobel Peace Prize.

Councilor Hemmerick read a passage from Dr. Martin Luther King Jr.'s letter from Birmingham Jail in honor of Black History Month.

Councilor Boutin said he has been attending the Community Justice Center's strategic planning meetings, and he thanked them for their hard work. He also thanked the Barre Partnership for their work during the pandemic, spreading the word about Barre businesses.

Mayor Herring said the Partnership and Barre Area Development Corporation have been getting the word out about COVID-related grant programs and funding opportunities. He encouraged Councilors to read the VT League of Cities and Towns legislative newsletters.

Executive Session – NONE

The Council meeting was adjourned by Mayor Herring at 9:00 PM.

There is no audio recording of this meeting. The meeting was recorded on the video conference platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

Employee Longevity Recognition Program

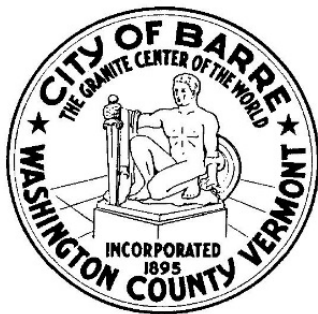
Bill Demell	Streets	10 years	
John Mott	Police – Meter	10 years	
Matt Cetin	Fire	15 years	
Mike Charbonneau	Fire	15 years	
William Haynes	Fire	15 years	
Larry Eastman	Police	20 years	
Rob Lowe	Dispatch	20 years	
Kathryn Bramman	Assessing	35 years	\$150 gift card
Donny Bullard	Cemetery	35 years	\$150 gift card
Joe Rouleau	Wastewater	40 years	\$200 gift card

CITY OF BARRE, VERMONT MAYORAL PROCLAMATION

A PROCLAMATION HONORING THE STAFF OF THE CITY OF BARRE AND BARRE CITY EMPLOYEE RECOGNITION WEEK

- WHEREAS, every day, twenty-four hours each day and 365 days a year (including 366 days in a leap year), Barre City residents and visitors are served by employees of the City of Barre; and
- WHEREAS, City employees provide efficiency, dedication, professionalism, and integrity through essential services to residents and visitors including public safety, emergency medical services, firefighting and prevention, code enforcement, transportation, water and sewer systems, infrastructure upgrade and maintenance, recreation and conservation, financial, policy, and records management, planning and assessment services, and provide vital strategic, administrative and support functions; and
- WHEREAS, City employees have much to offer, as demonstrated by their expertise and innovative ideas, and serve as examples by passing on institutional knowledge to train the next generation of public servants; and
- WHEREAS, all City employees are representative of Barre City's diverse community and come from a broad spectrum of ethnic, racial, and religious backgrounds, abilities, ages, gender identities, and sexual orientations; and
- WHEREAS, amid the COVID-19 pandemic, City employees continue to show their dedication, on the frontlines and behind the scenes, to tackle the City's challenges on our behalf; and
- WHEREAS, their service has allowed other essential services and daily operations to continue, minimizing the disruption in daily service from the City and other organizations supporting our residents, and continues to play a critical role in protecting our communities' health and safety; and
- WHEREAS, traditionally, the City holds an annual employee recognition luncheon, at which staff are recognized for their longevity and commitment to the City of Barre; and
- WHEREAS, City employees are our friends, our neighbors, and our family members committed to making life better for each and every one of us; and
- WHEREAS, without these public servants, continuity would be impossible in a democracy that regularly changes its representational leaders and elected officials;

NOW, THEREFORE, BE IT RESOLVED that I, Lucas J. Herring, Mayor of the City of Barre, Vermont, do hereby proclaim the week of February 8th to February 14th, 2020, as Barre City Employee Recognition Week, to recognize and promote the important contributions of these public servants, and encourage residents to reach out and thank these City employees for continuing to keep us safe, and selflessly serving the City of Barre during these unprecedented times.



Lucas J. Herring

Lucas J. Herring, Mayor

CITY COUNCILOR ONBOARDING PROCESS

🚧 Note: Intent to expand further for outreach to new members of any body of the City.

What to Expect as a Councilor?

Most people remember their first day on a new Board or Council. Our goal is to make you feel welcome and provide you with the tools, knowledge and an orientation plan that will start you on a path to a successful career with the City of Barre. Councilors will receive this information, introductions to staff, and the ability to tour the City facilities. The tour may include discussion of safety and emergency response plans. You will also spend time speaking with the City Clerk/Treasurer. There will be some forms to complete for payroll and to receive a parking pass. The Mayor or mentor will provide an overview of what to expect in the days ahead and provide you with the opportunity to discuss any additional questions you may have. Note: If you are elected during a Ward Caucus, you may work with the Manager to set up meetings to introduce yourself to Department Heads, which can occur during facility visits.

You will be given your City of Barre Portal login username and password and an overview of what is on the website.

Needs for Day After Town Meeting Day:

- ❖ Meeting with City Manager or Designee for contact information for website and mailings
 - Mailing Address, personal email, phone contact
 - Place of work, work phone and other contact information as needed
 - Granite Name Plaque - Exec Asst to Manager
 - Business Cards - Exec Asst to Manager
- ❖ Receive Email Account and Portal Access from HR Administrator
 - Access PACIF University
 - Email setup and training on access
 - Supply username and Password to Staff Portal
 - Need to discuss moving items from the portal to SharePoint Site
- ❖ Meet with City Clerk/Treasurer for
 - Parking Permit
 - Councilor stipend, W-4 and I-9
 - Need to bring in two forms of identification (Passport, Driver's License, SS Card)
 - Oath of Office
- ❖ Provide information for mailing and to receive stipend (City Clerk/Treasurer)
 - Place contact information on City Website (Exec Asst to Manager)
- ❖ Oath of Office (City Clerk/Treasurer)
- ❖ Audit/Conflict of Interest Form (sign if required, and provide to Manager for Auditor)
 - Requested each year as part of the Audit to note any conflicts of interest

Meetings within Two Weeks of Election:

- Meeting with the Mayor (Set up between Councilors)
 - Discussion on Council Priorities
 - Discussion on concerns/issues
 - Improvements to be made to onboarding process
- Meeting with the City Manager
 - Orientation/overview of City Mangers responsibilities and Operations
 - Orientation to the municipal budget and budgeting process
 - Orientation to Organizational Structure and Staffing
 - Introduction to Department Heads
- Meeting with City Clerk / Treasurer
 - Orientation to Clerk's Responsibilities
 - Orientation to Treasurer's Responsibilities
 - Other (include roles & responsibilities of serving on BCA & Board of Abatement (BOA))

City Overview:

What to expect in the months ahead?

You will meet regularly at Council meetings, which are typically every Tuesday at 7:00 p.m. Meetings may be cancelled if there isn't much to discuss, and the Council regularly takes one week a month off during the summer months. If there is no meeting, warrants are to be signed by the Mayor, the Council has designated a Councilor to sign if the Mayor is not available. Bodies of the City (which are Committees, Boards, Commissions, and work groups) will meet on schedules that each group will set up. You may attend any public meeting and may serve as a member of one or more of these bodies, also. These groups come before City Council to present recommendations or other items for action.

List of Responsibilities of the Councilor

- Receiving Council Packets – Need to note if you want to receive this in paper or email
 - Currently all Councilors receive via email, along with meeting virtually.
- Review City Policy, Ordinance, Charter, and State Statutes – Can Request a “Policy Book”
 - Policies – Orientation and Review
 - Council Policies ([website](#))
 - Social Media Policy
 - Rules of Procure Policies
 - Email Use Policy
 - Operational and Personnel (Administrative) Policies (to be in the [portal/SharePoint?](#))
 - Charter and Ordinance ([website](#))
 - Vermont Statutes online ([website](#))
 - Agendas and Minutes ([website](#))
- Become familiar with the City Budget and review previous meeting minutes and agendas
 - Most recent Budget – passed/failed on Town Meeting Day ([website](#))
 - Depending on timing, current and upcoming Budget should be available

- Water/Sewer Budget ([website or SharePoint?](#))
 - Be aware of Capital Plan and Infrastructure Projects ([website or SharePoint?](#))
 - Review the most recent Audit (On website and in annual report)
- City Councilors are also members of the following:
 - Board of Civil Authority (BCA). There is an orientation book that will be provided from the City Clerk. (Three ring binder)
 - Board of Abatement
 - Liquor Control Board (licenses, annual renewals)
 - Joint Meetings for Central Vermont Public Safety Authority (CVPSA)
- Become familiar with the City Organization Chart and Department Heads
 - Organization Chart ([website or SharePoint?](#))
 - Department Head to attend a council meeting (set up through Manager/Dept Head)
 - Department Heads include - Manager, Police Chief, Fire Chief, Public Works Director, Buildings and Community Services Director, Human Resources Administrator, Planning, Permitting & Assessing Services Director, Finance Director
 - Collective Bargaining (4) contracts (SharePoint)

Council Meetings and Decisions

- Council uses the latest version of Robert's Rules of Order
 - Suggest reviewing information out on the web vs. having a formal training/cheat sheet
- Mayor acts as Chair during the meeting; spokesperson outside of the meeting
- Councilors cannot act on behalf of the City unless directed to do so by Council
- Council procedures allow for at least one person present at meeting location, with 3 calling in, to make a quorum
 - Location meeting requirement has been waived during COVID.
- Be aware of difference between Charter and training materials on Vermont Municipalities
 - Of six councilors and Mayor, seven members of Council, Quorum is 4 (regardless of number in attendance)
 - 5 of 7 members needed for 2/3rd majority votes
 - Meeting Types (Special, Regular, Emergency)
 - Charter allows Mayor to call a Council Meeting with 4 hours' notice, rather than standard 24 hours' notice
- Public Hearings
- Quasi-Judicial Hearings
- Review Ground Rules (listed on each agenda)

Council Decorum

- Ground Rules for Debating
 - 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
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Training

- Property and Casualty Intermunicipal Fund (PACIF) university and Select Board Institute ([link in the portal, move to SharePoint?](#))
- Municipal Land Use ([document in Portal, move to SharePoint?](#))
- Local Government Day (Capitol Plaza) (February – HR Admin sign up Councilors)
- State Government Municipal Day
- Vermont League of Cities and Towns (VLCT) Town Fair (Fall – HR Admin sign up Councilors)
- Sexual Harassment training
- Unconscious and Implicit Bias Training
- Special Council meeting dedicated to Grand list: BCA hearings, abatements, and errors & omissions. District Advisor (from VT Dept. of Taxes Property Valuation and Review)
 - To be set up after Town Meeting Day

Identify a Mentor

- Provide information for a senior Council member to contact to ask questions that will arise during the first few weeks on City Council.

- Serve as a contact and follow-up with the new Councilor for the first one to three months to help become acclimated.
- Some other roles the mentor may help with:
 - Tour the Facilities and Properties with the new Councilor.
 - Introduce the new Councilors to others in the City with whom they may have frequent communication.
- Follow up with the Councilor after meetings for the purposes of introductions and role clarity.

City Facilities Tour (Group tours with Manager, on hold due to COVID)

- City Hall (Departments: Manager; Clerk/treasurer; Finance; Public Works; Planning, Permitting and Assessing)
- Water Treatment Facility (WTF)
- Wastewater Treatment Facility (WWTF)
- Public Works Campus
- Alumni Hall, Auditorium, BOR (Civic Center Complex, or CCC)
- Public Safety Building – Fire, EMS and Police (PSB)
- Optional (or over Summer) – pool, parks, key projects; make aware of city properties
 - What other parcels does the city own (Barre Town (multiple parcels), Orange, East Montpelier, etc.)

Reoccurring Annual Items:

- January
 - 1st Public Hearing (2nd either Late Jan/early Feb) for Charter Changes
 - Warn Charter Changes and the Annual Meeting Warning, Accept petitions, ballot items
 - Review Budget/Presentation of the BSU budgets
 - Annual Report, Dedications, and Pictures
 - Charge Point Service Renewal
 - Community: Snow Sculpture Creation (BARRE PARTNERSHIP)
- February
 - Approve Highway Mileage Certificate
 - Approve No Appeal of Suit Pending the Grant List
 - Early Absentee voting begins
 - Informational Meetings for questions on the ballot
 - Community: Art in Windows, possible Ice Sculptures (Valentine’s Day events) (Barre Partnership)
- March
 - Town Meeting Day
 - Certificate of Open Highway
 - Community: Art in Windows (BUUSD Students)
- April
 - Community: Sunrise Service (Currier Park), Egg Hunt, Sexual Violence Awareness Week/Month
- May

- Yard Waste Drop off at the Auditorium
- Community: Green Up Day, Mother’s Day, Car Show (Thunder Road) Makers Fair and BBQ (Vermont Granite Museum) Memorial Day Parade (Barre Area Veterans Council)
- June
 - Tax Anticipation Note
 - Current Expense Note (as needed)
 - Discuss City Council Appointments and Approvals
 - There are also Mayoral appointments and appointments by the City Manager
 - Community: Rock Fire, Sidewalk Sales, Father’s Day, Concerts in the Park (Barre Partnership), Flag Day (Barre Area Veterans Council), National Pride Month
- July
 - Approve the Property Tax Rate/mail out tax bills
 - Approve Paving Contracts
 - Community: Barre Heritage Festival, Continued Concerts in the Park (Barre Partnership)
- August
 - Community: Continued Concerts in the Park (Barre Partnership)
- September
- October
 - Breast Cancer Awareness Month
 - Community: Downtown Trick-or-Treat, Employee Costume Contest, Pumpkin Carving (Barre Partnership)
- November
 - November 1st, extra mile day
 - Towing Contract and winter park ban
 - Free Holiday Parking request
 - Community: Window judging request (Barre Partnership), Barre 5k, Veteran’s Day Parade (and sometimes Boy Scout Parade), Hunters Widow Sales, “Cider” Monday, Employee Appreciation Dinner, Holiday Parade
- December
 - Snow Bees/ Thunder Chickens Snowmobile request
 - Dollar Drop on Main Street
 - Council Meeting to warn 1st and 2nd Public Hearing for Charter Changes
 - Audit Presentation
 - Community: Ugly Sweater Day, Winter Vigil (Currier Park)
- Entertainment Licenses for year-round Events: Barre Opera House, Old Labor Hall, Barre Elks Club, Gusto’s, Ladder 1 Grill, Mulligans, Studio Place Arts, American Legion, Vermont Granite Museum

Items for Consideration for City Council

Below is a listing of items that may occur at different times throughout the year:

- Appointments:
 - Animal Control Officer

- Boards, Committees, Commissions (See Below)
- Approval of:
 - Accept donations (monuments, benches, etc.)
 - Animal Holding Agreements
 - Bonds
 - Building Permits
 - Closing the Grand List (after any contested properties are resolved)
 - Current Expense Note – CEN (May 2011 Flood)
 - Downtown Designation Renewal (5 years)
 - Easements
 - Error and Omissions Report by City Assessor
 - Fee Schedule changes (varies on fees and timeline)
 - Civic Center Complex Rate increases
 - Set Water/Sewer Rates
 - Business, Food and Entertainment licenses
 - Grants (varies, see below)
 - Letters of Support
 - Land and Timber Sales
 - Land Option and Purchase Agreements
 - Sales of property like Ward 5 School
 - Plans for the City (varies, see below)
 - Ratify Barre Community Justice Center (GBCJC) Board of Directors (varies)
 - Ratify Steel Workers/Department of Public Works (DPW)/Firefighters (IAFF)/Police contracts (###)
 - Listen to Union Grievance Appeals (varies)
 - Processions/parades and other street closures
 - Parking Lot Lease Agreements
 - Lease of Sidewalk usage
 - Resolutions
 - Set Tax Rate (July)
 - Staffing items
 - Annual Evaluation of the City Manager
 - Hiring City Manager
 - Set the City Clerk/Treasurer Compensation
 - Tax Anticipation Notes - TAN (June)
 - Tax Sales (varies)
 - Utility Relocation Agreements
 - Capital Equipment Purchases
 - Ambulances, fire trucks, dump trucks, tractors, vactors, etc.
 - VT Agency of Transportation (VTRANS) Annual Financial Plan (March)
- **Award**
 - Audit contract (every three years)
 - Heating Oil and Fuel Bids

- Mowing Paving Bids (Annual)
- Supplies Bid (Annual)
- **Funds**
 - Keith Fund Policy
 - Donations to 2012 Flood and Fuel Campaign
 - CVCAC (Capstone) Fuel Assistance Program
 - Brusa Trust
 - Recreation Program Scholarships
 - Shakespeare Program at Highgate
 - Revolving Loan Fund with Downstreet
- **Grant Applications (varies with group and timeline)**
 - Historic Grants
 - “Last Chance” Mitigation Grant
 - USDA Rural Development Grant
 - Community Development Block Grant
 - Circle/Barre City Policy Arrest Grant
 - Downtown Transportation Fund Grant
 - Pedestrian Program Grants
 - VT Buildings and General Services (BGS) Grants
 - Granite City Grocery Grant Application
 - Federal Arrest Grant Program
 - Department of Justice Grant
 - DTF Grant
 - VTrans Grant
 - Century 21 Grant
 - Vt Agency of Natural Resources (ANR) Ecosystem Restoration Grant
 - Water Asset Management Grant
 - ERP Grant
 - Clean Diesel and Clean Water Initiative Grants
 - VCDP Scattered Sites Grant
 - Municipal Roads Grant
 - Asset Management Grant
- **Review**
 - Capital Equipment Plans and Infrastructure Projects
 - Storm Culvert Replacements (as funded)
 - Facility repairs and improvements (as funded or emergency repair)
 - Wastewater Treatment Facility (WWTF) Digester
 - Legislative changes
 - Ask for Representatives and Senators to give presentation as needed
 - Manager’s Municipal (General Fund) Budget
 - Meeting Schedule of City Council
 - Legal Matters – Can be in Executive Session
 - Letters, Thank you's, Awards by our City Staff
 - Attend Dedication, Retirement, and Ribbon Cutting ceremonies/ Open Houses

- **Plans – have these all listed in one location?**
 - National Flood Insurance Program
 - HR Plan – staffing (do we have one?)
 - 2009 Stevens Branch River Corridor Management Plan
 - Hazard Mitigation Plan
 - Source Water Protection Plan
 - Solid Waste Implementation Plan (SWIP)
 - Capital Improvement Plan/Equipment Plan
 - Energy Plan
 - Parks and Recreation Plan
 - Open Space Plan
 - Long Range Bicycle and Pedestrian Plan
 - Gunners Brook Mitigation Plan
 - North Main Street to Summer Street Plan
 - Housing Distribution Plan (2008 Regional Planning Commission)
 - 2020 City Plan, adopted in 2014
 - VELCO’s Long-Range Transmission Plan
 - 2011 Rapid Response Plan
 - Emergency Operations Plan
 - Materials Management Plan
- **Partner Updates (examples)**
 - Aldrich Library
 - Barre Area Development Corp. (BADC)
 - Barre Partnership
 - Barre Housing Authority (Quarterly update? Do we get any reporting?)
 - Central Vermont Public Safety Authority (CVPSA)
 - Vermont Granite Museum (VGM)
 - Green Mountain Transit (GMTA) (Annually?)
 - District Offices of Dept of Health, VT Department of Corrections (DOC), etc. (annually?)
 - Granite City Grocery
 - Central Vermont Solid Waste Management District (CVSWMD)
 - JROTC Demonstration of National Drill Competition
 - Boy Scout/Eagle Scout Presentations
 - Presentations from College/University Students on areas of improvement in the City
 - Spaulding High School (SHS) History Project Presentations
- **Board, Committees, Commissions**
 - Civic Center Committee
 - Civilian Oversight and Advisory Board
 - Paths Routes and Trails Committee
 - Development Review Board (DRB) (separate entity)
 - Transportation Advisory Committee (Annually?)
 - Americans with Disabilities Act (ADA) Committee
 - Planning Commission
 - Cemetery Committee

- Cow Pasture Committee
- Dog Park Committee
- Recreation Committee
- Mathewson Playground Committee
- Animal Control Committee
- Staff
 - Financial Status Report (Financial Director)
 - Status updates from our Inspection Program (Annually?)
 - Vermont Youth Conservation Corps
 - Housing Inspection Program

Manager to Send New Councilor Announcement

Manager to prepare public announcement/press release.

- Will need to meet with the Councilor to learn some information about them
- Welcome the Councilor at the first Council meeting

Message to staff (Example):

On <start date>, <Councilor Name> will be joining us in the position of <Position Title>. In this role, he/she will be responsible for <list some key duties>. <Brief overview of background and experience if appropriate>.

Message to Councilor (Example):

Dear <name>,

Welcome as a Councilor of the City of Barre.

Attached, please find some information to help orient you with the City of Barre as well as a brief overview of what you can expect as a new employee. Our office is located at <building address>. (Provide instructions for entering building and parking).

I will be setting up Facility Tours and meetings with Department Heads. So that you are aware, below is a List for Facilities:

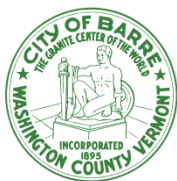
<List of Facilities>

If you have any questions, please feel free to contact me at <phone, email>.

<Attachment or link to Organization Chart>

Onboarding Plan and Schedule

The Manager will establish a timeline to assist Councilors in preparing for an effective onboarding experience. It is formatted to allow for the manager to add any additional tasks or information unique to the position.



• *City of Barre, Vermont*

“Granite Center of the World”

Steven E. Mackenzie, P.E.
City Manager

6 N. Main St., Suite 2
Barre, VT 05641
Telephone (802) 476-0240
FAX (802) 476-0264
manager@barrecity.org

To: Mayor Lucas Herring and the Barre City Council

From: Steven Mackenzie, P.E., City Manager

Re: Department Head Reports

Report Date: February 5, 2021

In order to keep you informed of the Department activities of the office, I'm forwarding this report of activities of the City staff for the previous Friday - Thursday. If there are any additional questions please do not hesitate to ask.

1. CLERK/TREASURER'S OFFICE:

- City Hall remains closed to the public. The vault in the Clerk's office is open by appointment only on Tuesdays, Thursdays and Fridays. Masks are required by those with appointments. Temperatures are checked and they sign in attesting to having no COVID symptoms or exposure. They wash their hands in the sink in the Clerk's office, and are given gloves to use while touching land records documents or research computers.
- Continuing to work on TIF state audit. The Auditor's office has released an estimated timeline, showing a completion date of approximately June 2021, and an estimated cost of approximately \$79,000.
- 2021 dog licenses are available. All dogs are to be licensed by April 1st.
- 2021 liquor license renewals have been mailed to all current license holders. All liquor licenses expire on April 30th.
- We have received more than 1,000 absentee ballot requests for town meeting. Ballots have been ordered and are expected to arrive mid-week next week. Envelopes for the absentee mailings are being pre-printed to accommodate mailing. The cost associated with pre-printing envelopes, and putting postage on the return envelopes is reimbursable through COVID relief funds through the Secretary of State's office.
- Sample ballots are posted on the election section of the City website.

2. BUILDING AND COMMUNITY SERVICES:

- On Monday, I met with a family regarding a lot purchase and burial the next day.
- On Tuesday, I assisted the Health Department with getting the AUD opened up for vaccinations. This included clearing snow from entrances and exits. This clinic was the second at the AUD and the first with a new set up to get people in and out quicker. There were some minor bugs to work out before the next clinic. I participated in a conference call with the Vermont Principals' Association regarding the status of winter indoor sports. With the Governor's "stay order" regarding games for winter sports we have had nine game postponements to date at the BOR. Some of this time has been made up with practice time. In addition, when a school goes to "remote learning" practices are cancelled.
- The DMV held CDL testing on Wednesday in the Civic Center parking lot.
- On Thursday, I assisted the Health Department with setting up and opening up the AUD for the vaccinations. They performed 150 vaccinations and everything went smoothly. Also on Thursday, I assisted the Facilities crew with the removal of the Christmas tree and installation of the heart in the gazebo.
- The Alumni Hall restroom renovation project was finished on Friday, other than the installation of two fire alarm strobes, which will be done on Monday.
- We had one full burial this week and two entombments in the Elmwood vault.
- The Facilities crew performed snow removal and sanding duties on Tuesday and Thursday. They also worked on patching and sanding a wall outside the Manager's office in City Hall.

2a. RECREATION:

- Firmed up dates for Wicked Cool for Kids Summer camps: Wow Science, Vet School, and Lego Robotics. Decided to go with half day camps. Firmed up dates for a Chess Camp. There will be a one week option for a ½ day camp and another option will be a full day camp. USTA will be sending me dates for the tennis program. At this time we are confirming details with the USTA and they are providing the Instructor who is certified with their program.
- Assisted the Health Department with the COVID immunization set up at the AUD.
- Networking with all parties pertaining to hockey. Schedule changes were made and still awaiting word if games can start.
- Corresponded with an individual looking to rent the main room of AH once a month for 10 weeks.
- Prepared invoices for January rentals at the B.O.R.
- Sent out reminders of the PRT meeting on February 10, 2021.
- Participated in a Microsoft meeting with the State pertaining to recreational sports and COVID. The meeting preceded the Governor's weekly press conference.
- The Governor announced on February 5 that hockey games could begin on February 12, 2021. Games scheduled for February 10 were converted to practices. We have a triple header scheduled for Saturday February 13, 2021.

3. DEPARTMENT OF PERMITTING, PLANNING AND ASSESSING:

Planning – Janet:

- Attended CVRPC executive committee meeting Monday night;
- Attended City Council meeting Tuesday night;
- Worked with City Councilors to obtain signatures to various forms needing signing including the Downstreet Resolution, end-of-year assessing forms, and forms out of the Clerk's office;
- Worked with Downstreet on the VCDP application and filled in and uploaded the remaining city information for the Recovery Residence application;
- Assisted a multitude of people inquiring as to zoning issues, zoning designations, lister cards, etc.;
- Completed the municipal statistics for the annual Downtown Designation annual report that the Barre Partnership takes the lead on;
- Received the East Montpelier land appraisal from Martin & Associates and passed that information to the City Manager to bring forward to City Council;
- Worked with the Permit administrator on getting back on to tasks we laid out pre-Covid, how are we going to tackle DRB meetings with those that don't have a computer; looking in to the City having a Design Review Committee, etc.;
- Covered assessing calls and emails for lister cards while Kathryn was on vacation for 3 days;
- Updated work list for department, including my workload and shared with the City Manager;
- Worked with the Planning Commission Chair on having Town of Berlin come to next meeting for their New Town Center application with the State, and setting the agenda for next week's meeting;
- Attended weekly TIF audit call with the City Clerk, and continue to assist her with answering and providing any reports and work that she needs;
- Answering questions, phone calls, sent lister cards, assisted fellow staff, timesheets, weekly report write-up, etc.

Permitting – Heather:

- Issued 1 building permit;
- Issued 2 electrical permits;
- Closed out 4 building and 1 electrical permits (received from Code Enforcement, closed in our electronic database);
- Continued with archiving of old files (scanning zoning work from 1950 forward);
- Put together the statistics for the Downtown Report for the Director;
- Out sick 1 ½ days;
- Answered all phone messages, emails, filed, picked up paperwork from the office twice weekly, and updated Zoning & Fire Dept. databases.

Assessing Clerk – Kathryn:

- On vacation 3 days this week;
- Regular office tasks: permit copies from Heather into databases, address changes, mapping updates, filing, checking Grand List items, Street numbers, corrections, e-mail messages, phone calls, etc.;
- Processed 1 PTTR (property transfer return) for updating all property records in NEMRC, ProVal, and mapping software;
- No download of Homestead filings, and the year-to-date total is still 1743;
- Sent out 2 map copies and 4 lister cards as requested via email or by telephone;
- Working on the 2020 Sales Study from the data sent by the State.

Assessing-Assessor:

- Position is vacant;
- Department Director checks email and phone inquiries, but there hasn't been much at this time;
- Department Director has sent out lister cards upon inquiry by realtors, etc.

4. DEPARTMENT OF PUBLIC WORKS:

- Department Head will send report with the warrants on Monday.

5. FINANCE DIRECTOR:

- Updated CCC Fund Balance summary for the upcoming Civic Center Committee meeting
- Reviewed the Governor's Summary report that the mayor had sent for upcoming grant or reimbursement opportunities
- Worked on creating City of Barre's System of Internal Controls documentation. This document is to satisfy a continual audit recommendation
- Worked on creating new budget template for personnel and benefit costs, with hopes of simplifying this process
- Attended City Council meeting and participated in discussions of financial related policies
- Updated Capital Equipment Plan
- Reviewed AP Invoices

6. DEPARTMENT OF PUBLIC SAFETY:

6a. FIRE DEPARTMENT:

Weekly Fire Activity Report to follow this memo.

6b. POLICE

Police Media Logs to follow this memo.

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100 Barre City Police Department			
2/5/21 6:14	21BA000793	Domestic Disturbance	Beckley St
2/5/21 2:41	21BA000792	Parking - Winter Ban - Ticket	Fourth St
2/5/21 1:57	21BA000791	Assist - Public	Westwood Parkway
2/5/21 1:34	21BA000790	Vandalism	
C. W. advised unknown male broke his friends car window.			
2/4/21 22:13	21BA000789	Assist - Public	Westwood Parkway
Public assist via telephone			
2/4/21 21:34	21BA000788	Disturbance	Averill St
Disturbance reported on Averill St.			
2/4/21 21:17	21BA000787	911 Hangup	Hollow Inn
911 Hang-up call at the Hollow Inn			
2/4/21 21:11	21BA000786	Noise	Bromur St
2/4/21 20:57	21BA000785	Assist - Public	South End Cumberland Farms
2/4/21 20:21	21BA000784	Assist - Agency	Richardson Rd
2/4/21 19:18	21BA000783	Welfare Check	Bolster Ave
Welfare Check on Bolster Ave.			
2/4/21 19:06	21BA000782	Noise	Tilden House
Noise complaint at Tilden House			
2/4/21 18:51	21BA000781	Assist - Motorist	Fourth St
2/4/21 18:04	21BA000779	Motor Vehicle Complaint	Farwell St
2/4/21 18:04	21BA000780	Training-In-Service	Fourth St
2/4/21 17:55	21BA000778	Suspicious Event	Washington
Suspicious event at Washington St. Apartments			
2/4/21 17:51	21BA000777	Motor Vehicle Complaint	Elm Street
2/4/21 17:09	21BA000776	Stalking	Beverage Baron
Female falsely reporting violation of an RFA			
2/4/21 17:00	21BA000775	Digital Forensics	Fourth Street
Digital Forensics			
2/4/21 16:53	21BA000774	Sexual Assault	Fourth St
2/4/21 15:47	21BA000773	Suspicious Event	Park St

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100		<u>Barre City Police Department</u>	
2/4/21 15:42	21BA000772	Trespass	Church St
2/4/21 15:27	21BA000771	Drugs - Intel received	Highgate Drive
2/4/21 13:34	21BA000770	Property Return / Disposal	Fourth St
property release barre city			
2/4/21 13:03	21BA000769	Larceny - Retail Theft	S Main St
2/4/21 12:25	21BA000768	Assist - Public	Fourth St
2/4/21 11:15	21BA000767	Motor Vehicle Complaint	RT 62 / Berlin St
Motor Vehicle Complaint on Rt 62			
2/4/21 11:09	21BA000766	Assist - Agency	South Main St
2/4/21 11:00	21BA000765	Assist - Agency	Fourth Street
assist other barre city			
2/4/21 9:50	21BA000764	Assist - Other	East St Ext
2/4/21 9:24	21BA000763	Digital Forensics	Fourth Street
Digital extraction.			
2/4/21 9:22	21BA000762	Trespass	Cabot St
2/4/21 9:14	21BA000761	Welfare Check	Washington St
welfare check washington st			
2/4/21 7:38	21BA000760	Surveillance	Fourth St
2/4/21 2:12	21BA000759	Parking - Winter Ban - Ticket	Fourth St
Winter parking ban enforcement.			
2/4/21 2:02	21BA000758	Assist - Public	Keith Ave
An Officer took a call from a resident of Keith Ave who was looking for assistance.			
2/4/21 1:58	21BA000757	Noise	S Main St
Officers responded to a noise complaint at an address on S. Main St.			
2/4/21 1:19	21BA000756	Assist - Agency	Prospect St / Barre Town Line
Agency assist			
2/3/21 22:12	21BA000755	Larceny - Retail Theft	North Main St
Female reportedly stole items from Dollar General, served a notice of trespass for that location.			
2/3/21 20:52	21BA000754	Domestic Disturbance	Washington St #
Suspicious Event on Washington Street			
2/3/21 20:11	21BA000753	Threats/Harassment	Washington St
Male arrested for threatening a neighbor and engaging in disorderly behavior			

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100 <u>Barre City Police Department</u>			
2/3/21 19:50	21BA000752	Domestic Disturbance	Brook St
Domestic Disturbance on Brook Street.			
2/3/21 18:35	21BA000751	Mental Health Issue	Kynoch Ave
Mental health issue reported and referred to WCMH for assistance			
2/3/21 16:25	21BA000750	Suspicious Event	Washington St
assist other washington st			
2/3/21 15:42	21BA000749	Assist - Other	Green St
assist other barre city			
2/3/21 15:24	21BA000748	Suspicious Event	Shurtleff Pl
Suspicious Shurtleff PL Barre City			
2/3/21 14:50	21BA000747	Trespass	Church Street
trespass church st			
2/3/21 14:46	21BA000746	Fraud	Barre City
fraud s main st			
2/3/21 14:35	21BA000745	Juvenile Problem	Eastern Ave
Juvenile problem on Eastern Ave.			
2/3/21 14:18	21BA000744	Domestic Disturbance	South Main St
2/3/21 14:13	21BA000743	Surveillance	Fourth St
2/3/21 14:03	21BA000742	Threats/Harassment	High Holburne
threats/harassment barre city			
2/3/21 12:53	21BA000741	Larceny - Other	Camp St
2/3/21 12:48	21BA000740	Welfare Check	Richardson Rd / N Main St
Welfare Check Richardson Rd Barre City			
2/3/21 12:11	21BA000739	Motor Vehicle Complaint	Church Street / Washington Street
mv complaint church st			
2/3/21 10:59	21BA000738	911 Hangup	Fourth St
911 hang up call Barre City.			
2/3/21 9:09	21BA000737	Surveillance	Camp St
2/3/21 8:37	21BA000736	Winter Ban Parking - Returns	Fourth St
Winter parking ban release Barre City			
2/3/21 8:06	21BA000735	Prisoner - Lodging/Releasing	Fourth St
Prisoner Release Barre City			
2/3/21 3:45	21BA000734	Parking - Winter Ban - Towing	Cottage St #
Vehicle towed from Cottage St. due to winter parking ban/Snow removal			
2/3/21 3:43	21BA000733	Parking - Winter Ban - Towing	Bugbee Ave
Vehicle towed from Bugbee Ave. due to winter parking ban/snow removal at request of street department			
2/3/21 1:33	21BA000732	Parking - Winter Ban - Towing	Fourth St

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100 <u>Barre City Police Department</u>			
An Officer attended to vehicles parked contrary to the winter parking ban on Cottage St , Bugbee Ave and lot H			
2/2/21 23:28	21BA000731	Assist - Public	Tilden House
Public assist via phone			
2/2/21 22:09	21BA000730	Noise	Bromur St
Noise complaint on Bromur St.			
2/2/21 21:03	21BA000729	Assist - Agency	French St
2/2/21 21:00	21BA000728	Fire - Other	Boynton Street
Structure fire on Boynton Street			
2/2/21 19:00	21BA000727	Training-In-Service	Fourth St
2/2/21 18:26	21BA000722	Winter Ban Parking - Returns	Fourth St
Returned property to owner at the police department.			
2/2/21 18:16	21BA000726	Motor Vehicle Complaint	Prospect Street
Report of vehicle slid off roadway on Prospect Street.			
2/2/21 18:13	21BA000725	Prisoner	Fourth St
2/2/21 18:13	21BA000724	Prisoner - Lodging/Releasing	Fourth St
Lodged protective custody.			
2/2/21 18:01	21BA000723	Disorderly Conduct	Washington St
Two males arrested after engaging in a physical altercation at Washington St. Apartments			
2/2/21 17:46	21BA000721	Larceny - Retail Theft	N. Main
Retail theft on N Main Street.			
2/2/21 17:26	21BA000720	Suspicious Event	Smith St
Male making suspicious comments to an employee of a Barre business			
2/2/21 17:23	21BA000719	Supervisory Duties - Case review	Fourth St
Supervisory Duties- Case Review			
2/2/21 16:48	21BA000718	Alarm - Security	N Main St
Alarm on North Main Street			
2/2/21 16:11	21BA000717	Trespass	Maple Ave
trespass Maple Ave			
2/2/21 15:42	21BA000716	Identity Theft	Richardson Rd
ID theft Richardson Rd			
2/2/21 15:37	21BA000715	Supervisory Duties - Case review	4th
2/2/21 13:52	21BA000714	Parking - Winter Ban - Ticket	Spaulding St
Parking Ban on Spaulding Street			
2/2/21 13:15	21BA000713	Assist - Other	Metro Way
assist other barre city			
2/2/21 12:51	21BA000712	Training-In-Service	Fourth St

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100		<u>Barre City Police Department</u>	
Training Barre City			
2/2/21 12:13	21BA000711	Winter Ban Parking - Returns	Fourth St
Winter parking ban Barre City			
2/2/21 11:51	21BA000710	Assist - Agency	Fourth St
agency assist n main st			
2/2/21 11:48	21BA000709	Motor Vehicle Complaint	vt rte 62 / berlin st
mv complaint barre city			
2/2/21 11:47	21BA000708	Winter Ban Parking - Returns	Fourth St
Winter parking ban release Barre City			
2/2/21 11:44	21BA000707	Alarm - Security	Keith Ave
Alarm on Keith Ave			
2/2/21 11:34	21BA000706	Prisoner - Lodging/Releasing	Fourth St
2/2/21 11:12	21BA000705	Domestic Assault - Misd	Cabot St
domestic assault - misd Cabot St			
2/2/21 11:09	21BA000704	Larceny - Retail Theft	Barre City
2/2/21 9:23	21BA000703	Winter Ban Parking - Returns	Fourth St
Winter Parking Ban on Fourth Street			
2/2/21 9:15	21BA000702	VIN verification	Pearl St
VIN verification summer st			
2/2/21 9:07	21BA000701	Surveillance	Camp St
surveillance			
2/2/21 8:54	21BA000700	Winter Ban Parking - Returns	Fourth St
Winter parking ban return fourth st barre city			
2/2/21 8:54	21BA000699	Winter Ban Parking - Returns	Fourth St
Winter Parking Ban on Fourth Street			
2/2/21 8:26	21BA000698	Accident - Non Reportable	Elmwood Ave / Farwell St
accident non reportable farwell st			
2/2/21 7:55	21BA000697	Threats/Harassment	Second St
Threats/Harassment on Second Street			
2/2/21 5:54	21BA000696	Parking - Winter Ban - Towing	Mt Vernon Pl
Vehicle towed from Mt. Vernon place for snow removal/winter parking ban.			
2/2/21 5:30	21BA000695	Suspicious Event	Prospect St
The Police Department received a call from a residential facility concerning a mental health issue.			
2/2/21 4:42	21BA000694	Parking - Winter Ban - Towing	N Seminary St
Winter parking ban enforcement			
2/2/21 4:41	21BA000693	Parking - Winter Ban - Towing	Branch St
Car towed from Branch St. which was parked contrary to winter parking ban and inhibiting snow removal.			
2/2/21 4:40	21BA000692	Parking - Winter Ban - Towing	Mt Vernon Pl

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100		Barre City Police Department	
Vehicle towed from Mt. Vernon Pl. which was parked contrary to the winter parking ban and obstructing snow removal operations.			
2/2/21 4:39	21BA000691	Parking - Winter Ban - Towing	Second St
Vehicle towed from Second St. which was parked contrary to the winter parking ban and obstructing snow removal operations.			
2/2/21 3:47	21BA000690	Parking - Winter Ban - Towing	Cottage St
Vehicle towed from Cottage St. which was parked contrary to the winter parking ban and obstructing snow removal operations.			
2/2/21 3:44	21BA000689	Parking - Winter Ban - Towing	Willey St
Vehicle towed from Willey St. which was parked contrary to the winter parking ban and obstructing snow removal operations.			
2/2/21 3:04	21BA000688	Parking - Winter Ban - Towing	Merchants row / Nelson hardware
Vehicle towed from Merchants Row which was parked contrary to the winter parking ban and obstructing snow removal operations.			
2/2/21 2:00	21BA000687	Parking - Winter Ban - Ticket	Fourth St
Vehicles towed which were parked contrary to the winter parking ban and obstructing snow removal operations.			
2/2/21 0:35	21BA000686	Assist - K9	Mill St
2/1/21 22:07	21BA000685	Prisoner	Fourth St
2/1/21 22:03	21BA000684	Prisoner - Lodging/Releasing	Fourth Sreet
prisoner lodged at BCPD			
2/1/21 21:34	21BA000683	Domestic Assault - Misd	Berlin St
Family fight on Berlin St, one subject arrested			
2/1/21 20:07	21BA000682	Threats/Harassment	Maple Ave
Report of continuing issues between neighbors on Maple Ave			
2/1/21 20:06	21BA000681	Assist - K9	Fourth Street
2/1/21 19:19	21BA000680	Trespass	N Main St
Trespassing on N Main Street.			
2/1/21 17:26	21BA000679	Welfare Check	Berlin St
welfare check on Berlin St			
2/1/21 16:59	21BA000677	Suicide - Attempted	Orange St
Juvenile problem on Orange St			
2/1/21 16:57	21BA000676	911 Hangup	Berlin St
911 hang up on Berlin Street.			
2/1/21 16:35	21BA000675	Assist - Public	Bergeron
2/1/21 16:14	21BA000674	Assist - Public	North Main / Keith Ave
public assist n main st			
2/1/21 15:50	21BA000678	Training-In-Service	Fourth St

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100 <u>Barre City Police Department</u>			
2/1/21 15:34	21BA000673	Mental Health Issue	Brooklyn St
Mental Health Issue on Brooklyn Street			
2/1/21 14:23	21BA000672	Suspicious Event	High Holburn St
suspicious event s main st			
2/1/21 14:18	21BA000671	Surveillance	South Main St
2/1/21 13:44	21BA000670	Threats/Harassment	Seminary Street
Threats/Harassment Seminary st Barre City			
2/1/21 13:00	21BA000669	Assist - Agency	Park Street
Assist Agency on Park Street			
2/1/21 12:43	21BA000668	Welfare Check	South Main St
welfare check s main st			
2/1/21 12:34	21BA000667	Suspicious Event	Railroad Street
Suspicious Event on Railroad Street			
2/1/21 12:32	21BA000666	Larceny - from Building	North Main St
larceny n main st			
2/1/21 10:37	21BA000665	Directed Patrol - Motor Vehicle	Fourth Street
2/1/21 9:17	21BA000664	Violation of Conditions of Release	Barre City
VCOR Barre city			
2/1/21 9:15	21BA000663	Suspicious Event	South Main St
suspicious event barre city			
2/1/21 1:30	21BA000662	Untimely Death	Plain St
Officers responded to assist the Barre City Fire Department at a residence on Plain St.			
2/1/21 1:07	21BA000661	Assist - K9	S Barre Rd
1/31/21 20:49	21BA000660	Welfare Check	South Main St
Welfare check on S Main St			
1/31/21 19:42	21BA000659	Welfare Check	South Main St
welfare check on S Main St			
1/31/21 19:27	21BA000658	Prisoner	Fourth St
1/31/21 18:34	21BA000657	Disturbance	Eastern Ave
Disorderly conducted reported on Eastern Ave.			
1/31/21 17:38	21BA000656	Suspicious Event	Prospect St
1/31/21 15:43	21BA000655	Alarm - Security	Boynton St
alarm Boynton St			
1/31/21 10:13	21BA000654	Untimely Death	Thurston Place
untimely death Thurston Place			

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100 Barre City Police Department			
1/31/21 3:43	21BA000653	Overdose	Maple Ave
C. W. advised of a male down not breathing on Maple Ave.			
1/31/21 1:03	21BA000652	Parking - Winter Ban - Ticket	North Main Street
Winter parking ban enforcement.			
1/30/21 22:29	21BA000651	Disturbance	S Main St
Noise complaint at Hollow Inn			
1/30/21 21:13	21BA000650	Suspicious Vehicle	S Main Street
Suspicious Vehicle on North Main Street			
1/30/21 20:53	21BA000648	Assist - Other	south main st / jockey hollow
Agency assist to BTPD on S Barre Rd			
1/30/21 20:28	21BA000649	Assist - Agency	N Main St
Assisted Agency of Natural Resources on N Main Street.			
1/30/21 19:10	21BA000647	Welfare Check	Bolster Ave
Welfare Check on Bolster Ave.			
1/30/21 18:26	21BA000646	TRO/FRO Service	Bolster Ave
TRO Service on Bolster Ave			
1/30/21 18:16	21BA000645	Welfare Check	S Main St
welfare check on s main st			
1/30/21 17:44	21BA000644	Accident - LSA	second st / Main st
1/30/21 17:39	21BA000643	Supervisory Duties - Case review	Fourth St
Supervisory Duties- Case Review			
1/30/21 10:05	21BA000642	Domestic Assault - Misd	South Main St
Domestic Assault on South Main Street			
1/30/21 7:44	21BA000641	Suspicious Event	Pearl St
C. W. advised her car was gone through sometime in the night on Pearl St.			
1/30/21 7:14	21BA000640	Suspicious Event	Barre City
C. W. appears someone attempted to take his trash trailer on N. Main St.			
1/30/21 5:12	21BA000639	Suspicious Event	North Main Street
C. W. advised there were empty cans and broken bottles on North Main St.			
1/29/21 23:49	21BA000638	Threats/Harassment	S Main Street
Threatening behavior reported on S Main Street.			
1/29/21 23:23	21BA000637	Alarm - Security	South Main St
Alarm on South Main Street			
1/29/21 23:14	21BA000636	Mental Health Issue	Good Samaritan
Mental health issue on seminary st			
1/29/21 21:21	21BA000635	Alcohol Offense	Seminary St
Juveniles Possessing Alcohol on Seminary Street			
1/29/21 19:45	21BA000634	Suspicious Vehicle	Camp St
Suspicious Vehicle on Camp Street			

Media Log Report

Rev.01/26/12

From: 01/29/2021 2:16

To: 02/05/2021 6:14

Date/Time	Incident #	Call Type	Location
ORI: VT0120100 <u>Barre City Police Department</u>			
1/29/21 16:43	21BA000633	<i>Suspicious Vehicle</i>	Washington St
Suspicious vehicle on Washington St.			
1/29/21 16:22	21BA000632	<i>Assist - Public</i>	South Main St
An Officer spoke with the new landlord of a residence on S. Main St. who had some questions about existing tenants.			
1/29/21 16:10	21BA000631	<i>Training-In-Service</i>	Fourth St
1/29/21 15:48	21BA000630	<i>Accident - Non Reportable</i>	Pearl St
An Officer responded to a minor car crash on Pearl St.			
1/29/21 14:33	21BA000629	<i>Welfare Check</i>	Park St
Assault that occurred in Plainfield.			
1/29/21 12:00	21BA000628	<i>Assist - Agency</i>	Perry St
Citizen assist			
1/29/21 11:36	21BA000627	<i>Assist - Agency</i>	Fourth St
Agency Assist			
1/29/21 11:14	21BA000626	<i>Animal Problem</i>	South Main St
An Officer assisted a resident of South Main St with an animal problem			
1/29/21 10:25	21BA000625	<i>TRO/FRO Service</i>	Anderson Ave
Service of final tro on Anderson Ave.			
1/29/21 10:18	21BA000624	<i>TRO/FRO Service</i>	Sheridian St
Agency assist on Sheridan St.			
1/29/21 9:49	21BA000623	<i>Motor Vehicle Complaint</i>	South Main St
An Officer spoke with a caller about a motor vehicle complaint on S. Main St.			
1/29/21 9:02	21BA000622	<i>Assist - Agency</i>	North Main St
officers responded to an address on N. Main St to assist the Fire Dept. on a medical call.			
1/29/21 2:36	21BA000621	<i>Disturbance</i>	North Main St
Male and female fighting in a car on North Main St.			
1/29/21 2:16	21BA000620	<i>Parking - Winter Ban - Ticket</i>	North Main Street
Winter parking enforcement.			

Total Incidents 174