

**SPECIAL COUNCIL MEETING**  
**Tuesday, March 30, 2021, 6:00pm**

1. Call to Order – 6:00 p.m.
2. Adjustments to the Agenda
3. Visitors and Communications
4. Executive Session:
  - A. Litigation
  - B. Personnel
5. Adjourn

**Join Zoom Meeting**

<https://zoom.us/j/95854555619?pwd=OUtaTWNlZHg3QUV3L3BSOExSSTN6UT09>

**Meeting ID: 958 5455 5619**

**Passcode: 992757**

**1-929-205-6099**

**REGULAR COUNCIL MEETING**  
**Tuesday, March 30, 2021, 7:00pm**  
**Virtual**

1. Call to Order – 7pm
2. Adjustments to the Agenda
3. Consent Agenda
  - A. Approval of the Minutes of the Special City Council Meeting March 23, 2021
  - B. Approval of Minutes of the Regular City Council Meeting March 23, 2021
  - C. Approval of City Warrants from Week of Wednesday March 31, 2021
  - D. Clerk’s Office Licenses and Permits
  - E. Wyland National Mayor's Challenge for Water
  - F. Mayoral Proclamation for Green Up Day Challenge
  - G. Authorize Manager to Execute Circle Grant Support Documents
  - H. Re-appoint City Primary and Alternate Supervisors to the CVSWMD Board
4. City Clerk & Treasurer Report
5. Liquor Control Board
6. City Manager’s Report
7. Visitors and Communications
8. Old Business:
  - A. Approval of Updated Grants Management Policy (Manager)
9. New Business
  - A. Washington County Substance Abuse Regional Partnership (Mark Depman, MD, and Eva Zaret)
  - B. Prevent Child Abuse VT (Ayesah Raftery and Ed Bride)
  - C. 51 Church Street Tax Stabilization Request (Manager)
  - D. Second Reading and Public Hearing Warned 7:45pm –#2021-01: Chapter 12 Plumbing Ordinance
  - E. First Reading Warned 7:50pm – Chapter 7 Minimum Housing Ordinance #2021-08
  - F. Tick Talk (Bernadette Rose)
  - G. Diversity and Equity Committee Update (Joelen Mulvaney)
    - i. Approve Committee Charge and Objectives
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/](http://cvtv723.org/)*

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**OTHER MEETINGS AND EVENTS**

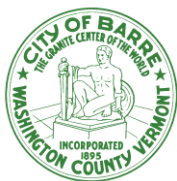
Until further notice, Committee and Board meetings may be held only via video (virtual) platforms. **Check the City Website for Meeting Warnings, Agendas and log-in instructions.**

**Monday, March 29**

Diversity and Equity Committee, 6pm, 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



# *City of Barre, Vermont*

*“Granite Center of the World”*

Steven E. Mackenzie, P.E.  
City Manager

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## MEMO

**TO: City Council**  
**FR: The Manager**  
**DATE: 03/26/21**  
**SUBJECT: Packet Memo re: 03/30/21 Council Agenda Items**

Councilors:

The following notes apply to packet support material for the Subject Council Agenda:

### **Executive Session:**

Please note: I have scheduled 6:00 p.m. Executive Session for Litigation and Personnel

### **Consent Agenda:**

#### **Item 9.G Circle Grant Support Documents**

Karol Diamond, Executive Director of Circle, is re-applying for a continuation application for the federal ICJR Grant that Circle received in 2018. This grant program allows Circle, Barre City Police, and the Washington County State’s Attorney’s office to work together to address domestic and sexual violence in our community. The 2018 grant provided \$450,000 for three years, some of which covered a portion of two special investigators through BCPD.

She is asking for City support for pursuing this collaborative grant again as the City did in 2018. Accordingly, she is asking for the Council to authorize the Manager and Chief Bombardier to execute the necessary support documents (Certification Letter of Eligibility, MOU), both attached.

Our PD is merely a Partner (via the attached MOU) with Circle in delivering service; we do not receive any funds directly. Barre City is *not the Grantee*, with any fiduciary or grant administration responsibility (expect to account for the pass-thru funds which helps support our 2 detective positions).

Both the Chief and I are in support of this and recommend the Council’s endorsement as well.

## **Item 9.H CVSWMD (Re-) Appointments**

The Council Packet includes a request packet by the CVSWMD to (e-) appoint a City Rep and Alternate to the Board of Supervisors. I support re-appointment of Steve Micheli and Bill Ahearn as the Primary and Alternate Reps.

### **Old Business:**

No notes

### **New Business:**

#### **Item 9. C. 51 Church St. Tax Stabilization Request**

As I prepare this memo, Janet and I are still working on our review and analysis of this TSA request. As a minimum, the Packet will contain the TS Request and a copy of the current TS Policy. If we are unable to include the Staff Analysis Recommendation Memo in the packet, will forward as soon as possible Monday.

Also...**please note:** While the Agenda Item reads simply: “*51 Church Street Tax Stabilization Request (Manager)*”, it is implicit that this is intended to allow the Council to take action (Approve, Deny) as it sees fit.

#### **Item 9.E. First Reading - Minimum Hosing Ordinance**

Pursuant to a discussion with the Mayor (after the Agenda was published), we will defer this item for one week under Adjustments. Staff has not had time to monitor/reconcile feedback and to properly format the Ordinance for a First Reading. Further, it is reasonable to defer action on this item in the interests of time management for a reasonable adjournment hour in light of the addition of the 6:00 p.m. Executive Session.

To be approved at 03/30/21 Barre City Council Meeting

**Special Meeting of the Barre City Council  
Held March 23, 2021**

The Special Meeting of the Barre City Council was called to order on video conference by Mayor Lucas Herring at 6:00 PM. In attendance, participating on video or phone, were: From Ward I, Councilors Emel Cambel and Jake Hemmerick; from Ward II, Councilor Teddy Waszazak; and from Ward III, Councilors Ericka Reil and Samn Stockwell. City staff members present via video or phone were City Manager Steve Mackenzie and Clerk/Treasurer Carol Dawes.

**Absent:** From Ward II, Councilor Michael Boutin.

**Adjustments to the Agenda:** NONE

**Visitors and Communications –** NONE

**New Business –**

**A) TIF Workshop with White & Burke.**

Stephanie Clarke, VP at White & Burke, said she is familiar with Barre City's TIF, as she worked on the TIF application in 2012. Ms. Clarke said the City has two more years to incur debt for district projects. Any City infrastructure project must be paired with a corresponding private development project. She has begun to reach out to developers and property owners in the district to see if there are projects planned for the near future. There was discussion on the possibility of requesting an extension of the debt incurrence deadline, making private or public improvements outside the district, the concept of nexus and the "but for" test, prohibition of boundary adjustments, bike path options, increasing walkability as a need for increased housing, Merchant's Row opportunities, transit facility options, preparing a site for development, upgrading aging infrastructure, possible development of the JJ Newbury building site, and parking proximity as a factor in private development.

The Council meeting was adjourned by Mayor Herring at 6:58 PM.

**Regular Meeting of the Barre City Council  
Held March 23, 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, Councilors Emel Cambel and Jake Hemmerick; from Ward II, Councilor Teddy Waszazak; and from Ward III, Councilors Ericka Reil and Samn Stockwell. City staff members present via video or phone were City Manager Steve Mackenzie, Planning Director Janet Shatney, Public Works Director Bill Ahearn, and Clerk/Treasurer Carol Dawes.

**Absent:** From Ward II, Councilor Michael Boutin.

**Adjustments to the Agenda:** Manager Mackenzie said the Diversity and Equity Committee agenda item is deferred to next week. He requested adding a discussion on AARP grant opportunities. Councilor Hemmerick requested approval of the CVSWMD tire disposal event grant application be taken up separately from the consent agenda.

**Approval of Consent Agenda:**

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

- Minutes of the following meetings:
  - Special meeting of March 16, 2021
  - Regular meeting of March 16, 2021
- City Warrants as presented:
  - Approval of Week 2021-12, dated March 23, 2021:
    - Accounts Payable: \$239,422.29
    - Payroll (gross): \$121,684.16

To be approved at 03/30/21 Barre City Council Meeting

- 2021 Licenses & Permits: See below.
- Approval of Bid Documents for East Montpelier Parcel Sale.
- Pre-Authorization to Accept FY22 Fuels Quotes.

Clerk Dawes said Boppas Que LLC has applied for a food vending license. They would like authorization for additional vending locations at Currier Park, and Parking Lot E weekdays after 5PM and all day on weekends. Council approved the food vending license with the additional vending locations on motion of Councilor Stockwell, seconded by Councilor Cambel. **Motion carried on roll call vote, with all voting in favor.**

There was discussion on the City's plan to apply to the Central Vermont Solid Waste Management District for an MSP Tire Disposal Event Grant. Councilor Hemmerick noted his partner is the general manager for the Central Vermont Solid Waste Management District. There was discussion on what percentage of last year's tire collection participants were Barre City residents and what percentage were residents of other towns, the cost to the City for hosting the event, the positive impact on street dumping, seeking funding from neighboring communities whose residents participate in the City's event, and increasing the grant request to cover regional impact of the event. Council approved applying for the grant on motion of Councilor Waszazak, seconded by Councilor Cambel. **Motion carried on roll call vote, with Councilor Hemmerick abstaining.**

#### **The City Clerk/Treasurer Report –**

Clerk/Treasurer Dawes reported on the following:

- Water/sewer bills are due by March 31<sup>st</sup>.

#### **New Business –**

##### **A) Informational Briefing on the American Rescue Plan.**

Vermont Congressman Peter Welch joined the meeting by zoom to give an update on the recently adopted American Rescue Plan. Rep. Welch said COVID has been an assault on businesses, families and communities, and has created economic chaos. The American Rescue Plan includes funding to provide vaccinations to everyone free of charge, financial assistance to individuals, expanded child tax credits, and money paid directly to state and local governments. Barre City is expected to receive \$2.497 million; Barre Town will receive \$2.26 million, and the Barre Unified Union School District will receive \$10.89 million. Allocations will be determined locally, based on the guidelines being development by the federal government. Half of the funds are to be disbursed within 60 days, with the balance disbursed within the year. There was discussion on possible uses for the funding including expanding broadband access, infrastructure improvements, and reimbursements for COVID-related expenses. Councilors thanked Rep. Welch for personally bringing the news to the City.

**Liquor Control** – Council approved the following liquor licenses on motion of Councilor Reil, seconded by Councilor Hemmerick. **Motion carried on roll call vote, with Councilor Boutin abstaining.**

| <u>Establishment</u>          | <u>Address</u>              | <u>License class</u>                                      |
|-------------------------------|-----------------------------|---|
| American Legion #10           | 320 N. Main St.             | 1 <sup>st</sup> , 3 <sup>rd</sup> and outside consumption |
| Asian Gourmet                 | 276 N. Main St.             | 1 <sup>st</sup> , 3 <sup>rd</sup> and outside consumption |
| Mr. Z's                       | 379 N. Main St.             | 1 <sup>st</sup>   |
| Quarry Kitchen & Spirits      | 210 N. Main St.             | 1 <sup>st</sup> , 3 <sup>rd</sup> and outside consumption |
| Champlain Farms (2 locations) | 169 Washington & 15 S. Main | 2 <sup>nd</sup>   |
| Dente's Market                | 406 N. Main St.             | 2 <sup>nd</sup>   |
| Quality Market                | 155 Washington St.          | 2 <sup>nd</sup>   |
| Walgreen's                    | 355 N. Main St.             | 2 <sup>nd</sup>   |

**City Manager's Report** - Manager Mackenzie reported on the following:

- COVID update: No changes in operational procedures from last week's report.
- The BOR will shut down for the season after this weekend. The season has run 2 weeks longer than usual.
- The City is hosting high school hockey and basketball tournaments.
- Department of Public Works has been sweeping streets, sidewalks and parking lots.
- Coordinating the spring yard waste drop off at Barre Town.

To be approved at 03/30/21 Barre City Council Meeting

- There's been an increase in criminal activity in the rail yard off Granite Street. The City has been in contact with the railroad to discuss options to increase safety in that area.
- Ambulance revenue has decreased lately, but is still over the budgeted amount for this fiscal year.

It was noted there's been an increase in sewer smell recently. Manager Mackenzie said the City has made temporary repairs at the wastewater treatment plant, but the methane flare is expected to be replaced this fall. There are also concerns that waste being received from Northfield isn't fully processed, and is adding to the odor issues.

There was discussion on having the railroad relocate the proposed spurs from behind Merchant's Row to the rail yard.

**Visitors and Communications** – Resident Bernadette Rose said local people have been traumatized by the violence against Asians in Georgia, and we care for our Asian neighbors and offer them support.

**Old Business** – NONE

**New Business, continued–**

**C) First Reading and Public Hearing Warned 7:45pm – Chapter 12 Plumbing Ordinance.**

Mayor Herring opened the first reading at 7:47 PM and invited comments. It was noted the proposed revisions will allow the City to look after its water system by imposing criteria and restrictions with regards to sprinkler system testing. Hearing no additional comments or questions, the Mayor closed the first reading at 7:49 PM. Council approved moving the draft language to a second reading and public hearing at next week's meeting on motion of Councilor Hemmerick, seconded by Councilor Reil. **Motion carried on roll call vote, with all voting in favor.**

**B) Update from the Barre Opera House.**

BOH executive director Dan Casey spoke of the current projects being done in the Opera House, including painting, replacing seating and stage rigging, electrical and plumbing repairs, hanging a replica stage curtain, structural improvements to the roof, and installation of smoke vents over the stage. Mr. Casey said closure due to COVID opened up the opportunity to complete the planned renovations.

Mr. Casey said they engaged an expert in historic theaters who said the Barre Opera House has the only flown bridges over the stage (catwalks) in North America, so steps have been taken to preserve them.

They hope to resume programming in the fall, and are planning on offering camps this summer.

**D) Authorization to Award Bid to Penta Construction for the WWTF Biosolids (Digester Flare Upgrade Project).**

Manager Mackenzie said this is the final phase of the biosolids project at the wastewater treatment facility. The boiler was installed last fall, and the current proposed contract would install the flare and digester cover. Four bids were received and all were over the estimated project cost. Adjustments have been suggested to allow reductions in costs by performing some of the work in-house. The projected reduction would be enough to allow the contract to be covered by available funding. There is a 6-8 month lead time on components, so it's likely the flare would be installed this fall and the digester cover next spring. The Manager recommended acceptance of the Penta Construction bond at the full bid amount, noting there will be a contract change order immediately after execution of the contract to allow for the reductions mentioned earlier.

Councilor Hemmerick made the motion to approve award of the contract to Penta Construction and authorize the Manager to sign on behalf of the City, seconded by Councilor Waszazak.

There was continued discussion on the current odor issues from earlier in the meeting. DPW director Bill Ahearn said the City is accepting sludge from Northfield, but is having to address odor issues associated with the sludge. There was discussion on charging Northfield for the staff time and materials necessary to address the odor issue, and the impact on the neighbors.

Council voted on the motion as presented. **Motion carried on roll call vote, with all voting in favor.**



**E) Diversity and Equity Committee Update.**

**i. Approve Committee Charge and Objectives.**

This item is deferred to next week.

**F) AARP Grants.**

Manager Mackenzie said there are two potential grant projects, and asked Council to weigh in on whether to apply for one or the other, or both.

Cow Pasture Committee member Chris Fraysier said they are interested in applying for a grant to perform a trail assessment for walkability, access and maintenance. There have been conflicts between walkers and snowmobilers in the Cow Pasture, and the desire is to create alternate walking areas around the VAST trail, and to upgrade the stream crossing. Councilor Reil said the ADA committee would like to submit an application seeking grant funding to create a one-stop-shop to help those in the community who are unhoused and in need of assistance seeking services. The Aldrich Library could be used as a meeting location, and would provide computers and internet access. There was discussion on possible partnerships with the Community Justice Center, and privacy and training needs.

Planning Director Janet Shatney said only one application may be submitted at a time and deemed complete before the second application can be submitted. She is available to help with applications.

Councilors supported submitting both applications if possible.

**Round Table –**

Councilor Waszazak spoke with the Spaulding High School civics class, and said most of the comments brought up by students involved streets and sidewalks. He noted many of the local restaurants are starting to offer outside service as the weather improves.

Councilor Reil thanked Good Samaritan Haven for recently helping an individual in crisis. She noted the recent tragedies in other parts of the country, and loss of life.

Councilor Hemmerick said Congressman Welch's news of the American Rescue Plan funding coming to the City is good news for infrastructure and broadband opportunities.

Councilor Cambel said she was heartened by the fact that her childhood hometown of Evanston, Illinois recently approved reparations for community members.

Councilor Stockwell said Fair Haven has a pet mayor, and she's like to develop a similar program for Barre City; perhaps a pet grand marshal for the Heritage Festival parade.

Mayor Herring reminded people of Green Up Day coming in May. He said he'll be developing a resolution to challenge the Council to collect 51 bags of trash in honor of GUD's 51<sup>st</sup> anniversary, and he'll pledge to collect 51 bags himself. The Mayor said he hopes to issue the challenge to other neighboring communities. He noted the Barre City/Barre Town drive-through Egg-stravaganza will be held on Saturday, April 3<sup>rd</sup>. Details are on the City website.

**Executive Session – NONE**

The Council meeting was adjourned by Mayor Herring at 8:51 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

03/26/21  
02:57 pm

City of Barre Accounts Payable  
Warrant/Invoice Report # 21-39

Page 1 of 7  
dmcnally

By check number for check acct 01(GENERAL FUND) and check dates 03/31/21 thru 03/31/21

| Vendor                                   | PO Number | Invoice Number | Invoice Description         | Account Number    | Account Description       | PO Amount | Invoice Amount | Check  |
|--|-----------|----------------|-----------------------------|-------------------|---------------------------|-----------|----------------|--------|
| 01142 AFLAC                              |           | 984629         | monthly premium             | 001-2000-240.0019 | AFLAC PAYABLE             | 0.00      | 4,739.94       | 140280 |
| 01150 AIRGAS USA LLC                     |           | 9110748984     | oxygen                      | 001-6040-350.1055 | OXYGEN                    | 0.00      | 29.22          | 140281 |
| 01049 AMERICAN TOWER CORP                |           | 3546210        | tower rental                | 001-6055-320.0725 | TOWER RENTAL FEE          | 0.00      | 173.89         | 140282 |
| 01209 AVENU INSIGHTS & ANALYTICS         |           | B-0235200      | perfect vision system       | 001-5070-220.0417 | RECORDING OF RECORDS      | 0.00      | 950.00         | 140283 |
| 02047 BARRE ELECTRIC & LIGHTING SUPPLY I |           | 319331         | friction tape               | 001-6040-340.0941 | EQUIPMENT - SAFETY        | 0.00      | 15.17          | 140284 |
|  |           | 319506         | lights                      | 001-7020-470.1270 | MACHINES/EQUIPMENT OUTLAY | 0.00      | 83.79          | 140284 |
|  |           | 319707         | ballasts                    | 001-7020-320.0729 | ANNEX MAINT               | 0.00      | 58.83          | 140284 |
|  |           | 319839         | lights                      | 001-7020-470.1270 | MACHINES/EQUIPMENT OUTLAY | 0.00      | 101.75         | 140284 |
|  |           |                |                             |                   |                           | 0.00      | 259.54         |        |
| 02193 BEN'S UNIFORMS                     |           | 94069          | 2 pants, freight            | 001-6050-340.0940 | CLOTHING                  | 0.00      | 246.00         | 140285 |
| 02144 BERGERON PROTECTIVE CLOTHING LLC   |           | 226014         | helmet, freight             | 001-6040-340.0941 | EQUIPMENT - SAFETY        | 0.00      | 355.49         | 140286 |
| 02134 BOUTIN SABRINA                     |           | 031721         | boots                       | 001-6050-340.0943 | FOOTWARE                  | 0.00      | 114.99         | 140287 |
| 02055 BURLINGTON COMMUNICATIONS SERVICE  |           | BCS7920        | labor, travel charge        | 001-6055-320.0724 | RADIO MAINTENANCE         | 0.00      | 225.00         | 140288 |
| 03124 CENTRAL VERMONT MEDICAL CENTER     |           | 030121         | medical supplies            | 001-6040-350.1054 | MEDICAL SUPPLIES          | 0.00      | 2,123.12       | 140289 |
| 03277 CHARTER COMMUNICATIONS             |           | 031921         | internet 3/19-4/18          | 001-7020-200.0217 | IT                        | 0.00      | 134.98         | 140290 |
| 03315 CONSOLIDATED COMMUNICATIONS        |           | 031821         | radio circuits 2/18-3/17    | 001-8020-320.0724 | RADIO MAINT               | 0.00      | 35.87          | 140291 |
|  |           | 031821         | radio circuits 2/18-3/17    | 001-8050-320.0724 | RADIO MAINT               | 0.00      | 35.87          | 140291 |
|  |           | 031821         | radio circuits 2/18-3/17    | 002-8200-320.0724 | RADIO MAINT               | 0.00      | 35.88          | 140291 |
|  |           | 031821         | radio circuits 2/18-3/17    | 002-8220-320.0724 | RADIO MAINT               | 0.00      | 66.96          | 140291 |
|  |           |                |                             |                   |                           | 0.00      | 174.58         |        |
| 03081 CPE                                |           | 19830          | seals, freight              | 002-8220-320.0740 | EQUIPMENT MAINT           | 0.00      | 2,656.00       | 140292 |
| 04071 DEAD RIVER CO                      |           | 031521         | fuel oil, lic fee, fuel tax | 001-6043-330.0833 | FUEL OIL                  | 0.00      | 739.50         | 140293 |

By check number for check acct 01(GENERAL FUND) and check dates 03/31/21 thru 03/31/21

Vendor

| PO Number | Invoice Number                   | Invoice Description       | Account Number    | Account Description       | PO Amount | Invoice Amount | Check  |
|-----------|----------------------------------|---------------------------|-------------------|---------------------------|-----------|----------------|--------|
|           | 031521                           | fuel oil,lic fee,fuel tax | 001-7015-330.0831 | WHEELOCK BLDG FUEL        | 0.00      | 288.67         | 140293 |
|           | 031621                           | fuel oil,lic fee,fuel tax | 001-8050-330.0829 | FUEL OIL - GARAGE         | 0.00      | 230.20         | 140293 |
|           | 031621                           | fuel oil,lic fee,fuel tax | 002-8200-330.0829 | FUEL OIL - GARAGE         | 0.00      | 98.32          | 140293 |
|           | 031621                           | fuel oil,lic fee,fuel tax | 003-8330-330.0825 | FUEL OIL                  | 0.00      | 2,428.35       | 140293 |
|           |                                  |                           |                   |                           | -----     |                |        |
|           |                                  |                           |                   |                           | 0.00      | 3,785.04       |        |
| 05059     | ENDYNE INC                       |                           |                   |                           |           |                |        |
|           | 365249                           | lab services              | 002-8220-320.0749 | WATER SAMPLING/TESTING    | 0.00      | 40.00          | 140294 |
| 05056     | ESSEX EQUIPMENT                  |                           |                   |                           |           |                |        |
|           | 20004387-1                       | lift battery,delivery     | 001-7020-320.0727 | BLDG/GROUNDS MAINT        | 0.00      | 235.00         | 140295 |
| 05007     | EVERETT J PRESCOTT INC           |                           |                   |                           |           |                |        |
|           | 5828171                          | valve                     | 003-8300-320.0750 | MAIN LINE MAINT           | 0.00      | 620.33         | 140296 |
| 06009     | F W WEBB CO                      |                           |                   |                           |           |                |        |
|           | 70764684                         | pipe                      | 002-8422-500.1401 | 2.5M-POTASSIUM PERM FEED  | 0.00      | 125.36         | 140297 |
|           | 70859791                         | rods,rings                | 002-8422-500.1401 | 2.5M-POTASSIUM PERM FEED  | 0.00      | 19.52          | 140297 |
|           |                                  |                           |                   |                           | -----     |                |        |
|           |                                  |                           |                   |                           | 0.00      | 144.88         |        |
| 06068     | FARMER BROWN SERVICE INC         |                           |                   |                           |           |                |        |
|           | 13167                            | switch,freight            | 001-7030-350.1053 | SUPPLIES/EQUIPMENT        | 0.00      | 60.73          | 140298 |
|           | 13168                            | bearing,hose,freight      | 001-7030-350.1053 | SUPPLIES/EQUIPMENT        | 0.00      | 51.37          | 140298 |
|           |                                  |                           |                   |                           | -----     |                |        |
|           |                                  |                           |                   |                           | 0.00      | 112.10         |        |
| 06032     | FEDEX FREIGHT                    |                           |                   |                           |           |                |        |
|           | 5268048365                       | pool ladder return        | 001-7050-310.0617 | POOL EQUIPMENT            | 0.00      | 456.48         | 140299 |
| 06012     | FISHER SCIENTIFIC                |                           |                   |                           |           |                |        |
|           | 6583338                          | solvent,buffers,freight   | 003-8330-320.0737 | LAB MAINT                 | 0.00      | 1,034.74       | 140300 |
| 06033     | FORTIER NORMAND OR CITY OF BARRE |                           |                   |                           |           |                |        |
|           | 00306                            | water overpayment         | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 60.00          | 140301 |
| 07073     | G D MACHINES                     |                           |                   |                           |           |                |        |
|           | 424500                           | labor,supplies            | 001-8050-320.0740 | EQUIPMENT MAINT - STS     | 0.00      | 125.00         | 140302 |
| 07171     | GAINWELL TECHNOLOGIES            |                           |                   |                           |           |                |        |
|           | 031821                           | amb overpayment           | 001-1000-120.0139 | AMBULANCE A/R             | 0.00      | 85.66          | 140303 |
| 07006     | GREEN MT POWER CORP              |                           |                   |                           |           |                |        |
|           | 004920-0221                      | 135 N Main St Wheelock    | 001-7015-200.0210 | WHEELOCK ELECTRICITY      | 0.00      | 83.31          | 140304 |
|           | 044230-0221                      | public works garage       | 001-8050-200.0210 | ELECTRICITY               | 0.00      | 1,200.64       | 140304 |
|           | 177846-0221                      | Keith Pearl ped way       | 001-6060-200.0212 | PEDWAY/KEITH AVE LOT LIGH | 0.00      | 88.76          | 140304 |
|           | 205860-0221                      | N Main St/Maple Ave lgt   | 001-6070-200.0210 | TRAFFIC LIGHT ELECTRICITY | 0.00      | 94.59          | 140304 |
|           | 305860-0221                      | Maple Ave/Summer St light | 001-6070-200.0210 | TRAFFIC LIGHT ELECTRICITY | 0.00      | 55.70          | 140304 |

By check number for check acct 01(GENERAL FUND) and check dates 03/31/21 thru 03/31/21

Vendor

| PO Number | Invoice Number                  | Invoice Description       | Account Number    | Account Description       | PO Amount | Invoice Amount | Check  |
|-----------|---------------------------------|---------------------------|-------------------|---------------------------|-----------|----------------|--------|
|           | 48336-0221                      | Prospect St bridge        | 002-8200-200.0204 | ELECTRICITY-PROSPECT BDGE | 0.00      | 447.88         | 140304 |
|           | 515442-0221                     | Enterprise Alley sve bldg | 048-8315-200.0210 | ENT ALY O&M               | 0.00      | 24.29          | 140304 |
|           | 53423-0221                      | water dept yard light     | 002-8200-200.0207 | Electricity-Burnham Yd Li | 0.00      | 25.01          | 140304 |
|           | 55379-0221                      | Enterprise Alley lights   | 001-6060-200.0210 | ELECTRICITY               | 0.00      | 114.17         | 140304 |
|           | 579510-0221                     | Hill St/Washington St lig | 001-6070-200.0210 | TRAFFIC LIGHT ELECTRICITY | 0.00      | 114.69         | 140304 |
|           | 605860-0221                     | Summer/Elm St light       | 001-6070-200.0210 | TRAFFIC LIGHT ELECTRICITY | 0.00      | 59.86          | 140304 |
|           | 83423-0221                      | sewer dept bldg           | 003-8300-200.0210 | ELECTRICITY               | 0.00      | 146.55         | 140304 |
|           | 95693-0221                      | N Main St Dente Park      | 001-8040-200.0210 | ELECTRICITY CURRIER/DENTE | 0.00      | 45.16          | 140304 |
|           |                                 |                           |                   |                           | 0.00      | 2,500.61       |        |
| 08123     | HARVEY SHAWN OR CITY OF BARRE   |                           |                   |                           |           |                |        |
|           | 02680                           | water overpayment         | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 60.00          | 140306 |
| 08092     | HAYES PUMP INC                  |                           |                   |                           |           |                |        |
|           | 00140674                        | gaskets,pipe,covers,freig | 003-8330-320.0740 | EQUIPMENT MAINT           | 0.00      | 9,093.79       | 140307 |
| 08045     | HOULE JONATHAN                  |                           |                   |                           |           |                |        |
|           | 031921                          | boots                     | 001-6050-340.0943 | FOOTWARE                  | 0.00      | 138.99         | 140308 |
| 09021     | IRVING ENERGY                   |                           |                   |                           |           |                |        |
|           | 645640                          | propane                   | 001-8500-330.0828 | FUEL OIL - OFFICE         | 0.00      | 45.39          | 140309 |
|           | 984858                          | propane                   | 001-7035-330.0836 | BOTTLED GAS               | 0.00      | 799.78         | 140309 |
|           |                                 |                           |                   |                           | 0.00      | 845.17         |        |
| 10031     | JET SERVICE ENVELOPE CO         |                           |                   |                           |           |                |        |
|           | 71738                           | window envelopes          | 002-8200-230.0510 | ADVERTISING/PRINTING      | 0.00      | 57.50          | 140310 |
|           | 71738                           | window envelopes          | 003-8300-230.0510 | ADVERTISING/PRINTING      | 0.00      | 57.50          | 140310 |
|           |                                 |                           |                   |                           | 0.00      | 115.00         |        |
| 11051     | KOSAKOWSKI JOSHUA               |                           |                   |                           |           |                |        |
|           | 032521                          | renew CDL lic             | 002-8220-130.0180 | TRAINING/DEVELOPMENT      | 0.00      | 120.00         | 140311 |
| 12010     | L BROWN & SONS PRINTING INC     |                           |                   |                           |           |                |        |
|           | 95169                           | ems protocol books,freigh | 001-6040-350.1053 | OFFICE SUPPLIES           | 0.00      | 59.43          | 140312 |
| 12141     | LACOMBE ADAM OR CITY OF BARRE   |                           |                   |                           |           |                |        |
|           | 031921                          | water overpayment         | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 3.27           | 140313 |
| 12028     | LACROSS EDWARD OR CITY OF BARRE |                           |                   |                           |           |                |        |
|           | 10950070000D                    | prop tax overpayment      | 001-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 1,127.34       | 140314 |
|           | 10950070000E                    | prop tax overpayment      | 001-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 60.00          | 140314 |
|           |                                 |                           |                   |                           | 0.00      | 1,187.34       |        |
| 12032     | LAKES REGION FIRE APPARATUS INC |                           |                   |                           |           |                |        |
|           | 31167                           | gauge,freight             | 001-6040-320.0720 | CAR/TRUCK MAINT           | 0.00      | 97.21          | 140315 |

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| -----     |                                   |                           |                   |                          |           |                |        |
| 12024     | LAROCHE TOWING & RECOVERY         |                           |                   |                          |           |                |        |
|           | 26096                             | tow zamboni               | 001-7030-350.1053 | SUPPLIES/EQUIPMENT       | 0.00      | 250.00         | 140316 |
| 12009     | LOWELL MCLEODS INC                |                           |                   |                          |           |                |        |
|           | 864468                            | steel                     | 001-8050-320.0740 | EQUIPMENT MAINT - STS    | 0.00      | 65.00          | 140317 |
| 13075     | MCWILLIAM JAMES                   |                           |                   |                          |           |                |        |
|           | 2020-25JM                         | services 3/10-3/24/21     | 051-0280-360.1165 | SEMP VCF TRUST PROJECTS  | 0.00      | 237.50         | 140318 |
| 13017     | MORGAN ELIJAH                     |                           |                   |                          |           |                |        |
|           | 3                                 | mileage                   | 001-8020-130.0182 | TRAVEL/MEALS             | 0.00      | 8.96           | 140319 |
| 14148     | NEACP INC                         |                           |                   |                          |           |                |        |
|           | 121620                            | 2021 annual dues-Bombardi | 001-6050-360.1161 | INVESTIGATIONS MATERIALS | 0.00      | 80.00          | 140320 |
| 14016     | NELSON ACE HARDWARE               |                           |                   |                          |           |                |        |
|           | 250168                            | latching tote             | 001-6040-350.1053 | OFFICE SUPPLIES          | 0.00      | 17.98          | 140321 |
|           | 250269                            | showehead,flange,tape     | 001-7035-320.0727 | BLDG & GROUNDS MAINT     | 0.00      | 42.09          | 140321 |
|           | 250488                            | tape,shoe traction        | 001-6040-340.0943 | FOOTWARE                 | 0.00      | 70.97          | 140321 |
|           | 250593                            | cable                     | 001-6040-350.1053 | OFFICE SUPPLIES          | 0.00      | 20.69          | 140321 |
|           | 250623                            | hose nozzle,batteries     | 001-6040-310.0612 | BREATHING APPARATUS      | 0.00      | 26.98          | 140321 |
|           |                                   |                           |                   |                          | 0.00      | 178.71         |        |
| 14121     | NORTHFIELD AUTO SUPPLY            |                           |                   |                          |           |                |        |
|           | 333667                            | oxygen sensor             | 001-6040-320.0720 | CAR/TRUCK MAINT          | 0.00      | 63.59          | 140322 |
|           | 333687                            | oxygen sensor,tap         | 001-6040-320.0720 | CAR/TRUCK MAINT          | 0.00      | 73.08          | 140322 |
|           | 334480                            | tire val,pwr steering flu | 002-8220-320.0750 | SOLIDS                   | 0.00      | 71.98          | 140322 |
|           | 334506                            | filters                   | 001-8050-320.0740 | EQUIPMENT MAINT - STS    | 0.00      | 102.84         | 140322 |
|           | 334605                            | fire hose nozzle          | 001-8050-350.1061 | SUPPLIES - GARAGE        | 0.00      | 12.49          | 140322 |
|           | 3348573                           | filters                   | 001-8050-320.0740 | EQUIPMENT MAINT - STS    | 0.00      | 51.98          | 140322 |
|           | 334875                            | powering steering pump    | 001-6040-320.0720 | CAR/TRUCK MAINT          | 0.00      | 161.63         | 140322 |
|           | 334952                            | filter,oil                | 001-6050-320.0720 | VEHICLE MAINTENANCE      | 0.00      | 25.99          | 140322 |
|           | 334963                            | pads,rotors               | 001-6050-320.0720 | VEHICLE MAINTENANCE      | 0.00      | 227.86         | 140322 |
|           |                                   |                           |                   |                          | 0.00      | 791.44         |        |
| 14055     | NORWAY & SONS INC                 |                           |                   |                          |           |                |        |
|           | 16098                             | labor                     | 001-7035-320.0727 | BLDG & GROUNDS MAINT     | 0.00      | 50.00          | 140324 |
| 15020     | O'REILLY AUTOMOTIVE INC           |                           |                   |                          |           |                |        |
|           | 022721                            | battery,bits,pin & clip   | 001-6050-320.0720 | VEHICLE MAINTENANCE      | 0.00      | 147.13         | 140325 |
|           | 022821                            | hitch ball,mount          | 001-6040-320.0720 | CAR/TRUCK MAINT          | 0.00      | 81.98          | 140325 |
|           |                                   |                           |                   |                          | 0.00      | 229.11         |        |
| 16040     | PARTLOW JENNIFER OR CITY OF BARRE |                           |                   |                          |           |                |        |
|           | 03271B                            | water overpayment         | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C   | 0.00      | 125.66         | 140326 |

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| -----     |                                   |                       |                   |                           |           |                |          |
| 16031     | PETES TIRE BARNS INC              |                       |                   |                           |           |                |          |
|           | 022989                            | tires                 | 001-8050-320.0743 | TRUCK MAINT - STS         | 0.00      | 1,053.52       | 140327   |
| 18004     | REYNOLDS & SON INC                |                       |                   |                           |           |                |          |
|           | 3385184                           | scba cover            | 001-6040-310.0612 | BREATHING APPARATUS       | 0.00      | 158.75         | 140328   |
|           | 3385185                           | webbing, freight      | 001-6040-340.0941 | EQUIPMENT - SAFETY        | 0.00      | 130.40         | 140328   |
|           | 3387619                           | gloves                | 003-8330-340.0941 | EQUIPMENT - SAFETY        | 0.00      | 563.05         | 140328   |
|           |                                   |                       |                   |                           | -----     | 0.00           | 852.20   |
| 19157     | SEAVER DEBBIE                     |                       |                   |                           |           |                |          |
|           | 031021                            | reimb supplies        | 001-8020-350.1053 | OFFICE SUPPLIES/EQUIPMENT | 0.00      | 6.00           | 140329   |
| 19129     | SLACK CHEMICAL CO INC             |                       |                   |                           |           |                |          |
|           | 417420                            | chemicals, delivery   | 003-8330-360.1145 | SODIUM BISULFITE          | 0.00      | 1,944.77       | 140330   |
| 19140     | STROMME MICHAEL OR CITY OF BARRE  |                       |                   |                           |           |                |          |
|           | 01211A                            | water overpayment     | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 60.00          | 140331   |
| 20050     | TEXAS REFINERY CORP               |                       |                   |                           |           |                |          |
|           | 215694                            | grease                | 001-8050-330.0837 | VEHICLE GREASE/OIL        | 0.00      | 717.00         | 140332   |
| 20002     | TIMES ARGUS ASSOC INC             |                       |                   |                           |           |                |          |
|           | 1302                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 60.67          | 140333   |
|           | 1303                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 77.10          | 140333   |
|           | 1304                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 83.42          | 140333   |
|           | 1305                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 80.90          | 140333   |
|           | 1306                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 80.90          | 140333   |
|           | 1307                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 64.46          | 140333   |
|           | 1308                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 83.42          | 140333   |
|           | 1309                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 77.10          | 140333   |
|           | 1312                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 80.90          | 140333   |
|           | 1314                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 66.99          | 140333   |
|           | 1315                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 75.84          | 140333   |
|           | 1316                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 78.37          | 140333   |
|           | 1317                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 80.90          | 140333   |
|           | 1318                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 80.90          | 140333   |
|           | 1319                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 73.31          | 140333   |
|           | 1320                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 64.46          | 140333   |
|           | 1321                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 64.46          | 140333   |
|           | 1322                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 68.14          | 140333   |
|           | 1343                              | advertise reroofing   | 001-7015-350.1053 | OFFICE SUPPLIES           | 0.00      | 104.00         | 140333   |
|           | 1347                              | advertise agenda 3/16 | 001-5010-230.0510 | ADVERTISING/PRINTING      | 0.00      | 400.47         | 140333   |
|           | 1377                              | advertise tax sale    | 001-5050-230.0510 | ADVERTISING AND PRINTING  | 0.00      | 63.00          | 140333   |
|           |                                   |                       |                   |                           | -----     | 0.00           | 1,909.71 |
| 20135     | TREMBLAY WILLIAM OR CITY OF BARRE |                       |                   |                           |           |                |          |
|           | 02959                             | water overpayment     | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C    | 0.00      | 182.46         | 140336   |

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| -----     |                                   |                        |                   |                        |           |                |          |
| 20136     | TUCKER NATANIEL & WHITNEY OR CITY |                        |                   |                        |           |                |          |
|           | 02706                             | water overpayment      | 002-2000-200.0214 | REFUND OVERPAYMENT-T/C | 0.00      | 235.20         | 140337   |
| 20020     | TWOMBLY OLIVER L                  |                        |                   |                        |           |                |          |
|           | 031621                            | tax sale 98 Smith St   | 002-2000-200.0210 | ACCOUNTS PAYABLE       | 0.00      | 160.19         | 140338   |
|           | 032021                            | tax sale 39 Fortney Pl | 002-2000-200.0210 | ACCOUNTS PAYABLE       | 0.00      | 186.51         | 140338   |
|           | 032121                            | tax sale 70 N Main St  | 001-2000-200.0210 | ACCOUNTS PAYABLE       | 0.00      | 664.40         | 140338   |
|           | 032221                            | tax sale 1 Portland St | 002-2000-200.0210 | ACCOUNTS PAYABLE       | 0.00      | 161.23         | 140338   |
|           |                                   |                        |                   |                        | -----     | 0.00           | 1,172.33 |
| 21002     | UNIFIRST CORP                     |                        |                   |                        |           |                |          |
|           | 5590                              | uniform rental         | 002-8220-340.0940 | CLOTHING               | 0.00      | 66.99          | 140339   |
|           | 5591                              | uniform rental         | 001-8050-320.0743 | TRUCK MAINT - STS      | 0.00      | 69.00          | 140339   |
|           | 5591                              | uniform rental         | 001-8050-340.0940 | CLOTHING               | 0.00      | 223.52         | 140339   |
|           | 5591                              | uniform rental         | 002-8200-340.0940 | CLOTHING               | 0.00      | 90.87          | 140339   |
|           | 5591                              | uniform rental         | 003-8300-340.0940 | CLOTHING               | 0.00      | 56.99          | 140339   |
|           | 5592                              | uniform rental         | 001-7020-340.0940 | CLOTHING               | 0.00      | 55.31          | 140339   |
|           | 5592                              | uniform rental         | 001-7030-340.0940 | CLOTHING               | 0.00      | 50.92          | 140339   |
|           | 5592                              | uniform rental         | 001-7035-340.0940 | CLOTHING               | 0.00      | 21.72          | 140339   |
|           | 5592                              | uniform rental         | 001-7015-340.0940 | CLOTHING               | 0.00      | 10.58          | 140339   |
|           | 5592                              | uniform rental         | 001-8500-340.0940 | CLOTHING               | 0.00      | 21.02          | 140339   |
|           | 5593                              | uniform rental         | 003-8300-340.0940 | CLOTHING               | 0.00      | 31.21          | 140339   |
|           | 5593                              | uniform rental         | 003-8330-320.0743 | TRUCK MAINT            | 0.00      | 10.60          | 140339   |
|           | 5593                              | uniform rental         | 003-8330-340.0940 | CLOTHING               | 0.00      | 140.76         | 140339   |
|           |                                   |                        |                   |                        | -----     | 0.00           | 849.49   |

03/26/21

City of Barre Accounts Payable

02:57 pm

Warrant/Invoice Report # 21-39

dmcnally

By check number for check acct 01 (GENERAL FUND) and check dates 03/31/21 thru 03/31/21

Vendor

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|-----------|----------------|---------------------|----------------|---------------------|-----------|----------------|-------|
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Report Total

44,101.85

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 \$ \*\*\*\*44,101.85  
 Let this be your order for the payments of these amounts.

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### 3E. Wyland National Mayor's Challenge for Water

Council,

The Wyland National Mayor's challenge for water conservation will take place April 1-30 2021.

The Challenge presented by the Wyland Foundation, brings people and communities together both virtually and physically for a fun and educational competition to see which cities can be the most "water wise". There are prizes, but this Challenge reminds residents and educates children that simple individual actions can add up to huge change in protecting our environment.

#### Resident Participation

Residents can participate two ways; making on-line conservation pledges at [www.mywaterpledge.com](http://www.mywaterpledge.com); and with physical hands-on projects or actions at [www.wylandfoundation.org/mywaterproject](http://www.wylandfoundation.org/mywaterproject) that can be done in their own backyard or neighborhood. The hands-on projects can be done as an individual, with family members, or as a virtual group activity inviting friends, neighbors, co-workers to do the same activity in their own backyard or neighborhood. A [student edition](#) of the Challenge offers teacher activities and curriculum as well as additional prizes for the classroom and school.

#### City Participation

Cities participate by simply **signing up** at <https://wylandfoundation.org/programs/mayors/>. Mayors sign up to participate and provide a digital toolkit with digital assets to communicate the program to city residents.

#### City Landing Page

Participating residents go to [mywaterpledge.com](http://mywaterpledge.com), select their city to begin, and are taken to their city's landing page.

"I am in support of any program that has our community reflecting on their actions, challenging them to be more conservative in their natural resource use. A specific interest of mine is to get out rain barrels to Barre folks, to reduce runoff issues as well as to conserve water. My planning of this effort was stymied by the lack of available barrels that would usually come from a booming restaurant industry. However, Jeff Bergeron mentioned that we may be able to procure some barrels from the water treatment facility. My plan is to email Steve Michelli and Jeff Bergeron to inquire more about barrel availability. If we can get costs down to under \$20 each for the barrel and fittings, I think this could be an excellent action item towards the challenged mentioned. I'm also thinking this could be a fundraiser for the Community Garden Committee. Full support!"

Amanda Garland – Garden Committee Chair

|  |   |   |   |
|--|---|---|---|
| <p><b>EAT A LITTLE LESS MEAT</b></p> <p>I will replace (____) ounces of animal protein with plant-based protein every day.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>DAILY ACTION</p> <p>— — — — —</p> | <p><b>FIX LEAKY FAUCETS</b></p> <p>I will fix faucets or report leaky faucets to facilities that have been wasting up to 9 gallons (34 L) of water per faucet every day.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p> | <p><b>CONSERVE TOILET WATER</b></p> <p>I will save up to 12 gallons (45 L) of water a day by flushing only when necessary.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>DAILY ACTION</p> <p>— — — — —</p>                            | <p><b>INSTALL A LOW-FLOW SHOWERHEAD</b></p> <p>I will save up to 15 gallons (56 L) of water a day by installing a low-flow showerhead.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p>                                     |
| <p><b>5-MINUTE SHOWERS</b></p> <p>I will save up to 20 gallons (75 L) of water each day by taking 5-minute showers.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>DAILY ACTION</p> <p>— — — — —</p>        | <p><b>INSULATE WATER PIPES AND WATER HEATER</b></p> <p>I will avoid wasting water while waiting for the shower or sink to heat up.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p>                                       | <p><b>BRUSH MY TEETH WITHOUT RUNNING WATER</b></p> <p>I will save up to 8 gallons (30 L) of water each day by turning it off while brushing my teeth.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>DAILY ACTION</p> <p>— — — — —</p> | <p><b>INSTALL A TOILET TANK BANK</b></p> <p>I will reduce the amount of water flushed and save up to 11 gallons (41 L) of water each day by installing a toilet tank bank.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p> |

|  |   |   |   |
|--|---|---|---|
| <p><b>PLANT A TREE</b></p> <p>I will reduce stormwater runoff, promote better air quality, and reduce CO2 from our atmosphere by planting (____) tree(s) in my home or in my community.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p> | <p><b>USE NATIVE PLANTS WHEN POSSIBLE</b></p> <p>I will plant (____) square feet of native species, landscape with water-efficient plants in order to reduce general water usage, and minimize fertilizer and pesticide use.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p> | <p><b>USE PERMEABLE PAVERS</b></p> <p>I will reduce polluted runoff and support groundwater recharge where possible by replacing (____) square feet of concrete with permeable surfaces.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p> | <p><b>COLLECT RAIN WATER</b></p> <p>I will create (____) rain garden(s), bioswale(s), or use rain barrels to collect water for outdoor watering needs.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>ONE-TIME ACTION</p> <p>— — — — —</p> |
| <p><b>ANNUAL IRRIGATION AUDIT</b></p> <p>I will have an irrigation professional audit my irrigation system 1x per year to save water, money, and reduce runoff.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>— — — — —</p>  | <p><b>INSTALL GREYWATER CATCHMENT</b></p> <p>I will install a greywater catchment system in my home.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>— — — — —</p>  | <p><b>HYDROZONE YOUR LANDSCAPE</b></p> <p>I will "hydrozone" my yard and garden so that low water-use, moderate water-use and high water-use plants are grouped together.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>— — — — —</p>                                       | <p><b>MULCH THE BASE OF TREES AND PLANTS</b></p> <p>I will prevent water runoff and increase absorbency by mulching the base of plants and trees at my home or work.</p> <p><a href="#">LEARN MORE</a></p> <p><b>JOIN TO SELECT</b></p> <p>— — — — —</p>          |

**IDENTIFY A LOCAL FRESHWATER HOPE SPOT USING THE WYLAND FOUNDATION GOOGLE EARTH PORTAL**

I will show my support for a favorite lake, river, stream, wetland or place along the coast.

[LEARN MORE](#)

**JOIN TO SELECT**

ONE-TIME ACTION

**TAKE THE WYLAND NATIONAL MAYOR'S CHALLENGE FOR WATER CONSERVATION**

I will discover the power of my community working together by completing the WNMC Pledge and pledging to save (\_\_\_\_) gallons of water.

[LEARN MORE](#)

**JOIN TO SELECT**

ONE-TIME ACTION

**ECO-FRIENDLY COMMUNITY BEAUTIFICATION**

I will organize or participate in a volunteer community beautification project using eco-friendly gardening practices from one or more of the waterwise activities shown in Waterwise Beautification.

[LEARN MORE](#)

**JOIN TO SELECT**

ONE-TIME ACTION

**LITTER REMOVAL**

I will organize or participate in a volunteer litter clean up to keep trash from entering our storm drains and waterways.

[LEARN MORE](#)

**JOIN TO SELECT**

DAILY ACTION

**HAZARDOUS WASTE COLLECTION DRIVE**

I will organize or participate in a volunteer community hazardous waste collection drive project.

[LEARN MORE](#)

**JOIN TO SELECT**

ONE-TIME ACTION

**STORM DRAIN STENCILING PROJECT**

I will organize or participate in a volunteer community storm drain stenciling campaign.

[LEARN MORE](#)

**JOIN TO SELECT**

ONE-TIME ACTION

**SAY NO TO PLASTIC STRAWS**

An estimated 71% of seabirds and 30% of turtles have been found with plastics in their stomachs. When they ingest plastic, marine life has a 50% mortality rate. By asking for no straw when placing a drink order, I will keep (\_\_\_\_) plastic straw(s) of out of the ocean each day.

[LEARN MORE](#)

**JOIN TO SELECT**

DAILY ACTION

# How It Works

*How cities can participate — Do as much as suits your city and staff time!*

Welcome to our 10<sup>th</sup> Year! The Annual National Mayor's Challenge for Water Conservation is a friendly non-profit competition between cities across the country that takes place every April 1-30. The campaign actively promotes civic participation and action around water conservation, efficiency, and the sustainability of our nation's water-based ecosystems, with thousands of dollars in eco-friendly prizes for participating residents and local charities. *Over 1,000 mayors have joined the effort since we started and we're proud to have you with us ...*

Cities simply encourage residents to make a series of online commitments ([mywaterpledge.com](http://mywaterpledge.com)) to reduce pollution, water waste, and explore ways to improve the health of their community. Cities with the highest percentage of residents who make pledges are entered to win thousands of dollars in eco-friendly prizes, including a Grand Prize \$3,000 toward their Home Utility Bills, home irrigation kits, home improvement store gift cards, and more. They can also nominate a deserving charity in town to win a Toyota Highlander Hybrid.

Cities compete in the following population categories: 5,000-29,999 residents, 31,000-99,999 residents, 100,000-299,999 residents, 300,000-599,999 residents, and 600,000+ residents. Custom created social media sharing functions and prize incentives make the Challenge easy for residents and cities to get involved. Once a resident takes the Challenge, they can share with hundreds of their friends and family. Residents can even track their city's standings throughout the month to see if they need to get even more friends and neighbors involved. Everyone is playing to win! For complete [rules](#) and prizes, go to [www.mywaterpledge.com](http://www.mywaterpledge.com)

## *How A Charity in Your City Can Win A Toyota Highlander Hybrid*

- Take a pledge on behalf of your city at [www.mywaterpledge.com](http://www.mywaterpledge.com)
- Enter the prize drawing and nominate your favorite local charity
- The charity with the most nominations from each winning city will be invited to submit a questionnaire to share how they would use the Highlander to serve their community.
- The charity with the highest service score based on the judging criteria will receive the vehicle.



# New! Year-Round Engagement Tool

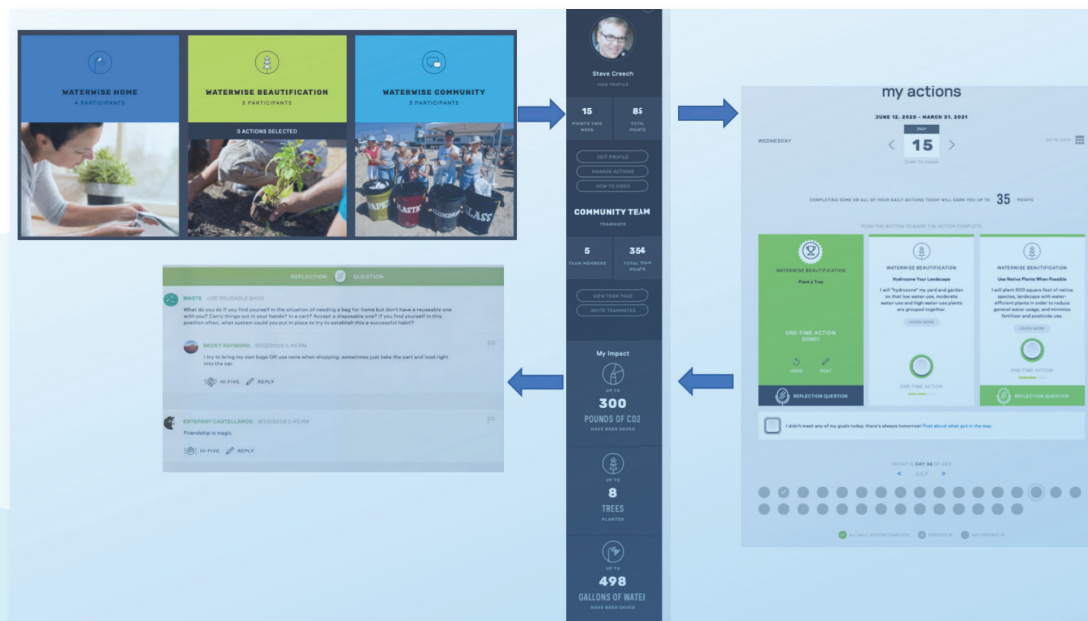
Cities asked for it. Now, here it is! Our newest digital application, [My Volunteer Water Project](#), gives your residents hands-on ways to stay engaged in water efficiency and sustainability year round. Residents use the tool to do home, community or workplace-based projects that support clean water and a healthy environment. By doing one simple action for a day, a week, or longer, residents help your city earn bonus points every April 30 towards up to \$50,000 in prizes.

## Custom activity reports\*

Cities can even generate reports on the number of hands-on projects their residents are doing from their city home page at [mywaterpledge.com](#). Plus, get localized metrics, impacts, and more to share with your team.

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\*Projects your residents do at [myvolunteer water project](#) are directly linked to your [mayor's challenge standings on your city home page](#). It's a fully integrated 360 system for community engagement!



The Wyland Foundation has put together the following list of suggestions and easy-to-implement resources. Sign the letter of support at [www.wylandfoundation.org/p/mayors](http://www.wylandfoundation.org/p/mayors)

1) Take advantage of the benefits by reminding your residents that the program includes:

- One-click sign-up with no costs, no gimmicks
- Prize opportunities for sharing with friends and family
- Customized web page for your city with video message from your mayor or local water expert
- National advertising in print, announcements through campaign partners, local market animated public service announcements
- A supplemental web site (in addition to the main site) for kids and schools to help the city win the Challenge
- Hundreds of prizes for residents of the participating winning cities

2) Stir up a buzz with your own city sponsored outreach:

- Banners and links to the water pledge on city websites
  - [www.mywaterpledge.com](http://www.mywaterpledge.com) will provide you with an official online badge that shares your current standings throughout the month.
- Stir up a buzz on social networks
- Reach out to local media outlets to get involved
- Street banners or electronic road signs
  - “Beat (city name)! Take the Mayor’s Challenge for Water Conservation, April 1-30. Learn more at [mywaterpledge.com](http://mywaterpledge.com).”
- Bill stuffers (electric, water, gas, trash)
- Public Access TV (See Ex. Redondo Beach Mayor Mike Gin PSA)
- Billboards/Posters
- Bus tail signage / waste hauler truck signage
- Engage local utilities to reach out
- Community newsletters



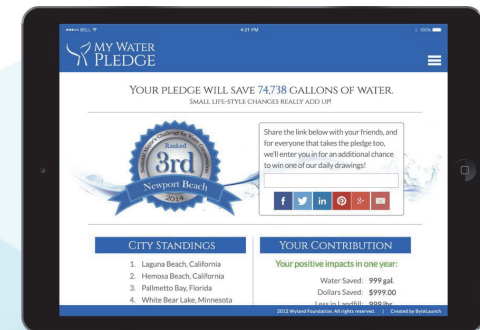
*For 2019 Columbus completed the Wyland National Mayor's Challenge for Water Conservation in the #1 position in its population category*

**3) Communications tips:** Your residents may hear about the Challenge via our ads and promotions in USA Today, Facebook, Twitter, YouTube, Google, and various national and local media outlets. The following are ways your city can build on that enthusiasm, whether you join the Challenge on day one or day thirty:

- Encourage residents to help your city reach the Daily Top Ten (cities with the largest percentage of residents who've made water reduction commitments) <https://www.mywaterpledge.com/city-standings/>
- Incentivize residents to take the pledge with chances to win great prizes - including \$3,000 toward their home utilities, water-savings products for their home, rebates, and more
- Inspire a friendly rivalry for resource management with a bordering city a la famous football rivalries like USC vs. UCLA, Auburn vs. Alabama, Ohio St. vs. Michigan. See [how the Mayors of Athens, GA, and Gainesville, FL](#), challenged each other!
- Remember: the Challenge ties in perfectly with state water, energy, waste reduction, and GHG management plans, such as California's SB32 or Texas' SB 184
- Reach out to local media outlets to get involved

#### 4) Community Events

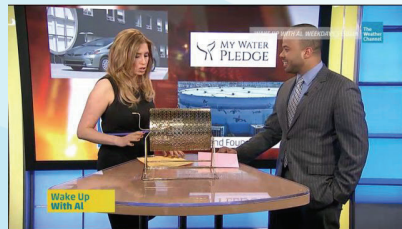
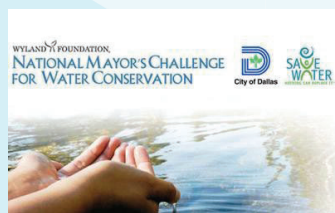
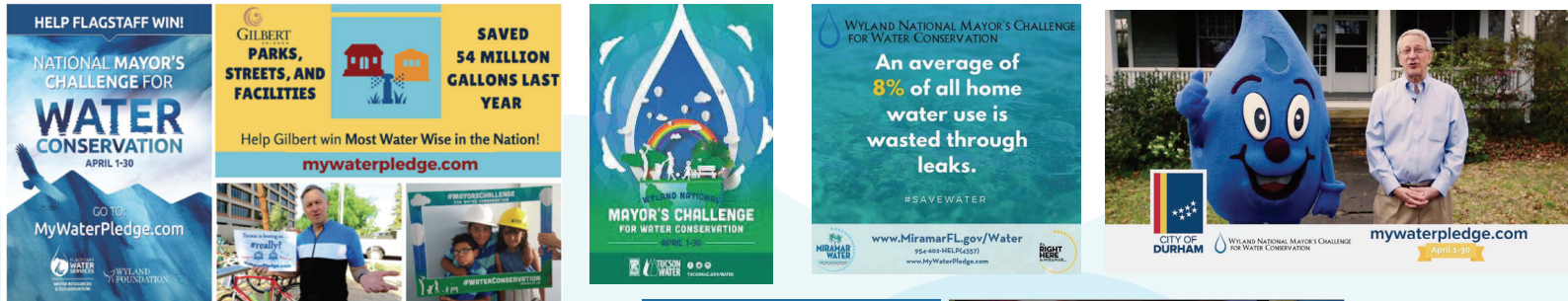
- Host a press conference or conservation fair in your city to kick-off National Water Quality Month and help spread the word to your residents. We'd be happy to share past examples. Just email us at [mayorschallenge@wylandfoundation.org](mailto:mayorschallenge@wylandfoundation.org)
- Mayors may invite all citizens to city hall or the library for a day of water conservation pledges. Mayor and city can select one day in the month of August to promote water conservation and protect watersheds at a special event.
- Pledge Drives: City public works departments can set-up their own water conservation pledge drive, invite the media, and build a legacy for their city's participation in this national water conservation program.
- Looking for a great engagement opportunity in compliance with COVID home sheltering? Try our new digital tool, MyVolunteer Water Project ([wylandfoundation.org/mywaterproject](http://wylandfoundation.org/mywaterproject))





5) Consider putting together a steering committee of representatives from a cross section of stakeholders in your community, including (but not limited to):

- City Manager’s Office
- Public Works
- Public Information Office
- Local Service Groups (Rotary, Assistance League, Lions, VFW, Kiwanis, etc.)
- School Districts (Administrators, Principals, Teachers, PTA) A supplemental website created exclusively for schools to participate is available. <http://www.mywaterpledge.com/campaign/kids-campaign/>
- Chamber of Commerce (engage local businesses)
- Local Water District



# Tips Sheet of Benefits & Facts

Below are some facts that you may wish to include in your communications and outreach efforts:

- Water covers 70.9% of the Earth's surface but only 3% of Earth's water is freshwater. 97% of the water on Earth is salt water.
- Approximately 400 billion gallons of water are used in the United States per day.
- In one year, the average American residence uses over 100,000 gallons (indoors and outside).
- Nearly one-half of the water used by Americans is used for thermoelectric power generation.
- American residents use about 100 gallons of water per day. At 50 gallons per day, residential Europeans use about half of the water that residential Americans use. And residents of sub-Saharan Africa use only 2-5 gallons of water per day.
- The average faucet flows at a rate of 2 gallons per minute. You can save up to four gallons of water every morning by turning off the faucet while you brush your teeth.
- Taking a bath requires up to 70 gallons of water. A five-minute shower uses only 10 to 25 gallons.
- A running toilet can waste up to 200 gallons of water per day.
- At 1 drip per second, a faucet can leak 3,000 gallons per year.
- If you drink your daily recommended 8 glasses of water per day from the tap, it will cost you about 50 cents per year. If you choose to drink it from water bottles, it can cost you up to \$1,400 dollars.
- More than 25% of bottled water comes from a municipal water supply, the same place that tap water comes from.
- According to American Waterworks Association, the average price of water in the United States is about \$1.50 for 1,000 gallons. Saving water saves money!
- Mayor's Challenge ties in with state water, energy, and GHG management plans, such as California's AB32 or Texas' SB 184.

# Additional Benefits

**Animated PSAs:** A series of nationally aired animated public service announcements from the Wondergrove Kids, LLC, and the former CEO of Klasky Csupo, The Rugrats Company. Wyland Foundation will provide these in broadcast ready format directly to your local news station or city communication outlet upon request.

Watch and download the PSAs: <http://youtu.be/kDG0vZmGzMM>

**Educational site for kids:** An Educational website for kids that let's kids get in on the act to help their city win the challenge. (They not only use this resource, they are the future decision makers about its management). This site will provide lesson plans about water conservation and an opportunity for students to take the National Mayor's Challenge for Water as a classroom project.

## Other features

- One-click sign up through Facebook
- More incentives for residents to share the pledge effort to friends and neighbors
- Responsive design to enhance the user experience on all platforms (mobile, tablets, laptops)

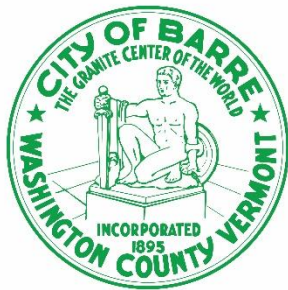


# Infographic: Summary of Pledges and Local Benefits

- 1) I pledge to make the following choices at home:
  - Repair leaking faucets, pipes and toilets
  - Shorten your shower time, use low-flow devices and turn off the tap
  - Wash only full loads of laundry and dishes
  - Power down to save electricity
  
- 2) I pledge to make the following choices in my daily life:
  - Waste less food (save a crop, save a drop!)
  - Use reusable shopping bags
  - Use a refillable bottle or cup
  - Say nope to plastic straws
  
- 3) I pledge to make the following choices in my yard:
  - Beautify with climate-appropriate plants
  - Turn off sprinklers when it rains
  - Use sprinklers on minimal settings before 8 am
  - Sweep instead of hose
  
- 4) I pledge to make to following choices for my community:
  - Scoop up my pet's waste
  - Dispose of waste pharmaceuticals safely (don't just flush)
  - Walk, bike or bus more often
  - Recycle batteries and electronics
  - Recycle clean paper, cardboard, aluminum and glass

**2020 NATIONAL MAYOR'S CHALLENGE FOR WATER CONSERVATION**  
Summary of pledges and benefits

|   | SAVES COSTS FOR CONSUMERS | SAVES INFRASTRUCTURE AND OPERATING COSTS FOR CITIES | PROMOTES DROUGHT RESILIENCY | PROTECTS WATERSHEDS AND ECOSYSTEMS |
|---|---------------------------|---|-----------------------------|------------------------------------|
| <b>2020 PLEDGES</b>   |                           |   |                             |                                    |
| <b>A. I pledge to make the following choices in my home:</b>          |                           |   |                             |                                    |
| • Repair leaking faucets, pipes and toilets                           |                           |   |                             |                                    |
| • Shorten your shower time, use low-flow devices and turn off the tap |                           |   |                             |                                    |
| • Wash only full loads of laundry and dishes                          |                           |   |                             |                                    |
| • Use energy efficient (EnergyStar in the U.S.) appliances            |                           |   |                             |                                    |
| • Power down to save electricity                                      |                           |   |                             |                                    |
| <b>I pledge to make the following choices in my daily life:</b>       |                           |   |                             |                                    |
| • Waste less food (save a crop, save a drop!)                         |                           |   |                             |                                    |
| • Use reusable shopping bags  |                           |   |                             |                                    |
| • Use a refillable bottle or cup                                      |                           |   |                             |                                    |
| • Say nope to plastic straws  |                           |   |                             |                                    |
| <b>I pledge to make the following choices in my yard:</b>             |                           |   |                             |                                    |
| • Beautify with climate-appropriate plants                            |                           |   |                             |                                    |
| • Turn off sprinklers when it rains                                   |                           |   |                             |                                    |
| • Use sprinklers on minimal settings before 8 am                      |                           |   |                             |                                    |
| • Sweep instead of hose   |                           |   |                             |                                    |
| <b>I pledge to make to following choices for my community:</b>        |                           |   |                             |                                    |
| • Scoop up my pet's waste   |                           |   |                             |                                    |
| • Dispose of waste pharmaceuticals safely (don't just flush)          |                           |   |                             |                                    |
| • Walk, bike or bus more often  |                           |   |                             |                                    |
| • Recycle batteries and electronics                                   |                           |   |                             |                                    |
| • Recycle clean paper, cardboard, aluminum and glass                  |                           |   |                             |                                    |



Department of Public Works  
6 North Main St Suite 1  
Barre, VT 05641

## 7 Ways Barre City Benefits from Water Conservation

The City of Barre operates a water system that serves nearly 15,000 people. The water is on 24 hrs./day -7 days/week-365 days per year, and everyone expects it to be there when its needed. The staff of DPW work conscientiously to make the drinking water high quality and to keep it on continuously. Those activities include: storing the water, treating the water, disinfecting the water, moving the water from our reservoir in Orange so that it can be distributed to each of our customers as a high quality clear potable water. How can water conservation benefit Barre City water customers, our neighbors and the environment? While there are many, 7 come to mind immediately.

**Preserving System Capacity** – the system can treat up to 6.6 million gallons per day (MGD) of finished water on a continuous basis. The City currently consumes about 1.6 mgd, leaving significant capacity available for our use. Reserve capacity is essential for our community.

**Reducing costs** –treating the surface water requires energy and chemicals to process that water to remove particles, odors, tastes and naturally occurring bacteria. The less water consumed means less power and less chemical is needed for treatment.

**Delaying facility expansion** – the water system has to have enough capacity to meet the maximum demand of any day. Those things include regular usage in homes and business, fire flows, social demands e.g., filling pools), leakage and catastrophic failures. A catastrophic failure of a 12 inch main released 1.3 million gallons in less than 60 minutes in 2017. The system had adequate treatment capacity and finished water storage to continue meeting all our needs. Our facilities have to maintain the capacity to

meet unknown but reasonably predictable challenges – which is why the system will need to increase in capacity as it matures. Lessening the demand through conservation postpones the need to increase the system and expand components.

**Reducing risks of shortage** – climate and weather play an integral part in our water supply. Snow melt, rain water and groundwater release all contribute to the water available to our system that stores raw water in an open reservoir. The level of water in the reservoir is directly affected by many things, most that we can't control like weather. But, we can control how much water we withdraw. Using less water preserves that for another day. There are mandatory conservation levels for our reservoir. Fortunately, those levels have not occurred in the past 20 years.

**Providing better habitat for aquatic and amphibious animals** – as we take the things people need from natural systems, those systems are changed. The water we drink and use in Barre does not flow through the natural system. When stream flows are decreased, water temperatures rise. Less water, warmer water changes the stream's dynamic affected all the species that rely on that water. We strive to maintain a good balance between our needs and the environment. Conservation helps!

**Supporting diverse plant life along the lower reaches from the reservoir**- as surface water flow through our landscape they provide the moisture for our plant species to thrive. Water from the stream permeates the soils alongside the channel and underneath it to support the plants. Many of us have sat in the cool shade by the side of a stream and noticed the wonderful scent and coolness from that micro-environment. Assuring stream flow secures that for us all.

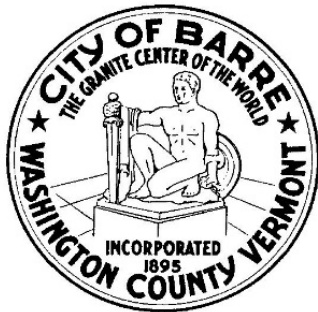
**Enhancing emergency response** - when the fire trucks roll, they need water and sometimes lots of it. Routine firefighting volumes exceed 350,000 gallons of water at a moderate commercial fire. A large fire may consume 2 -3 times that amount. The system stores more than 3 million gallons so the City has adequate reserves – but every bit counts and conservation is free.

Some may read this and conclude that Barre has plenty of capacity. We do at this time. But it is never too early to learn good habits and practice them, Conservation Counts!

# CITY OF BARRE, VERMONT MAYORAL PROCLAMATION

## A PROCLAMATION SIGNIFYING THE 51<sup>st</sup> ANNIVERSARY OF GREEN UP DAY CHALLENGE

- WHEREAS, Governor Dean Davis, a native Barre resident, appointed Robert Babcock and Ted Riehle to initiate a program to cleanup roadside in the State of Vermont; and
- WHEREAS, the first Green Up Day was inaugurated on April 18<sup>th</sup>, 1970 by closing Interstate Highways from 9am to 12pm for litter pick up and calling on citizens to help “by volunteering two hours of their time to rid the highways of litter and to green up their neighborhoods”; and
- WHEREAS, after almost a decade under the organization of the Governor’s office, in 1979 a group of concerned citizens came together to form the nonprofit organization Vermont Green Up Inc., and became responsible for continuing the success of Green Up Day on the first Saturday in May; and
- WHEREAS, the first Barre Green Up Week in 1993 was proposed by the student group Spaulding Action for the Environment (S.A.F.E.), and established by the Barre City Council; and
- WHEREAS, Barre Green Up Week has successfully increased the participation of citizens of Barre in Green Up activities and the City Council supports activities including cleanups, education for litter prevention, beautification, recycling and community improvement; and
- WHEREAS, The Green Up Day Challenge provides friendly competition for City Council to remove 51 bags of litter, the Mayor to remove 51 bags of litter, increased participation in each City Ward, by encouraging participation from surrounding municipalities, and increasing our awareness about the environment and our surroundings in recognition of the 51<sup>st</sup> Anniversary of the event; and,
- WHEREAS, These efforts, along with the continued efforts by City staff to sweep streets, business owners to maintain a clean storefronts, and neighborhoods watching out for their fellow residents with contribute to the overall economic growth and health of our community;
- NOW, THEREFORE, BE IT RESOLVED that I, Lucas J. Herring, Mayor of the City of Barre, Vermont, do hereby proclaim the days leading up to May 1<sup>st</sup>, 2021, as the Green Up Day Challenge and encourage Barre City and other Vermont residents to participate in beautifying the landscape; recognize the positive health benefits of removing trash and sharps from properties within the community, and; to thank the volunteers who participate in Green Up Day annually.



*Lucas J. Herring*

Lucas J. Herring, Mayor



## Green Up Barre City Saturday May 1st, 2021

Green Up Vermont turns 51 this year! Join us on Saturday May 1st, in celebrating the beauty of Vermont by helping to make your community a cleaner, greener, place to live, while still maintaining social distancing guidelines.

On May 1st student volunteers will be distributing bags in the parking lot behind City Hall from 8 a.m. to 1:00 p.m.

Green Up bags will be available for advance pickup April 15th - 30th

- [Nelson Ace Hardware](#), 188 N Main St, Barre (7:30am-4:00pm Mon - Sat)
- [Aubuchon Hardware](#), 85 S Main St, Barre (8am-5pm Everyday)

Filled bags can be dropped off on May 1st & 2nd in a Greenup Day dumpster located on Merchants Row behind City Hall.

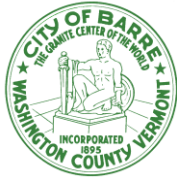
Staying Safe while Greening up: Continue to maintain social distancing guidelines by maintaining 6 feet distance between non household members, keeping groups small, wearing masks & gloves (gardening gloves work great), and washing your hands afterwards. Do not handle needles - needles should be clearly flagged and reported to the police for proper disposal. If needles can be handled with tongs and put into a receptacle (like a plastic jar) and left for the police - even better!

Download the free Greenup Day App at [Google Play](#) or [Apple App Store](#) to track which areas still need to be cleaned up. More information can be found at: <https://greenupvermont.org/> or by contacting Guin Fredriksen at [gfredshs@buusd.org](mailto:gfredshs@buusd.org).

This is a great opportunity for Spaulding high school students to gain community service hours necessary for graduation. For more information on community service hours please contact Ms. Fredriksen at: [gfredshs@buusd.org](mailto:gfredshs@buusd.org) or Margo Austin at: [maustshs@buusd.org](mailto:maustshs@buusd.org).







# City of Barre, Vermont

## "Granite Center of the World"

Steven E. Mackenzie, P.E.  
City Manager

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

March 18, 2021

Director  
Office on Violence Against Women  
145 N Street, NE  
Suite 10 W.121  
Washington, DC 20530

Re: Improving Criminal Justice Responses Program

Dear Director,

As Chief Executive Officer of the City of Barre, I submit this letter to certify to the following:

1. the laws or official policies of the City of Barre encourage or mandate arrests of domestic violence offenders based on probable cause that an offense has been committed;
2. the laws or official policies of the City of Barre encourage or mandate arrests of domestic violence offenders who violate the terms of a valid and outstanding protection order;
3. the laws, policies, or practices and the training programs of the City of Barre discourage dual arrests of offender and victim;
4. the laws, policies, or practices of the City of Barre prohibit issuance of mutual restraining orders of protection except in cases where both parties file a claim and the court makes detailed findings of fact indicating that both parties acted primarily as aggressors and that neither party acted primarily in self-defense;
5. the laws, policies, and practices of the City of Barre do not require, in connection with the prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, or service of a protection order, or a petition for a protection order, to protect a victim of sexual assault, domestic violence, dating violence or stalking, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, dismissal or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the State, tribal, or local jurisdiction; and
6. the laws, policies, or practices of the City of Barre will ensure that:
  - (A) no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of a sex offense as defined under federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling

device as a condition for proceeding with the investigation of, trial of, or sentencing for such an offense; and  
(B) the refusal of a victim to submit to an examination described in subparagraph (A) shall not prevent the investigation of, trial of, or sentencing for the offense.

Sincerely,

Steven Mackenzie, City Manager  
City of Barre

# MEMORANDUM OF UNDERSTANDING

## Barre City First Response Team

**The following partners of the Barre City First Response Team enter into this Memorandum of Understanding: The City of Barre, Barre City Police Department, Circle (formerly Battered Women's Services and Shelter), Washington County State's Attorney's Office, and Disability Rights Vermont (DVRT). This MOU serves as a general agreement for all project partners. Individual agency collaborations are encouraged to draft a MOU specifically outlining guidelines for their partnership.**

### COLLABORATIVE HISTORY

The City of Barre, the Barre City Police Department (BCPD), and Washington County State's Attorney's (SA) have had a long history of collaboration with agencies serving domestic violence victims and their families, including Circle. The City of Barre supported Circle in the establishment of their shelter for battered women and children in 1990. Circle has worked with the State Attorney's office under the STOP grant program for over thirteen years, and this had major positive impacts on the provision of criminal justice and advocacy services to domestic violence and sexual assault victims in Washington County. Strong positive relationships continue between Circle and the City of Barre. The City of Barre applied for and received a Vermont Community Block Grant on behalf of the shelter in order to fund expansion and renovation construction activities, which were completed in October 2004. The City of Barre and BCPD have been partners in the planning and development of the First Response Team Program with Circle under the Arrest grant program since 2005.

The Barre City Police Department has been a strong ally for domestic violence awareness and prevention activities for many years and has a close working relationship with Circle. The current Chief of Police has a long history of working with prosecutors related to various STOP funded programs throughout the state and is a dedicated local official who will provide unwavering support for the First Response Team members.

The Barre City Police Department also contracts with Circle under its current federal Arrest grant and the statewide STOP grant to provide two part-time Domestic Violence Investigators assigned to the Washington County State's Attorney's Office. These two positions provide support to the State's Attorney's Office and all area Law Enforcement Agencies on follow-up and expanded domestic violence, sexual assault, and stalking investigations that have been submitted for prosecution.

Washington County State's Attorney's seeks justice in the prosecution of criminal domestic violence, sexual assault, and stalking offenses. Each county's State's Attorney's Office works collaboratively with law enforcement agencies, social service agencies, victims and members of the public to seek justice in the cases that are investigated and prosecuted. Washington County's SA's office is a strong example of this collaborative effort, and has had a

strong working relationship with both Barre City Police and Circle for many years, including the shared goals of the STOP grant program and the Arrest grant program.

Barre City Police, Circle, and Disability Rights (DRVT) all have long-standing working relationships. Circle and DRVT have worked together for a number of years in order to support domestic and sexual violence victims who also have disabilities. DVRT regularly attended the Coordinated Community Response Team meetings (CCR) and has remained available to provide consolation to Circle Advocates. Barre City Police have also worked with DVRT in order to provide trainings and best practices to officers when working with victims with disabilities.

Circle is a private, non-profit organization dedicated to providing services for victims and survivors of domestic and sexual violence. Circle offers an emergency shelter for women and their children, a 24-hour hotline, advocacy, support groups, information and referral, and educational programs throughout Washington County. Circle Advocates provide crisis support, information, trainings, and referrals to victims of domestic and sexual violence, as well as coordination with the States Attorney's Office and CCR. Circle also facilitates and coordinates its local CCR.

Disability Rights Vermont (DVRT) is a statewide agency dedicated to advancing the rights of people with disabilities and mental health issues. DVRT is part of the National Protection and Advocacy system (P&A), which was created by Congress in response to concerns that States were not doing enough to protect people with disabilities against abuse, neglect, and serious rights violations. DVRT is a private non-profit corporation designated by the Governor to be Vermont's P&A system and has been in this role for more than twenty years.

A core planning team of Karol Diamond, the Co-Director of Circle, Timothy Bombardier, Chief of Barre City Police, Rory Thibault, State's Attorney for Washington County, and Staff Attorney Lindsey Babson of Disability Rights Vermont, communicated in-person and by email to create an outline of this grant proposal. The planning included consideration of the direct experience of working with victims doing advocacy and providing first response to domestic violence incidents. The planners also considered coordination needs and the best methods of utilizing expertise to assure sustaining the project. All partners have reviewed the budget, goals and activities for this project.

Barre City, Barre City Police, Circle, Washington County State's Attorney, and Disability Rights Vermont developed this Memorandum of Understanding (MOU) to improve collaboration between our agencies and to enhance services for and the response to individuals victimized by domestic and/or sexual violence. This collaboration identifies the following strategies to achieve these goals:

1. Maintain a dialogue between the agencies at the Director level that facilitates the ongoing development of this agreement and further enhances how our agencies work together. The Directors agree to meet no less than quarterly and more often if the need arises.
2. Conduct joint trainings and cross trainings as a forum to address intervention strategies that meet the needs of individuals who have experienced domestic and sexual violence.
3. Resolve potential conflicts in a respectful and professional manner.

4. Act as team members to advocate for the development of resources needed for a coordinated community response to domestic and sexual violence.
5. Provide training and orientation on the collaboration for all new staff at each agency.

## **CONFIDENTIALITY**

Barre City, Barre City Police, Circle, Washington County State's Attorney, and Disability Rights Vermont are governed by different confidentiality policies. As a result, parties will continually define and clarify confidentiality issues that arise as a result of collaboration.

1. DV/SV Victim Advocates have evidentiary privilege in Vermont as defined in Vermont Statute (Title 12, Part 4, Chap. 61, Subchapter 1, section 1614). Their communications with victim/survivors are completely confidential, and will be guided by Circle confidentiality policy. This privilege belongs to the victim/survivor, and therefore may only be waived by the victim/survivor with informed consent. Circle Advocates do not actively seek this consent, but work with victim/survivors to identify the possible risks and advantages of allowing communication with others. Consent to release information may be given in writing, or via direct voice communication between the Advocate and the victim/survivor.
2. When an Advocate's presence is requested at a meeting where other parties will be present, the Advocate is responsible for explaining the risks of compromising confidentiality, including that the Advocate may be called to testify in criminal court proceedings.
3. When participating in collaborative groups, Circle Advocates may provide general information and case consultation, but may not divulge any details regarding specific victim/survivors (including whether or not they are receiving support from Circle) without the informed consent of the victim/survivor.

## **ROLES and RESPONSIBILITIES**

As the grantee, **Circle** will coordinate the project and fulfill the financial and reporting responsibilities. This will include coordinating necessary meetings and training events, compiling grant reports, developing informational materials for victims/survivors, coordinating and helping to disseminate lessons learned by the work of the project, drawing down funds and paying project-related bills, administering contract funds, and helping to evaluate the project. Circle will employ and supervise the First Response Advocate; Employ and provide supervision and support for CCR coordination; Commit to a coordinated first response with law enforcement during domestic and sexual violence cases; Provide joint and cross-trainings with Team partners; Promote and expand on new and best practices in responding to domestic and sexual violence throughout the community; Support First Response Team Advocates in attending specialized trainings; and Coordinate efforts to continue with the development of the High Risk Team.

**The City of Barre** is the local unit of Government partnering with Circle in order to ensure effective implementation of the grant goals and objectives. The City of Barre will work with the First Response Team to promote and expand on best practices when responding to domestic and

sexual violence incidents in order to encourage program duplication for other police departments and counties, as well as researching methods to secure financial resources for program sustainability.

**The City of Barre Police Department** will provide two part-time Domestic Violence Investigators; provide office space and equipment for the DV investigators; Support DV Investigators in attending specialized trainings; Commit to a coordinated first response with community advocates during domestic and sexual violence cases; Integrate victim services work in the general orders of the department; Actively participate in the CCR; Verify and review data collection and statistical information; Promote and expand on new and best practices in responding to domestic and sexual violence throughout the community; Provide joint and cross-trainings with Team partners; and Support the development of the High Risk Team.

**Washington County State's Attorney** will support the part-time Domestic Violence Investigator who is housed at the SA's office; provide office space for the Investigator; Support the Investigator in attending specialized trainings; Commit to a coordinated response to domestic and sexual violence cases; Actively participate in the CCR; and Support the development of the High Risk Team.

**Disability Rights Vermont** will provide joint trainings and cross-trainings with members of the First Response Team; Provide technical assistance to members of the First Response Team when they are working with a victim who has a disability; Assist the Team identify and address any potential barriers for victims with disabilities; and Work with the First Reponse Team to support the development of the high-risk team.

### **COMMITMENT of PARTNERS to PROJECT GOALS**

The primary goals of the project are as follows:

Goal # 1: Expand on the work of the CCR with support from the Minnesota Coalition Against Sexual Assault.

Goal # 2: Enhance victims' safety through a coordinated and collaborated approach to domestic violence, sexual assault, dating violence, and stalking.

Goal # 3: Ensure that all victims' have access to the technology necessary for online court services.

Goal # 4: Increase accessibility for victims with disabilities through a series of trainings and collaborations with DVRT.

Goal#5: Prevent domestic violence related homicides and serious injuries through the continued development of a multidisciplinary high-risk team.

## **CONTRIBUTIONS to the PROJECT**

- Circle is contributing resources in the form of administrative and financial management, staff expertise, office space, and office supplies. Other office staff will assist in training support, and policy consultation.
- Barre City Police is contributing resources in the form of staff expertise, office space, office supplies, and equipment required for investigative services.
- Washington County State Attorney's office is contributing resources in the form of staff expertise, office space, and office supplies.

## **TIMELINE**

The roles and responsibilities listed above are contingent on the First Response Team receiving the funds requested in the application to the Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Program of the U.S. Department of Justice, Office on Violence Against Women. The term of this Memorandum of Understanding coincides with the grant period, which is anticipated to extend from October 1, 2021 through September 30, 2024.

**APPROVAL**

By signing below, all parties approve of the project narrative and project budget, agree to participate in the project as outlined in the grant application, agree to demonstrate a commitment to work together to achieve the stated project goals, and agree to the responsibilities listed above.

---

Steven Mackenzie, City Manager  
City of Barre

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Date

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Timothy Bombardier, Chief  
Barre City Police

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Date

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Karol Diamond, Co-Director  
Circle

---

Date

---

Rory Thibault, State's Attorney  
Washington County State's Attorney Office

---

Date

---

Lindsey Babson, Staff Attorney  
Disability Rights Vermont

---

Date



137 Barre Street  
Montpelier, Vermont 05602  
(802) 229-9383 / fax: 229-1318  
(800) 730-9475  
www.cvswmd.org



*Leading Member  
Communities to  
Reduce Waste*

## CENTRAL VERMONT SOLID WASTE MANAGEMENT DISTRICT

RECEIVED

FEB 26 2021

BARRE CITY MANAGER

February 19, 2021

To Barre City Council:

Greetings. By the first week in April, when we have our Annual Meeting, we ask member towns and cities of the Central Vermont Solid Waste Management District to appoint or reappoint a member from your community to sit on our Board of Supervisors. You may also appoint an alternate. Any new members need to be appointed in a duly warned meeting.

The CVSWMD board meets the first Wednesday of the month at 6:30 in Berlin – currently through Zoom during the Covid-19 pandemic. The Board does not regularly meet in July, August or January.

Enclosed you will find a reappointment/appointment form and the attendance list since our last Annual Meeting.

Also enclosed is our Conflict of Interest Policy. Please read the policy before appointing a new representative or alternate to be sure of eligibility.

Please return the form to our office by March 22<sup>nd</sup>. Our Annual Meeting will be held on Wednesday, April 7th, 2021. Please note that you may also appoint someone to our Board any time of the year.

I am always available and happy to speak with residents interested in sitting on our Board of Supervisors – or anyone else interested in our continued work. Please feel free to send them my way.

Thank you –

Barb Baird  
Office Manager – Central Vermont Solid Waste Management District  
802-229-9383 ext.100  
administration@cvswmd.org

**BOARD SUPERVISOR APPOINTMENT FORM**

Return to:

**Central Vermont Solid Waste Management District**  
137 Barre Street Montpelier VT 05602  
802-229-9383 / FAX 802-229-1318

City/Town \_\_\_\_\_

**Please check one:**  We are keeping our current representative(s)  
 We are not assigning anyone at this time  
 We are assigning new representatives:

Primary Representative \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

Alternate Representative \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

\_\_\_\_\_  
Signature of Chairperson for Legislative Branch

\_\_\_\_\_  
Please print name and title

\_\_\_\_\_  
Date

**Minutes of the CVSWMD Board and Executive Board of Supervisors**

**– All members and others participated electronically – warned and held in keeping with the Open Meeting Law during COVID-19**

**February 3, 2021**

**Draft until approved**

A meeting of the CVSWMD Board of Supervisors – Towns represented and Board of Supervisors/Alternates present were:

| <b>Representative</b> | <b>Town</b>   | <b>4/20</b> | <b>5/20</b> | <b>6/20</b> | <b>9/20</b> | <b>10/20</b> | <b>11/20</b> | <b>12/20</b> | <b>1/21</b> | <b>2/21</b> |
|-----------------------|---------------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|-------------|-------------|
| Micheli, S.           | Barre City    | X           | X           | X           |             |              |              |              |             |             |
| Ahearn W. (alt)       | Barre City    |             |             |             |             |              |              |              |             |             |
| Thumm, F.             | Barre Town    | X           |             | X           | X           | X            | X            | X            | X           | X           |
| Mitchell, J. (alt)    | Barre Town    |             |             |             |             |              |              |              |             |             |
| Levin, M.             | Berlin        | X           | X           | X           | X           | X            | X            | X            | X           | X           |
| Vacant                | Bradford      |             |             |             |             |              |              |              |             |             |
| Powell, B.            | Calais        | X           | X           | X           | X           | X            | X            | X            | X           | X           |
| Brabant, J. (alt)     | Calais        |             |             |             |             |              | X            |              |             |             |
| Vacant                | Chelsea       |             |             |             |             |              |              |              |             |             |
| Vacant                | Duxbury       |             |             |             |             |              |              |              |             |             |
| Stanton, A.           | E. Montpelier | X           | X           | X           | X           | X            | X            |              | X           | X           |
| Nunez T.              | Fairlee       | X           | X           | X           | X           | X            |              | X            | X           | X           |
| Cornish, S.           | Hardwick      | X           | X           | X           | X           | X            | X            | X            | X           | X           |
| Fielder, S. (alt)     | Hardwick      |             |             |             |             |              |              |              |             |             |
| Vacant                | Middlesex     |             |             | X           |             |              |              |              |             |             |
| Barlow-Casey, D       | Montpelier    | X           | X           | X           | X           | X            | X            |              | X           | X           |
| Cattaneo, L.          | Orange        | X           | X           | X           | X           | X            | X            | X            | X           | X           |
| Holmgren, E. (alt)    | Orange        |             |             |             |             |              |              |              |             |             |
| Ziegler B.            | Plainfield    | X           | X           | X           | X           | X            | X            | X            | X           | X           |
| Vacant                | Tunbridge     |             |             |             |             |              |              |              |             |             |
| Hatch R.              | Walden        |             |             |             |             |              |              |              |             |             |
| Carbee, P             | Washington    | X           | X           | X           | X           | X            | X            | X            | X           |             |
| Rouleau, M            | Williamstown  | X           | X           | X           | X           |              |              | X            |             | X           |
| Covey, F (alt)        | Williamstown  |             |             |             |             |              |              |              |             |             |
| Nold-Laurendeau, J.   | Woodbury      |             | X           | X           | X           | X            | X            |              |             |             |

Other in attendance - Cathleen Gent, Brenna Toman, Lisa Liotta, Barb Baird – District Staff  
David Delcore – Times Argus

**POLICY #**        **0512**    Adopted December 7, 2005  
Reviewed 12/1/2010

**POLICY NAME:**        **CONFLICT OF INTEREST AND DISCLOSURE POLICY**

**EFFECTIVE DATE:**     December 8, 2005

**Section 1 – PURPOSE:**

Acknowledging that the public is entitled to require that the officers and officials of the District discharge their responsibilities and prerogatives fairly, openly and free of undue influence, the Board of Supervisors hereby adopts and declares this statement as the District's policy regarding conflicts of interest and the disclosure of confidential information.

**Section 2 – APPLICABILITY:**

This policy shall apply to all Board members, legislative, administrative, managerial officers and employees of the District.

**Section 3 – DEFINITIONS:**

As used in this statement of policy, the following definitions shall apply:

A: "District" means the Central Vermont Solid Waste Management District.

B: "Board" means the Board of Supervisors of the District, and their respective alternates, and all committees thereof.

C: "Conflict of interest" means any of the following:

1. A direct or indirect personal or financial interest of a Board member or District employee, his or her relative (as defined in 12 VSA 61(a) and 24 VSA 1203), member of the household, business associate, employer or employee, in the outcome of a cause, proceeding, application or any other matter pending before the Board
2. A situation where a Board member or District employee has not disclosed communications with a party in a proceeding before the Board unless made in open session.
3. A situation in which a Board member or District employee has used or attempted to use his or her position to secure a personal advantage or a benefit to a third party.

**Section 4** – A board member or District employee shall not take any official action if he or she has a conflict of interest or the appearance of a conflict of interest in a matter that could result in their receiving direct or indirect financial benefit.

**Section 5 – ELIGIBILITY:**

No person employed by or possessing a direct or indirect financial, control or management interest in any enterprise engaged in the business of collection, transportation, storage or disposal of solid waste shall serve as a Board member or a District employee.

**Section 6 – PARTICIPATION:**

A Board member or District employee shall not participate in any official action or matter of District business where he or she has a conflict of interest or the appearance of a conflict of interest in the matter under consideration. A Board member or District employee shall not, personally or through any member of his or her household, business associate, employer or employee, represent, appear for, or negotiate in any private capacity on behalf of any person or organization in any proceeding or business matter pending before the Board or

**CVSWMD CONFLICT OF INTEREST FORM**

I have read the CVSWMD Conflict of Interest and Disclosure Policy #0512 adopted December 7, 2005

Signature\_\_\_\_\_

Date\_\_\_\_\_

Section 5 of the policy reads as follows:

**ELIGIBILITY:**

No person employed by or possessing a direct or indirect financial, control or management interest in any enterprise engaged in the business of collection, transportation, storage or disposal of solid waste shall serve as a Board member or District employee.

I hereby declare that I have read section 5 of District policy #0512 and it does not apply to me:

Signature\_\_\_\_\_

Date\_\_\_\_\_

Council Revised on 4/10/2014  
[For Council Review/Update: 03-16-21](#)

[SEM Draft #2 03/26/21](#)

## CITY OF BARRE

### GRANTS MANAGEMENT POLICY

**PURPOSE:** Barre City recognizes that grant funding provides significant resources to enhance the City's ability to provide services and activities not otherwise available. City staff within the authority of the City council, may seek grant funding for activities that are determined to further core City functions or that provide for activities which are in the best interests of our citizens.

The purpose of this policy is to ensure that acceptance of each award granted to the City is formally authorized by the City Council. ~~The purpose of this policy is~~ Further, this policy is intended to provide procedures relating to the requirements for Grant Applications and contracts for grants Awards, and to ensure that City departments are accountable for proper grant documentation, administration and activities.

**Commented [SM1]:** Relocated from COUNCIL APPROVAL Paragraph at bottom.

#### **AUTHORITIES:**

Grant applications may be completed by ~~a~~Department ~~heads~~Directors, City Committees, ~~(or City Council).~~ The application may be submitted after approval from the Barre City Manager or if appropriate, the City Council ~~unless otherwise approved by the City Manager.~~

All grant contracts will be approved in accordance with the City's procurement policy and procedures and all grant applications will be signed by the City Manager or his or her designee.

#### **PRE-APPLICATION QUESTIONNAIRE REVIEW FORM:**

The City of Barre assumes a legal and financial obligation to a grantor, contractor, or partner when it accepts grant funding. Any Department ~~Head~~Director or Committee Chair considering applying for a grant must contact the City Manager before preparing a grant application or proposal. Routine administrative Grant Applications, such as the PACIF Grant Program, can be approved solely by the City Manager.

Once a grant opportunity is identified by a Department Director or Committee Chair, A a grantGrant ~~a~~Application Review Form (Attachment A) must be completed and sent to the City Manager, ~~with copies to all Barre City Directors~~ before proceeding with a grant application. This form must indicate:

**Commented [SM2]:** A GARF must be developed to support this requirement

#### **Financial:**

1. Funding Agency and Program
2. Level of grant funding sought
3. Purpose and Scope of project
4. Amount of match or in-kind requirements
5. Is there requirement for the City to make a commitment to institutionalize project staff at the end of the grant? If so, explain.

Council Revised on 4/10/2014  
[For Council Review/Update: 03-16-21](#)

6. Does this grant involve significant partnerships with other organizations (requiring Memorandums of Understanding or Intergovernmental Agreements)?

**Program Requirements:**

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**Does the proposed grant:**

1. Align with City's strategic priorities and/or department's operations plans
2. Provide or expand services to address critical need
3. Fall within the City's capacity to administer the financial and administrative aspects of the grant.

The City Manager and City Council must approve the project's budget, in-kind match and any commitments about sustaining the project after the grant ends.

**RESPONSIBILITY FOR MAINTENANCE OF FILE AND PUBLIC DISCLOSURE**

Upon initiation of the Grant Application process, an electronic folder shall be established in the City's "S" Drive ~~for SharePoint folder when developed~~, as designated by the originating Department Director and as coordinated with the Finance Director or Grants Administrator. The original grant contract and any approved amendments ~~are~~ shall be retained by the ~~Assistant to City Manager~~ appropriate Department Director (or designee) with electronic copies to the central electronic folder "S" for accessibility by the Finance Director and/or the Grants Administrator with a copy to the Accounting Department for administrative support and auditing purposes. The official grant file, including a copy of the signed contract and all documents associated with the grant, including but not limited to the contract and amendments, applications, pre-application questionnaire, activity reports, requests for reimbursement, fiscal reports, and other correspondence will be maintained by the initiating department. Original Grant applications and related documents prepared by a City Committee shall be forwarded to the Grants Administrator. The Committee Chair may retain copies (xerox or electronic) for Committee files. Any destruction of these records will be in accordance with grantor/federal requirements and/or the approved retention schedule in the appropriate department. Public disclosure requests regarding grants will be referred to the initiating department for coordination of public records gathering and release.

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**GRANT ROLES AND RESPONSIBILITIES**

The appropriate Department Director Finance Department and approval of Department Head, with the assistance/support of the Finance Director and/or Grants Administrator, ~~are~~ is responsible for the oversight of grant related financial activity. In this role, ~~the City Manager, designee Finance Director and/or Grants Administrator,~~ reviews financial reports generated by recipient departments, works with the City Attorney to identify and investigate issues that may arise with respect to the management of City grants, and provides general oversight of other grant related issues, including the proper budgeting and ~~Accounting~~ Finance for grants and other responsibilities indicated throughout this policy. The ~~Accounting~~ Finance Department is responsible for creating a grant fund and/or project number, which is used to recognize grant revenue and expenditures in the department's ~~or division's~~ budget. Copies of all grants are filed in the Accounting Department

Council Revised on 4/10/2014  
[For Council Review/Update: 03-16-21](#)

~~for auditing purposes.~~

Commented [SM3]: Redundant text

Departments ~~Heads~~Directors that apply for and utilize grant funds are responsible for [coordinating](#) all aspects of the grant process [with the Grants Administrator](#). ~~These including~~ planning for grant acquisition, preparation and submission of grant proposals to the City Manager, ~~grant writing~~, preparing City Council Agenda items [apply for and/or](#) to accept grant awards, preparing budget revision requests, ~~accepting grant funds~~, developing grant implementation plans, managing [awarded](#) grants ~~programs~~ and projects, preparing and submitting reports to grantors, and properly closing out grant projects as detailed in this policy and the grant agreement ~~or award letter that delineates the terms and conditions of the grant~~. The following roles further define grant related responsibilities of the Department [Heads](#)director:

- Communicate grant related information to all staff in their department with [awarded](#) grant responsibilities.
- Serve as the conduit for grant related ideas and information from within the department.
- Obtain necessary approvals and signatures as indicated in this policy.
- Ensure City grant policy and procedure is being followed in the department.
- ~~Attend meetings to accomplish committee goals and objectives as needed.~~
- ~~Share ideas and expertise in grant related meetings and training events as requested.~~

Subject to the authorization of the City Council, [the](#) City Manager has authority to approve and sign grant applications for City operating departments at the time of application submission. In addition, the City Manager shall be the final arbiter of which department will submit the application when internal competition for a grant application cannot otherwise be resolved or to obtain approval to submit multiple applications to a grantor.

#### CONFLICT OF INTEREST

~~Grant audit findings due to conflicts of interest can damage the reputation and credibility of the City. Further, the appearance of a conflict of interest can be just as damaging to the City's reputation and credibility as an actual conflict. The purpose of this policy is to avoid the appearance, as well as the actuality, of any conflict of interest or breach of trust by an official or employee of the City.~~

Commented [SM4]: Superfluous text

No ~~officer or~~ employee of the City shall have any interest, financial or otherwise, direct or indirect, or have any arrangement concerning prospective employment that will, or may be reasonably expected to, bias the design, conduct, or reporting of a grant funded project on which ~~he or she~~ [the proposer](#) is working. Potential or expected conflicts of interest shall be disclosed to the City Manager and/or City Council for assessment.

The Department [Head](#)Director for each particular grant funded project shall ensure that in the use of project funds, officials or employees of the City and non-governmental recipients or sub-recipients shall avoid any action that might result in, or create the appearance of:



Council Revised on 4/10/2014  
[For Council Review/Update: 03-16-21](#)

- Using his or her official position for private gain
- Giving preferential treatment to any person or organization
- ~~Losing complete independence~~[Lacking independence](#) or impartiality
- Making an official decision outside official channels
- Adversely affecting public confidence in the grant funded program in particular and the City in general.
- 

### LETTER OF SUPPORT REQUESTS FROM EXTERNAL ORGANIZATIONS

External organizations frequently seek support from the City for grant applications they intend to submit to grantors. Requests for such support are often made to department staff or directors whom are unaware of whether other City departments are competing for the same grant opportunity. Additionally, there may be other reasons why it would not be in the city's interests to provide a letter of support. Requests for such letters of support should be forwarded to the City Manager for response. [Letters of Support may be executed by the City Manager, unless circumstances warrant authorization by the Council and/or signature by the Mayor. This shall not pertain to project partners who are submitting non-conflicting grant application](#)

### COUNCIL APPROVAL TO ACCEPT AWARD **PROCEDURE**

~~The purpose of this policy is to ensure that acceptance of each award granted to the City is formally authorized by the City Council.~~

**Commented [SM5]:** Relocated to PURPOSE Paragraph at beginning.

The Department ~~applying requesting acceptance for~~ [of a Grant award and underlying Grant Agreement](#) must prepare a Council agenda item ~~and fiscal impact statement~~ and submit it to the City Manager for the Council's ~~approval authorization to accept the Grant~~ [before any application submitted and before funds from the granting entity are appropriated or expended executing and returning and Award documents](#). The agenda items must be accompanied by the award letter, grant agreement and any other required documentation.

Once the City Council has approved the grant award, [and unless otherwise directed by the City Council](#), the ~~Mayor~~ [City Manager](#), or his or her designee shall be authorized to sign the grant. Once duly executed, the department ~~head~~ [Director](#) is responsible for submitting the grant award acceptance to the grantor ~~by the grant award acknowledgement date~~.

The ~~d~~Department [Director](#) must provide an ~~digital copy original~~ of the fully executed grant agreement to the ~~Assistant to the City Manager Finance Director~~ and [Grants Administrator](#) ~~a copy to the Accounting Department~~ when the fully executed grant award is returned to the City by the grantor.

### APPLICATION SUBMISSION

Each grant application submitted by or on behalf of the City should be aligned with an established City priority, meets the city's expectations of document quality, has matching funds available if required by the grantor, and that the means for continuation of the project or program when the

Council Revised on 4/10/2014  
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grant period ends has been given realistic consideration and is in receipt of final approval by the City Manager and City Council.

The department submitting the grant application is responsible for ensuring that pre- application assessment factors noted above have been evaluated and completed prior to submissions.

### **USE AND RECEIPT OF GRANT FUNDS**

Grant funds must be properly used and received by the City of Barre. Violations can result in a range of penalties, including suspension of future fund from the grantor, return of all funds associated with the award, including those already expended, and civil and/or criminal penalties.

Any procurement activity associated with grant funded projects or programs shall follow the Barre City Procurement Policy.

[Fixed assets purchased with federal or state funds, with an acquisition cost of \\$5,000 or greater, must be inventoried, tagged \(where practical\) and tracked as such in NEMRC fixed asset module. Asset ownership, transfers and disposal of assets need to be properly documented and follow the guidelines within the grant agreement. Federal equipment should be inventoried at least every 2 years in order to safeguard against theft, damage, or loss.](#)

Grant project managers are ultimately responsible for adherence to the stipulations outlined in the approved grant award/contract to ensure that allowable expenditures are incurred.

### **GRANT REPORTING**

Grants awarded to the City may require that progress, programmatic and financial reports be submitted to the grantor. Accurate and timely reporting is critical to maintaining a good relationship with the grantor. Late or inaccurate reports may negatively impact current or future funding.

Copies of all financial status, programmatic report and final reports prepared for submission to the grantor shall be provided, along with the associated grant name and year to the City Manager and the City Clerk/Treasurer for content and quality review. Upon satisfaction with the report, the Department ~~Head~~Director will place a copy of the report in the master file with the Administrative Assistant to the Manager and with the ~~Accounting~~Finance Department for auditing purposes.

### **FILE MANAGEMENT, ACCESS AND GRANT RECORDS RETENTION**

~~Submittal (application guidance and a copy of the application)~~

- ~~• Research (statistical and other information used in preparation of and support of the grant)~~
- ~~• Award (award letter, council agenda item, grant agreement, grant amendments, modifications, extensions, cancellations and termination and anything else related to the award)~~
- ~~• Finance (account set up, purchase orders, invoices)~~

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~~• Reports (reports to granting entity and evaluation components)~~

The City of Barre maintains records for at least **five** years following the closure of its most recent audit report. If any litigation, claim, negotiation, audit, or other action involving grant records has been started before the expiration of the five-year period, the records must be retained until completion of the action and resolution of all issues which rise from it, or until the end of the regular five-year period, whichever is later.

Typical documentation preserved in grant files shall include, as appropriate: Submittal (application guidance and a copy of the application)

- Research (statistical and other information used in preparation of and support of the grant)
- Award (award letter, council agenda item, grant agreement, grant amendments, modifications, extensions, cancellations and termination and anything else related to the award)
- Finance (account set up, purchase orders, invoices)
- Reports (reports to granting entity and evaluation components)

**Commented [SM6]:** Relocate designated text to end of paragraph

**Commented [SM7]:** Verify retention period

**Formatted:** Highlight

Attachment A  
Grant Application Review Form

|  |  |
|--|--|
| <u>City Department:</u>                  |  |
| <u>For further information, contact:</u> |  |
| <u>Phone Number:</u>                     |  |

|  |  |
|--|--|
| <u>Funding Agency:</u>                           |  |
| <u>Application Deadline:</u>                     |  |
| <u>Brief Description of project and purpose:</u> |  |

|   |  |
|---|--|
| <u>Amount of Expected Grant Award:</u>      |  |
| <u>Amount of local cash match required:</u> |  |
| <u>Amount of local In-kind Match:</u>       |  |

|   |
|---|
| <u>Name any significant partnerships with other organizations (i.e., is an MOU required, intergovernmental agreements, etc.):</u> |
|---|

|   |
|---|
| <u>How does this proposed grant align with the City's strategic priorities and/or Department's Operating Plans?</u> |
|---|

|   |
|---|
| <u>How does this grant provide for or expand services to address critical need?</u> |
|---|

|  |
|--|
| <u>Is the Department capable of administering the financial and administrative aspects of the grant? Explain. If no, state what assistance will be needed:</u> |
|--|

|   |  |
|---|--|
| <u>City Manager Received (sign and date):</u> |  |
|---|--|

Council Revised on 4/10/2014  
[For Council Review/Update: 03-16-21](#)

\* Copy must be retained in Grant application file and copy sent with executed grant award to Accounting Department. \*

# Prescription Drug Take-Back Day

**Got Drugs?**



Washington County Sheriff W. Samuel Hill, in cooperation with the DEA, has coordinated collection sites within Washington County, for the disposal of unused prescription drugs.

Vape pens or other e-cigarette devices from individual consumers, after the batteries are removed from the devices, will be accepted also.

## Saturday April 24<sup>th</sup>, 2021

10 am to 2 pm

### Collection Sites:

Washington County Sheriff's Department  
10 Elm Street  
Montpelier, VT

Northfield Police Department  
110 Wall Street  
Northfield, VT

Montpelier Police Department  
1 Pitkin Court  
Montpelier, VT

Barre City Police Department  
15 Fourth Street  
Barre City, VT

Kinney Drugs  
Supported by the Vermont State Police  
80 South Main Street  
Waterbury, VT



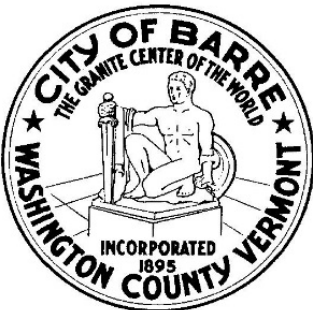
With support from Central Vermont New Directions Coalition and the Vermont Department of Health Regional Prevention Partnerships

[cvndc.org](http://cvndc.org)

# CITY OF BARRE, VERMONT MAYORAL PROCLAMATION

## A PROCLAMATION FOR CHILD ABUSE PREVENTION AND AWARENESS MONTH

- WHEREAS, children are the foundation for community development and our children are the most valuable resources in the City of Barre, Vermont; and
- WHEREAS, children are our future workforce, leaders, and neighbors that will shape our community for years to come and their health and well-being must be guaranteed; and
- WHEREAS, nationally, over 4 million reports are made to child protective services each year and, of the 446 safety interventions out of the DCF Office in Barre, 75 were substantiated and 88 were opened for services; and
- WHEREAS, all forms of child abuse: sexual, physical, emotional, and neglect, and racism can lead to physical and behavioral health problems including heart disease, cancer, high blood pressure, obesity, substance abuse, delinquency and incarceration which inevitably affects our families, schools, communities and health care systems; and
- WHEREAS, the COVID-19 pandemic has presented a greater threat to vulnerable children by increasing risk factors from the stresses of health risks, school closures, isolation and economic instability in their families; and
- WHEREAS, public and private partnerships between the City of Barre, the Vermont Department for Children and Families, Our House, and other community organizations are essential to protect children who have been abused, prevent abuse from occurring in the first place, and continue engagement of prevention and early intervention programs and initiatives; and
- WHEREAS, effective child abuse prevention activities succeed because of the daily commitment to children and families from foster and Kinship Care parents, early childhood educators, afterschool staff, social workers, health and mental health professionals, teachers, law enforcement officers, victim advocates, home visitors, parent educators, domestic violence and rape crisis workers, hotline workers, mentors, guardian ad litem, youth workers and other volunteers; and
- WHEREAS, communities must work together to increase awareness about child abuse and make every effort to promote programs and activities that create safe, stable and nurturing environments for children and families; and
- NOW, THEREFORE, BE IT RESOLVED that I, Lucas J. Herring, Mayor of the City of Barre, Vermont, do hereby proclaim April, 2021, as Child Abuse Prevention and Awareness Month and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.



*Lucas J. Herring*

Lucas J. Herring, Mayor

# METRO DEVELOPMENT, LLC

125 Nelson Street  
Barre, VT 05641

Thomas J. Lauzon, President  
tlauzon@charter.net  
(802) 793-1033

February 26, 2021

Steve Mackenzie, City Manager  
Janet Shatney, City Assessor  
City of Barre, Vermont  
6 North Main St.  
Barre, VT 05641

RE: Tax Stabilization Request – 51 Church Street

Dear Mr. Mackenzie and Ms. Shatney,

I writing to request approval of the attached and proposal property tax stabilization agreement.

A little more than a year ago, we started working with the Peoples Health and Wellness Clinic (“PHWC”) to locate a more suitable facility, with improved visibility, greater access and the ability to accommodate an expansion and growth of their health care mission. This unique partnership began at the request of Dr. Mark Yorra, who has been a driving force behind PHWC. We’ve known Dr. Yorra for years and admire his commitment and dedication to making preventative health care available to underinsured and uninsured community members in central Vermont. In addition, the generosity and support of Dr. Yorra and his partner, Kit Gates is well known to non-profits throughout Vermont.

After discussing their needs, we focused on a building located at 51 Church Street in Barre, Vermont. 51 Church Street was originally the location of the Barre Granite Association for decades and was acquired by Metro 51 Church, LLC in 2019. The original acquisition contemplated a conversion to housing units.

Given its size, proximity to our core business district and history, the boards of directors of PHWC and Metro Development, LLC have enthusiastically committed to pursuing this important project. With Thom and Karen Lauzon acting as lead project developers, we have;

- Completed the design phase of the project, allowing for full accessibility and the installation of a lift accessing upper floors;
- Applied for and been awarded \$142,213.00 in Downtown Tax Credits to assist in funding the necessary renovations;
- Solicited investments totaling \$225,000.00 (of a required \$350,000.00).
- Obtained a financing commitment for the balance of the project (\$295,000.00).

This project mirrors the “30 Washington Street, LLC” project that we constructed last year to benefit the central Vermont Meals on Wheels program. That project is performing as planned



Steve Mackenzie, City Manager  
Janet Shatney, City Assessor  
City of Barre, Vermont  
February 26, 2021  
Page 2

and will provide hundreds of thousands of dollars to the central Vermont Meals on Wheels Program.

51 Church Street has a current assessed value of \$260,000.00 and a current appraised value of \$230,000.00. In summary, the building is currently slightly over-assessed. I've provided you with a copy of the appraisal. After renovations of approximately \$470,000.00, the building will have a completed appraised value of \$380,000.00. With specialize use projects such as this, it's not unusual for the renovations and improvements to not add a dollar for dollar value to the property.

For a ten-year period, the project will be owned by 51 Church Street, LLC (a for-profit entity). There will be 15 members owning 51 Church Street, LLC. Each member will contribute \$25,000.00 and will receive an immediate return (in 2021) in the form of a \$9,480.00 Vermont tax credit. At the end of the ten-year period, the debt will be retired and the building will be donated to PHWC. Accordingly, each member will receive a charitable contribution deduction equal to 1/15 of the appraised value of the donated real property.

A summary of the funding structure follows;

**SOURCES OF CASH:**

|                                   |                     |
|-----------------------------------|---------------------|
| Member equity                     | \$375,000.00        |
| Donation – Metro Development, LLC | 80,000.00           |
| Financing facility                | <u>295,000.00</u>   |
| Total                             | <u>\$750,000.00</u> |

**USES OF CASH**

|                                      |                     |
|--------------------------------------|---------------------|
| 51 Church Street @ FMV               | \$230,000.00        |
| Renovation Budget                    | 470,000.00          |
| Contingency, carrying and soft costs | <u>50,000.00</u>    |
| Total                                | <u>\$750,000.00</u> |

We're not unmindful that this project is located within the city's tax increment financing (TIF) district. Accordingly, we've structured this proposed tax stabilization request in such a way to support the grand value within the district and avoid any "backward movement". Although the current assessed value exceeds the assessed value by \$30,000.00 and we could request a reduction in the current assessment, we are aware that this would have a short-term detrimental effect on the TIF increment. Accordingly, we propose that the stabilization formula retain the higher \$260,000.00 assessment as a starting point and work into the higher incremental value in year 3. Even with our request that the city stabilize the education portion of the taxes, this project and agreement results in a 15-year cumulative return to the city of approximately \$63,000.00 over the taxes currently generated by this property. Put another way – Assuming there is no investment and the municipal and education tax rates increase by 2.50% annually, the city would realize approximately \$161,666.77 in tax collections over the next fifteen years. Supporting this project and agreement as proposed results in \$236,435.62 being collected over

Steve Mackenzie, City Manager  
Janet Shatney, City Assessor  
City of Barre, Vermont  
February 26, 2021  
Page 3

the same fifteen-year period. This represents an increase of 46.25% over the cumulative fifteen-year period.

Lastly, a covenant in the eventual transferring deed will ensure that this parcel remains contributing to the municipal and education funds in perpetuity.

In summary, if this project comes to fruition, everyone benefits on some level. The investors benefit by using Vermont downtown tax credits and a tax deduction to support their generous investment and desire to support the PHWC. The city benefits by building on its existing tax base. The core business district benefits through a renovation project that renovates a historic building and fully utilizes its potential. Most importantly, the uninsured and underinsured citizens of Barre benefit through the expansion of free and reduced cost medical and dental services dedicated to helping them maintain and preserve their health.

In closing, I've attached the full appraisal (which satisfies the submittals identified in the city's tax stabilization policy) and a fifteen-year projection of the tax stabilization proposal, which is also a required submittal.

Please let me know if you have any questions.

Very truly yours,  
METRO DEVELOPMENT, LLC  
*Thomas J. Lauzon /s/*  
Thomas J Lauzon, President

Enclosures



**Tax Stabilization Request**  
**City of Barre**  
**6 North Main Street**  
**Barre VT 05641**  
**Voice 802-476-0245 Fax 802-476-0264**

**Instructions**

Follow the guidelines outlined in the Barre City Tax Stabilization Policy. Insert N/A if not applicable

**Site Information**

Physical Location (E911 Address)

**51 Church Street**

Parcel ID #, Current Assessment

ID # 0350-0051-0000 Assessed Value \$ 260,000

Current Property Owner Name

**Metro 51 Church, LLC**

Applicant's Name, New Owner

51 Church Street, LLC

Applicant's Mailing Street Address, City, State and Zip

125 Nelson St.  
Barre, VT 05641

Applicant's Phone Number

Day: 802.476.8673 Cell Phone: 802.793.1033

Applicant's email address

tlauzon@salvadorandbabic.com rebecca@phwcvt.org

Zoning District

UC-2; Designated Downtown District; Design Review Overlay; Historic Structure Overlay District; Historic District

Tax Stabilization Request is for:

Industrial/Commercial  Multi-Family Residential

PROJECT DESCRIPTION (Describe below as much detail as possible about new construction or renovations to include breakdown of work by trade. Add extra sheets if necessary.)

Complete renovation and reconfiguration of existing space to include new framing, doors, walls, ceiling, flooring, electrical, plumbing, HVAC and ADA compliant restrooms.

Installation of ADA ramp and lift servicing second floor.

Additional detail can be found within submittals.

**Check List of information to be included in Application:**

- Copies of current Lister's Card and most recent tax bill
- Site Plan showing existing property lines and buildings
- Scaled drawing of construction including floor plans and elevations for the project
- Written estimate of construction costs by Contractor or subcontractors to perform the work

For commercial and industrial projects, please provide company's current employment and estimated post-project employment data: Number of current employees: 3 Projected Number: 3

In the space below, please provide any additional information that the Applicant believes will assist the city in evaluating and justifying a request for Tax Stabilization in accordance with the City's Tax Stabilization Policy, including the Policy's Statement of Purpose. (Add extra sheets if necessary.)

Provided within additional submitted information.

The Applicant or its authorized agent attest the information provided in this application is accurate to the best of their knowledge.

Signature: 

Printed Name: Thomas J. Lauzon Date: March 1, 2021

If applicable, attach Corporate Resolution authorizing an Agent to sign an application for tax stabilization.

**A Fee of \$250 is due with submission of an application to the City Manager prior to consideration by the City of Barre.**

Adopted by the Barre City Council: October 29, 1991  
Recommend by the Economic Development Committee for Amendment: September 4, 1996  
Amendment by Barre City Council September 9, 1996  
Re-drafted/ recommended for approval by Economic Restructuring Committee: Nov. 1, 2007  
Re-drafted by the City Manager and approved by the City Council: July 22, 2008  
Re-drafted by the Barre Area Development, Inc. Executive Director: August 18, 2010  
Approved by Barre City Council: December 14, 2010  
Revised by Council TS Committee & Approved by Barre City Council: August 6, 2013

## REVISED TAX STABILIZATION POLICY

### CITY COUNCIL

### CITY OF BARRE, VERMONT

#### I. STATEMENT OF PURPOSE

The primary objective of the Barre City Tax Stabilization Policy (the “Policy”) is to promote the vitality and growth of the local economy while expanding the property tax base of the City for the long term public benefit of all residents and all taxpayers of the City of Barre. Tax stabilization is one method that can be utilized to help achieve this objective; and to this end, industrial and commercial enterprises and expanded multi-family residential real estate projects should be encouraged.

#### II. AUTHORITY

The City Council has the authority to adopt this Policy and has general authority to approve tax stabilization contracts relating to eligible projects involving the development of or renovations to industrial and commercial enterprises and expanded multi-family residential property (the “Project or “Projects”) as application is made as a result of an action taken by the voters of the City of Barre at the Annual City Meeting held on March 3, 1987 and on March 1, 2005. Authority is further granted by the City of Barre Charter, Article II, Section 322, and by Vermont State Law Title 24 V.S.A. Ch. 75 §2741 et. seq.

#### III. GENERAL CRITERIA

A. Tax stabilization contracts (hereinafter referred to as the “Stabilization Agreement” or the “Agreement”) will be awarded only to eligible Projects that substantially advance the purpose of the Policy after thorough consideration by the City Assessor and the City Manager and City Council of the municipal benefits of a Project as presented by an Applicant.

- B. In the event that an Applicant wants to have an Agreement go into effect on July 1<sup>st</sup> of the upcoming fiscal year, then a written application must be filed on or before April 1<sup>st</sup> in order to consummate an Agreement by June 1st. Applications will be accepted at any time during the year.
- C. Applications *must be received and approved* before construction can commence on the property.
- D. All Projects shall be reviewed by the City Council and shall substantially meet the following criteria where applicable to the particular property or Project:
  - 1. Creation of new jobs or retention of existing jobs. Greater weight will be given to jobs with higher quality wages and benefits;
  - 2. Creation of new and improved multi-family residential housing units;
  - 3. Elimination of blight, improvement of aesthetics, and preservation of historic structure;
  - 4. Removal of environmental hazards such as hazardous waste, noise, dust or odor;
  - 5. Impact on municipal services;
  - 6. The Project shall be consistent with the municipal plan.

#### IV. APPLICATION AND COMPOSITION

- A. All Applications are to be made, in writing, to the City Manager using an application form provided by the City, and shall be signed by all owners of the property or Project including all partners, shareholders or members of any entity that owns a property or Project, of all whom shall collectively be deemed "Applicants".
- B. All applications shall include, to the extent practicable and/or appropriate:
  - 1. Demographic Data:
    - a. Current tax assessed value of the property (include current lister's card and copy of most recent tax bill);
    - b. Site plan showing existing property lines and buildings;
    - c. Scale drawing of all proposed construction detailing the square foot area, building height, number of stories, and the proposed use of all space;

- d. Written estimate of construction costs provided by contractor(s) expected to perform the work.
2. Employment data, current and projected if applicable.
3. A fifteen (15) year Return on Investment (ROI) Table that estimates the Tax Stabilization and tax revenue projection for the project.
4. Any other information necessary to evaluate the proposal according to the criteria above.
5. A non-refundable, \$250 application fee shall be submitted with the application.

## V. CONTRACT TERMS

- A. Stabilization Agreements are negotiable, may be awarded at the discretion of the City Council, and shall be based on an incremental increase in taxes based on the increase in assessed value due to the project pursuant to a formula established by the City Assessor *as presented below and as may be amended from time to time* and approved by the City Council in order to carry out the intent of this Policy.
- B. An approved Stabilization Agreement shall be for a specified number of years based on the amount of provable investment in the Project and shall adhere to the following schedule:
  - 1: 1 to 3 years for \$50,000-\$99,999 improvements;
  - 2: 4 years for \$100,000-\$199,999 improvements;
  - 3: 5-10 years for a project involving improvements of \$200,000 or more with the length of time to be determined at the discretion of the City Council after consideration of the recommendation of the City Assessor and City Manager.
- C. The tax Stabilization Agreement will include all of the municipal portion of the taxes and a percentage of between 0 and 100 percent of the education portion of property taxes. Where appropriate, the Applicant will be encouraged to apply to the Vermont Economic Progress Council (VEPC) for abatement of the education portion of the tax stabilization for projects.
- D. The City Council reserves the right to identify City prioritized areas and can thus award a bonus percentage of the education portion of the taxes to the Applicant's Project.
- E. A termination and rollback clause shall be included in the Stabilization Agreement providing for termination of the Stabilization Agreement by the City Council and repayment of all taxes that would have been due in the absence of a

Stabilization Agreement plus applicable penalties and interest proscribed below, required to be repaid effective as of the date of final determination made by the City Council hereunder. This termination and rollback clause may be invoked by the City Council upon the recommendation of the City Assessor or Barre City Manager in the event that during the term of the Stabilization Agreement:

1. There is a material change in the use of the property or in the nature of the Project;
  2. The property or Project is sold or transferred to any person other than the original Applicant or Applicants, is abandoned, moved, or the Applicant files for bankruptcy;
  3. The Project does not comply with the terms of the Agreement, or the Project is not completed as it was presented during the application process;
  4. Property tax payments on the property become delinquent;
  5. The Project fails to comply with any zoning, building, plumbing, electrical, life safety codes or ordinances;
  6. The Agreement is terminated at the request of the Project owner/Applicant.
- F. In the event that the City Council takes action to (i) terminate the Stabilization Agreement; or (ii) terminate the Stabilization Agreement to invoke the rollback clause, then the Applicant shall be granted a public hearing before the City Council. This public hearing shall be duly warned with 30 days notice and with 30 day written notice given to Applicant. During the hearing the City Council will consider testimony from the Applicant as to the reasons why the Stabilization Agreement should not be terminated and why the rollback clause should not be invoked. At the conclusion of the hearing, the City Council may terminate the Stabilization Agreement upon giving to the Applicant not less than 30 days prior to termination, written notice of their findings and basis for the termination. If the Stabilization Agreement is terminated, the property shall be set in the Grand List at its established fair market value as of the date of termination. In addition, if at the discretion of the City Council the rollback clause is invoked, the Applicant shall pay the City, all taxes that would have been due in the absence of a Stabilization Agreement together with a penalty of 8%, and interest at the rate of 12% per annum thereon, less any taxes already paid during the period of stabilization.
- G. Notwithstanding the foregoing, no rollback penalty shall be applied to transfers of the property or Project to someone other than the original Applicant so long as the property or Project is otherwise in compliance with the terms and provision of the Agreement at the time of transfer; however, **the Agreement shall terminate at**



the time of such transfer **unless** the City Council in its sole discretion accepts the transferee as a substitute Applicant party under the Agreement.

- H. In the event that the Project owner desires to terminate the Stabilization Agreement with the City, the following shall apply:
  - 1. The Applicant shall submit, in writing, a request to the City Manager, stating the reasons why termination is requested.
  - 2. The City Manager shall review the request and shall forward the request to the City Council for consideration, along with a recommendation to approve or deny the request.
  - 3. If the request is denied, at the request of the Applicant made within five (5) days of such denial a public hearing shall be held before the City Council. This public hearing shall be duly warned with a 30-day notice and with 30-day written notice given to the Applicant.
- I. The Agreement shall be filed in the City of Barre Land records and shall constitute a lien against the stabilized property or Project and shall be discharged upon payment of all sums which become due by virtue of the Agreement. The lien may be foreclosed in the same manner as provided by Vermont Statutes in the case of statutory state liens.
- J. If, during the effective life of any Stabilization Agreement, the authority of the City Council to enter stabilization agreements is revoked, then all Stabilization Agreements shall be void as to subsequent contract years following the date of such revocation or court action. Unless sooner terminated by law, pursuant to this Policy or the terms of a Tax Stabilization Agreement as approved, the Stabilization Agreement shall remain with the property for the life of the stabilization contract.
- K. Upon completion of the Project, the property or Project must be fully compliant with all building and life-safety codes.

## VI. APPLICATION REVIEW AND ADMINISTRATION

- A. All Applicants should be aware that this is a public process, and as such all meetings are open to the public and all information requested in the application becomes public information.
- B. Applicant shall bring the completed tax stabilization application to the City Manager. The City Manager shall give a copy of the application to the City Council for review and to the City Assessor to determine the impact of the proposal on the valuation of the property, and to analyze the tax impact of the proposed Agreement.

- C. The City Manager and City Assessor shall consult with each other and review the application with the Applicant to discuss guidelines established in this policy and provide an estimate of the property assessment upon completion of the project, thus establishing the basis for the tax stabilization percentage and the preparation of a proposed Tax Stabilization Agreement for the subject project.
- D. The City Manager shall place the application and proposed Tax Stabilization Agreement on the agenda for the City Council to review within thirty (30) days of receipt of an application determined to be **administratively complete** by the Manager.

The Applicant, accompanied by the City Manager or City Assessor, shall make a formal presentation of the application to the City Council at an open public meeting of the City Council warned for the purpose of considering such applications.

- E. The City Manager shall make a recommendation to the City Council in open hearing concerning the municipal tax stabilization and rate of the education portion of the property tax to be stabilized, and shall recommend that the application be approved, approved with condition(s), or denied. For Projects also submitted to VEPC for approval, the education portion assessment shall be based upon guidelines set forth by the Vermont Economic Progress Council (VEPC) pursuant to the applicable provisions of Vermont State Law Title 32 V.S.A. § 5930a ©. The City Council shall consider the application and testimony of those in attendance at the hearing and shall take action to approve or deny the application, or request additional information.
- F. If the application is approved by the City Council, the City Manager shall be directed to cause an Agreement to be prepared, in triplicate, to be signed by the City Manager and the Applicant. Original copies of the Agreement shall be filed with the Barre City Clerk in the City of Barre Land Records, in the City Assessors Office, and with the Applicant
- G. The City Manager shall be charged with administration of the Tax Stabilization Program. This responsibility may be delegated to the City Assessor at the discretion of the City Manager.
- F. At the discretion of the City Manager and/or City Assessor, an Audit of the completed Project may be required to confirm that the Project was completed in accordance with the physical and financial representations made in the Application. In the event material disparities are found between the Application and completed Project, the City Manager and/or City Assessor may make recommendations to the City Council for modification or termination of the Agreement.

**51 CHURCH STREET • BARRE, VERMONT  
PROPERTY TAX STABILIZATION PROPOSAL**

A. Assessment: 260,000.00  
 B. Appraised Value 230,000.00  
 C. As Completed 380,000.00

Delta (B minus C) 150,000.00

|  | <u>2021</u>   | <u>2022</u>   | <u>2023</u>   | <u>2024</u>   | <u>2025</u>   | <u>2026</u>   | <u>2027</u>   | <u>2028</u>   | <u>2029</u>   | <u>2030</u>   | <u>2031</u>   | <u>2032</u>   | <u>2033</u>   | <u>2034</u>   | <u>2035</u>   | <u>2036</u>   |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>Rate (Assumed 2.5% Increase Annually)</b> |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |               |
| Municipal                                    | 1.9141        | 1.9620        | 2.0111        | 2.0614        | 2.1129        | 2.1657        | 2.2198        | 2.2753        | 2.3322        | 2.3905        | 2.4503        | 2.5116        | 2.5744        | 2.6388        | 2.7048        | 2.7724        |
| Education                                    | 1.6893        | 1.7315        | 1.7748        | 1.8192        | 1.8647        | 1.9113        | 1.9591        | 2.0081        | 2.0583        | 2.1098        | 2.1625        | 2.2166        | 2.2720        | 2.3288        | 2.3870        | 2.4467        |
| Other  | 0.0234        | 0.0240        | 0.0246        | 0.0252        | 0.0258        | 0.0264        | 0.0271        | 0.0278        | 0.0285        | 0.0292        | 0.0299        | 0.0306        | 0.0314        | 0.0322        | 0.0330        | 0.0338        |
| <b>Total</b>                                 | <b>3.6268</b> | <b>3.7175</b> | <b>3.8105</b> | <b>3.9058</b> | <b>4.0034</b> | <b>4.1034</b> | <b>4.2060</b> | <b>4.3112</b> | <b>4.4190</b> | <b>4.5295</b> | <b>4.6427</b> | <b>4.7588</b> | <b>4.8778</b> | <b>4.9998</b> | <b>5.1248</b> | <b>5.2529</b> |

**AS IS:**

|               |                 |                 |                 |                 |                 |                 |                 |                 |                  |                  |                  |                  |                  |                  |                  |                  |
|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Assessment    | 230,000.00      | 230,000.00      | 230,000.00      | 230,000.00      | 230,000.00      | 230,000.00      | 230,000.00      | 230,000.00      | 230,000.00       | 230,000.00       | 230,000.00       | 230,000.00       | 230,000.00       | 230,000.00       | 230,000.00       | 230,000.00       |
| Municipal Tax | 4,456.25        | 4,567.80        | 4,682.11        | 4,799.18        | 4,919.01        | 5,041.83        | 5,167.87        | 5,297.13        | 5,429.61         | 5,565.31         | 5,704.46         | 5,847.06         | 5,993.34         | 6,143.30         | 6,296.94         | 6,454.26         |
| Education Tax | 3,885.39        | 3,982.45        | 4,082.04        | 4,184.16        | 4,288.81        | 4,395.99        | 4,505.93        | 4,618.63        | 4,734.09         | 4,852.54         | 4,973.75         | 5,098.18         | 5,225.60         | 5,356.24         | 5,490.10         | 5,627.41         |
| <b>Total</b>  | <b>8,341.64</b> | <b>8,550.25</b> | <b>8,764.15</b> | <b>8,983.34</b> | <b>9,207.82</b> | <b>9,437.82</b> | <b>9,673.80</b> | <b>9,915.76</b> | <b>10,163.70</b> | <b>10,417.85</b> | <b>10,678.21</b> | <b>10,945.24</b> | <b>11,218.94</b> | <b>11,499.54</b> | <b>11,787.04</b> | <b>12,081.67</b> |

**PROPOSED:**

|               |                 |                 |                 |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
|---------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Assessment    | 260,000.00      | 260,000.00      | 260,000.00      | 275,000.00       | 290,000.00       | 305,000.00       | 320,000.00       | 335,000.00       | 350,000.00       | 365,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       |
| Municipal Tax | 5,037.50        | 5,163.60        | 5,292.82        | 5,738.15         | 6,202.23         | 6,685.91         | 7,190.08         | 7,715.39         | 8,262.45         | 8,831.91         | 9,424.76         | 9,660.36         | 9,902.04         | 10,149.80        | 10,403.64        | 10,663.56        |
| Education Tax | 4,392.18        | 4,501.90        | 4,614.48        | 5,002.80         | 5,407.63         | 5,829.47         | 6,269.12         | 6,727.14         | 7,204.05         | 7,700.77         | 8,217.50         | 8,423.08         | 8,633.60         | 8,849.44         | 9,070.60         | 9,297.46         |
| <b>Total</b>  | <b>9,429.68</b> | <b>9,665.50</b> | <b>9,907.30</b> | <b>10,740.95</b> | <b>11,609.86</b> | <b>12,515.38</b> | <b>13,459.20</b> | <b>14,442.53</b> | <b>15,466.50</b> | <b>16,532.68</b> | <b>17,642.26</b> | <b>18,083.44</b> | <b>18,535.64</b> | <b>18,999.24</b> | <b>19,474.24</b> | <b>19,961.02</b> |

**WITH NO STABILIZATION:**

|               |                 |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
|---------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Assessment    | 230,000.00      | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       | 380,000.00       |
| Municipal Tax | 4,456.25        | 7,546.80         | 7,735.66         | 7,929.08         | 8,127.06         | 8,329.98         | 8,538.22         | 8,751.78         | 8,970.66         | 9,194.86         | 9,424.76         | 9,660.36         | 9,902.04         | 10,149.80        | 10,403.64        | 10,663.56        |
| Education Tax | 3,885.39        | 6,579.70         | 6,744.24         | 6,912.96         | 7,085.86         | 7,262.94         | 7,444.58         | 7,630.78         | 7,821.54         | 8,017.24         | 8,217.50         | 8,423.08         | 8,633.60         | 8,849.44         | 9,070.60         | 9,297.46         |
| <b>Total</b>  | <b>8,341.64</b> | <b>14,126.50</b> | <b>14,479.90</b> | <b>14,842.04</b> | <b>15,212.92</b> | <b>15,592.92</b> | <b>15,982.80</b> | <b>16,382.56</b> | <b>16,792.20</b> | <b>17,212.10</b> | <b>17,642.26</b> | <b>18,083.44</b> | <b>18,535.64</b> | <b>18,999.24</b> | <b>19,474.24</b> | <b>19,961.02</b> |

**COST ANALYSIS**

|                        |                 |                   |                   |                   |                   |                   |                   |                 |                  |                  |                  |                  |                  |                  |                  |                  |
|------------------------|-----------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>PROPOSED:</b>       |                 |                   |                   |                   |                   |                   |                   |                 |                  |                  |                  |                  |                  |                  |                  |                  |
| Municipal              | 5,037.50        | 5,163.60          | 5,292.82          | 5,738.15          | 6,202.23          | 6,685.91          | 7,190.08          | 7,715.39        | 8,262.45         | 8,831.91         | 9,424.76         | 9,660.36         | 9,902.04         | 10,149.80        | 10,403.64        | 10,663.56        |
| Education              | 4,392.18        | 4,501.90          | 4,614.48          | 5,002.80          | 5,407.63          | 5,829.47          | 6,269.12          | 6,727.14        | 7,204.05         | 7,700.77         | 8,217.50         | 8,423.08         | 8,633.60         | 8,849.44         | 9,070.60         | 9,297.46         |
| <b>AS IS:</b>          |                 |                   |                   |                   |                   |                   |                   |                 |                  |                  |                  |                  |                  |                  |                  |                  |
| Municipal              | (4,456.25)      | (4,567.80)        | (4,682.11)        | (4,799.18)        | (4,919.01)        | (5,041.83)        | (5,167.87)        | (5,297.13)      | (5,429.61)       | (5,565.31)       | (5,704.46)       | (5,847.06)       | (5,993.34)       | (6,143.30)       | (6,296.94)       | (6,454.26)       |
| Education              | (3,885.39)      | (3,982.45)        | (4,082.04)        | (4,184.16)        | (4,288.81)        | (4,395.99)        | (4,505.93)        | (4,618.63)      | (4,734.09)       | (4,852.54)       | (4,973.75)       | (5,098.18)       | (5,225.60)       | (5,356.24)       | (5,490.10)       | (5,627.41)       |
| <b>Education Delta</b> | <b>506.79</b>   | <b>(2,077.80)</b> | <b>(2,129.76)</b> | <b>(1,910.16)</b> | <b>(1,678.23)</b> | <b>(1,433.47)</b> | <b>(1,175.46)</b> | <b>(903.64)</b> | <b>(617.49)</b>  | <b>(316.47)</b>  | -                | -                | -                | -                | -                | -                |
| <b>Net</b>             | <b>1,594.83</b> | <b>(962.55)</b>   | <b>(986.61)</b>   | <b>(152.55)</b>   | <b>723.81</b>     | <b>1,644.09</b>   | <b>2,609.94</b>   | <b>3,623.13</b> | <b>4,685.31</b>  | <b>5,798.36</b>  | <b>6,964.05</b>  | <b>7,138.20</b>  | <b>7,316.70</b>  | <b>7,499.70</b>  | <b>7,687.20</b>  | <b>7,879.35</b>  |
| <b>CUMMULATIVE</b>     | <b>1,594.83</b> | <b>632.28</b>     | <b>(354.33)</b>   | <b>(506.88)</b>   | <b>216.93</b>     | <b>1,861.02</b>   | <b>4,470.96</b>   | <b>8,094.09</b> | <b>12,779.40</b> | <b>18,577.76</b> | <b>25,541.81</b> | <b>32,680.01</b> | <b>39,996.71</b> | <b>47,496.41</b> | <b>55,183.61</b> | <b>63,062.96</b> |

ADMINISTRATIVE INFORMATION

OWNERSHIP

Tax ID 036-011-10177

Printed 03/23/2021 Card No. 1 of 1

PARCEL NUMBER  
0350-0051-0000  
Parent Parcel Number

METRO 51 CHURCH, LLC  
125 NELSON ST  
BARRE, VT 05641  
MAP 1-5

TRANSFER OF OWNERSHIP

| Date       |                           |                             |
|------------|---------------------------|-----------------------------|
| 12/28/2018 | BARRE GRANITE ASSOCIATION | Bk/Pg: 344, 251<br>\$220000 |
| 12/18/2018 | CITY OF BARRE             | Bk/Pg: 344, 248<br>\$0      |
| 02/27/1951 | ROCK OF AGES CORP         | Bk/Pg: 63, 101<br>\$0       |

Property Address  
CHURCH ST 051

Neighborhood  
21 Central Business

Property Class  
332 Office Buildings

# COMMERCIAL

TAXING DISTRICT INFORMATION

Jurisdiction 11 BARRE CITY, VT  
Area 011

VALUATION RECORD

| Assessment Year   | 04/01/2002 | 04/01/2006 | 04/01/2006 | 04/01/2009 | Worksheet |
|-------------------|------------|------------|------------|------------|-----------|
| Reason for Change | 2002       | 2006       | 2006       | 2009       |           |
| VALUATION         | L 60980    | 64030      | 64030      | 64030      | 64030     |
| 2006 Market       | B 193400   | 203730     | 203730     | 313640     | 165970    |
|                   | T 254380   | 267760     | 267760     | 377670     | 230000    |

Site Description

Topography:  
Level

Public Utilities:  
Water, Sewer, Electric

Street or Road:  
Paved, Sidewalk

Neighborhood:  
Improving

Zoning:  
Flood Zone C  
Central Business

Legal Acres:  
0.2000

LAND DATA AND CALCULATIONS

| Rating   | Measured  | Table     | Prod. Factor |      |          |          | Influence | Value |
|----------|-----------|-----------|--------------|------|----------|----------|-----------|-------|
| Soil ID  | Acreage   |           | -or-         | Base | Adjusted | Extended | Factor    |       |
| -or-     | -or-      | Effective | Depth Factor | Rate | Rate     | Value    |           |       |
| Actual   | Effective | Depth     | Square Feet  |      |          |          |           |       |
| Frontage | Frontage  |           |              |      |          |          |           |       |
| AV       |           |           | 8712.00      | 7.35 | 7.35     | 64030    |           | 64030 |

G: BLDG & LOT .20 ACRES  
2006 REAPPRAISAL  
4/1/19 APPRAISAL REVIEWED & REVISED FOR BLDG CONDITION &  
FUNCTIONAL OBSOLESCENCE, SEE FALL OF 19 FOR REPAIR

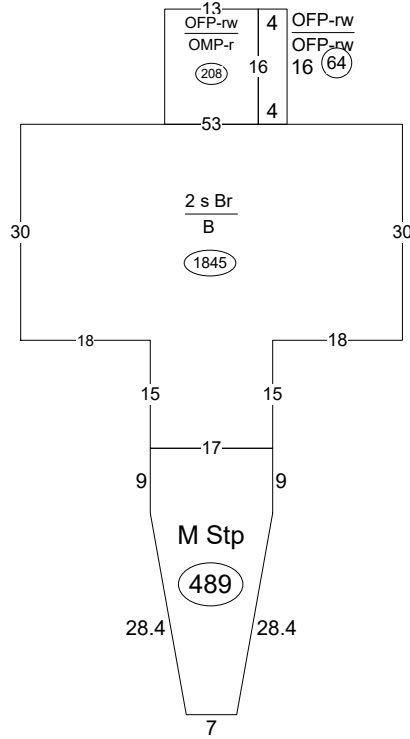
Supplemental Cards  
TRUE TAX VALUE 64030

Supplemental Cards  
TOTAL LAND VALUE 64030

**IMPROVEMENT DATA**

**PHYSICAL CHARACTERISTICS**

|  |      |      |      |    |
|--|------|------|------|----|
| <b>ROOFING</b>                         |      |      |      |    |
| Shingle                                |      |      |      |    |
| <b>WALLS</b>                           |      |      |      |    |
| Frame                                  | B    | 1    | 2    | U  |
| Brick                                  | Yes  | Yes  | Yes  |    |
| Metal                                  |      |      |      |    |
| Guard                                  |      |      |      |    |
| <b>FRAMING</b>                         |      |      |      |    |
| F Res                                  | B    | 1    | 2    | U  |
|  | 1845 | 1845 | 1845 | 0  |
| <b>FINISH</b>                          |      |      |      |    |
|  | UF   | SF   | FO   | FD |
| B                                      | 1845 | 0    | 0    | 0  |
| 1                                      | 1845 | 0    | 0    | 0  |
| 2                                      | 1845 | 0    | 0    | 0  |
| Total                                  | 5535 | 0    | 0    | 0  |
| <b>HEATING AND AIR CONDITIONING</b>    |      |      |      |    |
|  | B    | 1    | 2    | U  |
| Heat                                   | 1292 | 1845 | 1845 | 0  |
| Sprink                                 | 0    | 1845 | 1845 | 0  |
| <b>PLUMBING</b> Residential Commercial |      |      |      |    |
|  | #    | TF   | #    | TF |
| Full Baths                             |      |      |      |    |
| Half Baths                             |      |      | 4    | 8  |
| Extra Fixtures                         |      |      |      |    |
| TOTAL                                  | 0    |      |      | 8  |



(LCM: 95.00)

**SPECIAL FEATURES**

**SUMMARY OF IMPROVEMENTS**

| Description    | Value | ID | Use    | Stry Hgt | Const Type | Grade | Year Const | Eff Year | Cond | Base Rate | Feat-ures | Adj Rate | Size or Area | Computed Value | Phys Depr | Obsol Depr | Market Adj | % Comp | Value  |
|----------------|-------|----|--------|----------|------------|-------|------------|----------|------|-----------|-----------|----------|--------------|----------------|-----------|------------|------------|--------|--------|
| C : Remod 1987 |       | C  | GENOFF | 0.00     |            | Good  | 1879       | 1966     | GD   | 0.00      | N         | 0.00     | 1845         | 0              | 0         | SV         | 100        | 100    | 165970 |

Data Collector/Date  
01/01/1900

Appraiser/Date  
01/01/1900

Neighborhood  
Neigh 21 G

Supplemental Cards  
TOTAL IMPROVEMENT VALUE

165970

PAYABLE TO:  
MAIL TO:

# City of Barre

PO Box 418  
Barre, VT 05641

This is the only bill you will receive. Please forward to new owner if property is sold.

## TAX BILL

802-476-0242

| PARCEL ID      | BILL DATE  | TAX YEAR |
|----------------|------------|----------|
| 0350-0051.0000 | 03/23/2021 | 2020     |

3% penalty after due date, plus 1% interest per month or part thereof.  
5% additional penalty after 30 days delinquent.

Description: OFFICES-0.20AC  
Location: 51 CHURCH ST

SPAN # 036-011-10177      SCL CODE: 011  
TOTAL PARCEL ACRES                      0.20

OWNER      METRO 51 CHURCH, LLC  
              125 NELSON ST  
              BARRE VT 05641-3311

FOR INCOME TAX PURPOSES

| ASSESSED VALUE             |                 | NONHOMESTEAD    |
|----------------------------|-----------------|-----------------|
| REAL                       | 230,000         | 230,000         |
| <b>TOTAL TAXABLE VALUE</b> | <b>230,000</b>  | <b>230,000</b>  |
| <b>GRAND LIST VALUES</b>   | <b>2,300.00</b> | <b>2,300.00</b> |

| MUNICIPAL TAXES                |          |                |          | EDUCATION TAXES  |            |                |          |
|--------------------------------|----------|----------------|----------|--|------------|----------------|----------|
| TAX RATE NAME                  | TAX RATE | x GRAND LIST = | TAXES    | TAX RATE NAME  | TAX RATE   | x GRAND LIST = | TAXES    |
| Municipal                      | 1.9141   | x2,300.00=     | 4,402.43 | NONHOMESTEAD EDUCATION   | 1.6893     | x2,300.00=     | 3,885.39 |
| Local Agreement                | 0.0234   | x2,300.00=     | 53.82    | See reverse side for education tax rate calculation information. |            |                |          |
|                                |          |                |          | <b>Payments</b>  |            |                |          |
|                                |          |                |          | 1  | 09/15/2020 |                |          |
|                                |          |                |          | 2,085.41   |            |                |          |
|                                |          |                |          | 2  | 11/16/2020 |                |          |
|                                |          |                |          | 2,085.41   |            |                |          |
|                                |          |                |          | 3  | 02/15/2021 |                |          |
|                                |          |                |          | 2,085.41   |            |                |          |
|                                |          |                |          | 4  | 05/17/2021 |                |          |
|                                |          |                |          | 2,085.41   |            |                |          |
| <b>TOTAL MUNICIPAL TAX</b>     |          |                | 4,456.25 | <b>TOTAL EDUCATION TAX</b>                                       |            |                | 3,885.39 |
| <b>MUNICIPAL STATE PAYMENT</b> |          |                | 0.00     | <b>EDUCATION STATE PAYMENT</b>                                   |            |                | 0.00     |
| <b>MUNICIPAL NET TAX DUE</b>   |          |                | 4,456.25 | <b>EDUCATION NET TAX DUE</b>                                     |            |                | 3,885.39 |
|                                |          |                |          | <b>TAX SUMMARY</b>   |            |                |          |
|                                |          |                |          | <b>Municipal + Education</b>                                     |            |                |          |
|                                |          |                |          | <b>TOTAL TAX</b>   |            | 8,341.64       |          |
|                                |          |                |          | <b>TOTAL STATE PAYMENT</b>                                       |            | 0.00           |          |
|                                |          |                |          | <b>TOTAL NET TAX DUE</b>   |            | 8,341.64       |          |

DETACH THE STUBS BELOW AND RETURN WITH YOUR PAYMENT

*City of Barre*  
TAX YEAR 2020

*City of Barre*  
TAX YEAR 2020

*City of Barre*  
TAX YEAR 2020

*City of Barre*  
TAX YEAR 2020

| 1ST PAYMENT DUE      |         |
|----------------------|---------|
| 09/15/2020           |         |
| OWNER NAME           |         |
| METRO 51 CHURCH, LLC |         |
| PARCEL ID            |         |
| 0350-0051-0000       |         |
| AMOUNT DUE           | 2085.41 |
| AMOUNT PAID          |         |

| 2ND PAYMENT DUE      |         |
|----------------------|---------|
| 11/16/2020           |         |
| OWNER NAME           |         |
| METRO 51 CHURCH, LLC |         |
| PARCEL ID            |         |
| 0350-0051-0000       |         |
| AMOUNT DUE           | 2085.41 |
| AMOUNT PAID          |         |

| 3RD PAYMENT DUE      |         |
|----------------------|---------|
| 02/15/2021           |         |
| OWNER NAME           |         |
| METRO 51 CHURCH, LLC |         |
| PARCEL ID            |         |
| 0350-0051-0000       |         |
| AMOUNT DUE           | 2085.41 |
| AMOUNT PAID          |         |

| 4TH PAYMENT DUE      |         |
|----------------------|---------|
| 05/17/2021           |         |
| OWNER NAME           |         |
| METRO 51 CHURCH, LLC |         |
| PARCEL ID            |         |
| 0350-0051-0000       |         |
| AMOUNT DUE           | 2085.41 |
| AMOUNT PAID          |         |

**NARRATIVE APPRAISAL REPORT**  
**on the medical office property**  
**located at**  
**51 Church Street**  
**Barre, Vermont 05641**

*(Latitude: 44.196428 / Longitude: -72.500316)*

*Inspected on the 8<sup>th</sup> day of January, 2021*  
*Valued as complete / as stabilized as of the 1<sup>st</sup> day of August, 2021*  
*Valued as-is as of the 8<sup>th</sup> day of January, 2021*

Submitted on the 11<sup>th</sup> day of February, 2021

GAMMAL REAL ESTATE SERVICES, P.C.  
Two Market Place, Suite 2  
Essex Junction, VT 05452  
T – (802) 878-1515  
F – (802) 878-2555  
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February 11, 2021

Community National Bank  
Attn: Justin Bourgeois, Regional VP/Commercial Loan Officer  
95 State Street  
Montpelier, VT 05602

GRES File #: C20-12106  
Client File #: n/a  
**Re: Metro 51 Church, LLC property**

Dear Mr. Bourgeois:

In accordance with your request, I have made an inspection and appraisal of the medical office property located at 51 Church Street in Barre, Vermont under the ownership of Metro 51 Church, LLC. The property is further described in the accompanying report. This narrative Appraisal Report is developed in full compliance with USPAP standards and the Appraisal Institute's Code of Professional Ethics.

The purpose of this appraisal is to render an opinion of the market value of the leased fee interest in the subject property as complete / as stabilized as of August 1, 2021 (the estimated date of completion) and the fee simple interest in the subject property as-is as of January 8, 2021 (the last date of inspection). Pertinent data utilized in arriving at my value conclusions are contained in the body of this narrative Appraisal Report. *This report is intended for the use of the stated user only.* The client is Community National Bank and the intended user of this report is Community National Bank only.

Based upon my analysis of the accumulated data, I have concluded an opinion of the market value of the leased fee interest as complete / as stabilized and the fee simple interest as-is in the subject property as of the above dates as:

**THREE HUNDRED EIGHTY THOUSAND DOLLARS (\$380,000) –  
as complete / as stabilized (leased fee);  
and  
TWO HUNDRED THIRTY THOUSAND DOLLARS (\$230,000) –  
as-is (fee simple).**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. W. Gammal', written over a horizontal line.

Michael W. Gammal, MAI  
Certified General Real Estate Appraiser  
VT License #080.0000139

A handwritten signature in black ink, appearing to read 'Hugh Randall', written over a horizontal line.

Hugh G. Randall  
Certified General Real Estate Appraiser  
VT License #080.0134167



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## I. EXECUTIVE SUMMARY

|  |   |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
|--|---|--|-----------------|-------------------------------|----------|------------------------------|----------|--------------------------------------|-----------------|-----------------------|------------------------|-----------------|--|------------------------------|----------|-------------------|--------------------------------|-----------|--|
| DATE OF VALUATION:                     | August 1, 2021 (as complete / as stabilized)<br>January 8, 2021 (as-is)   |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| DATE OF INSPECTION:                    | January 8, 2021   |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| REPORT TYPE:                           | narrative Appraisal Report  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| INTENDED USERS:                        | Community National Bank   |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| PROPERTY RIGHTS APPRAISED:             | leased fee (as complete / as stabilized)<br>fee simple (as-is)  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| PROPERTY OWNER:                        | Metro 51 Church, LLC  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| LEGAL DESCRIPTION:                     | Barre City land records – v344 p251-253 (12/27/2018)  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| PROPERTY DATA - SITE:                  | <p><b><u>AS-IS</u></b><br/>The subject parcel is irregular in shape and consists of 0.20 acre, with direct frontage along the southern side of Church Street. The site is serviced by municipal water supply and sewage disposal. The topography is generally level and at grade with road. The parking area is paved and unlined with adequate vehicle capacity.</p> <p><b><u>AS COMPLETE</u></b><br/>The as complete scenario will retain the same characteristics as cited above. Additional site improvements will include repaving the parking area and installing a concrete ADA ramp to the building. (see “Site Analysis” section for more detail)</p>  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| PROPERTY DATA - IMPROVEMENTS:          | <p><b><u>AS-IS</u></b><br/>The improvements consist of a freestanding commercial building, currently vacant and formerly utilized as an office. The Total Gross Building Area is calculated at 3,810 SF (square feet). The structure is designed for single or multi-user office use with an appeal for at least partial owner-occupancy. Improvement specifics are as follows:</p> <table><tr><td><b>Total Gross Building Area</b> .....</td><td><b>3,810 SF</b></td></tr><tr><td>- 1<sup>st</sup> Floor .....</td><td>1,905 SF</td></tr><tr><td>- 2<sup>nd</sup> Floor.....</td><td>1,905 SF</td></tr><tr><td><b>Total Net Rentable Area</b>.....</td><td><b>3,810 SF</b></td></tr><tr><td>Building Height .....</td><td>1-2 levels above grade</td></tr><tr><td>Foundation.....</td><td>full (unfinished) basement,<br/>.....with masonry (brick) walls behind drywall<br/>..... and poured concrete floor</td></tr><tr><td>Land to Building Ratio .....</td><td>2.29 : 1</td></tr><tr><td>Construction.....</td><td>brick exterior over wood frame</td></tr><tr><td>Age .....</td><td>(per municipal records) circa 1879,<br/>.....with subsequent renovations circa 1987</td></tr></table> <p><b><u>AS COMPLETE</u></b><br/>The as complete scenario will retain some of the same characteristics cited above. In addition, proposed improvements include converting the building to</p> | <b>Total Gross Building Area</b> ..... | <b>3,810 SF</b> | - 1 <sup>st</sup> Floor ..... | 1,905 SF | - 2 <sup>nd</sup> Floor..... | 1,905 SF | <b>Total Net Rentable Area</b> ..... | <b>3,810 SF</b> | Building Height ..... | 1-2 levels above grade | Foundation..... | full (unfinished) basement,<br>.....with masonry (brick) walls behind drywall<br>..... and poured concrete floor | Land to Building Ratio ..... | 2.29 : 1 | Construction..... | brick exterior over wood frame | Age ..... | (per municipal records) circa 1879,<br>.....with subsequent renovations circa 1987 |
| <b>Total Gross Building Area</b> ..... | <b>3,810 SF</b>   |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| - 1 <sup>st</sup> Floor .....          | 1,905 SF  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| - 2 <sup>nd</sup> Floor.....           | 1,905 SF  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| <b>Total Net Rentable Area</b> .....   | <b>3,810 SF</b>   |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| Building Height .....                  | 1-2 levels above grade  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| Foundation.....                        | full (unfinished) basement,<br>.....with masonry (brick) walls behind drywall<br>..... and poured concrete floor  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| Land to Building Ratio .....           | 2.29 : 1  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| Construction.....                      | brick exterior over wood frame  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |
| Age .....                              | (per municipal records) circa 1879,<br>.....with subsequent renovations circa 1987  |  |                 |                               |          |                              |          |                                      |                 |                       |                        |                 |  |                              |          |                   |                                |           |  |

medical office use, which involves demolishing the interior; repartitioning the interior; installing new floor, wall, and ceiling finishes; installing sound insulation in the interior walls; installing new cabinetry in the exam rooms and kitchenette; upgrading the electrical service; installing new LED fixtures; installing heat pumps; bringing three existing bathrooms up to ADA code; installing a full building air exchange system; installing an elevator lift between the 1<sup>st</sup> and 2<sup>nd</sup> floors; replacing the roof; repointing the exterior brick; replacing some exterior windows; and installing exterior light fixtures. The Total Gross Building Area will remain the same. The estimated date of completion for the proposed improvements is August 1, 2021. (see "Building Analysis" section for more detail)

ZONING:

Urban Center 2 (UC-2) District  
Historic Structure Overlay (HSO) District

HIGHEST & BEST USE, As-Though Vacant:  
HIGHEST & BEST USE, As Improved:  
HIGHEST & BEST USE, As Proposed:

mixed commercial / residential use  
office use, as improved  
medical office use, as proposed

VALUATION SUMMARY:

Site as though vacant (by adj. assessment)..... \$65,000  
Cost Approach..... not utilized  
Sales Comparison Approach:  
    As Complete / As Stabilized ..... \$390,000  
    As-Is ..... \$230,000  
Income Capitalization Approach:  
    As Complete / As Stabilized ..... \$380,000

VALUATION WEIGHING:

Full weight is placed on the Income Capitalization Approach for the as complete valuation based on the subject's leased fee interest and availability of market data. The Sales Comparison Approach is given full weight for the as-is valuation given the appeal of at least partial owner-occupancy, and is also included as support for the as complete value rendered by Income Capitalization Approach. Exclusion of the Cost Approach is not expected to render a misleading indication of value.

FINAL VALUE OPINION:

**\$380,000 – as complete / as stabilized**  
**\$230,000 – as-is**

ESTIMATED EXPOSURE TIME:

3 - 9 months prior to the effective date of this appraisal

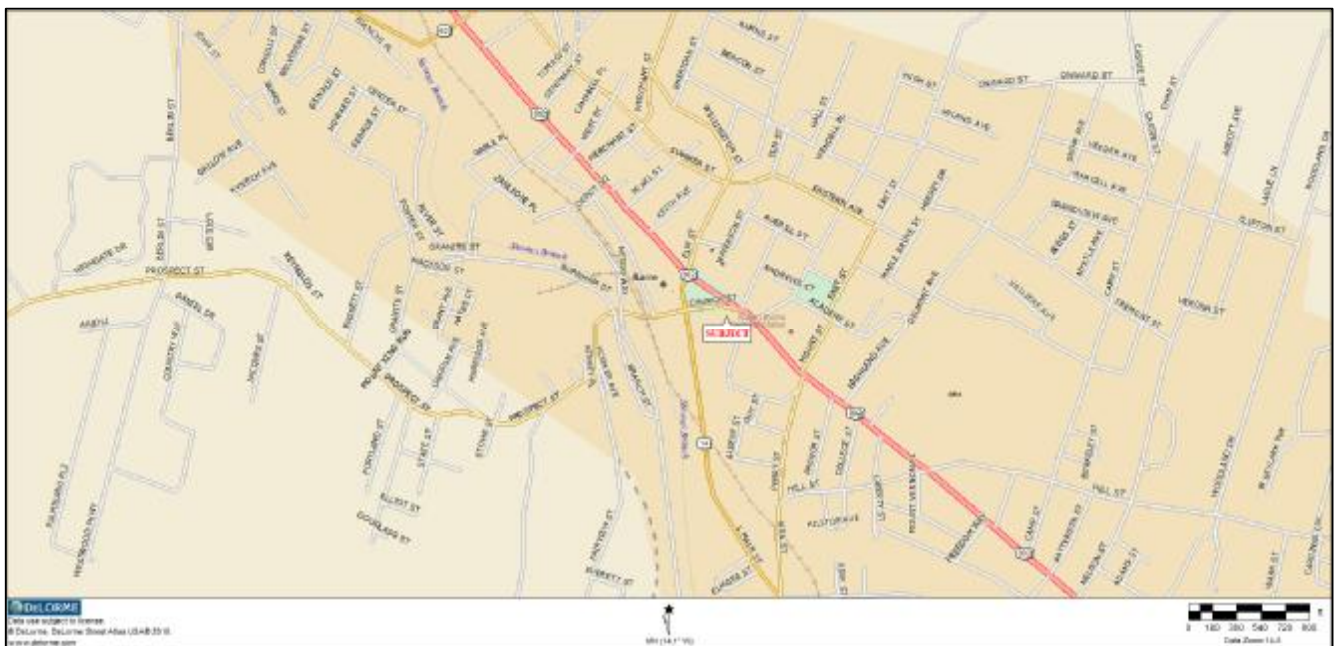
ESTIMATED MARKETING TIME:

3 - 9 months from the effective date of this appraisal

## II. LOCATION MAPS / PHOTOGRAPHS OF SUBJECT



*Location Map – regional zoom*



*Location Map – local zoom*



*Aerial Photograph – approximate parcel boundaries highlighted*



*Ground Photograph – looking southerly from Church Street*

### III. ASSUMPTIONS AND LIMITING CONDITIONS OF APPRAISAL

This appraisal is subject to the following underlying assumptions, qualifications and limiting conditions:

1. The appraisal covers only that property legally described in this report, and the areas and dimensions shown herein are assumed to be correct.
2. The appraiser has made no survey of the property and assumes no responsibility in connection with such matters. Any sketches or identified surveys of the property included in this report are only for the purpose of assisting the reader in visualizing the property.
3. The appraiser assumes no responsibility for matters involving legal or title considerations.
4. It is assumed that the subject property has a marketable title.
5. The data, as compiled and utilized in this report, have been secured from sources considered to be reliable; however, no responsibility for accuracy of this information is assumed.
6. Responsible ownership and competent management are assumed.
7. The removal or loss of any portion of this report invalidates the entire appraisal. Further, the allocation of total value to land or to improvements, as shown in this report, is invalidated if used separately in conjunction with any other appraisal.
8. The author of this appraisal report is a designated Member of the Appraisal Institute. The bylaws and regulations of the Institute require each Member and Candidate to control the use and distribution of each appraisal report signed by such Member or Candidate. Therefore, except as herein provided, the client for whom this appraisal report was prepared may distribute copies of this appraisal report, in its entirety, to such third parties as may be selected by the client for whom this appraisal report was prepared; however, selected portions of this appraisal report shall not be given to third parties without the prior consent of the author of this appraisal report. Further, neither all nor any part of this appraisal report shall be disseminated to the general public by the use of advertising media, public relations media, news media, or other media for public communication, without the prior written consent of the author of this appraisal report.
9. The appraiser is not required to give testimony or to attend court by reason of this appraisal unless prior arrangements have been made.
10. Unless otherwise stated in this report, the existence of hazardous material that may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials, may affect the value of the property. The value opinion is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field, if desired.
11. The Americans with Disabilities Act (ADA) became effective January 26, 1992. The appraiser has not made a specific compliance survey or analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative impact upon the value of the property. Since the appraiser has no direct evidence relating to this issue, the appraiser did not consider possible non-compliance with the requirements of the ADA in estimating the value of the property.

12. It is assumed that the subject property has all the necessary permits in place for the proposed conversion of the existing office building into a medical office building, and that there are no zoning violations or other minimum code violations as of the effective date of this appraisal.
13. All value indications in the individual approach are rounded to the nearest \$1,000 for values less than \$100,000; to the nearest \$5,000 for values ranging from \$100,000 to \$500,000; to the nearest \$10,000 for values ranging from \$500,000 to \$1,000,000; and to the nearest \$25,000 for values over \$1,000,000, with the final reconciliation of value rounded to the same.
14. The charts (spreadsheets) contained within this report indicate all formula fields with a yellow shading versus white for data input fields.

### **Special Assumptions:**

#### **Extraordinary Assumptions**

- EA1. This appraisal is based on the extraordinary assumption that any areas not inspected are assumed to be of the same quality and condition as those areas that were inspected. Any significant differences in quality and / or condition may have an effect on the value conclusion. The appraiser personally inspected a majority of the property, including the exterior and interior of the building. Mechanical systems were not inspected and reliance is placed on description offered by the owner's representatives as cited in the "Building Analysis" section of this report.
- EA2. As of the date of inspection (January 8, 2021), no inspection could be completed of the proposed building improvements as they are proposed construction only. As such, this appraisal is based on the extraordinary assumption that the materials, quality, and condition of all building improvements for the as complete scenario are as described in the "Building Analysis" section of this report. Any substantial changes to quality and / or condition may have an effect on the value conclusion. If any variation is made from the description of the proposed improvements as provided within this report, this analysis will be considered nullified and revision of the report will be required.
- EA3. According to the owner's representative, the subject property in the as complete scenario will be almost entirely occupied by an arm's-length tenant who has consented to a 10-year lease-to-own agreement. As of the effective date of this appraisal, no letter of intent or lease contract has been signed. As such, this appraisal is based on the assumption that the proposed lease terms will be in effect as of the as complete / as stabilized date of this appraisal. This is an extraordinary assumption in that it is not known whether or not the lease terms will be in effect as of the as complete / as stabilized date.
- EA4. The world is currently experiencing a global pandemic through the spread of Coronavirus, or COVID-19, and this has had a significant effect on the financial markets and the world and local economies. This progression began in China with reports of the first illnesses on New Year's Eve 2019, and was declared a Global Pandemic on March 11, 2020. At present, non-essential business operations are asked to operate at a limited capacity and face-to-face contact is generally allowed only with face protection in place. This immediately affects the operation of meeting places, restaurants with dine-in service, personal service industries, travel industries, etc. By all indications, this is a temporary impact to the local and global economies and with it being so recent an impact there is no market data available to justify adjustment to valuation using market data from the last 2-3 years. This is an extraordinary assumption in that it is not known if any impact to the real estate market will be short-lived or perpetual. If market data becomes available in the future there may be justification for adjustment to value; however, at this time, market participants are not indicating any impact to decision making.

### **Hypothetical Conditions**

None.

## **IV. IDENTIFICATION OF PROPERTY AND INTEREST BEING APPRAISED**

The subject property is located within the Central Business District of the city of Barre in Washington County,

Vermont. The subject of this appraisal report consists of the medical office property located at 51 Church Street in Barre, Vermont.

The property interest appraised in the as-is scenario is the owner's marketable interest in the subject property, unencumbered by any long-term, arm's-length lease contracts, or the fee simple estate, subject to any existing easements and/or rights-of-way of record as set forth later in the report. The property interest appraised in the as complete scenario is the owner's marketable interest in the subject property, assumed to be encumbered by several long-term, arm's-length lease contracts, or the leased fee estate, subject to any existing easements and/or rights-of-way of record as set forth later in the report. No consideration has been given to the individual rights of mortgage or contract holders, if any, except where specifically noted otherwise.

## **V. PURPOSE AND FUNCTION OF THE APPRAISAL**

The purpose of the appraisal is to render an opinion of the current market value of the subject property as of the effective date stated herein. The definition of market value as determined by USPAP standards is found in the Glossary section of this report.

It is understood that this report will be used by the stated client Community National Bank and the intended user Community National Bank only to establish collateral value for loan decision.

## **VI. STATEMENT OF THE EFFECTIVE DATE OF THE APPRAISAL**

The subject property has been valued as complete / as stabilized as of August 1, 2021 (the estimated date of completion) and as-is as of January 8, 2021 (the last date of inspection). The report was completed on the date shown on the cover page and letter of transmittal.

## **VII. SCOPE OF WORK**

This appraisal, reported in narrative format, is developed in full compliance with the Uniform Standards of Professional Appraisal Practice and the Appraisal Institute's Code of Professional Ethics. This analysis involves the usual collection, verification, and analysis of data required for a reliable valuation, including personal inspection of the subject property, analysis of the subject's highest and best use, delineation and research of the subject's competing market, and direct comparison of the subject to market transactions through Cost Approach, Sales Comparison Approach, and/or Income Capitalization Approach.

This process is described and explained in a subsequent section of this report entitled "VALUATION RATIONALE AND METHODOLOGY".

## **VIII. AREA / REGIONAL ANALYSIS**

Washington County is home to the Vermont state capitol – Montpelier. The focal point for commercial activity within Washington County is the Barre-Montpelier Market Area (B.M.M.A.). The B.M.M.A. is comprised of the cities of Barre and Montpelier, and the towns of Barre, Montpelier, and Berlin. The three next largest communities (by population) in Washington County include the towns of Northfield, Waterbury, and East Montpelier. All other towns abutting these municipalities are considered bedroom communities of the B.M.M.A.



## 2020 Demographics Profile by Town for the Greater Barre-Montpelier Market Area

|                   | Population   | Percentage of County | Employment Count | Average Annual Wage | Median Adj. Gross Income | Median Home Sale Price* | Homestead Ed. Tax Rate |
|-------------------|--------------|----------------------|------------------|---------------------|--------------------------|-------------------------|------------------------|
| Vermont           | 623,982      | N/A                  | 299,878          | \$49,878            | \$39,183                 | \$227,500               | #N/A                   |
| Washington County | 58,409       | 100.0%               | 33,696           | \$52,040            | #N/A                     | \$221,500               | #N/A                   |
| <b>Barre City</b> | <b>8,528</b> | <b>14.6%</b>         | <b>5,792</b>     | <b>\$45,655</b>     | <b>\$34,184</b>          | <b>\$152,500</b>        | <b>\$3.03</b>          |
| Barre Town        | 7,720        | 13.2%                | 1,515            | \$44,442            | \$46,695                 | \$195,000               | \$2.04                 |
| Berlin            | 2,781        | 4.8%                 | 5,192            | \$54,623            | \$41,207                 | \$245,950               | \$2.35                 |
| Cabot             | 1,433        | 2.5%                 | 493              | \$48,764            | \$32,033                 | \$187,060               | \$2.32                 |
| Calais            | 1,604        | 2.7%                 | 80               | \$42,086            | \$41,943                 | \$227,500               | \$2.42                 |
| Duxbury           | 1,305        | 2.2%                 | 141              | \$42,617            | \$50,282                 | \$302,500               | \$2.09                 |
| East Montpelier   | 2,551        | 4.4%                 | 715              | \$44,964            | \$49,198                 | \$309,950               | \$2.30                 |
| Fayston           | 1,330        | 2.3%                 | 247              | \$43,107            | \$54,678                 | \$291,000               | \$1.84                 |
| Marshfield        | 1,473        | 2.5%                 | 160              | \$41,331            | \$39,260                 | \$205,000               | \$2.36                 |
| Middlesex         | 1,724        | 3.0%                 | 478              | \$57,448            | \$54,619                 | \$273,000               | \$2.25                 |
| Montpelier        | 7,372        | 12.6%                | 9,631            | \$59,777            | \$44,536                 | \$271,000               | \$2.41                 |
| Moretown          | 1,665        | 2.9%                 | 422              | \$45,427            | \$49,602                 | \$250,850               | \$2.03                 |
| Northfield        | 6,522        | 11.2%                | 1,819            | \$46,435            | \$38,749                 | \$192,650               | \$2.28                 |
| Plainfield        | 1,262        | 2.2%                 | 478              | \$41,864            | \$36,611                 | \$205,000               | \$2.45                 |
| Roxbury           | 709          | 1.2%                 | 43               | \$40,241            | \$40,424                 | \$256,500               | \$2.70                 |
| Waitsfield        | 1,693        | 2.9%                 | 1,444            | \$45,448            | \$47,467                 | \$318,750               | \$2.06                 |
| Warren            | 1,671        | 2.9%                 | 1,075            | \$30,111            | \$38,139                 | \$200,000               | \$2.02                 |
| Waterbury         | 5,155        | 8.8%                 | 3,878            | \$58,137            | \$47,796                 | \$335,000               | \$2.06                 |
| Woodbury          | 883          | 1.5%                 | 28               | \$28,893            | \$41,167                 | \$140,000               | \$2.23                 |
| Worcester         | 1,028        | 1.8%                 | 65               | \$40,219            | \$39,757                 | N/A                     | \$2.41                 |

SOURCE – Vermont Department of Employment & Training (2020) - \* denotes 2019 data per Vermont Housing Finance Agency

Major metropolitan areas that are included in the trade area of the B.M.M.A. include:

|                               |                     |
|-------------------------------|---------------------|
| Montpelier, Vermont .....     | 5 miles northwest   |
| Middlebury, Vermont .....     | 35 miles southwest  |
| Burlington, Vermont .....     | 40 miles northwest  |
| Rutland, Vermont .....        | 45 miles southwest  |
| Montreal, Canada .....        | 100 miles northwest |
| Albany, New York .....        | 120 miles southwest |
| Boston, Massachusetts .....   | 140 miles southeast |
| New York City, New York ..... | 250 miles southwest |

(note - mileage indications are as the crow flies)

Demographics (2010 Census): From 2000 to 2010, Washington County’s population increased by 2.6% to 59,534, a gain of 1,478 residents. Total Private Non-Farm Employment has increased 2.8% between 2000 and 2008 to a total of 25,925 employees. Per Capita Income has increased 19.7% between 2000 and 2009 to \$28,136. The total number of housing units in the county is reported at 29,443 for 2009. The average household size is 2.32 persons.

### IX. NEIGHBORHOOD ANALYSIS

Main Artery ..... VT Route 14 (a/k/a South Main Street) / U.S. Route 302  
 Secondary Artery ..... Vermont Route 62, leading to Interstate 89

#### Neighborhood Delineation

- north .....2 blocks north of Route 62 (0.6 mile N of subject)
- south .....Liberty Street (0.3 mile S of subject)
- east.....U.S. Route 302 corridor (1 block E of U.S. Route 302)
- west.....U.S. Route 302 corridor (1 block W of U.S. Route 302)



Utility Service

- water ..... municipal
- sewer..... municipal
- electric ..... public
- telephone ..... public
- fuel..... mix of private oil and LP service

Open Land ..... less than 1%

Existing Development

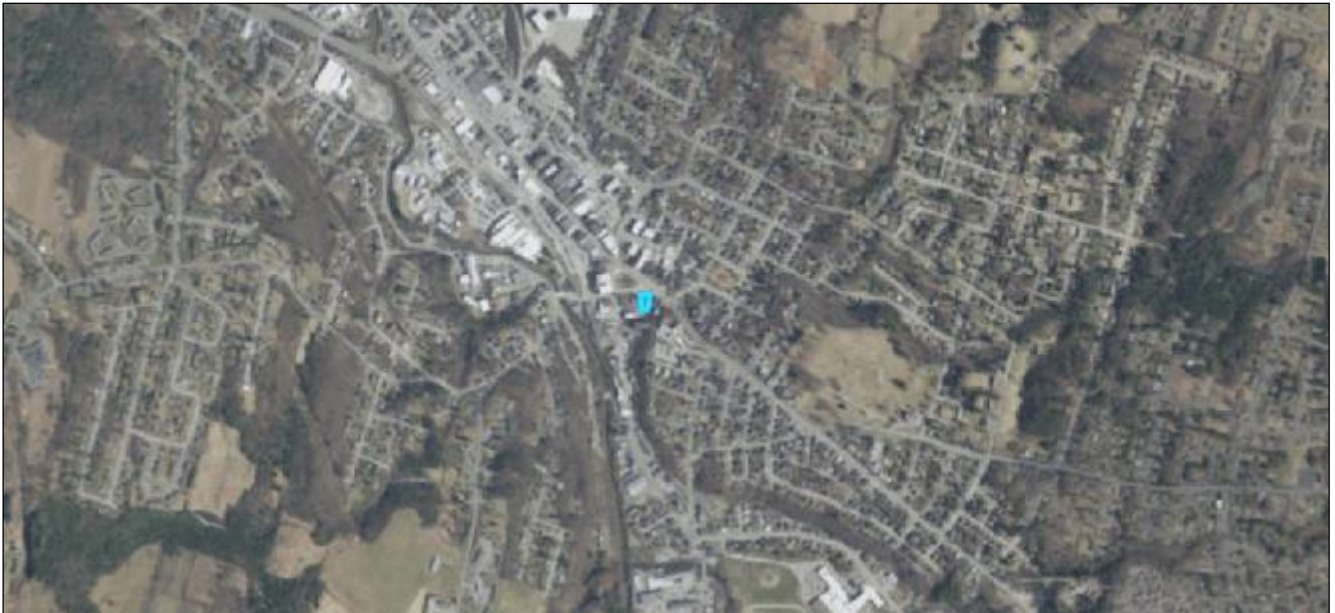
- commercial ..... +/- 90%
- industrial..... <5%
- residential ..... +/- 5%

Office Vacancy ..... 0% to 20%+, predominantly less than 15%

Overall Effective Age of Neighborhood Improvements..... 10-25 years

Economic Life Cycle Stage of Neighborhood..... maturity

The subject neighborhood is influenced by the presence of surrounding residential development, with residents typically employed locally, and the area’s largest employers – the State of Vermont – has office locations throughout Barre City and Montpelier to the north. Alternate employment includes area retailers, banks, service operations, etc. The subject’s stretch of Washington Street is a neighborhood commercial center within the central business district of Barre City.



*Neighborhood – aerial photograph with approximate parcel boundaries highlighted*



Street Scene – Church Street, looking W (subject is on the left)



Street Scene – Church Street, looking E (subject is on the right)

**X. SITE ANALYSIS**

**AS-IS**

Site Municipal Parcel ID Number.....0350-0051-0000  
 Site Size ..... (per municipal records) 0.20 acre  
 Shape.....irregular  
 Road Frontage..... direct frontage along S side of Church Street  
 Curb Cut(s).....one curb cut providing one shared access drive along  
 ..... the S side of Church Street  
 Topography ..... generally level and at grade with road  
 Cover.....typical landscaping; generally open with minimal tree cover

Improvements Parking .....paved and unlined with adequate capacity  
 Utilities:  
 - water ..... municipal  
 - sewer..... municipal  
 - electricity ..... public  
 - telephone..... public  
 - other.....private oil service

Flood Zone Flood Map Number .....#50023C-0434E, dated March 9, 2013

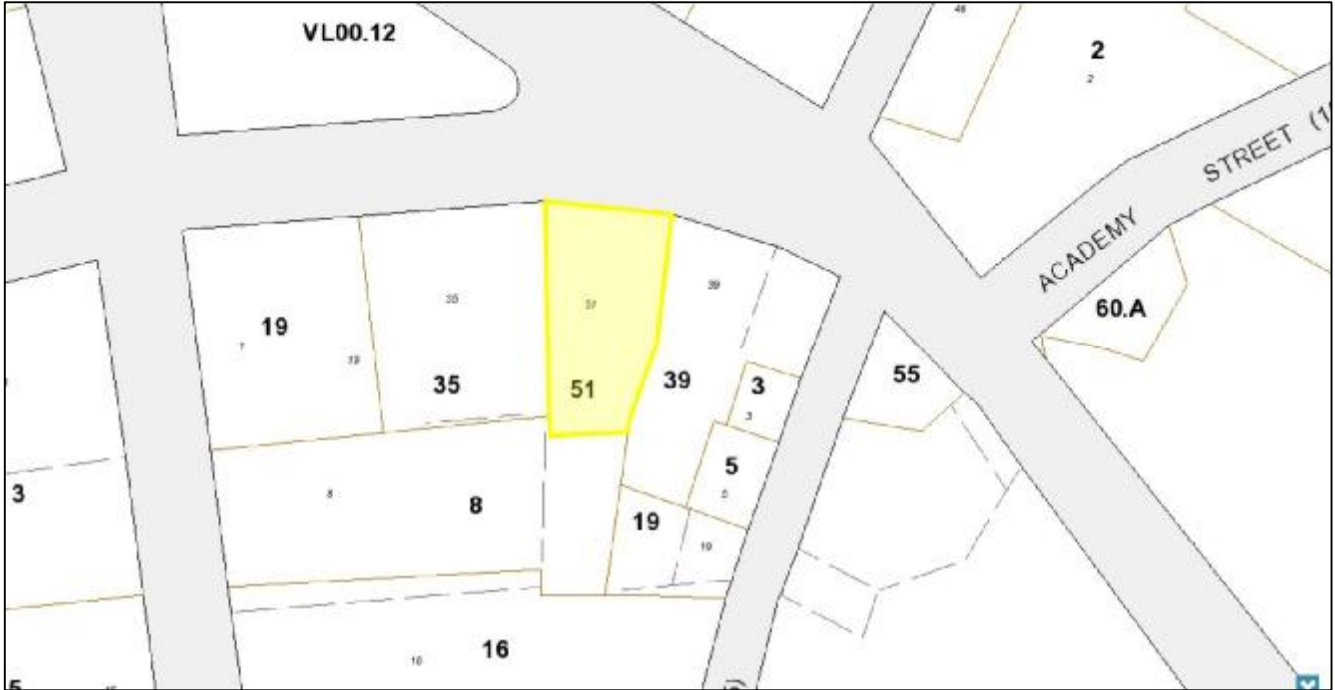
Flood Zone .....zone X (area of minimal flood hazard)

Geo-Position

Latitude ..... 44.196428

Longitude ..... -72.500316

The subject parcel is adequately-sized for use as an office property. This use is in high demand in the immediate area due to the surrounding commercial development, interstate access, and proximate residential development. It is common of many properties in the immediate neighborhood to maintain at least adequate on-site parking availability.



*Site – municipal tax map (for parcel ID #0350-0051-0000)*



*Site – aerial photograph with approximate parcel boundaries highlighted*



Site – road frontage along Church Street, looking SW



Site – road frontage along Church Street, looking SE



Site – access drive, looking S from Church Street



Site – access drive, looking N toward Church Street



Site – parking area, looking W



Site – parking area south of subject (not included in subject property)



Site – signage for parking area

**AS COMPLETE**

The as complete scenario will retain the same characteristics as cited above. Additional site improvements include repaving the parking area (\$18,000) and installing a concrete ADA ramp to the building (\$15,610). According to the owner’s representative, the total cost of site improvements is \$33,610.

**XI. BUILDING ANALYSIS**

**Inspection Detail**

Date of Inspection ..... January 8, 2021  
Time of Inspection ..... 8:30a  
Inspection Contact..... Thom Lauzon, owner’s representative  
..... (who accompanied the inspection)  
Additional Information ..... municipal records and assessment office

**AS-IS**

**Building Summary**

Year Built..... (per municipal records) circa 1879,  
..... with subsequent renovations circa 1987  
Effective Age ..... 25 years  
**Total Gross Building Area ..... 3,810 SF**  
- 1<sup>st</sup> Floor..... 1,905 SF  
- 2<sup>nd</sup> Floor..... 1,905 SF  
**Total Net Rentable Area..... 3,810 SF**

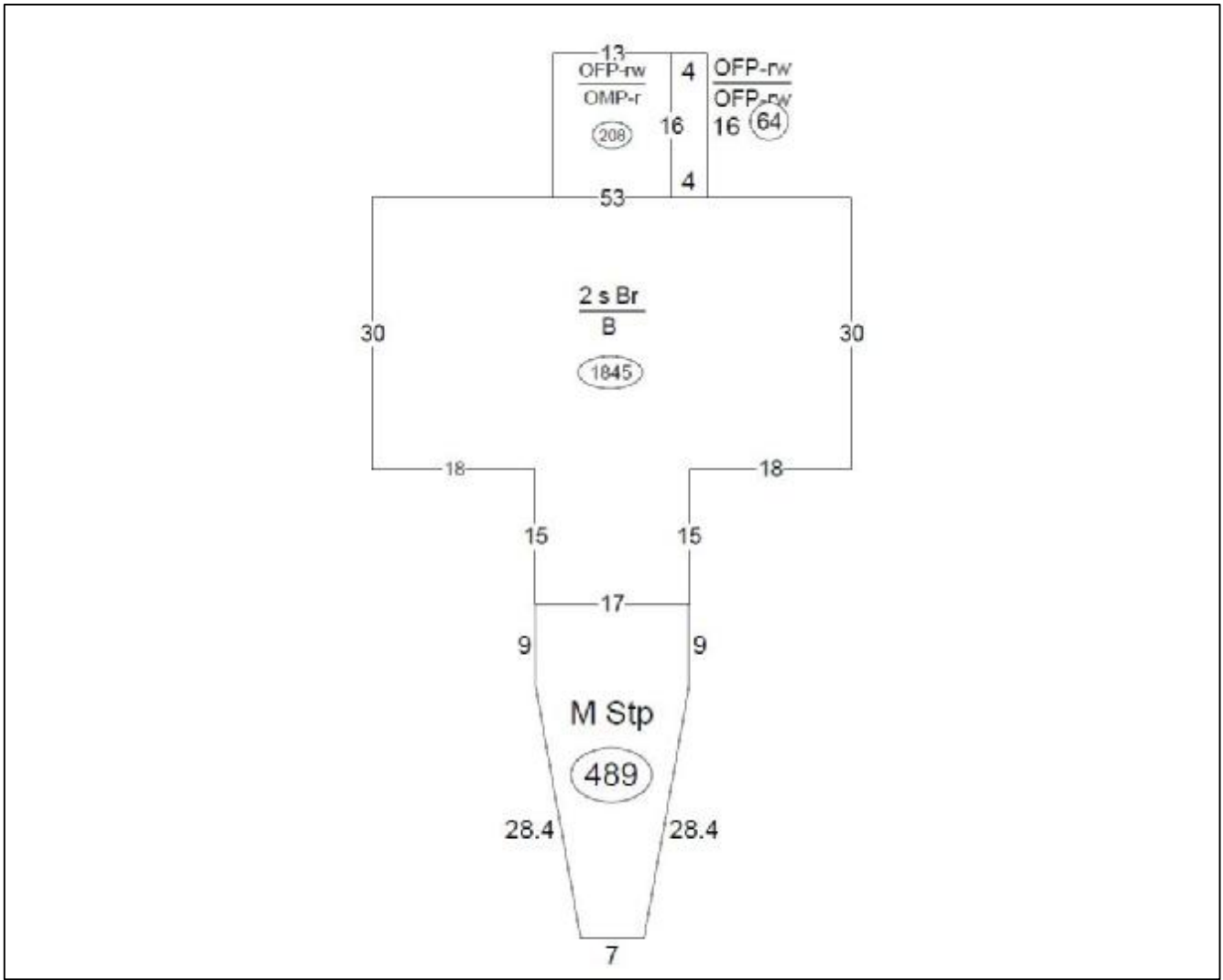
Current Use ..... currently vacant, formerly utilized as an office  
Foundation ..... full (unfinished) basement;  
..... with masonry (brick) walls behind drywall and poured concrete floor  
Framing..... wood  
Exterior Walls ..... masonry (brick)  
Roof..... slate shingle  
Windows ..... wood frame double-hung with screens  
Egress ..... adequate: multiple points of egress;  
..... vertical egress – one stairwell between 1<sup>st</sup> and 2<sup>nd</sup> Floors

**Finished Areas:**

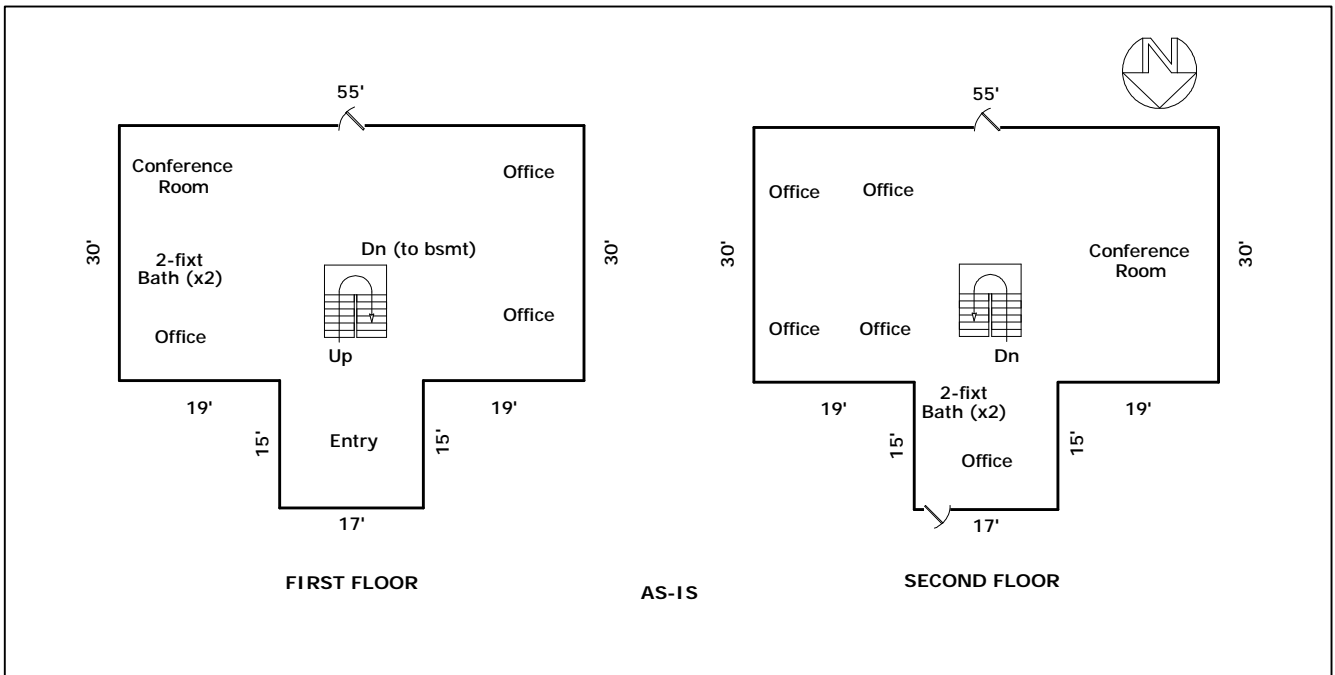
- floors ..... predominantly wall-to-wall carpeting throughout,  
..... with marble tile in entry and sheet vinyl in bathrooms  
- walls..... drywall  
- ceilings.....suspended acoustic tile  
- heating/cooling ..... oil fired hot water baseboard

Electric ..... 240 volts / single phase / 200 amps  
Lighting.....mix of recessed incandescent and fluorescent throughout  
Ceiling Height ..... 9.5’ +/- throughout  
Bathroom Count..... 1<sup>st</sup> Floor – two 2-fixture bathrooms;  
..... 2<sup>nd</sup> Floor – two 2-fixture bathrooms  
Fire & Security.....none noted  
Functional Utility ..... adequate  
Physical Condition .....average-good  
..... *There is no deferred maintenance beyond normal wear and tear for a property of this age.*  
Remaining Economic Life ..... 35 years

According the owner’s representative, no significant capital improvements have been completed within the last three years, beyond on-going regular maintenance.



*As-Is – building sketch (per municipal records)*



*As-Is – building diagram (per appraiser)*



Exterior, As-Is – NE corner



Exterior, As-Is – SE corner



Exterior, As-Is – SW corner



Exterior, As-Is – NW corner



Exterior, As-Is – bulkhead access to basement



Exterior, As-Is – electrical service



Exterior, As-Is – oil service

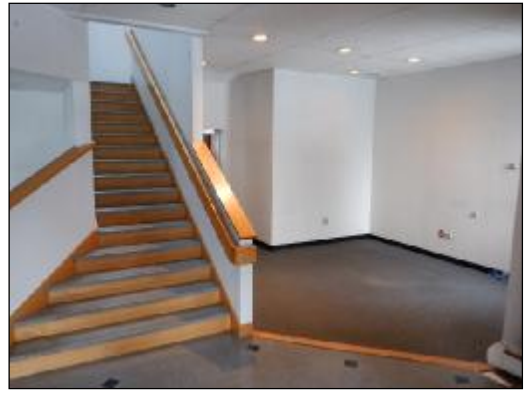


Exterior, As-Is – building plaque on N face





Interior, As-Is – 1st floor, entry and vestibule, looking NE



Interior, As-Is – 1st floor, entry looking SW



Interior, As-Is – 1st floor, office



Interior, As-Is – 1st floor, office



Interior, As-Is – 1st floor, conference room



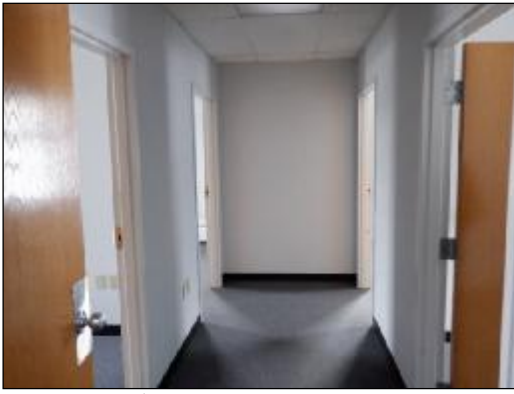
Interior, As-Is – 1st floor, 2-fixture bath



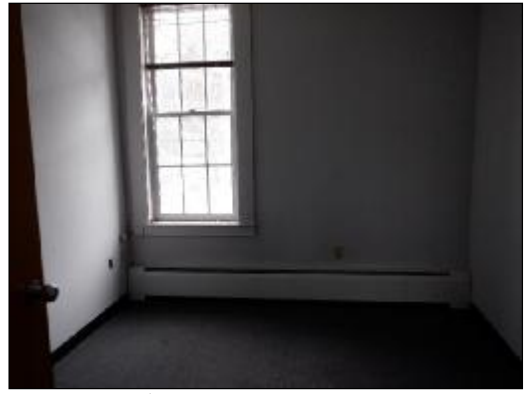
Interior, As-Is – 2<sup>nd</sup> floor, stairwell and landing, looking SE



Interior, As-Is – 2<sup>nd</sup> floor, conference room



Interior, As-Is - 2<sup>nd</sup> floor, office corridor



Interior, As-Is - 2<sup>nd</sup> floor, sample office off corridor



Interior, As-Is - 2<sup>nd</sup> floor, office



Interior, As-Is - 2<sup>nd</sup> floor, 2-fixture bath



Interior, As-Is - attic, stairs



Interior, As-Is - attic, looking NE



Interior, As-Is - basement, looking E



Interior, As-Is - basement, looking SW



Interior, As-Is – basement, hot water boiler



Interior, As-Is – basement, oil AST



Interior, As-Is – basement, overhead space heater



Interior, As-Is – basement, radiator



Interior, As-Is – basement, communications



Interior, As-Is – basement, slop sink

### AS COMPLETE

The as complete scenario will retain some of the same characteristics cited above. In addition, proposed improvements include converting the building to medical office use, which involves demolishing the interior; repartitioning the interior; installing new floor, wall, and ceiling finishes; installing sound insulation in the interior walls; installing new cabinetry in the exam rooms and kitchenette; upgrading the electrical service; installing new LED fixtures; installing heat pumps; bringing three existing bathrooms up to ADA code; installing a full building air exchange system; installing an elevator lift between the 1<sup>st</sup> and 2<sup>nd</sup> floors; replacing the roof; repointing the exterior brick; replacing some exterior windows; and installing exterior light fixtures. The Total Gross Building Area will remain the same. The estimated date of completion for the proposed improvements is August 1, 2021.

According to the owner’s representative, the total cost of improvements to the building is estimated at \$436,246, or \$114.50/SF (not including \$33,610 in site improvements). A detailed construction budget is provided below. Additional detail is included in the addendum of this report.



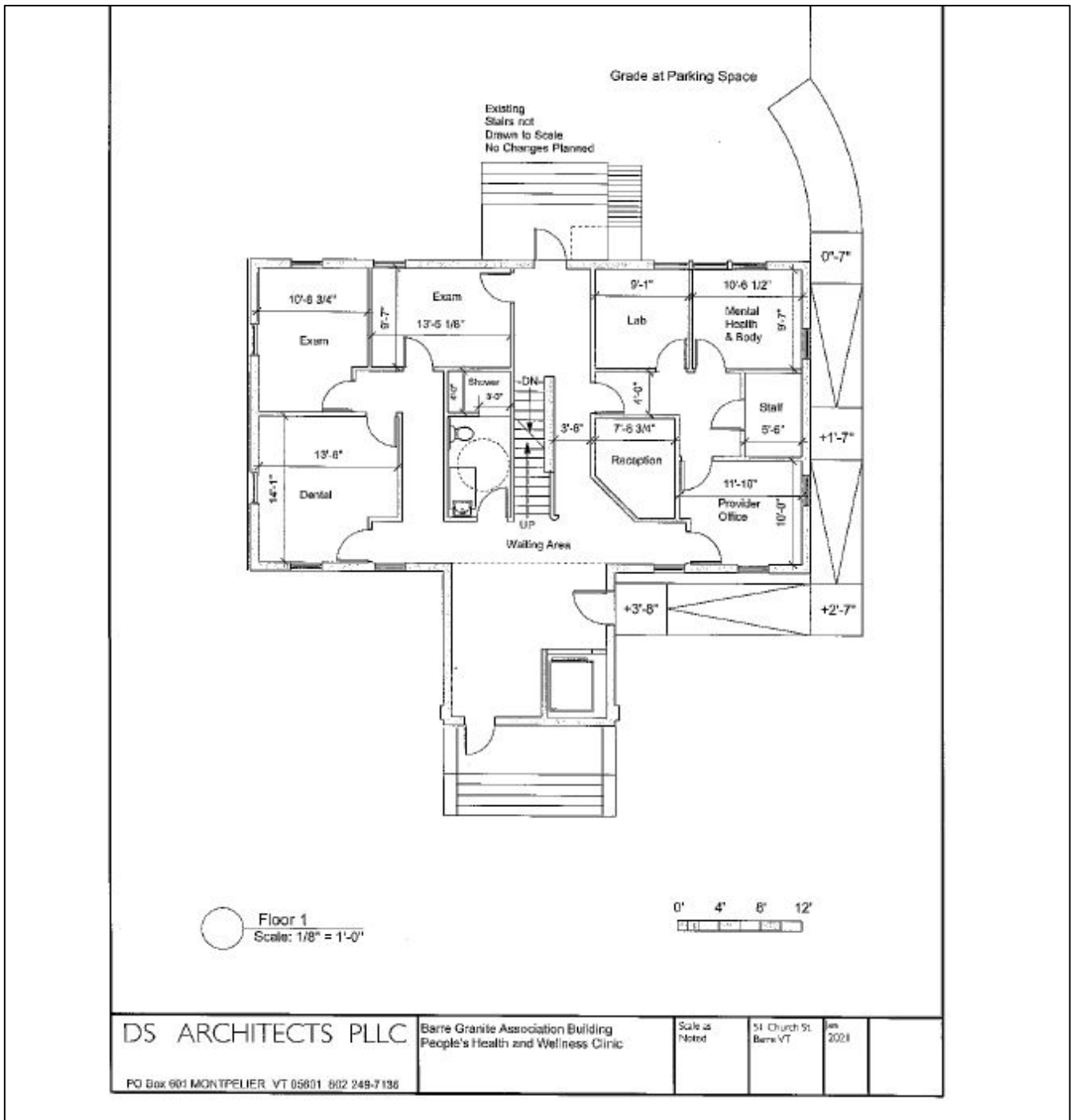
310 TREMONT STREET • BARRE, VT 05641  
802.522.3878

## PROJECT QUOTE

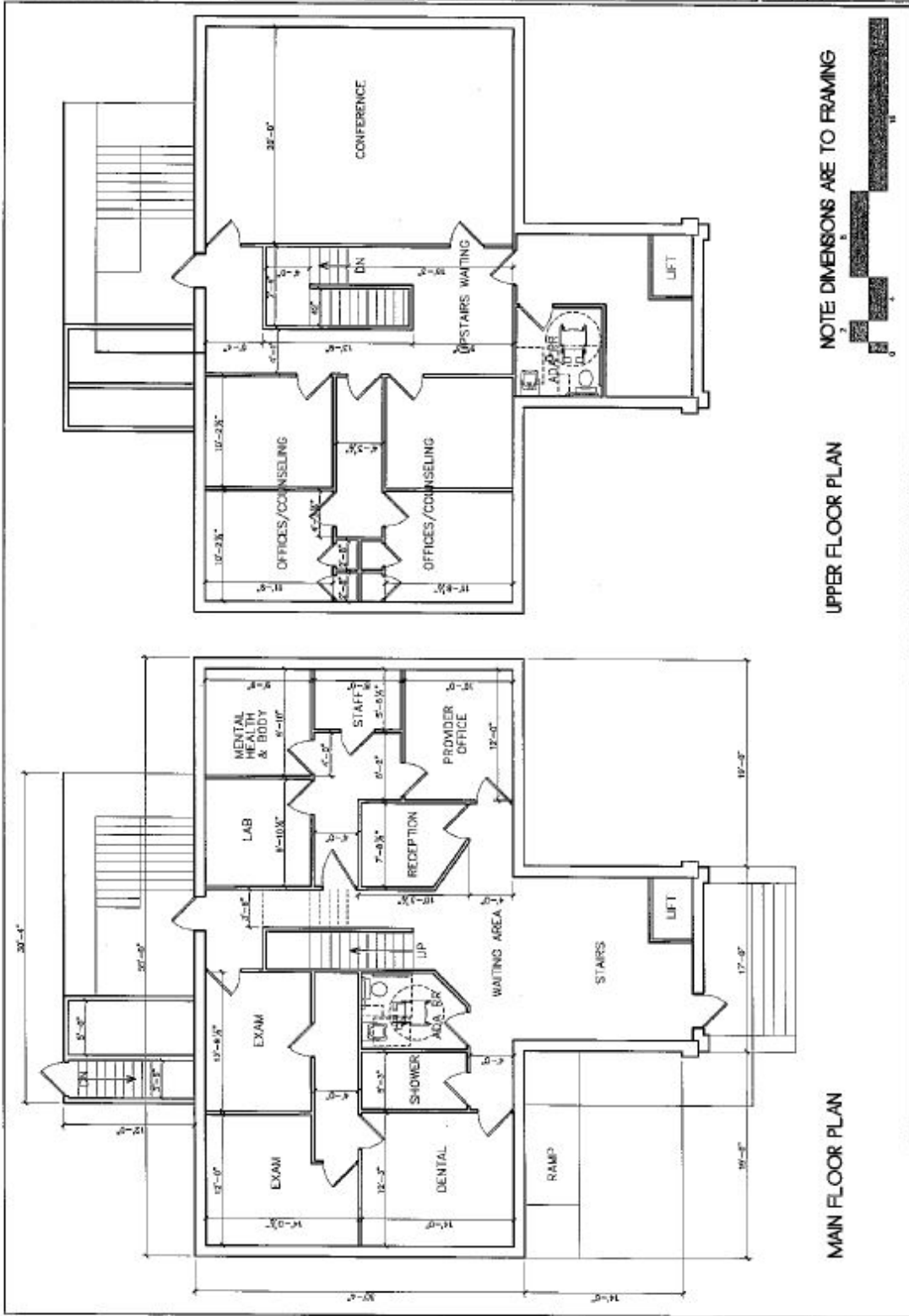
Customer: 51 Church Street, LLC / People's Health & Wellness Clinic, Inc.  
Billing address: 51 Church St Barre VT 05641  
Estimate Date: 12/10/2020  
Expiration Date: 1/10/2021

|   |                         |
|---|-------------------------|
| Demo  |                         |
| Construct new walls for new layout (per drawing)  |                         |
| Construct elevator pit and shaft  |                         |
| Sound insulation (Roxul) on all interior walls  |                         |
| New interior / exterior doors   |                         |
| New tile ceiling  |                         |
| Sheetrock   | \$109,000.00            |
| First and second floor windows remain   |                         |
| Painting (prime, two coats) and taping  | 15,000.00               |
| Operatory Cabinets  | 4,750.00                |
| Kitchenette   | 7,275.00                |
| Flooring (Tile – First Floor, Wood – Second Floor)  | 23,000.00               |
| Electrical – New panel (400 amps), rewire entire building, code specs in operatories, LED lighting – interior and exterior. | 45,000.00               |
| Heating and cooling – Mini-splits in all rooms and common areas, replace baseboard as a source of backup.                   | 57,750.00               |
| Plumbing – Kitchenette, 3 ADA restrooms, sinks in all exam rooms, new water lines (exterior lines to remain)                | 22,555.00               |
| HRV – Whole air exchange to entire building   | 27,610.00               |
| HRV – Negative pressure room  | 1,650.00                |
| ADA – Accessible ramp (concrete - exterior)   | 15,610.00               |
| ADA – LU/LA elevator (Savara – see attached quote)  | 48,956.00               |
| ADA – Contractor markup on lift   | 2,448.00                |
| Site – Pave entire parking area   | 18,000.00               |
| Exterior - Roofing  | 28,000.00               |
| Exterior – Windows in tower   | 9,057.00                |
| Exterior – Pointing / repair masonry (entire buidling) and signage  | 31,200.00               |
| Exterior - Lighting   | <u>4,000.00</u>         |
| <br>Total (includes Vermont state sales tax as applicable)  | <br><u>\$469,856.00</u> |

*As Complete – proposed construction budget (per owner's representative)*



*As Complete – floor plan, 1<sup>st</sup> Floor only (per owner’s representative)*



*As Complete – floor plan, 1<sup>st</sup>-2<sup>nd</sup> Floors (per owner’s representative)*

**XII. ZONING**

The subject is located within the Urban Center 2 (UC-2) District of the city of Barre. According to the zoning regulations: *The Urban Center 2 district provides compact retail, service, office, housing and other compatible mixed uses in Barre City’s downtown and neighborhood centers. Urban design standards are required in order to maintain neighborhood commercial scale, pedestrian activity, architectural character and the traditional built pattern. The purpose of this district is to: (1) Provide for the daily needs and services of the community; (2) Provide housing opportunities within walking distance of employment, service and retail opportunities; (3) Encourage investment that increases the value of buildings and property in Barre City’s downtown and neighborhood centers; (4) Ensure that new buildings are compatible with the historic architectural framework of Barre City’s downtown and neighborhood centers and preserve a human scale; (5) Promote a quality, urban streetscape and pedestrian-friendly environment; (6) Accommodate a broad range of high-density housing options.* A summary of the dimensional requirements for this district is provided below. A detailed list of the permitted and conditional uses is included in the addenda of this report.

|   |                     |
|---|---------------------|
| Zoning District.....  | Urban Center (UC-2) |
| Minimum Lot Size.....   | 3,000 SF            |
| Setbacks:   |                     |
| - minimum front yard setback.....   | n/a                 |
| - minimum side yard setback (primary building) .....                          | 8 feet              |
| - minimum rear yard setback (primary building).....                           | 8 feet              |
| Minimum Lot Frontage .....  | 30 feet             |
| Maximum Lot Coverage.....   | 90%                 |
| Maximum Building Height.....  | 60 feet             |
| Zoning Compliance (parcel and building dimensional or “bulk” adherence) ..... | yes*                |
| Zoning Conformance (property use adherence) .....                             | yes**               |

\* No action has been taken to verify adherence with current setbacks or other key dimensional requirements. It is assumed that this property is in conformance with current zoning either through current regulations or through grandfathering of the current use.

\*\* See Applicable Zoning Regulations in addenda.

The subject is also located within the Historic Structure Overlay (HSO) District. According to the zoning regulations: *The Historic Structure overlay district is intended to promote the preservation and/or rehabilitation of structures listed on the State or National Historic Register by ensuring that exterior modifications to historic structures follow the guidelines established in the Secretary of the Interior's Standards for the Treatment of Historic Properties.*

**XIII. ASSESSMENT AND TAXES**

The subject is assessed and taxed by the municipality of Barre City. The current assessment breakdown is as follows based on the subject's 2020-2021 assessment card.

|   |                                   |
|---|-----------------------------------|
| Building Appraisal (cited as 3,690 SF)..... | \$166,000                         |
| Land Appraisal (cited as 0.20 acre).....    | \$64,000                          |
| Site Improvements.....                      | <u>included in Land Appraisal</u> |
| Total Appraisal .....                       | \$230,000                         |
| <br>  |                                   |
| Total Assessment (100% of appraisal) .....  | \$230,000                         |
| Tax Rate per \$100 (city of Barre).....     | <u>3.6268</u>                     |
| Total 2020-2021 Real Estate Taxes.....      | \$8,341.64                        |

The equalization ratio is calculated by the Vermont Department of Taxes - Division of Property Valuation and Review based on a study of sales over the three years prior to the effective date. In the case of the subject property the “Commercial” equalization ratio will be used, which is based on sales of commercial property

within the subject's municipality. Adjusting the subject's current assessment by the stated equalization rate yields an assessed value indication as follows:

Equalization Ratio (per Vermont Property Valuation and Review, 2020)..0.9551  
 Equalized (Adjusted) Assessment ..... \$240,812  
 Level of Equalized Assessment..... reasonable compared to market indicators

#### **XIV. PROPERTY OWNERSHIP HISTORY**

The ownership of the subject property presently consists of one freestanding office building sitting on 0.20 acre. The subject's ownership history is as follows:

|                   |   |
|-------------------|---|
| December 27, 2018 | Grantor..... Barre Granite Association, Inc.<br>Grantee ..... Metro 51 Church, LLC<br>Municipality ..... city of Barre<br>Property ..... office building sitting on 0.20 acre<br>Vehicle..... Warranty Deed<br>Record..... volume 344, pages 251-253<br><br>Sale Price ..... \$220,000<br>Detail ..... This transfer is an arm's length transaction in that there are no reported common parties or interest between the grantor and the grantee.<br>Days on Market ..... n/a – grantee directly approached by the grantor outside of professional marketing<br>Comment ..... The subject property was originally marketed for sale by a local broker through MLS on July 14, 2016 with an asking price of \$340,000. The listing expired at the end of 2016, and the property was relisted for \$320,000 on February 27, 2017. The property was taken off the market as of September 30, 2017. The grantee indicated that they were approached privately and asked if they were interested in purchasing the property while it was off the market. As part of the agreement, the Barre Granite Association, who occupied the entire property at the time of sale, vacated the premises within 30 days subsequent to closing.<br>Currently for Sale ..... The subject property is not currently marketed for sale or under purchase contract.<br>Lease Detail..... The subject property in the as-is scenario is not currently encumbered by any long-term, arm's-length lease contracts. The subject property in the as complete scenario is assumed to be encumbered by several long-term, arm's-length lease contracts. (see the "Income Capitalization Approach" for additional detail) |
| February 7, 1951  | Grantor..... Rock of Ages Corporation<br>Grantee ..... Barre Granite Association, Inc.<br>Municipality ..... city of Barre<br>Property ..... office building sitting on 0.20 acre<br>Vehicle..... Warranty Deed<br>Record..... volume 63, page 101<br><br>Sale Price ..... not recorded<br>Detail ..... This transfer is an assumed arm's length transaction in that there are no reported common parties or interest between the   |



grantor and the grantee.

**XV. SUPPLY & DEMAND / MARKET ANALYSIS**

The subject competes in the office market of the Barre-Montpelier Market Area, which includes the immediate neighborhood as defined in the Neighborhood Analysis section of this report. The subject draws direct competition from the main arterial feeds of the Central Business District of Barre City.

Office Presence in Local Market ..... good  
Typical Ownership .....mix of owner-occupied and investor-owned  
Office Vacancy ..... 0% to 20%+, predominantly less than 15%  
Supply & Demand ..... balanced  
Current Market Conditions ..... stable

Rental Rates.....\$10.00/SF – \$25.00/SF NNN (depending on size and location)  
Sale prices..... \$35/SF – \$100+/SF (depending on size and location)  
Exposure Time.....0-12+ months, predominantly 3-9 months  
Values ..... stable

**XVI. HIGHEST AND BEST USE**

Highest and best use analysis is a three-step process. The first step involves determining the highest and best use of the site as though vacant. The determination must be made to either leave the site vacant or to improve it. If the conclusion is to improve the site, the second step is to determine the ideal improvements. The final step is a comparison between the ideal improvements as dictated by the market and the existing improvements. This process will lead to a conclusion of how to treat the existing improvements; maintain them in their present form or modify them in some way to satisfy market demands.

Highest and best use is defined by the Appraisal Institute’s *Dictionary of Real Estate Appraisal – 5<sup>th</sup> Edition* as “The reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum profitability.”

The legal permissibility test weeds out those uses not allowed by *all* public agencies that govern use of the subject property; the physical possibility test weeds out those uses that are legally permissible but are not physically capable of utilizing the subject property; the financial feasibility test weeds out those uses that have passed the first two tests, but that do not show a positive economic return to the owner; and the maximum profitability test narrows the potential property utilization to that single use which provides the highest net return to the owner.

*Highest and Best Use - As Though Vacant*

- Legal Permissibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious  
- *all of the above are uses that are legally permissible by zoning regulations*
- Physical Possibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious  
- *all of the above are uses that can effectively utilize the subject parcel*
- Financial Feasibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious  
- *all of the above uses are considered financially feasible given the current demand for*

*these types of uses in the subject area*

**Maximum Profitability.....mixed commercial / residential use**

- *mixed commercial / residential use is in high demand in the subject's market area and conform well to uses that surround the subject*

*Ideal Improvements ..... no beneficial changes to existing building improvements given its current design*

*Highest and Best Use - As Improved*

Legal Permissibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious

- *all of the above are uses that are legally permissible by zoning regulations*

Physical Possibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious

- *all of the above are uses that can effectively utilize the subject parcel*

Financial Feasibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious

- *all of the above uses are considered financially feasible given the current demand for these types of uses in the subject area, as well as the minimal cost of fit-up required to convert the existing structure to any of the above uses*

**Maximum Profitability..... office use, as improved**

- *office use is in high demand in the subject's market area and conforms well to uses that surround the subject*

*Highest and Best Use - As Proposed*

Legal Permissibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious

- *all of the above are uses that are legally permissible by zoning regulations*

Physical Possibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious

- *all of the above are uses that can effectively utilize the subject parcel*

Financial Feasibility ..... residential; lodging; retail; commercial service; office; personal service;  
.....veterinary clinic; food service; recreational; light industrial; telecommunications;  
..... agricultural (enclosed); cultural; educational; medical service; religious

- *all of the above uses are considered financially feasible given the current demand for these types of uses in the subject area, as well as the minimal cost of fit-up required to convert the existing structure to any of the above uses*

**Maximum Profitability.....medical office use, as proposed**

- *medical office use is in high demand in the subject's market area and conforms well to uses that surround the subject*

**XVII. EXPOSURE & MARKETING TIME**

The sales considered within this study have experienced exposure times generally ranging from 0-12+ months prior to the date of sale. Based on these indications, an exposure time of 3-9 months at the value stated in this appraisal report is considered reasonable for the subject property.

Marketing time is the same 3-9 month period under current market conditions, measured from the effective date of appraisal.

## XVIII. VALUATION RATIONALE AND METHODOLOGY

The opinion of the value of the real property is rendered by application of the appraisal process, employing one or more of the three basic approaches to value. These basic value approaches are the Cost Approach, the Sales Comparison Approach, and the Income Capitalization Approach. Each approach can, in and of itself, provide the basis for a valuation, however if insufficient data exist the technique(s) with the most supportable data are used. In rendering an opinion of the market value of the subject property, the Cost, Sales Comparison, and Income Capitalization Approaches to value were considered. A final opinion of value is then determined based on the results of these three approaches. All the strengths and deficiencies are weighted and analyzed in the final reconciliation when a value is assigned supported by the evidence presented.

## XIX. SITE VALUATION

The site value is difficult to determine based on limited sales within the competing market. Site value by assessment is cited in the Assessment and Taxes section of this report.

|  |                                   |
|--|-----------------------------------|
| Land Appraisal (parcel ID #0350-0051-0000, cited as 0.20 acre).....                  | \$64,000                          |
| Site Improvements.....   | <u>included in Land Appraisal</u> |
| Total Site Appraisal.....  | \$64,000                          |
|  |                                   |
| Equalization Ratio (per Vermont Property Valuation and Review, 2020).. <u>0.9551</u> |                                   |
| Equalized (Adjusted) Assessment .....  | \$67,009                          |
| Indicated Site Value, based on municipal assessment.....                             | \$65,000                          |

Municipal assessed land values in this market have been tested against additional market data and full land-only appraisals, and are accurate indications of market value.

## XX. COST APPROACH

The Cost Approach to value is not utilized in this appraisal. Exclusion of this approach is not expected to result in a misleading value indication as the subject property consists of an aged property that is most appropriately valued by the Sales Comparison Approach given the appeal for at least partial owner-occupancy and the Income Capitalization Approach given the availability and reliability of data.

## XXI. SALES COMPARISON APPROACH

The Sales Comparison Approach is based on the principle that an informed purchaser will pay no more for a given property than for a comparable property. In this approach, the appraiser considers properties that have been sold or are offered for sale and then compares these properties with the subject. This requires careful consideration of similarities and differences between properties and the advantages and disadvantages of one property as compared with another. As a guide to real estate value, its usefulness is limited only by market activity and the reasonability of adjustment factors.

Comparable sales and offering properties were analyzed in the Sales Comparison Approach to value. The sales are described and analyzed on the following pages. Numerous office property sales have been considered for this analysis. There have been no more recent transfers of property than the sales cited. All sales utilized in the comparison grid are properties considered most similar in appeal (i.e. location, size, etc.) to the subject property analyzed and are influenced by the same market conditions which would motivate a "typical" buyer to purchase the subject.

The subject property is best valued on a \$/SF basis. This is the most representative unit of measurement, and is considered the most applicable unit of measurement in the subject's marketplace. The alternative methods of analysis, Gross Dollar and \$/unit, do not consider the dissimilarities of the comparables to the subject on a

uniform basis. The overwhelming predominance of purchasers and users of the subject's type of property consider all characteristics on a \$/SF basis (i.e. purchase price, gross sales potential, fit-up needs, annual maintenance needs, etc.)

The sales analyzed have been adjusted for certain dissimilarities from the subject property, namely: market conditions; conditions of sale; property rights; financing; location; site value; building construction; building size; quality of construction; age/condition; heating & cooling; and utilities. Adjustments are made to the comparables in an effort to equalize market appeal to that of the subject. If the comparable is felt to be better than the subject with regard to an element of comparison, the comparable is given an appropriate negative adjustment. If the comparable is felt to be inferior to the subject with regard to an element of comparison, the comparable is given an appropriate positive adjustment.

## **AS COMPLETE / AS STABILIZED**

### **Transaction Adjustments**

Market Conditions have remained fairly stable over the past 24-36+ months, for the subject's competing market. There have been no arms-length re-sales of competing properties from which one could derive, with confidence, any increase or decrease in property values over this time frame.

The world is currently experiencing a global pandemic through the spread of Coronavirus, or COVID-19, and this has had a significant effect on the financial markets and the world and local economies. This progression began in China with reports of the first illnesses on New Year's Eve 2019, and was declared a Global Pandemic on March 11, 2020. At present, non-essential business operations are asked to operate at a limited capacity and face-to-face contact is generally allowed only with face protection in place. This immediately affects the operation of meeting places, restaurants with dine-in service, personal service industries, travel industries, etc. By all indications, this is a temporary impact to the local and global economies and with it being so recent an impact there is no market data available to justify adjustment to valuation using market data from the last 2-3 years. If market data becomes available in the future there may be justification for adjustment to value; however, at this time, market participants are not indicating any impact to decision making.

Conditions of Sale are similar between all sales and the subject as each sale is an arm's length transaction, whereby in all instances there is no relationship between the grantor and grantee.

Property Rights transferred are indicated to be fee simple for all properties, which is similar to the subject's leased fee at market interest. As such no adjustments are required.

Financing requires adjustment to Sale 3 for \$20,000 in seller concessions, which is made by dividing the amount of the concession by the sale's GBA. All other sales are considered similar to the subject, as all sales are reported to be cash to the seller or the equivalent with no owner-financing or concessions noted.

### **Property Characteristic Adjustments**

Location is similar between all sales and the subject as each is located proximate to its Central Business District. Any additional variances are accounted for under Site Value below. No location adjustments are warranted.

Site Value is similar between all comparables with adjustments based on the estimated contributory value of the site. The subject carries a contributory site value of \$65,000 vs. Sale 1 at \$230,000; Sale 2 at \$95,000; and Sale 3 at \$30,000. Adjustments are derived by taking the difference in site value divided by the subject's GBA.

Building Construction varies between all comparables with the buildings consisting of wood or masonry frame on a mix of slab, full or partial basement. No adjustments were warranted for basement amenity as it typically offers little contributory value to the property.

Building Size is compared on the basis of total building size and finished area. Adjustments made for differences in GBA between the subject property and each sale are made at the unit value cited in the left sidebar. This adjustment is based on market indications, brought to a \$/SF indication by dividing by the subject's GBA. This adjustment reflects the law of diminishing returns, whereby the larger a property is the lower the unit value will be.

Finished Area requires adjustment for differences from the subject, with adjustments based on a comparison of differences in percent finished area between the subject and the sale; multiplied by the unit value cited in the left side-bar, to reflect the contributory value of the difference in percentage of total finished space. This adjustment is based on market indications, brought to a \$/SF indication by dividing by the subject's GBA.

Quality of Construction is inferior for all sales given the quality of interior and exterior finishes compared to the subject. Adjustment is applied based on market reaction to differences.

Age / Condition requires adjustment for the inferiorities of all sales compared to the subject. These adjustments result from the degree of deferred maintenance present as of the effective date of the sale, considering flooring, interior wall/ceiling finish, and exterior finish. The adjustments applied are based on the combined factors of age and condition, and are made at the cost to equalize appeal to that of the subject.

Heating and Cooling is inferior for all sales compared to the subject as these sales lack central HVAC service compared to the subject's full HVAC service. Adjustments are made at the contributory value of A/C.

Utilities are similar between all sales and the subject with no adjustments warranted.

## SALES COMPARISON ANALYSIS GRID – as complete / as stabilized

|   | SUBJECT   | SALE 1  | SALE 2  | SALE 3  |
|---|---|---|---|---|
| SALE PRICE                                  |   | \$620,000   | \$185,000   | \$207,500   |
| SALE DATE                                   |   | 8-Jun-20  | 17-Apr-20   | 14-May-18   |
| TOTAL GROSS BUILDING AREA (SF)              | 3,810   | 5,212   | 3,759   | 3,290   |
| SALE PRICE (\$/SF GBA)                      |   | \$118.96  | \$49.22   | \$63.07   |
| <b>TRANSACTION ADJUSTMENTS</b>              |   |   |   |   |
| MARKET CONDITIONS                           | 1-Aug-21  | 13 months prior<br>\$0.00   | 15 months prior<br>\$0.00   | 39 months prior<br>\$0.00   |
| CONDITIONS OF SALE                          | arm's length  | arm's length<br>\$0.00  | arm's length<br>\$0.00  | arm's length<br>\$0.00  |
| PROPERTY RIGHTS                             | leased fee at market  | fee simple<br>\$0.00  | fee simple<br>\$0.00  | fee simple<br>\$0.00  |
| FINANCING                                   | market  | cash to the seller<br>or the equivalent<br>\$0.00   | cash to the seller<br>or the equivalent<br>\$0.00   | less \$20,000 in<br>concessions<br>(\$6.08)   |
| <i>Adjusted Sale Price</i>                  |   | \$620,000   | \$185,000   | \$187,497   |
| <i>Adj Sale Price (\$/SF GBA)</i>           |   | \$118.96  | \$49.22   | \$56.99   |
| <b>PROPERTY CHARACTERISTIC ADJUSTMENTS</b>  |   |   |   |   |
| LOCATION                                    | 51 Church Street<br>Barre, VT   | 99 State Street<br>Montpelier, VT<br>\$0.00   | 83 Washington Street<br>Barre, VT<br>\$0.00   | 21 Merchant Street<br>Barre, VT<br>\$0.00   |
| SITE VALUE                                  | 0.20 acre, adequate<br>on-site parking  | 0.25 acre, adequate<br>on-site parking<br>(\$43.31)   | 0.52 acre, ample<br>on-site parking<br>(\$7.87)   | 0.13 acre, limited<br>on-site parking<br>\$9.19   |
| BUILDING CONSTRUCTION                       | 2 story wood frame<br>on full (unfin) bsmt                                      | 1-2 story msnry frame<br>on full (unfin) bsmt<br>\$0.00                                       | 1-2 story wood frame<br>on part bsmt & slab<br>\$0.00   | 1-2 story wood frame<br>on full (unfin) bsmt<br>\$0.00  |
| BUILDING SIZE -<br>Gross Building Area (SF) | 3,810   | 5,212<br>(\$11.04)  | 3,759<br>\$0.40   | 3,290<br>\$4.09   |
| Finished Area (SF)                          | 3,810   | 5,212<br>\$0.00   | 3,759<br>\$0.00   | 3,290<br>\$0.00   |
| QUALITY OF CONSTRUCTION                     | good  | inferior<br>\$20.00   | inferior<br>\$20.00   | inferior<br>\$20.00   |
| AGE / CONDITION                             | c. 1879, ren 2021 /<br>good   | circa 1816 / inferior<br>\$15.00  | circa 1959 / inferior<br>\$25.00  | circa 1898 / inferior<br>\$10.00  |
| HEATING AND COOLING                         | electric heat pumps   | oil fired hot water<br>\$3.00   | oil fired hot water<br>\$3.00   | oil fired steam<br>\$3.00   |
| UTILITIES                                   | municipal water,<br>municipal sewer,<br>electric, telephone,<br>no fuel service | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service<br>\$0.00 | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service<br>\$0.00 | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service<br>\$0.00 |
| <i>Indicated Subject Value</i>              |   | \$102.61  | \$89.75   | \$103.27  |
| MOST TIMELY SALE(S)                         |   | X   |   |   |
| UNADJUSTED SALE PRICE                       |   | \$118.96  | \$49.22   | \$63.07   |
| NET ADJUSTMENTS                             |   | -13.7%  | 82.4%   | 63.7%   |
| GROSS ADJUSTMENTS                           |   | 77.6%   | 114.3%  | 83.0%   |
| MOST COMPARABLE SALE(S)                     |   | XX  |   | XX  |

The sales used in this analysis indicate minimal variances from the subject with regard to a number of characteristics, and as such the value indications from this approach are considered good indications of value for the subject property. Sale 2 is fully discounted for its higher gross adjustment requirements. Therefore, placing full weight on Sales 1 and 3, and no weight on Sale 2 results in a value indication of \$102.94/SF, which applied to the subject's GBA renders a

**MARKET DERIVED VALUE FOR THE SUBJECT PROPERTY (by Sales Comparison) OF  
\$392,201, rounded to \$390,000 – as complete / as stabilized.**

## **AS-IS**

### **Transaction Adjustments**

Market Conditions have remained fairly stable over the past 24-36+ months, for the subject's competing market. There have been no arms-length re-sales of competing properties from which one could derive, with confidence, any increase or decrease in property values over this time frame.

The world is currently experiencing a global pandemic through the spread of Coronavirus, or COVID-19, and this has had a significant effect on the financial markets and the world and local economies. This progression began in China with reports of the first illnesses on New Year's Eve 2019, and was declared a Global Pandemic on March 11, 2020. At present, non-essential business operations are asked to operate at a limited capacity and face-to-face contact is generally allowed only with face protection in place. This immediately affects the operation of meeting places, restaurants with dine-in service, personal service industries, travel industries, etc. By all indications, this is a temporary impact to the local and global economies and with it being so recent an impact there is no market data available to justify adjustment to valuation using market data from the last 2-3 years. If market data becomes available in the future there may be justification for adjustment to value; however, at this time, market participants are not indicating any impact to decision making.

Conditions of Sale are similar between all sales and the subject as each sale is an arm's length transaction, whereby in all instances there is no relationship between the grantor and grantee.

Property Rights transferred are indicated to be fee simple for all properties, which is similar to the subject. As such, no adjustments are required.

Financing requires adjustment to Sale 3 for \$20,000 in seller concessions, which is made by dividing the amount of the concession by the sale's GBA. All other sales are considered similar to the subject, as all sales are reported to be cash to the seller or the equivalent with no owner-financing or concessions noted.

### **Property Characteristic Adjustments**

Location is similar between all sales and the subject as each is located proximate to its Central Business District. Any additional variances are accounted for under Site Value below. No location adjustments are warranted.

Site Value is similar between all comparables with adjustments based on the estimated contributory value of the site. The subject carries a contributory site value of \$65,000 vs. Sale 1 at \$230,000; Sale 2 at \$95,000; and Sale 3 at \$30,000. Adjustments are derived by taking the difference in site value divided by the subject's GBA.

Building Construction varies between all comparables with the buildings consisting of wood or masonry frame on a mix of slab, full or partial basement. No adjustments were warranted for basement amenity as it typically offers little contributory value to the property.

Building Size is compared on the basis of total building size and finished area. Adjustments made for differences in GBA between the subject property and each sale are made at the unit value cited in the left side-bar. This adjustment is based on market indications, brought to a \$/SF indication by dividing by the subject's GBA. This adjustment reflects the law of diminishing returns, whereby the larger a property is the lower the unit value will be.

Finished Area requires adjustment for differences from the subject, with adjustments based on a comparison of differences in percent finished area between the subject and the sale; multiplied by the unit value cited in the left side-bar, to reflect the contributory value of the difference in percentage of total finished space. This adjustment is based on market indications, brought to a \$/SF indication by dividing by the subject's GBA.

Quality of Construction is similar between all sales and the subject given the quality of interior and exterior finishes compared to the subject. Adjustment is applied based on market reaction to differences.

Age / Condition requires adjustment for the inferiority of Sale 2 and the superiority of Sale 3 compared to the subject. These adjustments result from the degree of deferred maintenance present as of the effective date of the sale, considering flooring, interior wall/ceiling finish, and exterior finish. The adjustments applied are based on

the combined factors of age and condition, and are made at the cost to equalize appeal to that of the subject.

Heating and Cooling is similar between all sales and the subject as each has comparable heating and cooling systems.

Utilities are similar between all sales and the subject with no adjustments warranted.

### SALES COMPARISON ANALYSIS GRID – as-is

|   | SUBJECT   | SALE 1  | SALE 2  | SALE 3  |
|---|---|---|---|---|
| SALE PRICE                                  |   | \$620,000   | \$185,000   | \$207,500   |
| SALE DATE                                   |   | 8-Jun-20  | 17-Apr-20   | 14-May-18   |
| TOTAL GROSS BUILDING AREA (SF)              | 3,810   | 5,212   | 3,759   | 3,290   |
| SALE PRICE (\$/SF GBA)                      |   | \$118.96  | \$49.22   | \$63.07   |
| <b>TRANSACTION ADJUSTMENTS</b>              |   |   |   |   |
| MARKET CONDITIONS                           | 8-Jan-21  | 7 months prior<br>\$0.00  | 9 months prior<br>\$0.00  | 32 months prior<br>\$0.00   |
| CONDITIONS OF SALE                          | arm's length  | arm's length<br>\$0.00  | arm's length<br>\$0.00  | arm's length<br>\$0.00  |
| PROPERTY RIGHTS                             | fee simple  | fee simple<br>\$0.00  | fee simple<br>\$0.00  | fee simple<br>\$0.00  |
| FINANCING                                   | market  | cash to the seller<br>or the equivalent<br>\$0.00   | cash to the seller<br>or the equivalent<br>\$0.00   | less \$20,000 in<br>concessions<br>(\$6.08)   |
| <i>Adjusted Sale Price</i>                  |   | \$620,000   | \$185,000   | \$187,497   |
| <i>Adj Sale Price (\$/SF GBA)</i>           |   | \$118.96  | \$49.22   | \$56.99   |
| <b>PROPERTY CHARACTERISTIC ADJUSTMENTS</b>  |   |   |   |   |
| LOCATION                                    | 51 Church Street<br>Barre, VT   | 99 State Street<br>Montpelier, VT<br>\$0.00   | 83 Washington Street<br>Barre, VT<br>\$0.00   | 21 Merchant Street<br>Barre, VT<br>\$0.00   |
| SITE VALUE                                  | 0.20 acre, adequate<br>on-site parking  | 0.25 acre, adequate<br>on-site parking<br>(\$43.31)   | 0.52 acre, ample<br>on-site parking<br>(\$7.87)   | 0.13 acre, limited<br>on-site parking<br>\$9.19   |
| BUILDING CONSTRUCTION                       | 2 story wood frame<br>on full (unfin) bsmt  | 1-2 story msnry frame<br>on full (unfin) bsmt<br>\$0.00                                       | 1-2 story wood frame<br>on part (unfin) bsmt & slab<br>\$0.00                                 | 1-2 story wood frame<br>on full (unfin) bsmt<br>\$0.00  |
| BUILDING SIZE -<br>Gross Building Area (SF) | 3,810   | 5,212   | 3,759   | 3,290   |
| \$30  |   | (\$11.04)   | \$0.40  | \$4.09  |
| Finished Area (SF)                          | 3,810   | 5,212   | 3,759   | 3,290   |
| \$30  |   | \$0.00  | \$0.00  | \$0.00  |
| QUALITY OF CONSTRUCTION                     | average-good  | similar<br>\$0.00   | similar<br>\$0.00   | similar<br>\$0.00   |
| AGE / CONDITION                             | c. 1879, ren 1987 /<br>average-good   | circa 1816 / similar<br>\$0.00  | circa 1959 / inferior<br>\$10.00  | circa 1898 / superior<br>(\$5.00)   |
| HEATING AND COOLING                         | oil fired hot water   | oil fired hot water<br>\$0.00   | oil fired hot water<br>\$0.00   | oil fired steam<br>\$0.00   |
| UTILITIES                                   | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service<br>\$0.00 | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service<br>\$0.00 | municipal water,<br>municipal sewer,<br>electric, telephone,<br>private oil service<br>\$0.00 |
| <i>Indicated Subject Value</i>              |   | \$64.61   | \$51.75   | \$65.27   |
| MOST TIMELY SALE(S)                         |   | X   |   |   |
| UNADJUSTED SALE PRICE                       |   | \$118.96  | \$49.22   | \$63.07   |
| NET ADJUSTMENTS                             |   | -45.7%  | 5.1%  | 3.5%  |
| GROSS ADJUSTMENTS                           |   | 45.7%   | 37.1%   | 38.6%   |
| MOST COMPARABLE SALE(S)                     |   | X   | XX  | XX  |

The sales used in this analysis indicate minimal variances from the subject with regard to a number of characteristics, and as such the value indications from this approach are considered good indications of value for the subject property. Sale 1 is discounted 50% for its higher gross adjustment requirements and locational difference from the subject. Therefore, placing full weight on Sales 2 and 3, and 50% weight on Sale 1 results in a value indication of \$59.73/SF, which applied to the subject's GBA renders a



**MARKET DERIVED VALUE FOR THE SUBJECT PROPERTY (by Sales Comparison) OF  
\$227,571, rounded to \$230,000 – as-is.**

Following are a location map and sale summaries that provide further information regarding each of the sales in the above sales comparison grids. Additional alternate sales are included in the addenda of this report.



**SALE 1**



PROPERTY TYPE ..... office property  
 STREET ADDRESS ..... 99 State Street  
 CITY / TOWN ..... Montpelier, VT  
 SALE PRICE ..... \$620,000  
 DATE OF SALE ..... 06/08/2020  
 GRANTOR ..... Associated Industries of Vermont, Inc  
 GRANTEE ..... Malone 99 State St Properties, LLC  
 DEED RECORD ..... volume 698, page 576  
 INFORMATIONAL SOURCES ..... property manager (grantee), public records, assessor, exterior inspection

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 5,212 SF  
 Finished Space ..... 5,212 SF  
 Unit Count ..... 1  
 Year of Construction ..... circa 1816  
 Framing ..... masonry  
 Roofing ..... asphalt shingle  
 Foundation ..... full (unfinished) basement  
 Heat Type ..... oil fired hot water  
 Sprinkler ..... none noted  
 Ceiling Height ..... assumed 8'-9' +/- throughout

**SITE:**

Lot Size ..... (per municipal records) 0.25 acre  
 Corner Lot ..... no  
 Zoning District ..... Urban Center 1 (UC-1) District  
 Zoning Dimension Requirements ..... 3,000 SF minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... private oil service  
 Parking Availability ..... adequate on-site parking  
 Parking Surface ..... paved and lined  
 Indicated Site Value ..... \$193,800 (2020 municipal assessment) / \$230,000 (adjusted market value)

**COMMENTS:** This is an arm's length transfer of real estate only with no concessions or owner-financing noted. According to the grantee's property management company, the buyer paid cash for the property. The grantor was an owner-occupant and the grantee is a cash-flow investor.

**SALE 2**



PROPERTY TYPE ..... general commercial property  
 STREET ADDRESS ..... 83 Washington Street (a/k/a U.S. Route 302)  
 CITY / TOWN ..... Barre City, VT  
 SALE PRICE ..... \$185,000  
 DATE OF SALE ..... 04/17/2020  
 GRANTOR ..... Nicholas Bergeron / Kenneth Geider  
 GRANTEE ..... 83 Washington Street LLC  
 DEED RECORD ..... volume 364, page 227  
 INFORMATIONAL SOURCES ..... MLS, listing broker, public records, assessor, inspection by aerial imagery

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 3,759 SF  
 Finished Space ..... 3,759 SF  
 Building Count / Unit Count ..... 1 / 1  
 Year of Construction ..... circa 1959  
 Framing ..... wood  
 Roofing ..... asphalt shingle  
 Foundation ..... mix of partial (unfinished) basement and poured concrete slab  
 Heat Type ..... oil fired hot water  
 Sprinkler ..... none noted  
 Ceiling Height ..... 8' +/- throughout

**SITE:**

Lot Size ..... (per municipal records) 0.52 acre  
 Corner Lot ..... yes (corner of Washington Street and Perry Street)  
 Zoning District ..... Mixed Use 1 (MU1)  
 Zoning Dimension Requirements ..... 4,000 SF minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... private oil service  
 Parking Availability ..... ample on-site parking  
 Parking Surface ..... paved and unlined  
 Site Value ..... \$89,730 (2020 municipal assessment) / \$95,000 (adjusted market value)

**COMMENTS:** This is an arm's length transfer of real estate only with no concessions or owner-financing reported. The property is located along the busy U.S. Route 302 corridor and is currently tenant-occupied by a restaurant; however, it was vacant at time of sale. The property had been listed for sale by a local broker several times in 2018, with an initial asking price of \$325,000 that was later reduced to \$269,000. Zoning allows for a mix of residential, retail, service, and office uses.

**SALE 3**



PROPERTY TYPE ..... office property  
 STREET ADDRESS ..... 21 Merchant Street  
 CITY / TOWN ..... Barre City, VT  
 SALE PRICE ..... (less \$20,000 in concessions) \$207,500  
 DATE OF SALE ..... 05/14/2018  
 GRANTOR ..... Denise L. McBride and Ted M. Clark  
 GRANTEE ..... DH Properties, LLC  
 DEED RECORD ..... deed to grantor – volume 267, page 477  
 INFORMATIONAL SOURCES ..... listing broker, MLS, public records, assessor, inspection by aerial imagery

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 3,290 SF  
 Finished Space ..... 3,290 SF  
 Unit Count ..... multiple  
 Year of Construction ..... circa 1898  
 Framing ..... wood  
 Roofing ..... asphalt shingle  
 Foundation ..... full (unfinished) basement,  
 ..... with stone (granite) & mortar walls and concrete floor  
 Heat Type ..... oil fired steam  
 Sprinkler ..... none noted  
 Ceiling Height ..... assumed 8'-9' +/- throughout

**SITE:**

Lot Size ..... (per municipal records) 0.13 acre  
 Corner Lot ..... yes (corner of Merchant Street and Summer Street)  
 Zoning District ..... Central Business District / Floor Zone A / Flood Zone B  
 Zoning Dimension Requirements ..... no minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... private oil service  
 Parking Availability ..... limited on-site parking;  
 ..... also relies on street side parking and municipal lots  
 Parking Surface ..... paved and unlined  
 Indicated Site Value ..... \$31,460 (2018 municipal assessment) / \$30,000 (adjusted market value)

COMMENTS: This is an arm's length transfer of real estate only. According to the listing broker, there is a reported \$20,000 in concessions for repairs. No owner-financing was involved in this transaction. The listing broker indicates that individual rooms were rented to commercial office users.

## XXII. INCOME CAPITALIZATION APPROACH

The Income Capitalization Approach to rendering an opinion of value reflects the market's perception that value is directly related to a property's income potential. Capitalization is the technique of converting current income to the capital value of the asset generating that income stream. In developing the capitalization rate, consideration is given to the potential quantity, quality, and durability of the income stream.

Direct capitalization requires the research, verification, and assembly of several key components, namely: potential gross income; tenant reimbursements; vacancy and collection loss; fixed expenses; variable expenses; and the overall capitalization rate.

The procedures to develop a value opinion by the Income Capitalization Approach involve four major steps.

1. Research the market to find information about comparable investment property sales and rentals and verify the data.
2. Analyze the comparable rents in light of the subject property or space, and apply them to the subject property in comparison to the current rents to determine if the current rents are at market.
3. Deduct for vacancy and collection loss, add in effective tenant reimbursements (if applicable), and deduct all fixed and variable expenses to derive an annual net operating income (NOI).
4. Reconcile an appropriate capitalization rate from the market and apply it to the derived NOI, yielding an indication of value for the subject property.

An alternative to direct capitalization is valuation by discounted cash flow, or DCF. DCF values a property by an analysis of NOI over an extended time period, usually the period of time it takes to reach stabilized income. The value is determined by discounting each year's cash flow back to a present-day value based on the time value of money, as well as discounting the reversion of the real estate at the end of the period.

Direct Capitalization is most applicable on investment property with a steady income stream (either flat or steadily growing). Should the income stream be staggered in any way (excessive lease up requirements, atypical lease rates, atypical lease escalators, etc.) the most appropriate method of valuation would be by discounted cash flow. As the subject has a steady income stream projection, at or around market rates, with no significant lease-up requirements, the direct capitalization method is deemed most appropriate.

### **AS COMPLETE / AS STABILIZED**

#### **Discussion of Components**

Potential Gross Income is derived from the market utilizing several competing facilities. The following table summarizes the detail of these comparables. A sampling of rental comparables provides an adequate indication of the market for the subject space, with all comparables having generally similar overall appeal as the subject. Given the sensitive nature of the data shared, the data sources have requested all properties to be cited confidentially. Therefore, no photos and/or maps will be provided.

## RENTAL COMPARABLES – PROFESSIONAL OFFICE (Washington County)

| CITY / TOWN | TYPE OF TENANT      | FLOOR | UNIT SIZE (SF) | BASE RENT (\$/month) | BASE RATE (\$/SF) | NOTES ON RENTAL TERMS | ADD'L CAM REIMB (\$/month) | CAM REIMB (\$/SF) | ORIGINAL MOVE-IN DATE | LEASE - start date | LEASE - end date | RENEWAL OPTION (# and yrs) | INCREASE applied at renewal (%) |
|-------------|---------------------|-------|----------------|----------------------|-------------------|-----------------------|----------------------------|-------------------|-----------------------|--------------------|------------------|----------------------------|---------------------------------|
| Barre       | med office (dental) | 2nd   | 1,015          | \$1,700              | \$20.10           | NNN                   | \$0                        | \$0.00            | 2014                  | 10/1/2014          | 9/30/2019        | n/a                        | n/a                             |
| Barre       | office              | 4th   | 4,000          | \$4,666              | \$14.00           | NNN                   | \$0                        | \$0.00            | unknown               | n/a                | n/a              | n/a                        | n/a                             |
| Barre       | office              | 1st   | 1,536          | \$1,040              | \$8.13            | electric only         | \$0                        | \$0.00            | n/a                   | n/a                | 6/30/2020        | n/a                        | n/a                             |
| Barre       | office              | 2nd   | 3,000          | \$3,625              | \$14.50           | utilities only        | \$0                        | \$0.00            | n/a                   | n/a                | n/a              | n/a                        | n/a                             |
| Barre       | office              | 2nd   | 4,000          | \$4,633              | \$13.90           | utilities only        | \$0                        | \$0.00            | n/a                   | n/a                | n/a              | n/a                        | n/a                             |
| Barre       | office              | 1st   | 1,500          | \$1,500              | \$12.00           | utilities only        | \$0                        | \$0.00            | 2020                  | n/a                | n/a              | n/a                        | n/a                             |
| Barre       | med office          | 1st   | 2,285          | \$2,250              | \$11.82           | heat, elec, flood     | \$0                        | \$0.00            | n/a                   | n/a                | 6/30/2021        | five 1-yr                  | 2.50%                           |
| Montpelier  | office              | 3rd   | 975            | \$1,000              | \$12.31           | gross, plus internet  | \$0                        | \$0.00            | 2020                  | 7/7/2020           | 7/6/2021         | four 1-yr                  | 2.50%                           |
| Montpelier  | office              | 3rd   | 4,000          | \$4,083              | \$12.25           | NNN                   | \$0                        | \$0.00            | 2018                  | 3/1/2018           | 2/29/2028        | n/a                        | CPI                             |
| Montpelier  | office              | 1st   | 1,275          | \$1,870              | \$17.60           | gross                 | \$850                      | \$8.00            | 2012                  | 1/1/2017           | 12/31/2018       | n/a                        | CPI                             |
| Montpelier  | office              | 1st   | 1,121          | \$2,000              | \$21.41           | elec & tax inc.       | \$0                        | \$0.00            | 2004                  | 5/1/2017           | 04/31/2022       | n/a                        | CPI                             |
| Montpelier  | office              | 1st   | 2,130          | \$4,000              | \$22.54           | elec & tax inc.       | \$0                        | \$0.00            | 2004                  | 3/1/2017           | 2/29/2018        | n/a                        | CPI                             |
| Montpelier  | office              | 2nd   | 3,100          | \$4,133              | \$16.00           | gross                 | \$0                        | \$0.00            | 2015                  | 1/1/2015           | 12/31/2020       | one 5-yr                   | 50% CPI                         |
| Montpelier  | office              | 2nd   | 2,698          | \$3,475              | \$15.46           | NNN                   | \$369                      | \$1.64            | 2019                  | 8/1/2019           | 7/31/2044        | two 5-yr                   | 3%                              |
|             |                     |       | <b>Mean:</b>   | <b>2,331</b>         | <b>\$2,855</b>    | <b>\$15.14</b>        |                            | <b>\$87</b>       | <b>\$0.69</b>         |                    |                  |                            |                                 |
|             |                     |       | <b>Median:</b> | <b>2,208</b>         | <b>\$2,863</b>    | <b>\$14.25</b>        |                            | <b>\$0</b>        | <b>\$0.00</b>         |                    |                  |                            |                                 |
|             |                     |       | <b>Mode:</b>   | <b>4,000</b>         | <b>#N/A</b>       | <b>#N/A</b>           |                            | <b>\$0</b>        | <b>\$0.00</b>         |                    |                  |                            |                                 |

According to the owner's representative, the subject property in the as complete scenario will be almost entirely occupied by an arm's-length tenant who has consented to a 10-year lease-to-own agreement. As of the effective date of this appraisal, no letter of intent or lease contract has been signed. As such, the proposed contract rent is tested against the market. The base rent is cited as \$3,500/month with the tenant paying all utilities and maintenance, and the landlord paying property taxes, property insurance, grounds maintenance, snow removal, trash removal, and the elevator service contract. The lease will escalate at an annual rate of 2.5%, and there are no stated renewal options. Based on the above lease comparables, the proposed lease terms are at market, and as such will be relied upon in this appraisal.

## RENTAL COMPARABLES – INCUBATOR OFFICE (Washington County)

| CITY / TOWN | TYPE OF TENANT | FLOOR | UNIT SIZE (SF) | BASE RENT (\$/month) | BASE RATE (\$/SF) | NOTES ON RENTAL TERMS | ADD'L CAM REIMB (\$/month) | CAM REIMB (\$/SF) | ORIGINAL MOVE-IN DATE | LEASE - start date | LEASE - end date | RENEWAL OPTION (# and yrs) | INCREASE applied at renewal (%) |
|-------------|----------------|-------|----------------|----------------------|-------------------|-----------------------|----------------------------|-------------------|-----------------------|--------------------|------------------|----------------------------|---------------------------------|
| Barre       | small office   | 2nd   | 600            | \$600                | \$12.00           | gross                 | \$0                        | \$0.00            | TBD                   | n/a                | n/a              | n/a                        | n/a                             |
| Barre       | small office   | 1st   | 630            | \$700                | \$13.33           | heat & elec           | \$0                        | \$0.00            | unknown               | unknown            | unknown          | unknown                    | unknown                         |
| Barre       | small office   | 5th   | 392            | \$650                | \$19.90           | gross                 | \$0                        | \$0.00            | unknown               | unknown            | unknown          | unknown                    | unknown                         |
| Montpelier  | small office   | 1st   | 100            | \$500                | \$60.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 1st   | 228            | \$500                | \$26.32           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 1st   | 282            | \$500                | \$21.28           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 281            | \$500                | \$21.35           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 131            | \$500                | \$45.80           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 112            | \$500                | \$53.57           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 1st   | 480            | \$1,200              | \$30.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 1st   | 480            | \$1,200              | \$30.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 320            | \$800                | \$30.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 320            | \$800                | \$30.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 120            | \$450                | \$45.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 120            | \$450                | \$45.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 120            | \$450                | \$45.00           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
| Montpelier  | small office   | 2nd   | 516            | \$1,100              | \$25.58           | gross                 | \$0                        | \$0.00            | unknown               | mo-to-mo           | mo-to-mo         | none                       | none                            |
|             |                |       | <b>Mean:</b>   | <b>308</b>           | <b>\$671</b>      | <b>\$32.60</b>        |                            | <b>\$0</b>        | <b>\$0.00</b>         |                    |                  |                            |                                 |
|             |                |       | <b>Median:</b> | <b>282</b>           | <b>\$500</b>      | <b>\$30.00</b>        |                            | <b>\$0</b>        | <b>\$0.00</b>         |                    |                  |                            |                                 |
|             |                |       | <b>Mode:</b>   | <b>120</b>           | <b>\$500</b>      | <b>\$30.00</b>        |                            | <b>\$0</b>        | <b>\$0.00</b>         |                    |                  |                            |                                 |

The subject's location is suitable for rental as incubator office space given its close proximity to downtown commercial and residential development. Both of the subject's incubator offices are 120 SF. According to the owner's representative, each office will be rented for \$500/month gross with a five-year lease. Based on the above lease comparables, these projected rents are at market, and as such will be relied upon in this analysis.

Vacancy and Collection Losses are based on market evidence. As discussed in the SUPPLY & DEMAND / MARKET ANALYSIS section, current vacancy in the subject's marketplace for office ranges from 0%-20%+ (depending on location) with the subject's immediate location ranging under 15% and stable. Given the condition of the subject property, proximity to downtown, and appeal of multiple long-term tenants, a vacancy rate near the lower end of the range is warranted. As such, an 8% vacancy rate is reconciled and applied to the

gross rents to derive the effective gross income.

Expenses are projected based on the following expense comparables for similar office-type properties as well as a pro forma provided by the owner's representative as noted in the sidebar to the line items. The market evidences a predominance of gross or modified gross leases on competing space, similar to the subject – with the landlord paying all or some of the operating expenses and the remainder being passed through to the tenant.

Given the absence of a current municipal assessment for the as complete scenario on which to base property taxes, property taxes will not be deducted from the cash flow as an expense, but instead will be addressed through a modification of the Overall Capitalization Rate by adding the equalized current tax rate to the market OAR.

**EXPENSE COMPARABLES – Office, Greater Burlington Area**

| SOURCE DATE | CITY / TOWN | TOTAL NRA (SF) | TOTAL UNIT COUNT | PROPERTY TYPE | PROPERTY TAX |             | INSURANCE   |             | TRASH       | CLEANING & MAINT | REPAIRS     | GROUPS (lawn & snow) | UTILITIES (Total) | UTILITIES (water & sewer) | UTILITIES (electric) | UTILITIES (heat) | ADVERTISING | LEGAL & ACCOUNTING | MANAGEMENT  | CAPITAL RESERVES |
|-------------|-------------|----------------|------------------|---------------|--------------|-------------|-------------|-------------|-------------|------------------|-------------|----------------------|-------------------|---------------------------|----------------------|------------------|-------------|--------------------|-------------|------------------|
|             |             |                |                  |               | CAM          | \$/SF (NRA) | \$/SF (NRA) | \$/SF (NRA) | \$/SF (NRA) | \$/SF (NRA)      | \$/SF (NRA) | \$/SF (NRA)          | \$/SF (NRA)       | \$/SF (NRA)               | \$/SF (NRA)          | \$/SF (NRA)      | \$/SF (NRA) | \$/SF (NRA)        | \$/SF (NRA) | \$/SF (NRA)      |
| 2019        | Burlington  | 5,020          | 1                | office        | \$7.84       | \$4.02      | \$0.50      | \$0.36      | \$0.36      | \$0.72           | \$0.96      | \$2.01               | \$0.26            | \$0.00                    | \$0.67               | \$0.00           | \$0.12      | \$0.89             | \$0.44      |                  |
| 2017        | Burlington  | 3,786          | 2                | office        | \$6.74       | \$2.77      | \$0.42      | \$0.00      | \$1.95      | \$1.60           | \$0.00      | \$1.27               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$0.06      | \$0.00             | \$0.00      |                  |
| 2019        | Cokchester  | 61,403         | 10               | office        | \$4.76       | \$3.39      | \$0.19      | \$0.00      | \$0.35      | \$0.50           | \$0.33      | \$0.89               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$0.50      | \$0.34             |             |                  |
| 2019        | Cokchester  | 51,147         | 8                | office        | \$5.27       | \$3.58      | \$0.21      | \$0.00      | \$0.48      | \$0.60           | \$0.40      | \$1.07               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$1.10      | \$0.41             |             |                  |
| 2019        | Cokchester  | 60,900         | 1                | office        | \$5.23       | \$3.39      | \$0.20      | \$0.00      | \$1.04      | \$0.32           | \$0.29      | \$0.01               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$0.89      | \$0.33             |             |                  |
| 2019        | Cokchester  | 53,595         | 14               | office        | \$9.46       | \$3.46      | \$0.25      | \$0.14      | \$1.69      | \$0.76           | \$0.58      | \$2.44               | \$0.14            | \$2.10                    | \$0.34               | \$0.00           | \$1.45      | \$1.00             | \$0.37      |                  |
| 2019        | Cokchester  | 68,819         | 7                | office        | \$5.57       | \$4.25      | \$0.24      | \$0.00      | \$0.27      | \$0.32           | \$0.50      | \$1.07               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$1.20      | \$0.45             |             |                  |
| 2018        | Cokchester  | 26,171         | 3                | office        | \$6.99       | \$4.10      | \$0.35      | \$0.19      | \$0.28      | \$0.09           | \$0.65      | \$1.20               | \$0.14            | \$0.81                    | \$0.39               | \$0.00           | \$0.94      | \$0.35             |             |                  |
| 2017        | Montpelier  | 73,091         | 16               | office        | \$6.80       | \$2.50      | \$0.27      | \$0.09      | \$0.90      | \$0.75           | \$0.27      | \$2.02               | \$0.22            | \$0.45                    | \$1.35               | \$0.00           | \$0.03      | \$0.82             | \$0.21      |                  |
| 2017        | Shelburne   | 59,212         | 13               | office        | \$3.17       | \$1.79      | \$0.26      | \$0.12      | \$0.00      | \$0.26           | \$0.36      | \$0.22               | \$0.15            | \$0.13                    | \$0.09               | \$0.00           | \$0.63      | \$0.00             |             |                  |
| 2019        | Williston   | 5,388          | 2                | office        | \$4.25       | \$2.02      | \$0.45      | \$0.00      | \$0.00      | \$1.34           | \$0.45      | \$0.67               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$0.96      | \$0.40             |             |                  |
|             |             |                |                  | Mean:         | \$6.01       | \$3.21      | \$0.30      | \$0.08      | \$0.67      | \$0.66           | \$0.43      | \$1.17               | \$0.08            | \$0.32                    | \$0.26               | \$0.00           | \$0.16      | \$0.81             | \$0.30      |                  |
|             |             |                |                  | Median:       | \$5.57       | \$3.39      | \$0.26      | \$0.00      | \$0.36      | \$0.60           | \$0.40      | \$1.07               | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | \$0.00      | \$0.89             | \$0.35      |                  |
|             |             |                |                  | Mode:         | #N/A         | #N/A        | #N/A        | \$0.00      | \$0.00      | #N/A             | #N/A        | #N/A                 | \$0.00            | \$0.00                    | \$0.00               | \$0.00           | #N/A        | \$0.00             |             |                  |

Overall Capitalization Rate is most appropriately derived from sales that are considered comparable to the subject property. The overall capitalization rate is calculated by dividing net operating income by the indicated sale price.

| Property Use                                    | Location of Property | Sale Date | Sale Price         | Net Operating Income | Overall Capitalization Rate |
|---|----------------------|-----------|--------------------|----------------------|-----------------------------|
| mixed-use (1 commercial / 4 residential)*       | Barre City           | Sep-20    | \$325,000          | \$43,384             | 13.3%                       |
| retail / office                                 | Rutland              | Mar-20    | \$518,000          | \$51,148             | 9.9%                        |
| mixed-use (2 commercial / 6 residential)        | Richmond             | Jan-20    | \$581,500          | \$58,464             | 10.1%                       |
| two office condo units                          | Colchester           | Jun-19    | \$850,000          | \$85,747             | 10.1%                       |
| office  | Williston            | Apr-19    | \$724,000          | \$67,270             | 9.3%                        |
| mixed-use retail/off/apts                       | Barre City           | Oct-18    | \$650,000          | \$83,292             | 12.8%                       |
| retail / office                                 | Montpelier           | Oct-18    | \$819,000          | \$51,764             | 6.3%                        |
| mixed-use (1 office / 3 apt)                    | Montpelier           | Aug-18    | \$362,000          | \$25,398             | 7.0%                        |
| multi-user professional office                  | Burlington           | Jun-18    | \$750,000          | \$50,072             | 6.7%                        |
| office  | Montpelier           | Oct-17    | \$1,075,000        | \$56,623             | 5.3%                        |
| office  | Burlington           | Oct-15    | \$500,000          | \$41,293             | 8.3%                        |
| medical office                                  | Burlington           | Nov-14    | \$1,500,000        | \$140,455            | 9.4%                        |
| office  | Burlington           | Nov-12    | \$1,200,000        | \$100,642            | 8.4%                        |
| <b>Capitalization Rate Derived from Totals:</b> |                      |           | <b>\$9,854,500</b> | <b>\$855,552</b>     | <b>8.68%</b>                |

\*Sold vacant, NOI based on buyer pro-forma, assumes 2 comm'l units and 5 res'l units after \$100k renov, amortized over 10 years.

Direct comparison comparables are not plentiful; however, the above table is a representative sample of investment property that can be relied upon. In the absence of a pointed market-derived cap rate, reliance will

be placed on the Debt Coverage Ratio method, whereby the anticipated debt coverage ratio will be applied to the loan to value ratio and the mortgage constant to derive an indication of capitalization rate. The advantage of this method is that it avoids the equity position of the borrower and deals only with the mortgage position. The following is a summary of local financing terms in the subject's market:

|   |           |
|---|-----------|
| Loan to Value Ratio (LTV) .....         | 75%       |
| Nominal Annual Interest Rate .....      | 4.5%      |
| Amortization Term .....                 | 20 years  |
| Loan Payments .....                     | monthly   |
| Balloons .....                          | 3-5 years |
| Debt Coverage Ratios (DCR) .....        | 1.25-1.35 |
| Calculated Mortgage Constant (Rm) ..... | 7.59%     |

The Debt Coverage Ratio method to determine the overall capitalization rate (Ro) is calculated as follows:

$$\text{DCR} \times \text{LTV} \times \text{Rm} = \text{Ro}$$

$$1.25 \times 0.75 \times 0.0759 = 0.071156, \text{ or } 7.1\%$$

$$1.35 \times 0.75 \times 0.0759 = 0.076849, \text{ or } 7.7\%$$

To summarize, the overall rate indicated by the market predominantly ranges from 8.0%-10.0% for comparable investment properties, whereas the rate indicated by the DCR method ranges from 7.1%-7.7%. Considering the strengths of both methods of capitalization rate derivation, and the overall appeal of multiple long-term tenants, a 7.5% overall capitalization rate is chosen for the analysis. To this is added the equalized current municipal tax rate of 3.4640% (calculated by multiplying the current municipal tax rate of 3.6268% by the current equalization ratio of 0.9551). The resulting modified overall capitalization rate is 10.9640%, rounded to 11.0%.

### RECONSTRUCTED / PROJECTED OPERATING STATEMENT – as complete / as stabilized

| <u>Unit Type and Current Occupant</u>                    | <u>Lease Terms</u>    | <u>Unit Size</u> | <u>Projected (\$/month)</u> | <u>Market (\$/month)</u> | <u>Market (\$/year)</u>    | <u>Market (\$/SF)</u> |
|--|-----------------------|------------------|-----------------------------|--------------------------|----------------------------|-----------------------|
| - Commercial Unit, 1st-2nd Floors                        | assumed 10-year lease | 3,570            | \$3,500                     | \$3,500                  | \$42,000                   | \$11.76               |
| - Incubator Office 1, 2nd Floor                          | assumed 5-year lease  | 120              | \$500                       | \$500                    | \$6,000                    | \$50.00               |
| - Incubator Office 2, 2nd Floor                          | assumed 5-year lease  | 120              | \$500                       | \$500                    | \$6,000                    | \$50.00               |
| - Common Area  | not applicable        | 0                | n/a                         | n/a                      | n/a                        | n/a                   |
| <b>GROSS ANNUAL INCOME</b>                               |                       | <b>3,810</b>     | <b>\$4,500</b>              | <b>\$4,500</b>           | <b>\$54,000</b>            | <b>\$14.17</b>        |
| less vacancy and collection loss                         |                       |                  |                             | 8%                       | <b>(\$4,320)</b>           |                       |
| <b>ANNUAL EGI (Effective Gross Income)</b>               |                       |                  |                             |                          | <b>\$49,680</b>            |                       |
| <b>Scheduled Expenses</b>                                | <b>Paid by</b>        | <b>2019</b>      | <b>2020</b>                 | <b>Buyer Projected</b>   | <b>Appraiser Projected</b> | <b>Basis</b>          |
| Property Taxes   | landlord              | n/a              | n/a                         | \$10,500                 | \$0                        | modified OAR          |
| Insurance  | landlord              | n/a              | n/a                         | \$4,000                  | \$1,524                    | proj at \$0.40/SF     |
| Cleaning   | tenant                | n/a              | n/a                         | \$0                      | \$0                        | pass-thru to tenant   |
| Repairs and Maintenance                                  | tenant                | n/a              | n/a                         | \$2,500                  | \$0                        | pass-thru to tenant   |
| Elevator Maintenance                                     | landlord              | n/a              | n/a                         | \$1,000                  | \$1,000                    | owner's projection    |
| Trash  | landlord              | n/a              | n/a                         | \$0                      | \$720                      | proj at \$60/month    |
| Utilities  | tenant                | n/a              | n/a                         | \$0                      | \$0                        | pass-thru to tenant   |
| Grounds Maintenance / Snow Removal                       | landlord              | n/a              | n/a                         | \$1,200                  | \$960                      | proj at \$120 x 8mo   |
| Mortgage Interest  | landlord              | n/a              | n/a                         | \$0                      | \$0                        | owner-specific        |
| Legal & Professional Fees                                | landlord              | n/a              | n/a                         | \$0                      | \$700                      | proj at \$350 each    |
| Management   | 5.0%                  | n/a              | n/a                         | \$0                      | \$2,484                    | 5.0% of E.G.I.        |
| Reserves for Replacement                                 | 1.5%                  | n/a              | n/a                         | \$0                      | \$745                      | 1.5% of E.G.I.        |
| <b>TOTAL EXPENSES</b>                                    |                       | <b>\$0</b>       | <b>\$0</b>                  | <b>\$19,200</b>          | <b>\$8,133</b>             |                       |
| <b>NET OPERATING INCOME</b>                              |                       |                  |                             |                          | <b>\$41,547</b>            |                       |
| divided by Overall Capitalization Rate                   |                       |                  |                             |                          | 11.00%                     |                       |
| <b>INDICATED VALUE by Income Capitalization Approach</b> |                       |                  |                             |                          |                            | <b>\$377,698</b>      |
|  |                       |                  |                             |                          | Indicated GIM:             | 6.99                  |

The subject has been valued by income analysis with all value-influencing components derived from the market. As such, the Income Capitalization Approach indicates a

**MARKET DERIVED VALUE FOR THE SUBJECT PROPERTY (by Income Capitalization) OF \$377,698, rounded to \$380,000 – as complete / as stabilized.**



### XXIII. CORRELATION AND FINAL VALUE OPINION

The indications of value as developed by the three approaches are as follows:

Value derived from the Cost Approach:  
not utilized

Value derived from the Sales Comparison Approach:  
\$390,000 – as complete / as stabilized  
\$230,000 – as-is

Value derived from the Income Capitalization Approach:  
\$380,000 – as complete / as stabilized

Full weight is placed on the Income Capitalization Approach for the as complete scenario given the leased fee interest and availability of market data, whereas full weight is placed on the Sales Comparison Approach for the as-is scenario given the appeal of at least partial owner-occupancy. Support for the as complete value rendered by Income Capitalization Approach is also provided through the Sales Comparison Approach. Exclusion of the Cost Approach is not expected to render a misleading value indication.

After considering all available data and indicators of value contained in this report, the appraiser is of the opinion that the market value of the leased fee interest as complete / as stabilized and the fee simple interest as-is in the subject property is:

**THREE HUNDRED EIGHTY THOUSAND DOLLARS (\$380,000) –  
as complete / as stabilized (leased fee);  
and  
TWO HUNDRED THIRTY THOUSAND DOLLARS (\$230,000) –  
as-is (fee simple).**

The subject's final value conclusion is reasonable in light of several alternate indications of value. The current adjusted municipal assessment (as-is) is reasonable at \$240,812 with a 95.51% equalization ratio.

The most recent transfer of the subject property is an arm's length transaction on December 27, 2018 for \$220,000, with no concessions or owner-financing reported. The subject property was originally marketed for sale by a local broker through the MLS on July 14, 2016 with an asking price of \$340,000. The listing expired at the end of 2016, and the property was relisted for \$320,000 on February 27, 2017. The property was taken off the market as of September 30, 2017. The grantee indicated that they were approached privately and asked if they were interested in purchasing the property while it was off the market. As part of the agreement, the Barre Granite Association, who occupied the entire property at the time of sale, vacated the premises within 30 days subsequent to closing. According to the owner's representative, no significant capital improvements have been completed within the last three years, beyond on-going regular maintenance.

The subject property is not currently marketed for sale or under purchase contract.

## XXIV. CERTIFICATION

I certify that, to the best of my knowledge and belief:

- the statements of fact contained in this report are true and correct.
- the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- my engagement in this assignment was not contingent upon developing or reporting predetermined results.
- my compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- my analysis, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- I have made a personal inspection of the exterior of the property that is the subject of this report.
- no one, except the cosigner, provided significant real property appraisal assistance to the person signing this certification.
- I have not performed a previous appraisal of the subject property, nor any appraisal review involving the subject property, any appraisal consulting assignment involving the subject property, or any other service involving the subject property within the three years prior to this assignment.
- the reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
- the use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- as of the date of this report, I, Michael W. Gammal, MAI have completed the continuing education program for Designated Members of the Appraisal Institute.



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Michael W. Gammal, MAI  
Certified General Real Estate Appraiser  
VT License #080.0000139

February 11, 2021  
Date

I certify that, to the best of my knowledge and belief,

- the statements of fact contained in this report are true and correct.
- the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- my engagement in this assignment was not contingent upon developing or reporting predetermined results.
- my compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- my analysis, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- I have made a personal inspection of the exterior and interior of the property that is the subject of this report.
- no one, except the cosigner, provided significant real property appraisal assistance to the person signing this certification.
- I have not performed a previous appraisal of the subject property, nor any appraisal review involving the subject property, any appraisal consulting assignment involving the subject property, or any other service involving the subject property within the three years prior to this assignment.
- the reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
- the use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.



Hugh G. Randall  
Certified General Real Estate Appraiser  
VT License #080.0134167

February 11, 2021  
Date

## XXV. GLOSSARY

(as per The Dictionary of Real Estate Appraisal – 5<sup>th</sup> Edition, Appraisal Institute)

- Disposition Value -** The most probable price that a specified interest in real property should bring under all of the following conditions:
1. Consummation of a sale within a future exposure time of not to exceed 180 days, as specified by the client.
  2. The property is subject to market conditions prevailing as of the date of valuation.
  3. Both the buyer and seller are acting prudently and knowledgeably.
  4. The seller is under compulsion to sell.
  5. The buyer is typically motivated.
  6. Both parties are acting in what they consider their best interests.
  7. An adequate marketing effort will be made during the exposure time specified by the client.
  8. Payment will be made in cash in U.S. dollars or in terms of financial arrangements comparable thereto.
  9. The price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.
- Extraordinary Assumption -** An assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser's opinions and conclusions.
- Exposure Time -** The estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; a retrospective estimate based upon an analysis of past events assuming a competitive and open market. Exposure time is always presumed to occur prior to the effective date of the appraisal. The overall concept of reasonable exposure encompasses not only adequate, sufficient and reasonable time but also adequate, sufficient and reasonable effort. Exposure time is different for various types of real estate and value ranges and under various market conditions.
- Fee Simple Estate -** Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.
- Gross Building Area -** The total floor area of a building, including below-grade space but excluding unenclosed areas, measured from the exterior of the walls.
- Gross Lease -** A lease in which the landlord receives stipulated rent and is obligated to pay all or most of the property's operating expenses and real estate taxes.
- Highest & Best Use -** The reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum profitability.
- Leased Fee Estate -** An ownership interest held by a landlord with the rights of use and occupancy conveyed by lease to others. The rights of the lessor (the leased fee owner) and the leased fee are specified by contract terms contained within the lease.

**Liquidation Value -**

The most probable price that a specified interest in real property should bring under the following conditions:

1. Consummation of a sale within a short time period time of not to exceed 90 days, as specified by the client.
2. The property is subjected to market conditions prevailing as of the date of valuation.
3. Both the buyer and seller are acting prudently and knowledgeably.
4. The seller is under extreme compulsion to sell.
5. The buyer is typically motivated.
6. Both parties are acting in what they consider to be their best interests.
7. A normal marketing effort is not possible due to the brief exposure time.
8. Payment will be made in cash in U.S. dollars or in terms of financial arrangements comparable thereto.
9. The price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

**Market Value -**

The most probable price which a property should bring in a competitive and open market under all conditions requisite to fair sale, the buyer and the seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised, and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash and United States dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

**Marketing Period -**

Reasonable marketing time is an estimate of the amount of time it might take to sell an interest in real property at its rendered opinion of market value during the period immediately after the effective date of the appraisal; the anticipated time required to expose the property to a pool of prospective purchasers and to allow appropriate time for negotiation, the exercise of due diligence, and the consummation of a sale at a price supportable by current market conditions. Marketing time differs from exposure time, which is always presumed to precede the effective date of the appraisal.

**Net Lease -**

A lease in which the tenant pays all property operating expenses in addition to the stipulated rent.

**Prospective Value -**

A forecast of the value expected at a specified future date. A prospective value opinion is most frequently sought in connection with real estate projects that are proposed, under construction, or under conversion to a new use, or those that have not achieved sellout or a stabilized level of long-term occupancy at the time the appraisal report is written.

## XXVI. QUALIFICATIONS

**Michael William Gammal, MAI**  
**Two Market Place, Suite 2**  
**Essex Junction, VT 05452**  
**Tel – (802) 878-1515 / Fax – (802) 878-2555**

### **LICENSURE:**

**Vermont State - Certified General Real Estate Appraiser**

License #080.0000139 exp. 05/31/2022

**New Hampshire State - Certified General Real Estate Appraiser**

License #NHCG-1008 exp. 03/31/2021

### **PROFESSIONAL ACCREDITATION:**

**MAI designation, member #11583 – Appraisal Institute**

Began Candidacy – 1992 Designated – April 2000

**Valuation of Sustainable Buildings Registry (commercial & residential) – Appraisal Institute**

Began Education – 2014 Designated – June 2015

### **PROFESSIONAL EXPERIENCE:**

March 2003-Present **Owner/Operator – Gammal Real Estate Services, P.C.** in Essex Jct, VT  
October 1995-March 2003 **Vice President & Chief Appraiser – Merchants Bank** in Burlington, VT  
July 1993-October 1995 **Owner/Operator – Commercial Appraisal Services, Inc.** in Burlington, VT  
July 1991-July 1993 **Independent Fee Appraiser** operating out of Burlington, VT  
February 2012-Present **Owner/Operator – 28-site campground and 60-slip marina** in South Hero, VT  
February 1995-Present **Owner/Operator – various commercial properties** in Chittenden County, VT

Appraisal experience since July 1991 has been concentrated on both valuation and acquisition of commercial and investment real estate within the state of Vermont. My position at Merchants Bank included authoring the bank's Appraisal Policy & Procedures, designing and implementing alternative valuation techniques for internal lending purposes, review of all valuations intended for lending purposes, and oversight of the bank's construction loan program.

### **EDUCATION:**

**The King's College - Briarcliff Manor, N.Y.**

BS in Business Administration Graduated in May of 1990

**Champlain College - Burlington, VT.**

AS in Hotel/Restaurant Management Graduated in May of 1987

Attended the following valuation courses and seminars, and successfully completed all examinations:

**USPAP Update 2020, 2018, 2016, 2014, 2012, 2010, 2008, 2006, 2003 (seminar), Appraisal Institute**

Most recently taken December 2019 Franklin Conference Center – Rutland (7 hours)

Taken each year of USPAP update back to 2003, various conference centers throughout VT

**Business Practices and Ethics 2020, 2015, 2010, 2005, 2000, 1995 (seminar), Appraisal Institute**

Most recently taken May 2020 – online seminar (7 hours)

**Appraising Automobile Dealerships (seminar), Appraisal Institute**

May 2020 – online seminar (7 hours)

**Valuation Resources for Solar Photovoltaic Systems (seminar), Appraisal Institute**

May 2020 – online seminar (3 hours)

**Appraising Convenience Stores (seminar), Appraisal Institute**

January 2019 – online seminar (7 hours)

**Data Verification Methods (seminar), Appraisal Institute**

December 2017 & December 2010 – online seminar (5 hours)

**Rates and Ratios (seminar), Appraisal Institute**

March 2017 – online seminar (7 hours)

**Forecasting Revenue (seminar), Appraisal Institute**

March 2017 – online seminar (7 hours)

**Introduction to Green Buildings: Principles & Concepts (course), Appraisal Institute**

May 2015 Doubletree Hotel & Conference Center – South Burlington (7 hours)  
**Case Studies in Green Commercial Valuation (course), Appraisal Institute**  
 October 2014 Doubletree Hotel & Conference Center – South Burlington (15 hours)  
**Case Studies in Green Residential Valuation (course), Appraisal Institute**  
 August 2014 Doubletree Hotel & Conference Center – South Burlington (7 hours)  
**Residential and Commercial Valuation of Solar (course), Appraisal Institute**  
 November 2013 Doubletree Hotel & Conference Center – South Burlington (15 hours)  
**Appraising Challenges: Declining Markets and Sales Concessions (seminar), Appraisal Institute**  
 September 2012 Doubletree Hotel & Conference Center – South Burlington (7 hours)  
**What Commercial Clients Want Appraisers to Know (seminar), Appraisal Institute**  
 December 2010 – online seminar (7 hours)  
**Analyzing Distressed Real Estate (seminar), Appraisal Institute**  
 November 2009 – online seminar (4 hours)  
**Appraisal Curriculum Overview, Appraisal Institute, Mark Ratterman, MAI**  
 November 2009 Sheraton Hotel & Conference Center – South Burlington, VT  
**Appraisal Misconceptions and Current Issues (seminar), Ted Whitmer MAI CCIM**  
 August 2008 Sheraton Hotel & Conference Center – South Burlington, VT  
**Real Estate Finance, Statistics, and Valuation Modeling, Appraisal Institute**  
 September 2007 Sheraton Hotel & Conference Center – South Burlington, VT  
**Attacking & Defending an Appraisal in Litigation (seminar), Ted Whitmer MAI CCIM**  
 May 2000 Clarion Hotel & Conference Center – South Burlington, VT  
**Advanced Applications (course 550), Appraisal Institute**  
 August 1997 Georgetown University Conference Ctr. – Washington, D.C.  
**Advanced Sales Comparison & Cost Approaches (course 530), Appraisal Institute**  
 July 1997 Depaul University – Chicago, IL  
**General Applications (course 320), Appraisal Institute - challenged exam and passed**  
 April 1997 Rutgers University - New Brunswick, NJ  
**Highest & Best Use and Market Analysis (course 520), Appraisal Institute**  
 November 1996 Holiday Inn - Holyoke, MA  
**Report Writing and Valuation Analysis (course 540), Appraisal Institute**  
 November 1996 Holiday Inn - Holyoke, MA  
**Understanding Your Small Business Customer (seminar), R.M.A.**  
 August 1996 Ramada Inn - South Burlington, VT  
**Analyzing Personal Financial Statements and Tax Returns (seminar), R.M.A.**  
 August 1996 Ramada Inn - South Burlington, VT  
**Fundamentals of Consumer Credit (seminar), The Merchants Bank**  
 May 1996 Sheraton Hotel & Conference Center - South Burlington, VT  
**Appraisal Review (seminar), National Association of Independent Fee Appraisers**  
 May 1996 Holiday Inn - White River Jct., VT  
**Standards of Professional Practice - Parts A&B (courses 410&420), Appraisal Institute**  
 October 1995 Woodbridge Hilton - Iselin, NJ  
**Discounted Cash Flow Analysis (seminar), Capital Seminars**  
 October 1995 Capital Plaza & Hotel - Montpelier, VT  
**Direct Capitalization (seminar), Capital Seminars**  
 October 1995 Capital Plaza & Hotel - Montpelier, VT  
**Appraisal of Retail Properties (seminar), Appraisal Institute**  
 June 1995 Lake Placid Hilton - Lake Placid, NY  
**Capitalization Theory and Techniques - Part A (course 310), Appraisal Institute**  
 November 1992 Norwood Conference Center - Norwood, MA  
**Capitalization Theory and Techniques - Part B (course 510), Appraisal Institute**  
 December 1992 Norwood Conference Center - Norwood, MA  
**Residential Valuation (equivalent to course 120), Appraisal Institute**  
 July 1991 University of North Carolina - Chapel Hill, NC  
**Appraisal Principals (course 110), Appraisal Institute**  
 June 1991 Tufts University - Medford MA

**OFFICES HELD:**

|                       |   |
|-----------------------|---|
| Jan 2001 - Dec 2002   | <b>President</b> - Vermont Chapter of the Appraisal Institute                     |
| Jan 2000 - Dec 2000   | <b>Vice President</b> - Vermont Chapter of the Appraisal Institute                |
| Sept 1999 - Aug 2000  | <b>Chairman, Education Committee</b> - Vermont Chapter of the Appraisal Institute |
| July 1999 - June 2001 | <b>Director, Board of Directors</b> - Red Cross, Northern Vermont Chapter         |
| Feb 2000 - June 2001  | <b>Chairman, Building Committee</b> - Red Cross, Northern Vermont Chapter         |



# State of Vermont

Real Estate Appraisers  
Certified General Real Estate Appraiser

Michael William Gammal  
PO Box 95  
South Hero, Vermont 05486-0095

Notable Persons

Credential #: 080.0000139  
Status: Active  
Effective: Jun 01, 2020  
Expires: May 31, 2022

Specialties



*James C. Condos*  
Secretary of State

For the most accurate and up to date record of licensure, please visit <https://rec.vermont.gov/epi/online-services/>

## State of New Hampshire REAL ESTATE APPRAISER BOARD APPROVED TO PRACTICE AS A Certified General Appraiser ISSUED TO: MICHAEL W GAMMAL



Certificate No:  
NHCG-1008

EXPIRATION DATE:  
03/31/2021



**Hugh Garrett Randall**  
**Two Market Place, Suite 2**  
**Essex Junction, VT 05452**  
**Tel – (802) 878-1515 / Fax – (802) 878-2555**

**LICENSURE:**

**Vermont State - Certified General Real Estate Appraiser**

License #080.0134167

exp. 05/31/2022

**PROFESSIONAL EXPERIENCE:**

March 2019-present

***Certified General Appraiser – Gammal Real Estate Services, P.C.***

November 2015-March 2019

***Trainee Appraiser – Gammal Real Estate Services, P.C. in Essex Jct, VT***

**EDUCATION:**

**The University of Vermont**

B.A. in Psychology

Graduated in June of 2014

Attended the following valuation courses and seminars, and successfully completed all examinations:

**Advanced Concepts and Case Studies**

November 2020 Appraisal Institute – synchronous online (30 hours)

**Advanced Market Analysis and Highest and Best Use**

October 2020 Appraisal Institute – synchronous online (30 hours)

**Appraising Convenience Stores**

May 2020 Appraisal Institute – online (7 hours)

**Rates and Ratios: Making Sense of GIMs, OARs, and DCF**

May 2020 Appraisal Institute – online (7 hours)

**Analyzing Operating Expenses**

April 2020 Appraisal Institute – online (7 hours)

**Forecasting Revenue**

April 2020 Appraisal Institute – online (7 hours)

**National USPAP Update Course – 2020-2021**

December 2019 Appraisal Institute – classroom (7 hours)

**Advanced Income Capitalization**

June 2018 Appraisal Institute – classroom (35 hours)

**General Appraiser Income Approach Part II**

April 2018 Appraisal Institute – online (30 hours)

**General Appraiser Income Approach, Part I**

February 2018 Appraisal Institute – classroom (30 hours)

**2018-2019 7-Hour National USPAP Update Course**

December 2017 Appraisal Institute – classroom (7 hours)

**General Report Writing and Case Studies**

November 2017 Appraisal Institute – classroom (30 hours)

**General Appraiser Site Valuation and Cost Approach**

October 2017 Appraisal Institute – classroom (30 hours)

**Business Practices and Ethics**

September 2017 Appraisal Institute – online (7 hours)

**General Appraiser Market Analysis and Highest & Best Use**

July 2017 Appraisal Institute – classroom (30 hours)

**Real Estate Finance, Statistics, and Valuation Modeling**

June 2017 Appraisal Institute – classroom (15 hours)

**General Appraiser Sales Comparison Approach**

January 2017 Appraisal Institute – online seminar (30 hours)

**Supervisor-Trainee Course for Vermont**

April 2016 McKissock – online seminar (4 hours)

**Basic Appraisal Procedures**

February 2016 Appraisal Institute – online seminar (30 hours)

**Basic Appraisal Principles**

December 2015 Appraisal Institute – online seminar (30 hours)

**2014-2015 15 Hour National USPAP Equivalent Course**

December 2015 Appraisal Institute – online seminar (15 hours)



# State of Vermont



Real Estate Appraisers  
Certified General Real Estate Appraiser

Hugh Garrett Randall  
275 Memorial Drive  
Williston, Vermont 05495

Notable Persons

Credential #: 080.0134167  
Status: Active  
Effective: Jun 01, 2020  
Expires: May 31, 2022

Specialties



*James C. Condos*  
Secretary of State

For the most accurate and up-to-date record of licensure, please visit <https://www.vermont.gov/profession-services/>

XXVII. OWNERSHIP DEED

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **BARRE GRANITE ASSOCIATION, INC.**, a Vermont Non-Profit Corporation, having a principal office at 7 Jones Brothers Way, City of Barre, in the County of Washington, and State of Vermont 05641, GRANTOR, in the consideration of TEN and MORE (\$10.00) DOLLARS paid to its full satisfaction by **METRO 51 CHURCH, LLC**, a Vermont limited liability company, with its principal office at 125 Nelson Street, City of Barre, in the County of Washington, and State of Vermont 05641, GRANTEE, by these presents does freely GIVE, GRANT, SELL, CONVEY AND CONFIRM unto the said, GRANTEE, METRO 51 CHURCH, LLC, and its successors and assigns forever, a certain piece of land in the City of Barre, County of Washington, and State of Vermont, currently identified as 51 Church Street, Barre (City), VT 05641, further described as follows, viz:

Being all and the same land and premises conveyed to the grantor by warranty deed from the Rock of Ages Corporation, dated the 7th day of February, 1951, and recorded in Book 63, page 101, of the Land Records of the said City of Barre, said land and premises conveyed herein being described in said deed as follows:

Being all and the same land and premises conveyed to the grantor by warranty deed from the City of Barre to Rock of Ages Corporation, dated the 26th day of June, 1945, and recorded in Book 55, page 174, of the Land Records of the said City of Barre, said land and premises being described in said deed as follows:

"Beginning at a point marked by a brass screw set in the sidewalk on Church Street, which screw is 3 feet westerly from a certain stone bound and 80.73 feet north 19° 40' east from a stone bound 8 feet from the southeast corner of the building on the premises formerly used as a school house; thence south 19° 40' west 80.73 feet to the aforementioned stone bound; thence south, 32° 13' west 47.46 feet to a stone bound; thence south 20° 57' west 7.57 feet to a stake set in the ground; thence north, 79° 57' west 47.72 feet to a stake; thence north 11° 31' east 12.60 feet to a stone bound; thence north 11° 31' east 129.75 feet to a brass screw set in said sidewalk; thence south 71° 36' east 77.75 feet to the point of beginning, excepting and reserving therefrom a certain irregular shaped piece of land described as follows: Beginning at the brass screw 3 feet westerly from the stone bound hereinbefore mentioned; thence south 19° 40' west 2.33 feet; thence northwesterly along a regular circular curve having a radius of 360 feet about 77.75 feet, said curve being approximately 6' back of back side of present concrete sidewalk; thence north 11° 31' east 2.17 feet to the brass screw set in the sidewalk hereinbefore mentioned; thence south 71° 36' east 77.75 feet to the point of beginning. Reference is hereby made to a plan of Thurman Dix, May, 1945, which is about to be recorded, for a more particular description of lands hereby conveyed."

Together with whatever rights, if any, the grantor acquired from the said City of Barre in said deed to use in common with the said City of Barre and the Church of Good Shepherd that strip of land lying easterly of the land and premises herein conveyed and described specifically in an agreement with said Church and City, dated August 12, 1941, and recorded in Volume 51, page 30, of the Land Records of the City of Barre [the "Good Shepherd Deed"].

Together with a right of way over premises of the said City of Barre, 9 feet wide from South Main Street to the southeasterly corner of the premises hereby conveyed and which said right of way is to border on and to be contiguous to the southerly side of the lands of

the Universalist Church, the Congregational Church and the premises herein conveyed. Said driveway is to be used in common with the said City of Barre, its successors and or assigns, and the grantee and the general public for all purposes, and is subject to such rights as were acquired by the Congregational Church, by warranty deed dated June 20, 1905, and recorded in Book 11, page 416, of said Land Records, anything to the contrary herein notwithstanding, it being the intent of the grantor to convey whatever rights of way the Rock of Ages Corporation acquired under said deed from the said City of Barre.

This conveyance is subject to the same exceptions and reservations mentioned in the deed from the said City of Barre to the said Rock of Ages Corporation, particularly a right of way 8 feet in width, reserved to the said City of Barre in said deed along the easterly line of the premises hereby conveyed. Said right of way is to join and connect with the right of way hereinbefore described so as to provide a continuous driveway from Church Street to Main Street, and is to be used in common by the herein Rock of Ages Corporation, its successors and or assigns, the City of Barre and the general public.

This deed is also subject to such rights, if any, that the said Church of the Good Shepherd, its successors and or assigns, may now have in the right of way on the easterly side of the premises herein conveyed.

Also being all and the same land and premises as were conveyed by Quitclaim Deed from the City of Barre to the Barre Granite Association, Inc., dated 12/16/18, to be recorded in the City of Barre Land Records in which Quitclaim Deed the land and premises therein conveyed were described as follows:

Being all and the same land and premises conveyed to The Barre Granite Association, Inc. by Warranty Deed of Rock of Ages Corporation dated February 7, 1951, and recorded in Book 63, Pages 101-102 of the City of Barre Land Records.

Being all and the same land and premises as were conveyed to Rock of Ages Corporation by Warranty deed of The City of Barre dated June 26, 1945 and recorded in Book 55, Pages 174-175 of the Barre City Land Records.

Meaning and intending to release, extinguish and terminate the conditions listed (1) through (4) in said deed from The City of Barre, Vermont, to Rock of Ages Corporation in Book 55, Pages 174-175 of the City of Barre Land Records. Reference is hereby made to the Minutes of the Special Meeting of the Barre City Council, held October 16, 2018, and minutes approved October 23, 2018 and recorded in Volume 49, Pages 370-373 of the Barre City Records.

SPAN: 036-011-10177 / Parcel ID: 0350-0051.0000

This conveyance is subject to any and all easements, rights-of-way, benefits, restrictions and encumbrances of record, excepting those otherwise extinguished by the Vermont Marketable Record Title Act, 27 V.S.A. Subchapter 7.

The land and premises herein conveyed are subject to the following:

Access rights as may have been granted to the City of Barre by the Good Shepherd Deed including the right "at any and all times when necessary or convenient to do so, except as otherwise provided, go over and upon said described land and do and perform any and all acts necessary or convenient in the carrying into effect the purposes for which this grant is made."

Reference may be had to the aforementioned deeds and the record and reference thereof, and to all prior deeds and their records, for a more particular description of the lands and premises herein conveyed.

TO HAVE AND TO HOLD the said granted premises, with all the privileges and appurtenances thereof, to the said GRANTEE, METRO 51 CHURCH, LLC, and its successors and assigns, to

its own use and behoof forever; and the said GRANTOR, BARRE GRANITE ASSOCIATION, INC., does for itself and its successors and assigns, covenant with the said GRANTEE, METRO 51 CHURCH, LLC, its successors and assigns, that until the enrolling of these presents, it is the sole owner of the premises, and has good right and title to convey the same in manner aforesaid, that they are FREE FROM EVERY ENCUMBRANCE; except for existing easements, restrictions and rights of way of record and as aforesaid and except for the real estate taxes which shall be prorated as of the date of this conveyance; provided that this paragraph shall not reinstate any such encumbrances previously extinguished by the Marketable Record Title Act, Subchapter 7, Title 27, V.S.A.; if any; and it hereby engages to Warrant and Defend the same against all lawful claims whatever, except as aforesaid.

IN WITNESS WHEREOF, said BARRE GRANITE ASSOCIATION, INC., has caused its name to be hereunto subscribed and its seal to be hereunto affixed by Douglas Grahn its Executive Director, thereunto duly authorized, this this 27<sup>th</sup> day of December, 2018.

IN THE PRESENCE OF:

Barre Granite Association, Inc.

Katherine Morse  
Witness

By: [Signature]  
Printed Name Douglas Grahn  
Title EXECUTIVE DIRECTOR

STATE OF VERMONT  
COUNTY OF Washington, ss:

At Barre, in said County and State, this 28<sup>th</sup> day of December, 2018, personally appeared Douglas Grahn, as the duly authorized Exec. Director of Barre Granite Association, Inc., a Vermont Non-Profit Corporation, and he acknowledged this instrument, by him sealed and subscribed, to be his free act and deed and the free act and deed of Barre Granite Association, Inc.

Before me,

Katherine Morse  
Notary Public  
My Commission expires: 2-10-19



CITY CLERK'S OFFICE  
Received Jan 03, 2019 03:50P  
Recorded in VOL: 344 PG: 251- 253  
Of Barre City Land Records  
ATTEST: Carolyn S. Dawes, City Clerk  
VERMONT DEPARTMENT OF REVENUE TAX FORM

## XXVIII. ZONING REGULATIONS FOR BARRE CITY

| BARRE CITY UNIFIED DEVELOPMENT ORDINANCE<br>Effective July 16, 2019, revised 8/20/19, 1/10/20  |      | 2. Zoning Districts<br>210. Base Zoning Districts |                |      |      |      |      |      |     |     |    |    |     |     |
|--|------|---|----------------|------|------|------|------|------|-----|-----|----|----|-----|-----|
| 2115 Use Table   |      |   |                |      |      |      |      |      |     |     |    |    |     |     |
| USE & DEFINITION   | UC-1 | UC-2  | UC-3           | MU-1 | MU-2 | MU-3 | R-14 | R-12 | R-8 | R-4 | GB | IN | CIV | CON |
| <b>RESIDENTIAL</b>   |      |   |                |      |      |      |      |      |     |     |    |    |     |     |
| <b>Single-family dwelling</b><br>Use of a structure for habitation by one household that provides complete independent living facilities, including permanent provisions for living, sleeping, eating, cooking and sanitation.   | X    | X   | P <sup>1</sup> | P    | P    | P    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Two-family dwelling</b><br>Use of a structure for habitation by two households each in a unit that provides complete independent living facilities, including permanent provisions for living, sleeping, eating, cooking and sanitation, and with each unit having a separate entrance from the outside or through a common vestibule.  | X    | X   | P <sup>1</sup> | P    | P    | P    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Three- or four-family dwelling</b><br>Use of a structure for habitation by 3 or 4 households each in a unit that provides complete independent living facilities, including permanent provisions for living, sleeping, eating, cooking and sanitation, and with each unit having a separate entrance from the outside or through a common vestibule.  | X    | P   | P              | P    | P    | X    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Multi-family dwelling (5+ units)</b><br>Use of a structure or part of a structure for habitation by five or more households each in a unit that provides complete independent living facilities, including permanent provisions for living, sleeping, eating, cooking and sanitation. See Section 3202.   | P    | P   | P              | P    | C    | X    | P    | C    | C   | C   | C  | X  | X   | X   |
| <b>Accessory dwelling</b><br>Accessory use of single-family residential property for a second dwelling unit that provides complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation. See Section 3203.  | X    | X   | P <sup>1</sup> | P    | P    | P    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Home occupation</b><br>Accessory use of single-family residential property for a small business that does not alter the residential character of the property. See Section 3204.  | X    | X   | P <sup>1</sup> | P    | P    | P    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Home business</b><br>Accessory use of single-family residential property for a small business that may alter the residential character of the property. See Section 3204.   | X    | P   | P              | P    | P    | P    | C    | C    | C   | C   | X  | X  | X   | X   |
| <b>Family childcare home</b><br>Accessory use of single-family residential property for a small daycare business that operates under state license or registration. See Section 3205.  | X    | P   | P              | P    | P    | P    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Senior housing</b><br>Use of one or more structures to primarily house people age 55 or older that: (a) contains multiple dwelling units each intended for habitation by one household and providing complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation, and (b) may offer minimum convenience services to residents as an accessory use. | P    | P   | C              | P    | X    | C    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Assisted living</b><br>Use of one or more structures to provide housing, board and care to residents who need assistance with daily activities such as dressing, grooming, bathing, etc., and that operates under state license. Includes residential care homes.   | C    | C   | C              | P    | X    | C    | P    | C    | C   | C   | C  | X  | X   | X   |
| <b>Skilled nursing services</b><br>Use of one or more structures to provide housing and 24-hour skilled nursing care to residents and that operates under state license. This includes nursing or convalescent homes, and respite or respite care facilities.  | X    | C   | C              | P    | X    | C    | C    | C    | C   | C   | C  | X  | X   | X   |
| <b>Group home</b><br>Use of single-family residential property to provide housing to people with a handicap or disability that operates under state license or registration. See Section 3206 and Section 3208.  | X    | X   | P <sup>1</sup> | P    | P    | P    | P    | P    | P   | P   | X  | X  | X   | X   |
| <b>Single-room occupancy</b><br>Use of a structure or part of a structure to provide housing to single individuals each in a single-room dwelling unit that is not required to include food preparation or sanitary facilities. See Section 3207.  | C    | C   | C              | C    | X    | X    | C    | X    | X   | X   | X  | X  | X   | X   |
| <b>Emergency housing</b><br>Use of a structure or part of a structure to provide food, shelter, and other support services on a temporary basis to people who are homeless or in crisis of disaster.   | C    | C   | C              | C    | X    | X    | C    | X    | X   | X   | X  | X  | X   | X   |

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| BARRE CITY UNIFIED DEVELOPMENT ORDINANCE<br>Effective July 16, 2019, revised 8/20/19, 1/10/20  |       | 2. Zoning Districts<br>210. Base Zoning Districts |                |       |       |       |       |       |       |       |       |       |       |       |
|--|-------|---|----------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| USE & DEFINITION   | UC-1  | UC-2  | UC-3           | MU-1  | MU-2  | MU-3  | R-14  | R-12  | R-8   | R-4   | GB    | IN    | CIV   | CON   |
| <b>LEDGINGS</b>  |       |   |                |       |       |       |       |       |       |       |       |       |       |       |
| <b>Bed and breakfast</b><br>Accessory use of single-family residential property to provide short-term accommodations for travelers. See Section 3209.  | X     | X   | P <sup>1</sup> | P     | P     | P     | P     | P     | P     | P     | X     | X     | X     | X     |
| <b>Bar</b><br>Use of one or more structures to provide short-term accommodations for travelers. May include a restaurant, bar, event facility, spa or fitness club as an accessory use. See Section 3209.  | X     | P   | P              | P     | P     | X     | C     | X     | X     | X     | X     | X     | X     | X     |
| <b>Rooming and boarding house</b><br>Accessory use of a single-family residential property to provide accommodations that will typically serve as the boarder's principal residence, and that commonly includes meals, housekeeping and/or laundry services. See Section 3210.   | X     | P   | P              | P     | P     | X     | P     | P     | C     | C     | X     | X     | X     | X     |
| <b>Short-term rental</b><br>Accessory use of property to provide short-term guest accommodations. Includes Airbnb and similar rentals. See Section 3211.   | X     | P   | P              | P     | P     | P     | P     | P     | C     | C     | X     | X     | X     | X     |
| <b>Hotel or motel</b><br>Use of one or more structures to provide short-term accommodations for travelers. It may also include accessory uses such as food services, recreational services, convention facilities, laundry services, etc. See Section 3212.  | P     | P   | P              | P     | X     | X     | X     | X     | X     | X     | C     | X     | X     | X     |
| <b>COMMERCIAL</b>  |       |   |                |       |       |       |       |       |       |       |       |       |       |       |
| <b>Retail sales (up to 3,000 sf) - 3,000 sf</b><br>An establishment that sells goods to the general public for personal or household consumption primarily from within an enclosed structure, excluding any use specifically defined in this section. It may also provide installation, repair or maintenance services as an accessory use.  | P   C | P   P   | P   P          | P   C | P   X | X   X | X   X | X   X | X   X | X   X | P   P | X   X | X   X | X   X |
| <b>Sales lot</b><br>An establishment that sells large items such as vehicles, boats, equipment, machinery, manufactured homes or prefabricated buildings, primarily from an open lot. It may also provide installation, repair or maintenance services as an accessory use. See Section 3213.  | X     | X   | C              | X     | X     | X     | X     | X     | X     | X     | C     | C     | X     | X     |
| <b>Repair services (small goods, up to 3,000 sf) - large goods or &gt;3,000 sf</b><br>An establishment that maintains, services, repairs or parts goods such as appliances, vehicles, boats, equipment or machinery. See Section 3214.   | P   X | P   X   | P   C          | P   X | C   X | P   X | X   X | X   X | X   X | X   X | P   P | P   P | X   X | X   X |
| <b>Fueling station</b><br>A specialized establishment for selling gasoline or other vehicle fuels. Commonly combined with other retail uses such as a carwash or convenience store, or with an auto repair and service garage. See Section 3215.   | X     | X   | C              | X     | X     | X     | X     | X     | X     | X     | C     | X     | X     | X     |
| <b>Carwash</b><br>A specialized establishment for washing, waxing, polishing and general cleaning of vehicles. See Section 3216.   | X     | X   | C              | X     | X     | C     | X     | X     | X     | X     | C     | X     | X     | X     |
| <b>Lawn, garden and farm supply sales</b><br>An establishment that sells goods to the general public for personal or household consumption primarily from outdoor areas or open-air structures, excluding any use specifically defined in this section that sells specialized products and services for lawn, garden or farm uses. It may (a) sell farm supplies such as feed and seed; (b) sell nursery and garden products, such as trees, shrubs, plants, seeds, bulbs, soil, compost, mulch, or sod; (c) sell lawn, garden or farm equipment or machinery as an accessory use; and (d) provide installation, repair or maintenance services as an accessory use. See Section 3217. | X     | X   | P              | X     | X     | P     | X     | X     | X     | C     | P     | C     | X     | X     |
| <b>Lumberyard and building supply sales</b><br>An establishment that sells lumber and heavy building materials and that typically stores most of its stock outdoors or under open-air structures. See Section 3217.  | X     | X   | C              | X     | X     | X     | X     | X     | X     | X     | P     | P     | X     | X     |
| <b>Open market or auction house</b><br>An establishment where goods are brought to be immediately sold to the general public for personal or household consumption including from outdoor areas or open-air structures, excluding any use specifically defined in this section. See Section 3218.  | X     | C   | P              | X     | X     | X     | X     | X     | X     | X     | P     | C     | X     | X     |
| <b>Food or beverage store (up to 3,000 sf) - &gt;3,000 sf</b><br>An establishment that sells food or beverage items primarily not for immediate consumption to the general public. It may offer prepared foods or drinks for immediate consumption either on-site or for take-out as an accessory use.   | P   C | P   C   | P   P          | P   C | P   X | X   X | X   X | X   X | X   X | X   X | C   C | X   X | X   X | X   X |
| <b>Convenience store (up to 3,000 sf) - &gt;3,000 sf</b><br>An establishment that sells a limited list of staple food, packaged food, and convenience items primarily for off-site consumption. It may offer prepared foods or drinks for immediate consumption either on-site or for take-out as an accessory use.  | P   C | P   C   | P   C          | P   C | X   X | X   X | X   X | X   X | X   X | X   X | X   X | X   X | X   X | X   X |

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| USE & DEFINITION  | UC-1 | UC-2 | UC-3 | MU-1 | MU-2 | MU-3 | R-16 | R-12 | R-8  | R-4  | GB   | IN   | CIV  | CON  |
|---|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| <b>COMMERCIAL (use %)</b>   |      |      |      |      |      |      |      |      |      |      |      |      |      |      |
| <b>Financial establishment</b><br>An establishment that engages in financial transactions that create liquidity or change ownership of financial assets such as accepting deposits, making loans and issuing currency.  | P    | P    | P    | C    | X    | X    | X    | X    | X    | X    | P    | X    | X    | X(X) |
| <b>Rental and leasing (rental goods, up to 3,000 sf of vehicles, large goods or &gt;3,000 sf)</b><br>An establishment that rents or leases tangible goods such as vehicles, tools, equipment or machinery to consumer or business customers. It may also provide installation, repair or maintenance services as accessory use.   | P(X) | P(C) | P(P) | P(X) | C(X) | P(X) | X(X) | X(X) | X(X) | X(X) | P(P) | P(P) | X(X) | X(X) |
| <b>Office, professional, business or administrative service (up to 3,000 sf &gt;3,000 sf)</b><br>An establishment that (a) is used to conduct the affairs of a business, organization or profession; (b) provides services that are reliant on the specialized training, expertise, skills or knowledge of practitioners; or (c) provides support services primarily to other businesses such as billing, collection, advertising, telemarketing, copying, mailing, etc. This definition specifically excludes services provided by licensed medical or veterinary practitioners.   | P(P) | P(P) | P(P) | P(C) | P(C) | P(X) | X(X) | X(X) | X(X) | X(X) | P(P) | P(P) | X(X) | X(X) |
| <b>Personal service (up to 3,000 sf &gt;3,000 sf)</b><br>An establishment that provides services on or closely related to the physical person including, but not limited to, tanning, tattooing, shoe repair, hair salon, nail salon, tanning salon, spa, massage parlor or salon parlor. It may include sales of related personal products as an accessory use. This definition specifically excludes services provided by licensed medical or veterinary practitioners.   | P(P) | P(P) | P(P) | P(C) | P(C) | P(X) | X(X) | X(X) | X(X) | X(X) | P(P) | X(X) | X(X) | X(X) |
| <b>Veterinary, pet or animal service (up to 3,000 sf &gt;3,000 sf)</b><br>An establishment: (a) where licensed practitioners of veterinary medicine, dentistry or equine treatment (all that provides animal and pet care services such as boarding, grooming, sitting and training, or (c) that breeds, sells or manages adoption of pets. It may include grooming, boarding or other pet services as an accessory use. It may include sales of pet food, medicines or supplies as an accessory use.   | P(X) | P(C) | P(P) | C(X) | X(X) | X(X) | X(X) | X(X) | X(X) | C(C) | P(P) | P(P) | X(X) | X(X) |
| <b>Building or property maintenance service</b><br>An establishment that provides building or property maintenance services to consumer or business customers. This definition specifically excludes a contractor's yard.   | C    | C    | C    | X    | X    | X    | X    | X    | X    | X    | P    | P    | X    | X    |
| <b>Restaurant (sit-down) (take-out)</b><br>An establishment that prepares and serves meals, snacks and beverages primarily for immediate consumption. A restaurant will be classified as take out if it has drive-through service. A restaurant without drive-through service that has both sit-in and take-out service will be classified as a sit-down restaurant provided that the dining area (exclusive of any outdoor dining) comprises at least 40% of the total floor area of the restaurant. This definition includes a retail bakery that sells at least 50% of its products on the premises. This definition specifically excludes mobile food and catering service. See Section 3.17.6. | P(P) | P(P) | P(C) | P(X) | X(X) | C(X) | X(X) | X(X) | X(X) | X(X) | P(X) | X(X) | X(X) | X(X) |
| <b>Mobile food service</b><br>An establishment that prepares and serves meals, snacks and beverages primarily for immediate consumption from motorized vehicles or non-motorized carts that are parked or located outside the street right-of-way. See Section 3.17.6.  | C    | C    | C    | X    | X    | X    | X    | X    | X    | X    | C    | C    | X    | X    |
| <b>Bar</b><br>An establishment that primarily prepares and serves alcoholic beverages for immediate consumption. It may include food service and be an establishment as an accessory use. This definition includes a beverage that provides less than 15,000 bowls of beer an year and sells 20% or more of its beer on the premises. See Section 3.21.   | C    | C    | C    | X    | X    | X    | X    | X    | X    | X    | X    | X    | X    | X    |
| <b>Nightclub</b><br>An establishment that operates as a place of recreation with music, dancing, or similar live or recorded performances, and where food and drink are served for immediate consumption on the premises. See Section 3.22.   | C    | C    | C    | X    | X    | X    | X    | X    | X    | X    | X    | X    | X    | X    |
| <b>Event facility</b><br>An establishment used to host conventions, trade shows, corporate meetings, weddings, receptions, auctions and similar special events that typically includes large open spaces such as auditoriums, banquet halls, exhibition halls and meeting rooms. See Section 3.23.  | P    | P    | P    | C    | X    | X    | X    | X    | X    | X    | C    | X    | X    | X    |
| <b>Catering or commercial kitchen</b><br>A state-licensed establishment that prepares (a) meals, snacks and beverages to be served at off-premise events; or (b) food or beverage products for wholesale or retail sale provided that the operator does not require a state food processing permit (except juice) (such uses will be considered food or beverage manufacturing under this ordinance).   | P    | P    | P    | C    | X    | X    | X    | X    | X    | X    | P    | P    | X    | X    |

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| USE & DEFINITION  | UC-1 | UC-2 | UC-3 | MU-1 | MU-2 | MU-3 | R-16 | R-12 | R-8  | R-4  | GB   | IN   | CIV  | CON  |
|---|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| <b>INDUSTRIAL</b>   |      |      |      |      |      |      |      |      |      |      |      |      |      |      |
| <b>Light industry (enclosed, up to 5,000 sf [enclosed, &gt;5,000 sf])</b><br>An establishment that produces, repairs, maintains or parts a facility that generally does not rely on specialized power, water or waste disposal systems for control. All open industrial operations must occur within an enclosed building which typically carries to an office building in its size, appearance and space. It may include retail sales as an accessory use that primarily sells products produced on the premises. This definition excludes any use specifically defined in this section.   | C(C) | C(C) | P(C) | X(X) | X(X) | C(X) | X(X) | X(X) | X(X) | X(X) | P(P) | P(P) | X(X) | X(X) |
| <b>Food or beverage manufacturing (enclosed, up to 10,000 sf [enclosed, &gt;10,000 sf])</b><br>A state-licensed establishment that produces food or beverage products that are typically sold to wholesalers or retailers. It may include a retail store, restaurant or bar as an accessory use that primarily sells products produced on the premises. This definition excludes a microbrewery or commercial bakery.   | P(C) | P(C) | P(C) | X(X) | X(X) | C(X) | X(X) | X(X) | X(X) | X(X) | P(P) | P(P) | X(X) | X(X) |
| <b>Wood products, cabinet or furniture manufacturing (enclosed, up to 10,000 sf [enclosed, &gt;10,000 sf])</b><br>An establishment that manufactures products primarily from wood, including but not limited to, lumber, plywood, veneer, wood containers, wood framing, workbenches, professional wood buildings, cabinets and furniture. Manufacturing may include sawing, cutting, planing, staining, finishing, bonding, insulating or assembling. Included are establishments that make primarily wood products from logs and logs that are cased and stacked and establishments that produce sawed lumber and make primarily wood products. | C(X) | X(X) | P(C) | X(X) | X(X) | C(X) | X(X) | X(X) | X(X) | X(X) | P(P) | P(P) | X(X) | X(X) |
| <b>Stone products manufacturing (enclosed, up to 10,000 sf [enclosed, &gt;10,000 sf])</b><br>An establishment that transforms quarry stone into products such as cut or dimension stone, building materials or components, veneers, slabs or monuments, industrial products, or consumer goods. Manufacturing may include grinding, cutting, shaping and honing.  | C(X) | X(X) | P(C) | X(X) | X(X) | C(X) | X(X) | X(X) | X(X) | X(X) | P(P) | P(P) | X(X) | X(X) |
| <b>Wholesale trade</b><br>An establishment that sells or arranges the purchase of goods primarily to other businesses that do not set up as a warehouse or office with title to no display of merchandise and other customers do not have direct access to the primary merchandise being sold.  | C    | C    | P    | X    | X    | C    | X    | X    | X    | X    | P    | P    | X    | X    |
| <b>Storage and distribution services (enclosed)</b><br>An establishment that stores, but does not sell goods and may provide storage of vehicles related to the distribution of goods. This definition specifically excludes any use specifically defined in this section.  | C    | C    | C    | X    | X    | X    | X    | X    | X    | X    | P    | P    | X    | X    |
| <b>Self-storage services</b><br>An establishment that provides individual storage spaces for leases to either commercial or wholesale customers for storage of business goods, or to the general public for storage of household goods. See Section 3.22.   | X    | X    | X    | X    | X    | C    | X    | X    | X    | X    | C    | P    | X    | X    |
| <b>Task farm or fuel storage and distribution services</b><br>An establishment with one or more tanks that handle diesel fuel, oil and similar products. It may include related distribution of such products. This definition specifically excludes retail sale and refilling of tanks that are not more than 50 pounds in size when carried out as an accessory use, and exclusive storage of fuel, oil and similar products solely for on-site use. See Section 3.22.  | X    | X    | X    | X    | X    | X    | X    | X    | X    | X    | C    | P    | X    | X    |
| <b>Freight transportation services</b><br>An establishment that provides: (a) transportation of cargo using trucks, tractor-trailers or rail; or (b) that provides services such as storage, maintenance, repair or fuel primarily for heavy vehicles, including buses, or rail equipment.  | X    | X    | C    | X    | X    | X    | X    | X    | X    | X    | C    | P    | X    | X    |
| <b>Passenger transportation services</b><br>An establishment that provides transportation of people including, but not limited to, boat services, bus or rail stations, transportation centers, and taxi or limousine services.   | C    | C    | P    | X    | X    | X    | X    | X    | X    | X    | C    | P    | X    | X    |
| <b>Publishing, printing and sign manufacturing</b><br>An establishment that (a) issues copies of works that are usually protected by copyright and that may print, reproduce, distribute, or offer direct access to works such as newspapers, magazines, periodicals, books, databases, calendars, greeting cards, maps, posters, software, sound recordings or video recordings; or (b) fabricates signs, banners or similar communication devices. This definition specifically excludes retail map sales, which will be considered an office, professional, business or administrative service under this ordinance.                           | C    | C    | P    | X    | X    | X    | X    | X    | X    | X    | P    | P    | X    | X    |
| <b>Media recording or broadcasting studio</b><br>An establishment that is used to produce, distribute and/or broadcast sound or video programs, announcements.  | P    | P    | P    | C    | X    | C    | X    | X    | X    | X    | P    | P    | X    | X    |
| <b>Communications antenna</b><br>A device used to transmit or receive radio, television or other wireless communications and related structures and equipment. This definition specifically excludes a communication tower. See Section 3.22.   | P    | P    | P    | P    | X    | P    | X    | X    | X    | X    | P    | P    | C    | X    |
| <b>Communications tower</b><br>A structure used to support one or more communication antennas and related structures and equipment. See Section 3.22.   | X    | X    | X    | X    | X    | X    | X    | X    | X    | X    | C    | C    | C    | X    |

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| INDUSTRIAL (cont.)  | UC-1 | UC-2 | UC-3 | MU-1 | MU-2 | MU-3 | R-16 | R-12 | R-8 | R-4 | GB | IN | CIV | CON |
|---|------|------|------|------|------|------|------|------|-----|-----|----|----|-----|-----|
| <b>USE &amp; DEFINITION</b>   |      |      |      |      |      |      |      |      |     |     |    |    |     |     |
| <b>Information services</b><br>An establishment used to: (a) house computer systems and associated components such as telecommunications and storage systems that typically include redundant or back-up power supplies and communications connectors, environmental controls and security devices; or (b) provide electronic data processing services or that supply information including, but not limited to, internet access or service providers, and electronic library or archive systems.   | C    | C    | P    | C    | X    | C    | X    | X    | X   | X   | P  | P  | X   | X   |
| <b>Composting services</b><br>An establishment used to transform organic waste into a stable, soil-like product in a controlled environment under aerobic conditions. This definition specifically excludes composting activities that are limited to organic waste produced on the premises.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | C  | C   | X   |
| <b>Recycling services</b><br>An establishment used to collect, separate and/or recover recyclable materials. It may include the preparation of materials for efficient shipment by means such as sorting, compacting, baling, grinding, crushing, mechanical sorting or cleaning. It may include retail sales of recovered materials as an accessory use.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | C  | C   | X   |
| <b>Solid waste services</b><br>An establishment that: (a) collects or hauls nonhazardous solid waste or recyclable materials generated within a local area; or (b) operates as a nonhazardous solid waste transfer station. Establishments may be responsible for the identification, treatment, packaging, and labeling of wastes for the purpose of transport. This definition specifically excludes landfills.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | C  | C   | X   |
| <b>Hazardous waste services</b><br>An establishment that: (a) treats and disposes of hazardous waste; (b) collects or hauls hazardous waste generated within a local area; or (c) remediates and/or transports contaminated buildings, sites, sites, soil, or groundwater including, but not limited to, asbestos and lead paint removal.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | C  | C   | X   |
| <b>Septic waste services</b><br>An establishment that: (a) pumps septic tanks and septic tanks; (b) rec or services portable toilets; or (c) provides other septic waste management services. This definition specifically excludes municipal wastewater treatment facilities and related essential services.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | C  | C   | X   |
| <b>Metal fabrication shop (enclosed)</b><br>An establishment that produces, assembles or repairs metal products or parts including, but not limited to, the production of metal cabinets and enclosures, cans and shipping containers, doors and gates, duct work, hangers and stampings, machine parts, hardware and tools, plumbing fixtures and products, tanks and similar products. These establishments may include blacksmith, welding, plating, stripping, coating, sheet metal, machine and/or boiler shops.                                 | X    | X    | C    | X    | X    | X    | X    | X    | X   | X   | P  | P  | X   | X   |
| <b>Contractor's yard or unenclosed storage</b><br>An establishment that: (a) provides storage for vehicles, machinery, equipment and materials used by a contractor in the construction-related trade; which may include a shop for maintenance or repairing the contractor's vehicles, machinery or equipment or the contractor's business office; or (b) houses outdoor storage space for vehicles, boats or similar large goods to commercial customers or the general public. This definition specifically excludes junkyards. See Section 322.5. | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | P  | X   | X   |
| <b>Greenhouse or aquaponics</b><br>An establishment where crops are grown or fish are raised entirely inside or enclosed structure. It may have facilities for packaging, processing and storage of products. It may include a retail shop as an accessory use that primarily sells products produced on the premises.  | C    | C    | X    | X    | X    | X    | X    | X    | X   | X   | C  | P  | P   | X   |
| <b>Slaughterhouse</b><br>An establishment where livestock is slaughtered and prepared for wholesale or retail distribution. It may have facilities for cooking animals and for packaging, processing and storage of meat and associated waste products. It may include a retail shop as an accessory use that primarily sells meat and related products processed or produced on the premises.  | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | C  | C  | C   | X   |
| <b>Heavy industry</b><br>An establishment that produces new products, materials or parts from a site and/or structure(s) with specialized power, water or waste disposal systems for operation. Heavy industrial operations may involve processing of raw materials, use of large machinery or other complex operations, some of which may occur within an enclosed building, and/or operate continuously.  | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | X  | C  | C   | X   |

P = Permitted Use | C = Conditional Use | X = Prohibited Use | All uses other than single- and two-family dwellings, and accessory uses to single- and two-family dwellings, require site plan review in accordance with Section 4305. | 1 Additional use standards apply (see zoning district section)

| ART, ENTERTAINMENT AND RECREATION  | UC-1 | UC-2 | UC-3 | MU-1 | MU-2 | MU-3 | R-16 | R-12 | R-8 | R-4 | GB  | IN  | CIV | CON |
|--|------|------|------|------|------|------|------|------|-----|-----|-----|-----|-----|-----|
| <b>USE &amp; DEFINITION</b>  |      |      |      |      |      |      |      |      |     |     |     |     |     |     |
| <b>Performance theater</b><br>An establishment that provides live entertainment by actors, singers, dancers, musicians or other performing artists to an audience.   | P    | P    | P    | P    | P    | X    | X    | X    | X   | X   | C   | C   | C   | X   |
| <b>Movie theater</b><br>An establishment that shows movies or other recorded entertainment to an audience.   | P    | P    | P    | X    | X    | X    | X    | X    | X   | X   | X   | X   | X   | X   |
| <b>Artist gallery or studio (up to 3,000 sq ft +3,000 sq ft)</b><br>An establishment used to produce, display and/or sell works of art.  | F C  | P P  | P P  | P C  | C C  | P X  | C X  | C X  | C X | C X | P P | P P | X X | X X |
| <b>Museum</b><br>An establishment that preserves and exhibits objects, sites and natural wonders of historical, cultural or educational value.   | P    | P    | P    | P    | X    | X    | X    | X    | X   | X   | C   | C   | C   | P   |
| <b>Indoor recreation (up to 5,000 sq ft +3,000 sq ft)</b><br>An establishment that offers physical fitness, sports, games and other leisure-time activities primarily held within an enclosed structure. This definition specifically excludes any use defined in this section.  | F C  | P C  | P P  | P X  | P C  | P X  | X X  | X X  | X X | C C | P P | P P | P P | X   |
| <b>Fitness club or gym</b><br>An establishment that offers fitness or recreational sports facilities and services to members and their guests primarily from within an enclosed building.  | P    | P    | P    | P    | P    | P    | X    | X    | X   | K   | P   | P   | P   | X   |
| <b>Commercial outdoor recreation (passive   active)</b><br>A commercial establishment that offers physical fitness, sports, games and other leisure-time activities primarily outside an enclosed building.  | X X  | X X  | X X  | X X  | X X  | X X  | X X  | X X  | X X | P C | X X | X X | P C | P X |
| <b>Public outdoor recreation or park</b><br>A non-commercial establishment that offers sports, games and other leisure-time activities to the general public primarily outside an enclosed structure, or land that is contained in a primarily unimproved natural state for passive recreation and/or consumption purposes.  | P    | P    | P    | P    | P    | P    | P    | P    | P   | P   | X   | X   | P   | P   |
| <b>Golf course or country club</b><br>An establishment set out with at least nine holes for playing the game of golf and improved with trees, greens, lawns and hazards. It may include a clubhouse that offers food and beverages to members and guests, restrooms, dining lounge and shelter. It may provide additional recreational activities and/or other uses or golf-related recreational as an accessory use.  | X    | X    | X    | X    | X    | X    | X    | X    | X   | P   | X   | X   | P   | X   |
| <b>Campground</b><br>An establishment: (a) designed to provide short-term accommodations to recreational campers in camping units such as tents, tent trailers, and recreational vehicles; or (b) that provides overnight recreational camping or outdoor education services. It may provide facilities and services to overnight guests and day users such as short-term rental cabins or equivalent structures, sanitary facilities, food services, recreational facilities, and organized recreational or educational activities. | X    | X    | X    | X    | X    | X    | X    | X    | X   | C   | X   | X   | X   | X   |
| <b>Equestrian facility</b><br>A commercial establishment used to house, train, care for, and/or ride horses.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | C   | X   | X   | C   | X   |
| <b>CIVIC AND COMMUNITY</b>   |      |      |      |      |      |      |      |      |     |     |     |     |     |     |
| <b>Government facility</b><br>A state- or city-owned or operated establishment that serves a public function and provides government services. See Section 1106.   | P    | P    | P    | P    | X    | C    | X    | X    | X   | C   | P   | P   | P   | X   |
| <b>Educational institution</b><br>A state- or city-owned or operated establishment that provides educational services. See Section 1104.   | P    | P    | P    | P    | P    | X    | X    | X    | X   | P   | X   | X   | P   | X   |
| <b>Specialty school (indoor and up to 3,000 sq ft) / outdoor (up to 3,000 sq ft)</b><br>A commercial establishment that offers instruction, classes or training on a specific topic such as cooking, arts, crafts, dance, music, sport or fitness.   | F X  | P X  | P C  | P X  | X X  | X X  | X X  | X X  | X X | C C | P P | P P | X C | X X |
| <b>Clinic or outpatient care services</b><br>An establishment from which one or more licensed practitioners provide healthcare services to people primarily as outpatients. See Section 3207.  | P    | P    | P    | P    | X    | X    | X    | X    | X   | X   | P   | X   | C   | X   |
| <b>Hospital or inpatient care services</b><br>An establishment from which one or more licensed practitioners provide healthcare services to people primarily as inpatients. See Section 1108.  | X    | C    | C    | X    | X    | X    | X    | X    | X   | X   | C   | X   | C   | X   |
| <b>Rehabilitation services or residential treatment facility</b><br>An establishment other than a licensed hospital that provides protective supervision and/or counseling to people with mental illness, substance abuse problems, emotional problems, or physical or mental disabilities or impairments, and that may offer residential or accommodation services. See Section 3208.   | P    | P    | P    | P    | C    | C    | X    | X    | X   | C   | P   | C   | E   | X   |

P = Permitted Use | C = Conditional Use | X = Prohibited Use | All uses other than single- and two-family dwellings, and accessory uses to single- and two-family dwellings, require site plan review in accordance with Section 4305. | 1 Additional use standards apply (see zoning district section)



| USE & DEFINITION  | UC-1 | UC-2 | UC-3 | MU-1 | MU-2 | MU-3 | R-16 | R-12 | R-8 | R-4 | GB | IN | CIV | COM |
|---|------|------|------|------|------|------|------|------|-----|-----|----|----|-----|-----|
| <b>CHILD AND COMMUNITY (cont'd)</b>   |      |      |      |      |      |      |      |      |     |     |    |    |     |     |
| <b>Child day care</b><br>An establishment that cares primarily for infants and preschool-age children, as well as older children when school is not in session.   | P    | P    | P    | P    | P    | P    | C    | C    | C   | C   | P  | C  | P   | I   |
| <b>Religious institution</b><br>An establishment that serves as a place of worship or congregation for a religious purpose. It may offer educational services, charitable services, or other uses associated with religious exercise as an accessory use. See Section 1104.   | P    | P    | P    | P    | P    | P    | X    | X    | X   | P   | P  | P  | P   | I   |
| <b>Social assistance and charitable services</b><br>An establishment that provides social assistance services directly to individuals and that does not offer residential or accommodation services.  | P    | P    | P    | C    | X    | C    | X    | X    | X   | X   | P  | C  | P   | I   |
| <b>Funeral and cremation services</b><br>An establishment that prepares deceased people for burial or cremation, cremates the remains of deceased people, and/or holds funeral services.  | C    | P    | P    | P    | P    | X    | X    | X    | X   | X   | P  | P  | X   | I   |
| <b>Cemetery</b><br>A site designed to inter or otherwise store the remains of deceased people.  | X    | X    | X    | X    | X    | X    | X    | X    | X   | X   | X  | X  | P   | I   |
| <b>Social club</b><br>A private establishment that is the premises of a nonprofit organization that meets periodically to promote some social, service, educational, athletic or recreational objectives and that does not include a restaurant and bar.  | P    | P    | P    | P    | P    | P    | X    | X    | X   | C   | X  | X  | P   | I   |
| <b>NATURAL RESOURCE BASED</b>   |      |      |      |      |      |      |      |      |     |     |    |    |     |     |
| <b>Farming or forestry</b><br>An establishment that grows crops, raises animals, harvests timber, or harvests plants or animals from their natural habitats. See Section 1183.  | X    | X    | X    | X    | X    | X    | X    | X    | X   | P   | X  | X  | P   | P   |
| <b>Extraction and quarrying</b><br>An establishment that drags, quarries, mines, or develops mine sites for crushed and broken stones, limestone, sand, gravel, clay, topsoil, or other stones and nonmetallic minerals. It may include on-site processing such as crushing, grinding, washing or screening. See Section 322. | X    | X    | X    | X    | X    | X    | X    | X    | X   | C   | X  | C  | C   | I   |
| <b>On-farm business</b><br>An establishment that engages in agritourism, agr-education, direct marketing of locally produced farm or forest products, or that adds value to locally produced farm or forest products. See Section 1108.   | X    | X    | X    | X    | X    | X    | X    | X    | X   | P   | X  | X  | P   | I   |

P = Permitted Use | C = Conditional Use | X = Prohibited Use | All uses other than single- and two-family dwellings, and accessory uses to single- and two-family dwellings, require site plan review in accordance with Section 4305. | \* Additional use standards apply (see zoning district section)

2.116 Dimensional Table

| USE & DEFINITION  | UC-1       | UC-2              | UC-3              | MU-1              | MU-2              | MU-3               | R-16              | R-12              | R-8               | R-4                | GB                | IN        | CIV       | COM       |
|---|------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-----------|-----------|-----------|
| <b>LOTS</b>   |            |                   |                   |                   |                   |                    |                   |                   |                   |                    |                   |           |           |           |
| <b>Minimum lot size</b><br>Inclusive of all land within the property boundaries, but excluding any land within a street right-of-way.   | 2,000 sf   | 3,000 sf          | 3,000 sf          | 4,000 sf          | 4,000 sf          | 10,800 sf          | 4,000 sf          | 4,000 sf          | 5,400 sf          | 10,800 sf          | 10,000 sf         | 20,000 sf | 28,000 sf | 40,000 sf |
| <b>Minimum lot frontage</b><br>On a residential public or private street, including any frontage on limited access highways, or Class 4 roads or unimproved rights-of-way.  | 15 ft      | 30 ft             | 45 ft             | 30 ft             | 30 ft             | 60 ft              | 30 ft             | 30 ft             | 45 ft             | 60 ft              | 40 ft             | 80 ft     | 60 ft     | 180 ft    |
| <b>Minimum lot coverage</b><br>Total amount of impervious surface as a percentage of total lot area.  | 100%       | 90%               | 80%               | 80%               | 80%               | 50%                | 80%               | 70%               | 60%               | 50%                | 80%               | 80%       | 40%       | 20%       |
| <b>SETBACKS</b>   |            |                   |                   |                   |                   |                    |                   |                   |                   |                    |                   |           |           |           |
| <b>Minimum front setback</b><br>Measured from the edge of the street right-of-way, and no right-of-way from the front lot line. For accessory structures, also see Section 3005.  | 0 ft       | 0 ft              | 8 ft              | 8 ft              | 8 ft              | 12 ft              | 8 ft              | 12 ft             | 15 ft             | 15 ft              | 12 ft             | 15 ft     | 20 ft     | 40 ft     |
| <b>Minimum side setback</b><br>Measured from the side lot line. For accessory structures, also see Section 3005.  | 0 ft       | 8 ft              | 8 ft              | 8 ft              | 8 ft              | 12 ft              | 8 ft              | 8 ft              | 12 ft             | 15 ft              | 12 ft             | 15 ft     | 20 ft     | 40 ft     |
| <b>Minimum rear setback</b><br>Measured from the rear lot line. For accessory structures, also see Section 3005.  | 0 ft       | 8 ft              | 8 ft              | 12 ft             | 12 ft             | 15 ft              | 12 ft             | 15 ft             | 15 ft             | 15 ft              | 12 ft             | 15 ft     | 20 ft     | 40 ft     |
| <b>BUILDINGS</b>  |            |                   |                   |                   |                   |                    |                   |                   |                   |                    |                   |           |           |           |
| <b>Build-to-line</b><br>Measured as a line drawn the specified distance from and parallel to the street right-of-way.   | 8 ft       | 15 ft             | 24 ft             | 24 ft             | n/a               | n/a                | n/a               | n/a               | n/a               | n/a                | n/a               | n/a       | n/a       | n/a       |
| <b>Minimum build-to-line coverage</b><br>Percentage of the build-to-line that must be covered by a principal building.  | 80%        | 65%               | 50%               | 50%               | n/a               | n/a                | n/a               | n/a               | n/a               | n/a                | n/a               | n/a       | n/a       | n/a       |
| <b>Minimum principal building height</b><br>Measured from the average finished grade at the base of a principal building to the eaves, or the roof deck, if flat or low.  | 18 ft      | 18 ft             | 18 ft             | 18 ft             | n/a               | n/a                | n/a               | n/a               | n/a               | n/a                | n/a               | n/a       | n/a       | n/a       |
| <b>Maximum structure height</b><br>Measured from the average finished grade at the base of the structure to the highest point of the structure, including architectural and non-structural elements. Paragraph 2005.003. For accessory structures, also see Section 3005. | 72 ft      | 60 ft             | 48 ft             | 36 ft             | 36 ft             | 36 ft              | 36 ft             | 36 ft             | 36 ft             | 36 ft              | 48 ft             | 48 ft     | 36 ft     | 30 ft     |
| <b>DENSITY</b>  |            |                   |                   |                   |                   |                    |                   |                   |                   |                    |                   |           |           |           |
| <b>Maximum residential density</b><br>Measured as number of dwelling units per square foot of total lot area, except that accessory dwellings in accordance with Section 322, will not be included.   | no maximum | 1.8u per 1,200 sf | 1.6u per 1,800 sf | 1.6u per 2,100 sf | 1.6u per 2,700 sf | 1.6u per 10,800 sf | 1.6u per 2,700 sf | 1.6u per 3,600 sf | 1.6u per 5,400 sf | 1.6u per 10,800 sf | 1.6u per 2,100 sf | n/a       | n/a       | n/a       |

XXIX. CONSTRUCTION DETAIL



310 TREMONT STREET • BARRE, VT 05641  
802.522.3878

PROJECT QUOTE

Customer: 51 Church Street, LLC / People's Health & Wellness Clinic, Inc.  
Billing address: 51 Church St Barre VT 05641  
Estimate Date: 12/10/2020  
Expiration Date: 1/10/2021

|   |                     |
|---|---------------------|
| Demo  |                     |
| Construct new walls for new layout (per drawing)  |                     |
| Construct elevator pit and shaft  |                     |
| Sound insulation (Roxul) on all interior walls  |                     |
| New interior / exterior doors   |                     |
| New tile ceiling  |                     |
| Sheetrock   | \$109,000.00        |
| First and second floor windows remain   |                     |
| Painting (prime, two coats) and taping  | 15,000.00           |
| Operatory Cabinets  | 4,750.00            |
| Kitchenette   | 7,275.00            |
| Flooring (Tile – First Floor, Wood – Second Floor)  | 23,000.00           |
| Electrical – New panel (400 amps), rewire entire building, code specs in operatories, LED lighting – interior and exterior. | 45,000.00           |
| Heating and cooling – Mini-splits in all rooms and common areas, replace baseboard as a source of backup.                   | 57,750.00           |
| Plumbing – Kitchenette, 3 ADA restrooms, sinks in all exam rooms, new water lines (exterior lines to remain)                | 22,555.00           |
| HRV – Whole air exchange to entire building   | 27,610.00           |
| HRV – Negative pressure room  | 1,650.00            |
| ADA – Accessible ramp (concrete - exterior)   | 15,610.00           |
| ADA – LU/LA elevator (Savara – see attached quote)  | 48,956.00           |
| ADA – Contractor markup on lift   | 2,448.00            |
| Site – Pave entire parking area   | 18,000.00           |
| Exterior - Roofing  | 28,000.00           |
| Exterior – Windows in tower   | 9,057.00            |
| Exterior – Pointing / repair masonry (entire buidling) and signage  | 31,200.00           |
| Exterior - Lighting   | <u>4,000.00</u>     |
| <br>  |                     |
| Total (includes Vermont state sales tax as applicable)  | <u>\$469,856.00</u> |

## Elevator Quote

**VT OFFICE:**

P.O. Box 766 • 527 Hinesburg Rd.  
Richmond, VT 05477  
802-434-3489  
800-769-3237  
FAX 866-308-8372

**NH OFFICE:**

Claremont, Center Prof. Bldg.  
425 Weehington Street, Suite 108  
Claremont, NH 03743  
603-543-9505  
866-350-6438  
FAX 866-308-8372

### QUOTATION

Savaria Orion limited use/limited application (LU/LA) elevator to be installed at 51 Church St., Barre, VT

Unit with 48" x 54" baked enamel steel cab, up to 12' vertical travel, two stops, in-line openings, 1400 lb. capacity, 30 FPM nominal speed, including fully automatic collective operation, illuminated pushbutton call switches, digital car position indicator in car and at each landing, in-car direction indicator, arrival chime, automatic low voltage LED cab lighting, 2:1 cable hydraulic drive w/ quiet submersible pump motor, two-speed operation for smooth starts and stops, emergency battery lowering, manual lowering valve in machine room, grab rail, solid cab roof, cartop inspection station, pipe rupture valve, fire-rated automatic horizontal sliding (2 speed) landing entrance door assys. (2 ea.) with primed finish, automatic horizontal sliding car door (1 ea.) with infra-red light curtain sensor & baked enamel finish, battery back-up door operation, negative pressure switch, unfinished plywood floor, emergency car lighting, braille/tactile plates, flush mounted ADA-compliant telephone w/ phone line detection, phase 1 fire recall, keyed hoistway access, and shop drawings.

|            |                            |
|------------|----------------------------|
| Equipment: | \$43,956.00 including tax. |
| Labor:     | <u>5,000.00</u>            |
| Total:     | \$48,956.00                |

ADD: \$4515 for Orion 17 model with stainless steel clad car doors, fire-rated laminate panel cab w/ S/S trim, stainless steel drop ceiling w/ LED lighting, stainless steel entrance wall, and ventilation fan. (Min. overhead is 110" for existing buildings, 134" for new construction).

ADD: \$525 for baked enamel landing door assemblies in black or white (per landing).

ADD: \$1550 for stainless steel clad landing door assemblies (per landing).

ADD: \$3000 for MRL (machineromless) with geared traction drive and controller in separate control space. Hoist beam required by others.

- Hoistway and machine room are to be provided by others, in accordance with elevator/lift safety codes and to State codes and regulations. A minimum 14" pit and 120" (134" required in new



**VT OFFICE:**  
P.O. Box 786 • 527 Hinesburg Rd.  
Richmond, VT 05477  
802-434-3459  
800-758-9237  
FAX 866-308-8372



**NH OFFICE:**  
Claremont Center Prof. Bldg.  
425 Washington Street, Suite 106  
Claremont, NH 03743  
603-543-9505  
866-350-5438  
FAX 866-308-8372

construction) clear overhead are required. (108" overhead optional for existing buildings.) Pit light (guarded) and GFIC receptacle by others. Pit ladder for pits exceeding 35" depth, by others.

- Provision of a dedicated analog phone line to the elevator machine room is by others.
- Accessibility Systems will provide all control wiring.
- Customer is to provide a 208 volt 3-phase or 240 volt single phase power supply with fused lockable disconnect (with auxiliary contact) on a dedicated circuit, and a 120 volt power supply with fused lockable disconnect on a dedicated circuit, in the machine room, installed by a licensed electrician. Machine room is to be located adjacent to the hoistway, and is to have a fire extinguisher, guarded light and a GFIC duplex receptacle.
- Supporting connections and components required for Fire Fighter's operation are to be provided by others.
- Crating material is to be disposed of at a suitable location on-site, provided by others.
- Customer is to hire a private elevator inspector of its choice, and pay for inspection & certificate fee. Accessibility Systems Inc. will provide a mechanic to be present and perform required tests for the inspector at no additional cost.
- This quotation may be withdrawn after a period of 30 days.

Authorized signature: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Robert B. Weber", is written over a horizontal line.

12/15/20

Robert B. Weber



XXX. FINANCIAL DETAIL

Project Summary

51 CHURCH STREET, LLC / PEOPLES HEALTH AND WELLNESS CLINIC  
PROJECTED FINANCIAL STATEMENTS AND PROJECT SUMMARY

|  | 2021           | 2022           | 2023           | 2024           | 2025           | 2026            | 2027           | 2028           | 2029           | 2030           | 2031           |
|--|----------------|----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|----------------|----------------|
| <b>SOURCES OF CASH:</b>                      |                |                |                |                |                |                 |                |                |                |                |                |
| Equity                                       | 232,787        |                |                |                |                | 295,000         |                |                |                |                |                |
| Vermont Downtown Tax Credits                 | 342,213        |                |                |                |                | 3.95%           |                |                |                |                |                |
| Sub-Total (Investors)                        | 375,000        |                |                |                |                |                 |                |                |                |                |                |
| Bank Financing                               | 295,000        |                |                |                |                | 144             |                |                |                |                |                |
| <b>TOTAL</b>                                 | <b>670,000</b> |                |                |                |                | <b>2,575.65</b> |                |                |                |                |                |
| <b>USED OF CASH:</b>                         |                |                |                |                |                |                 |                |                |                |                |                |
| Building Acquisition                         | 200,000        |                |                |                |                |                 |                |                |                |                |                |
| Renovations                                  | 470,000        |                |                |                |                |                 |                |                |                |                |                |
| <b>TOTAL</b>                                 | <b>670,000</b> |                |                |                |                |                 |                |                |                |                |                |
| <b>CURRENT ASSETS:</b>                       |                |                |                |                |                |                 |                |                |                |                |                |
| Cash   | 3,892          | 3,603          | 3,503          | 3,584          | 3,840          | 4,260           | 4,837          | 5,558          | 6,411          | 7,384          | 8,779          |
| <b>LAND AND BUILDING:</b>                    |                |                |                |                |                |                 |                |                |                |                |                |
| Land   | 50,000         | 50,000         | 50,000         | 50,000         | 50,000         | 50,000          | 50,000         | 50,000         | 50,000         | 50,000         | 50,000         |
| Building and Improvements                    | 620,000        | 620,000        | 620,000        | 620,000        | 620,000        | 620,000         | 620,000        | 620,000        | 620,000        | 620,000        | 620,000        |
| Accumulated depreciation                     | (200,000)      | (211,000)      | (222,000)      | (233,000)      | (244,000)      | (255,000)       | (266,000)      | (277,000)      | (288,000)      | (299,000)      | (310,000)      |
| Net Land and Building                        | 470,000        | 459,000        | 448,000        | 437,000        | 426,000        | 415,000         | 404,000        | 393,000        | 382,000        | 371,000        | 360,000        |
| <b>TOTAL ASSETS</b>                          | <b>473,892</b> | <b>462,603</b> | <b>451,503</b> | <b>440,584</b> | <b>429,840</b> | <b>419,260</b>  | <b>408,837</b> | <b>398,558</b> | <b>388,411</b> | <b>378,384</b> | <b>368,779</b> |
| <b>LIABILITIES:</b>                          |                |                |                |                |                |                 |                |                |                |                |                |
| Mortgage payable                             | 275,392        | 254,996        | 233,779        | 211,709        | 188,751        | 164,869         | 140,027        | 114,186        | 87,305         | 59,343         | 30,257         |
| <b>EQUITY:</b>                               |                |                |                |                |                |                 |                |                |                |                |                |
| Beginning Equity                             | -              | 198,500        | 207,607        | 217,724        | 228,875        | 241,089         | 254,391        | 268,810        | 284,372        | 301,106        | 319,041        |
| Net income (loss)                            | (176,500)      | 14,011         | 15,564         | 17,156         | 18,791         | 20,465          | 22,183         | 23,942         | 25,745         | 27,592         | 19,481         |
| Contributions                                | 232,787        | -              | -              | -              | -              | -               | -              | -              | -              | -              | -              |
| Tax credit equity                            | 142,213        | -              | -              | -              | -              | -               | -              | -              | -              | -              | -              |
| Distribution - Cash                          | -              | (4,904)        | (5,447)        | (6,005)        | (6,577)        | (7,163)         | (7,764)        | (8,380)        | (9,011)        | (9,657)        | -              |
| Total Equity                                 | 198,500        | 207,607        | 217,724        | 228,875        | 241,089        | 254,391         | 268,810        | 284,372        | 301,106        | 319,041        | 338,522        |
| <b>TOTAL LIABILITIES AND MEMBERS' EQUITY</b> | <b>473,892</b> | <b>462,603</b> | <b>451,503</b> | <b>440,584</b> | <b>429,840</b> | <b>419,260</b>  | <b>408,837</b> | <b>398,558</b> | <b>388,411</b> | <b>378,384</b> | <b>368,779</b> |
| <b>DEBT SERVICE COVERAGE:</b>                |                |                |                |                |                |                 |                |                |                |                |                |
| Cash Flow B4 Debt Service                    | 34,800         | 35,523         | 36,255         | 36,994         | 37,741         | 38,491          | 39,249         | 40,009         | 40,772         | 41,538         | 42,303         |
| Debt Service Coverage                        | 1.13           | 1.15           | 1.17           | 1.20           | 1.22           | 1.25            | 1.27           | 1.29           | 1.32           | 1.34           | 1.37           |

**Project Assumptions and Individual Investor Position Summary**

**51 CHURCH STREET, LLC / PEOPLES HEALTH AND WELLNESS CLINIC  
PROJECTED FINANCIAL STATEMENTS AND PROJECT SUMMARY**

**EQUITY TO BE RAISED:** 375,000  
**15 INVESTORS @** 25,000

**YEAR 10 CONTRIBUTION CALCULATION:**

Estimated Value of Building 593,400  
 Contribution Value per Investor 39,560

**ASSUMPTIONS:**

15 Investors purchase a 6.67% interest in the project for \$22,814.00.  
 In year 1, each investor receives a \$9,481 Vermont income tax credit.  
 In years 2 - 10, each investor receives a cash distribution equal to 50% of the net rental income (to pay taxes on taxable income generated by the project).  
 In year 10, the building is donated to PHWC. Each investor receives a contribution deduction of \$10,960.  
 Over the ten year life of the project, the average annual return to the investors is approximately 9.62%.

**STATEMENT OF INDIVIDUAL INVESTOR POSITION**

|                                  | 2021   | 2022   | 2023   | 2024   | 2025   | 2026   | 2027   | 2028   | 2029   | 2030   | TOTAL  |
|----------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| <b>EQUITY CONTRIBUTION:</b>      | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |        |
| Assumed State/Fed Tax Rate       | 35.00% | 35.00% | 35.00% | 35.00% | 35.00% | 35.00% | 35.00% | 35.00% | 35.00% | 35.00% |        |
| <b>RETURN ON INVESTMENT:</b>     |        |        |        |        |        |        |        |        |        |        |        |
| Cummulative Return, Beg.         | 9,481  | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 9,481  |
| Tax credit received              | 4,118  | (327)  | (363)  | (400)  | (438)  | (478)  | (518)  | (559)  | (601)  | (644)  | (210)  |
| Tax effect - Income Distribution | -      | 327    | 363    | 400    | 438    | 478    | 518    | 559    | 601    | 644    | 4,328  |
| Distribution - Final             | -      | -      | -      | -      | -      | -      | -      | -      | -      | -      | 492    |
| Tax effect - Contribution        | -      | -      | -      | -      | -      | -      | -      | -      | -      | -      | 12,461 |
| Cummulative Return, End          | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 13,599 | 26,552 |
| <b>AVERAGE ANNUAL RETURN</b>     | 54.40% | 27.20% | 18.13% | 13.60% | 10.88% | 9.07%  | 7.77%  | 6.80%  | 6.04%  | 10.62% |        |

**Pro-forma (Net Cash Flow)**

**51 CHURCH STREET, LLC / PEOPLES HEALTH AND WELLNESS CLINIC  
PROJECTED FINANCIAL STATEMENTS AND PROJECT SUMMARY**

**STATEMENT OF INCOME**

|                            | 2021      | 2022     | 2023     | 2024     | 2025     | 2026     | 2027     | 2028     | 2029     | 2030     | 2031     |
|----------------------------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| <b>REVENUE:</b>            |           |          |          |          |          |          |          |          |          |          |          |
| BHWC                       | 42,000    | 43,050   | 44,126   | 45,229   | 46,360   | 47,519   | 48,707   | 49,925   | 51,173   | 52,452   | 53,763   |
| C-1                        | 6,000     | 6,150    | 6,304    | 6,462    | 6,624    | 6,790    | 6,960    | 7,134    | 7,312    | 7,495    | 7,682    |
| C-2                        | 6,000     | 6,150    | 6,304    | 6,462    | 6,624    | 6,790    | 6,960    | 7,134    | 7,312    | 7,495    | 7,682    |
| Total Revenue              | 54,000    | 55,350   | 56,734   | 58,153   | 59,608   | 61,099   | 62,627   | 64,193   | 65,797   | 67,442   | 69,127   |
| <b>OPERATING EXPENSES:</b> |           |          |          |          |          |          |          |          |          |          |          |
| Insurance                  | 4,000     | 4,080    | 4,162    | 4,245    | 4,330    | 4,417    | 4,505    | 4,595    | 4,687    | 4,781    | 4,877    |
| Property taxes             | 10,500    | 10,815   | 11,139   | 11,473   | 11,817   | 12,172   | 12,537   | 12,913   | 13,300   | 13,699   | 14,110   |
| Maintenance                | 2,500     | 2,688    | 2,890    | 3,107    | 3,340    | 3,591    | 3,860    | 4,150    | 4,461    | 4,796    | 5,156    |
| Elevator service contract  | 1,000     | 1,020    | 1,040    | 1,061    | 1,082    | 1,104    | 1,126    | 1,149    | 1,172    | 1,195    | 1,219    |
| Lawn care / snow removal   | 1,200     | 1,224    | 1,248    | 1,273    | 1,298    | 1,324    | 1,350    | 1,377    | 1,405    | 1,433    | 1,462    |
| Total Operating Expenses   | 19,200    | 19,827   | 20,479   | 21,159   | 21,867   | 22,608   | 23,378   | 24,184   | 25,025   | 25,904   | 26,824   |
| <b>OPERATING INCOME</b>    | 34,800    | 35,523   | 36,255   | 36,994   | 37,741   | 38,491   | 39,249   | 40,009   | 40,772   | 41,538   | 42,303   |
| <b>OTHER EXPENSES:</b>     |           |          |          |          |          |          |          |          |          |          |          |
| Depreciation               | 200,000   | 11,000   | 11,000   | 11,000   | 11,000   | 11,000   | 11,000   | 11,000   | 11,000   | 11,000   | 11,000   |
| Donation - PHWC            | -         | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        |
| Interest expense           | 11,300    | 10,512   | 9,691    | 8,838    | 7,950    | 7,026    | 6,086    | 5,067    | 4,027    | 2,946    | 1,822    |
| Total Other Expenses       | 211,300   | 21,512   | 20,691   | 19,838   | 18,950   | 18,026   | 17,086   | 16,067   | 15,027   | 13,946   | 12,822   |
| <b>NET INCOME</b>          | (176,500) | 14,011   | 15,564   | 17,156   | 18,791   | 20,465   | 22,183   | 23,942   | 25,745   | 27,592   | 29,481   |
| <b>ESTIMATED VALUE</b>     |           |          |          |          |          |          |          |          |          |          |          |
| Cash Flow                  | 34,800    | 35,523   | 36,255   | 36,994   | 37,741   | 38,491   | 39,249   | 40,009   | 40,772   | 41,538   | 42,303   |
| Capitalization Rate        | 7.00%     | 7.00%    | 7.00%    | 7.00%    | 7.00%    | 7.00%    | 7.00%    | 7.00%    | 7.00%    | 7.00%    | 7.00%    |
| Estimated Value            | 497,143   | 507,471  | 517,929  | 528,486  | 539,157  | 549,871  | 560,700  | 571,557  | 582,457  | 593,400  | 604,329  |
| Bank Financing             | 275,392   | 254,996  | 233,779  | 211,709  | 188,751  | 164,869  | 140,027  | 114,186  | 87,305   | 59,343   | 30,257   |
| Loan to Value              | 55.39%    | 50.25%   | 45.14%   | 40.06%   | 35.01%   | 29.98%   | 24.97%   | 19.98%   | 14.99%   | 10.00%   | 5.01%    |
| <b>BANK FINANCING:</b>     |           |          |          |          |          |          |          |          |          |          |          |
| Beginning                  | 295,000   | 275,392  | 254,956  | 233,779  | 211,709  | 188,751  | 164,869  | 140,027  | 114,186  | 87,305   | 59,343   |
| Principal Repayment        | (19,608)  | (20,396) | (21,217) | (22,070) | (22,958) | (23,882) | (24,842) | (25,841) | (26,881) | (27,962) | (29,086) |
| Ending                     | 275,392   | 254,996  | 233,779  | 211,709  | 188,751  | 164,869  | 140,027  | 114,186  | 87,305   | 59,343   | 30,257   |
| Remaining Payments         | 132       | 120      | 108      | 96       | 84       | 72       | 60       | 48       | 36       | 24       | 12       |
| Interest                   | 11,300    | 10,512   | 9,691    | 8,838    | 7,950    | 7,026    | 6,066    | 5,067    | 4,027    | 2,946    | 1,822    |
| Principal                  | 19,608    | 20,396   | 21,217   | 22,070   | 22,958   | 23,882   | 24,842   | 25,841   | 26,881   | 27,962   | 29,086   |
| Total                      | 30,908    | 30,908   | 30,908   | 30,908   | 30,908   | 30,908   | 30,908   | 30,908   | 30,908   | 30,908   | 30,908   |

**Pro-forma (Net Operating Income)**

**51 CHURCH STREET, LLC / PEOPLES HEALTH AND WELLNESS CLINIC  
PROJECTED FINANCIAL STATEMENTS AND PROJECT SUMMARY**

**STATEMENT OF CASH FLOWS**

|                            | 2021          | 2022          | 2023          | 2024          | 2025          | 2026          | 2027          | 2028          | 2029          | 2030          | 2031          |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>REVENUE:</b>            |               |               |               |               |               |               |               |               |               |               |               |
| BHWC                       | 42,000        | 43,050        | 44,126        | 45,229        | 46,360        | 47,519        | 48,707        | 49,925        | 51,173        | 52,452        | 53,763        |
| C-1                        | 6,000         | 6,150         | 6,304         | 6,462         | 6,624         | 6,790         | 6,960         | 7,134         | 7,312         | 7,495         | 7,682         |
| C-2                        | 6,000         | 6,150         | 6,304         | 6,462         | 6,624         | 6,790         | 6,960         | 7,134         | 7,312         | 7,495         | 7,682         |
| Total Revenue              | 54,000        | 55,350        | 56,734        | 58,153        | 59,608        | 61,099        | 62,627        | 64,193        | 65,797        | 67,442        | 69,127        |
| <b>OPERATING EXPENSES:</b> |               |               |               |               |               |               |               |               |               |               |               |
| Insurance                  | 4,000         | 4,080         | 4,162         | 4,245         | 4,330         | 4,417         | 4,505         | 4,595         | 4,687         | 4,781         | 4,877         |
| Property taxes             | 10,500        | 10,815        | 11,139        | 11,473        | 11,817        | 12,172        | 12,537        | 12,913        | 13,300        | 13,699        | 14,110        |
| Maintenance                | 2,500         | 2,688         | 2,890         | 3,107         | 3,340         | 3,591         | 3,860         | 4,150         | 4,461         | 4,796         | 5,156         |
| Elevator service contract  | 1,000         | 1,020         | 1,040         | 1,061         | 1,082         | 1,104         | 1,126         | 1,149         | 1,172         | 1,195         | 1,219         |
| Lawn care / snow removal   | 1,200         | 1,274         | 1,248         | 1,273         | 1,298         | 1,324         | 1,350         | 1,377         | 1,405         | 1,433         | 1,462         |
| Total Operating Expenses   | 19,200        | 19,827        | 20,479        | 21,159        | 21,867        | 22,608        | 23,378        | 24,184        | 25,025        | 25,904        | 26,824        |
| <b>OPERATING CASH FLOW</b> | <b>34,800</b> | <b>35,523</b> | <b>36,255</b> | <b>36,994</b> | <b>37,741</b> | <b>38,491</b> | <b>39,249</b> | <b>40,009</b> | <b>40,772</b> | <b>41,538</b> | <b>42,303</b> |
| <b>OTHER EXPENDITURES:</b> |               |               |               |               |               |               |               |               |               |               |               |
| Debt Service               | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        | 30,908        |
| Distributions              | -             | 4,904         | 5,447         | 6,005         | 6,577         | 7,163         | 7,764         | 8,380         | 9,011         | 9,657         | -             |
| Donation - PHWC            | -             | -             | -             | -             | -             | -             | -             | -             | -             | -             | 10,000        |
| Total Other Expenditures   | 30,908        | 35,812        | 36,355        | 36,913        | 37,485        | 38,071        | 38,672        | 39,288        | 39,919        | 40,565        | 40,908        |
| <b>NET CASH FLOW</b>       | <b>3,892</b>  | <b>(289)</b>  | <b>(100)</b>  | <b>81</b>     | <b>256</b>    | <b>420</b>    | <b>577</b>    | <b>721</b>    | <b>853</b>    | <b>973</b>    | <b>1,395</b>  |
| <b>ESTIMATE OF VALUE:</b>  |               |               |               |               |               |               |               |               |               |               |               |
| Net Cash Flow              | 34,800        | 35,523        | 36,255        | 36,994        | 37,741        | 38,491        | 39,249        | 40,009        | 40,772        | 41,538        | 42,303        |
| Capitalization Rate        | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         | 8.00%         |
| Estimate of Value          | 435,000       | 444,038       | 453,188       | 462,425       | 471,763       | 481,138       | 490,613       | 500,113       | 509,650       | 519,225       | 528,788       |



XXXI. LEASE DETAIL

From: Thomas J. Lauzon, CPA  
 Sent: Thursday, July 14, 2023 11:53 AM  
 To: Rebecca G. Gagnier; Hugh Randall  
 Subject: Lease Agreement

Hi Thomas, Hugh,

We, Peck's Health & Wellness Clinic, will be signing a lease with 51 Church Street, LLC with no terms from the email to email.

We have one email to email signed and a couple of others that by the signed office.

These are the email to email signed and a couple of others that by the signed office.

Thanks  
 Rebecca

Rebecca Gagnier-Felt, VP  
 Executive Director  
 Financial Management  
 Peck's Health & Wellness Clinic  
 551 Main Street  
 Barre, VT 05641  
 Cell: 802-478-1239  
 Cell: 802-478-1240  
 prw@pc.org

On Thu, Jul 14, 2023 at 4:28 PM, Thomas J. Lauzon <thomas.lauzon@pc.org> wrote:  
 Dear Rebecca and Hugh,

Rebecca, Hugh is the authorized signatory on the lease for CHW. He has been in the process of reviewing the lease with the landlord. They have not yet signed it. The lease is still in review and will be the final version of the lease.

We explained the meeting and the subject to Rebecca. Church Street and P. Inc. is high and will be the same thing. Hugh asked if there was a date of the lease. It will be the 1st of August. The lease will be the same thing.

Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

Term: 10 Years  
 Total Monthly Lease Payment: \$3,500.00  
 Annual Increase: 2.5%  
 Utilities: Tenant  
 Insurance: Tenant  
 Signage: Tenant  
 Construction: Landlord  
 Display Notation: Contact Landlord

Best,  
 Thomas J. Lauzon, CPA  
 51 Church Street  
 Barre, VT 05641  
 Tel: 802-478-6873 ext. 106  
 Fax: 802-478-1100

Thomas J. Lauzon, CPA  
 51 Church Street  
 Barre, VT 05641  
 Tel: 802-478-6873 ext. 106  
 Fax: 802-478-1100

Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

Term: 10 Years  
 Total Monthly Lease Payment: \$3,500.00  
 Annual Increase: 2.5%  
 Utilities: Tenant  
 Insurance: Tenant  
 Signage: Tenant  
 Construction: Landlord  
 Display Notation: Contact Landlord

Best,  
 Thomas J. Lauzon, CPA  
 51 Church Street  
 Barre, VT 05641  
 Tel: 802-478-6873 ext. 106  
 Fax: 802-478-1100

Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

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 Total Monthly Lease Payment: \$3,500.00  
 Annual Increase: 2.5%  
 Utilities: Tenant  
 Insurance: Tenant  
 Signage: Tenant  
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Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

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 Insurance: Tenant  
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 Insurance: Tenant  
 Signage: Tenant  
 Construction: Landlord  
 Display Notation: Contact Landlord

Best,  
 Thomas J. Lauzon, CPA  
 51 Church Street  
 Barre, VT 05641  
 Tel: 802-478-6873 ext. 106  
 Fax: 802-478-1100

Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

Term: 10 Years  
 Total Monthly Lease Payment: \$3,500.00  
 Annual Increase: 2.5%  
 Utilities: Tenant  
 Insurance: Tenant  
 Signage: Tenant  
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Best,  
 Thomas J. Lauzon, CPA  
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 Barre, VT 05641  
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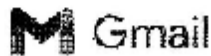
Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

Term: 10 Years  
 Total Monthly Lease Payment: \$3,500.00  
 Annual Increase: 2.5%  
 Utilities: Tenant  
 Insurance: Tenant  
 Signage: Tenant  
 Construction: Landlord  
 Display Notation: Contact Landlord

Best,  
 Thomas J. Lauzon, CPA  
 51 Church Street  
 Barre, VT 05641  
 Tel: 802-478-6873 ext. 106  
 Fax: 802-478-1100

Rebecca, could you confirm for Hugh that CHW will be signing the lease with 51 Church Street, LLC under the following terms and conditions?

Term: 10 Years  
 Total Monthly Lease Payment: \$3,500.00  
 Annual Increase: 2.5%  
 Utilities: Tenant  
 Insurance: Tenant  
 Signage: Tenant  
 Construction: Landlord  
 Display Notation: Contact Landlord



Hugh Randall &lt;gres.randall@gmail.com&gt;

---

**51 Church Street**

---

**Thomas J. Lauzon** <tjlauzon@salvadorandbabic.com>  
To: Hugh Randall <gres.randall@gmail.com>

Fri, Jan 29, 2021 at 2:41 PM

Hi Hugh,

The leased offices are the first two offices on either side of the hallway. The rear offices on either side of the hallway will be used by PHWC for administrative purposes.

A few questions on the property at 51 Church Street in Barre:

1. Using the attached floor plans, would you please mark up which offices on the second floor will be leased to each tenant? There are 4 individual offices on the east side of the building, I'm guessing the two tenants are either renting one or two offices each? The first offices on either side of the hallways are the rental spaces. The two offices to the rear on either side of the hallway are the offices that will be used by PHWC.
2. Would you please confirm whether the \$500/month for office leases are on a gross, modified gross, or NNN basis? That is gross. All utilities, including Wi-Fi. Land line is on the Tenant.
3. Do you have an expectation for when the construction on this project will be completed by? August, 2021.
4. Should we assume that the balance of the building not occupied by the two office tenants will be occupied by PHWC? That is correct.

BTW, I was in quarantine for a week. Do you have everything you need?

TJL

On Fri, Jan 29, 2021 at 2:12 PM Hugh Randall <gres.randall@gmail.com> wrote:

Hi Thom,

A few questions on the property at 51 Church Street in Barre:

1. Using the attached floor plans, would you please mark up which offices on the second floor will be leased to each tenant? There are 4 individual offices on the east side of the building, I'm guessing the two tenants are either renting one or two offices each?
2. Would you please confirm whether the \$500/month for office leases are on a gross, modified gross, or NNN basis?
3. Do you have an expectation for when the construction on this project will be completed by?
4. Should we assume that the balance of the building not occupied by the two office tenants will be occupied by PHWC?

Thanks

Hugh Randall

<https://mail.google.com/mail/u/2?ik=25c2000cdc&view=pt&search=all&permmsgid=msg-f%3A1690251345147704502&seq=1&siml=msg-f%3A1690...> 1/6

XXXII. ALTERNATE SALE DETAIL

ALTERNATE SALE 1



PROPERTY TYPE ..... mixed-use property
STREET ADDRESS ..... 81 North Main Street
CITY / TOWN ..... Barre City, VT
SALE PRICE ..... \$325,000
DATE OF SALE ..... 09/25/2020
GRANTOR ..... Gifford Medical Center, Inc.
GRANTEE ..... The Green Block, LLC
DEED RECORD ..... volume 375, page 214
INFORMATIONAL SOURCES ..... prior appraisal, MLS, listing agent, grantee, public records, assessor, interior and exterior inspection

IMPROVEMENTS:

Building Size ..... (per prior appraisal) 8,602 SF
Finished Space ..... 8,602 SF
Unit Count ..... (1 commercial; 4 residential) 5
Year of Construction ..... circa 1935
Framing ..... masonry
Roofing ..... flat rubber membrane
Foundation ..... full (unfinished) basement with mix of brick and concrete walls
Heat Type ..... oil fired hot water
Sprinkler ..... none noted
Ceiling Height ..... assumed 8'-9' +/- throughout

SITE:

Lot Size ..... (per municipal records) 0.21 acre
Corner Lot ..... no
Zoning District ..... Urban Center 1 (UC-1) District
Zoning Dimension Requirements ..... 2,000 SF minimum lot size
Utilities - Water ..... municipal
Utilities - Sewer ..... municipal
Utilities - Electricity ..... public
Utilities - Telephone ..... public
Utilities - Fuel ..... private oil service
Parking Availability ..... limited on-site parking; with capacity for 5 spaces
Parking Surface ..... paved and lined
Indicated Site Value ..... \$98,260 (2020 municipal assessment) / \$105,000 (adjusted market value)

COMMENTS: This is an arm's length transfer of real estate only with no concessions or owner-financing noted. The property was listed for sale on MLS for \$325,000 on June 16, 2020 and was on the market for 21 days prior to going under contract. The grantor was a partial owner-occupant, operating an adult day care from the commercial unit, and renting the residential apartments to tenants. The grantor shut down their operations in March 2020 due to the COVID-19 pandemic. The property was sold vacant at the time of sale. The grantee is an intended partial owner-occupant.

**ALTERNATE SALE 2**



PROPERTY TYPE ..... office property  
 STREET ADDRESS ..... 100 North Main Street  
 CITY / TOWN ..... Barre City, VT  
 SALE PRICE ..... \$327,098  
 DATE OF SALE ..... 03/09/2020  
 GRANTOR ..... 100 North Main Street LLC  
 GRANTEE ..... Policy Limits LLC  
 DEED RECORD ..... volume 363, page 98  
 INFORMATIONAL SOURCES ..... grantee, public records, assessor, exterior inspection

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 6,900 SF  
 Finished Space (Above Grade) ..... 4,860 SF  
 Finished Space (Below Grade) ..... 2,040 SF  
 Unit Count ..... 1  
 Year of Construction ..... circa 1912  
 Framing ..... masonry  
 Roofing ..... flat rubber membrane  
 Foundation ..... full (finished) basement  
 Heat Type ..... oil fired hot air with partial A/C  
 Sprinkler ..... partial sprinkler system  
 Ceiling Height ..... 9'-10' +/- throughout

**SITE:**

Lot Size ..... (per municipal records) 0.07 acre  
 Corner Lot ..... no  
 Zoning District ..... Urban Center 1 (UC-1) District  
 Zoning Dimension Requirements ..... 2,000 SF minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... private oil service  
 Parking Availability ..... limited on-site parking; with capacity for 2 spaces  
 Parking Surface ..... paved and lined  
 Indicated Site Value ..... \$46,410 (2020 municipal assessment) / \$50,000 (adjusted market value)

**COMMENTS:** This is an arm's length transfer of real estate only with no concessions noted. The property was purchased by the tenant who occupied the entire building as a law firm. The purchase price was financed through the grantor. The grantee provided some details of the owner-financing, including a \$10,000 down payment, 5-year amortization at between a 5% and 6% interest rate. No other details about the owner-financing were noted.

**ALTERNATE SALE 3**



PROPERTY TYPE .....mixed-use / office property  
 STREET ADDRESS ..... 109 South Main Street  
 CITY / TOWN .....Barre City, VT  
 SALE PRICE .....\$167,500  
 DATE OF SALE ..... 08/12/2019  
 GRANTOR ..... Karen C. Lauzon and Thomas Lauzon  
 GRANTEE ..... Little Moose Photography LLC  
 DEED RECORD ..... volume 354, page 16  
 INFORMATIONAL SOURCES ..... grantee, public records, assessor, exterior inspection

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 2,415 SF  
 Finished Space ..... 2,415 SF  
 Unit Count ..... 2 (1 commercial, 1 residential)  
 Year of Construction ..... circa 1900  
 Framing ..... wood  
 Roofing ..... flat rubber membrane  
 Foundation ..... full (unfinished) basement  
 Heat Type ..... oil fired hot water  
 Sprinkler ..... none noted  
 Ceiling Height ..... assumed 8'-9' +/- throughout

**SITE:**

Lot Size ..... (per municipal records) 0.23 acre  
 Corner Lot ..... no  
 Zoning District ..... Urban Center 2 (UC-2) District  
 Zoning Dimension Requirements ..... 3,000 SF minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... private oil service  
 Parking Availability ..... ample on-site parking  
 Parking Surface ..... paved and unlined  
 Indicated Site Value ..... \$36,310 (2019 municipal assessment) / \$40,000 (adjusted market value)

**COMMENTS:** This is a non-arm's length transfer of real estate only with no concessions noted. The property was purchased by the tenant who occupied the commercial unit as a law firm. The purchase price was financed through the grantor. No other details about the owner-financing were noted.

**ALTERNATE SALE 4**



PROPERTY TYPE ..... small office property  
 STREET ADDRESS ..... 200 South Main Street  
 CITY / TOWN ..... Barre City, VT  
 SALE PRICE ..... \$120,000  
 DATE OF SALE ..... 10/26/2016  
 GRANTOR ..... James B. Abrams / Christine M. Abrams  
 GRANTEE ..... 200 South Main Street, LLC  
 DEED RECORD ..... volume 310, page 250  
 INFORMATIONAL SOURCES ..... public records, assessor, exterior inspection

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 2,379 SF  
 Finished Space ..... 2,379 SF  
 Unit Count ..... 2  
 Seat Count ..... n/a  
 Year of Construction ..... circa 1897  
 Framing ..... wood  
 Roofing ..... asphalt shingle  
 Foundation ..... mix of slab and full (unfinished) basement  
 Heat Type ..... oil fired steam  
 Sprinkler ..... none noted  
 Ceiling Height ..... assumed 8'-9' +/- throughout

**SITE:**

Lot Size ..... (per municipal records) 0.36 acre  
 Corner Lot ..... yes (corner of South Main Street and Quarry Street)  
 Zoning District ..... Commercial (C)  
 Zoning Dimension Requirements ..... no minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... private oil service  
 Parking Availability ..... adequate on-site parking  
 Parking Surface ..... paved and unlined  
 Indicated Site Value ..... \$66,800 (2016 municipal assessment) / \$65,000 (adjusted market value)

COMMENTS: This is an arm's length transfer of real estate only. Per the town assessor the grantor and grantee were cash-flow investors.

**ALTERNATE SALE 5**



PROPERTY TYPE .....mixed-use property  
 STREET ADDRESS .....553 North Main Street  
 CITY / TOWN .....Barre City, VT  
 SALE PRICE .....\$475,000  
 DATE OF SALE .....05/26/2016  
 GRANTOR .....Irons Living Trust UA 04192012 / Margaret F. Irons  
 GRANTEE .....Builder Specialties, Inc.  
 DEED RECORD .....volume 304, page 49-50  
 INFORMATIONAL SOURCES .....public records, assessor, exterior inspection

**IMPROVEMENTS:**

Building Size ..... (per municipal records) 6,068 SF  
 Finished Space ..... 6,068 SF  
 Unit Count ..... 3  
 Seat Count .....n/a  
 Year of Construction .....circa 1900  
 Framing .....wood  
 Roofing .....asphalt shingle  
 Foundation .....mix of slab and partial basement  
 Heat Type .....LP fired space heaters  
 Sprinkler .....none noted  
 Ceiling Height .....assumed 8-9' +/- in finished areas / 12-14' in warehouse areas

**SITE:**

Lot Size ..... (per municipal records) 0.46 acre  
 Corner Lot .....yes (corner of North Main Street and 4<sup>th</sup> Street)  
 Zoning District .....Commercial (C) / Flood Zone A  
 Zoning Dimension Requirements .....no minimum lot size  
 Utilities – Water .....municipal  
 Utilities – Sewer .....municipal  
 Utilities – Electricity .....public  
 Utilities – Telephone .....public  
 Utilities – Fuel .....private LP service  
 Parking Availability .....adequate on-site parking  
 Parking Surface .....paved and unlined  
 Indicated Site Value .....\$60,300 (2016 municipal assessment) / \$60,000 (adjusted market value)

**COMMENTS:** This is an arm's length transfer of real estate only. Per the town assessor the grantor and grantee were cash-flow investors.

**ALTERNATE SALE 6**



PROPERTY TYPE ..... professional office property  
 STREET ADDRESS ..... 23 Jones Brothers Way  
 CITY / TOWN ..... Barre City, VT  
 SALE PRICE ..... \$250,000  
 DATE OF SALE ..... 01/15/2016  
 GRANTOR ..... Washington County Mental Health Services, Inc.  
 GRANTEE ..... Choice Enterprises, LLC  
 DEED RECORD ..... volume 313, page 69  
 INFORMATIONAL SOURCES ..... MLS, public records, assessor, exterior inspection

**IMPROVEMENTS:**

Building Size ..... (per MLS) 4,888 SF  
 Finished Space ..... 4,888 SF  
 Unit Count ..... 1  
 Seat Count ..... n/a  
 Year of Construction ..... circa 1900  
 Framing ..... wood  
 Roofing ..... rubber membrane  
 Foundation ..... full basement with stone & mortar walls  
 Heat Type ..... assumed HVAC  
 Sprinkler ..... none noted  
 Ceiling Height ..... assumed 8'-9' +/- throughout

**SITE:**

Lot Size ..... (per MLS) 1.18 acres  
 Corner Lot ..... no  
 Zoning District ..... Industrial / Commercial (I/C)  
 Zoning Dimension Requirements ..... 15,000 SF minimum lot size  
 Utilities – Water ..... municipal  
 Utilities – Sewer ..... municipal  
 Utilities – Electricity ..... public  
 Utilities – Telephone ..... public  
 Utilities – Fuel ..... assumed private fuel service  
 Parking Availability ..... adequate on-site parking  
 Parking Surface ..... paved and lined  
 Indicated Site Value ..... \$58,900 (2016 municipal assessment) / \$60,000 (adjusted market value)

**COMMENTS:** This is an arm's length transfer of real estate only.



XXXIII. ENGAGEMENT LETTER



December 24, 2020

Mike Gammal  
Gammal Real Estate Services  
32 Cascade Street  
Essex Junction VT 05452

Via e-mail to [mikegammal@gmail.com](mailto:mikegammal@gmail.com)

Dear Mike:

Please perform a Narrative Appraisal Report on the following property on behalf of Community National Bank.

Locations: 51 Church Street, Barre City, Vermont  
Property Type: Commercial  
Owners: Metro 51 Church, LLC  
Purchaser: N/A  
Realtor: N/A  
Sale Price: N/A  
Contact Person: Thom Lauzon  
E-Mail or Phone #: [tlauzon@salvadorandbabic.com](mailto:tlauzon@salvadorandbabic.com) or cell: 802-793-1033

**The purpose of the appraisal is to establish Market Value "as is" and "as complete".**

If you have any further questions, please do not hesitate to contact me at 802-479-7711.

Sincerely,

Justin Bourgeois  
Regional Vice President and Commercial Loan Officer

JB/kjm

95 State St., Montpelier, VT 05602  
[jbourgeois@communitynationalbank.com](mailto:jbourgeois@communitynationalbank.com)

**City of Barre**  
**Chapter 12 - PLUMBING**  
**#2021-01**

The City Council of the City of Barre, Vermont will hold a second reading and public hearing on Tuesday, March 30, 2021 at 7:30 P.M. by video conference to discuss the following revision to the Code of Ordinances, Chapter 3 - Plumbing, as follows:

The City Council of the City of Barre hereby ordains that the Code of Ordinances of the City of Barre, Vermont is hereby amended by revising Chapter 3 - Plumbing, to read as follows:

Note: **Bold/Underline indicates additions**  
**[brackets/Strikeout indicates deletions]**

**Chapter 12 -- PLUMBING\***

**Sec. 12-1. Purpose.**

The purpose of this chapter is to protect and improve the general health and welfare of the people of the city in the field of environmental sanitation, by adopting acceptable regulations controlling the installation **and limited operations** of plumbing systems in existing properties within the city.

**Sec. 12-2. Definitions.**

For the purposes of this chapter the following words shall have the meanings indicated unless their context clearly requires otherwise:

**SPRINKLER SYSTEM is a configuration of interior piping connected to the municipal water system intended to suppress fire or flame in a building, subject to mandatory inspections including test flows of the water system.**

**Sec. 12-11. Protection of the City's water infrastructure**

**Any person performing sprinkler test(s) in a facility connected to the City of Barre municipal water system shall be registered with the City of Barre. Such registration is contingent upon the person having submitted evidence of liability insurance with the City of Barre listed as a co-insured entity. The person performing sprinkler test shall slowly and properly close any valve connected to the City water system with due care to prevent water hammer at any point in the City's system. Any damages that accrue to the City's infrastructure shall be basis for claim against that person.**

**Sec. 12-1[1]2. Penalty.**

Any person, firm, corporation, or association, who, after having received written notice from the board of health requesting the performance of certain acts in the installation of plumbing or the correction of defects or faults in existing plumbing, fails after a reasonable time to comply with the request contained in said written notice, or who violates the rules and regulations hereby adopted, shall be fined not more than [~~fifty~~] **five hundred** dollars (\$500.00) and not less than [~~ten~~] **fifty** dollars (\$[+]50.00) for each such violation. The manager in his discretion may recall or suspend any registration issued for violation of any of the provisions of this chapter. (Ord. No 2005-1, 8-18-05)

**Effective Date**

**This ordinance shall be effective fourteen days after publication in a newspaper of general circulation following Council adoption, as per City Charter.**

**ADOPTION HISTORY**

- First Reading at regular City Council meeting held on Tuesday, March 23, 2021.
- Second Reading and Public Hearing set by Council for Tuesday, March 30, 2021.
- Summary of proposed language printed in Times Argus newspaper on Saturday, March 27, 2021.
- Second Reading and Public Hearing held on Tuesday, March 30, 2021. Adopted at regular City Council meeting held on \_\_\_\_\_ and entered in the minutes of that meeting which are approved on \_\_\_\_\_.
- Posted in public places on \_\_\_\_\_.
- Notice of adoption published in the Times Argus newspaper on \_\_\_\_\_.
- Effective \_\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Carolyn S. Dawes  
*City Clerk/Treasurer*

## TICK TALK 3-30-21 Bernadette Rose (Bern Rose)

Thank you Mr. Mayor and Councilors for inviting me here this evening to share info with out about Ticks and preventing Lyme Disease.

About a month ago, Onion River Animal Hospital announced that it had removed the first tick of the season, and sent out the alert to all of us. Hopefully, the more we are aware of ticks, tick behavior, and the outcomes of Tick Borne Diseases, our society will practice tick-safe behaviors and reduce the high numbers of infection in VT.

COVID has our undivided attention, so if you have flu-like symptoms, sore throat, feel confused – in a fog, you might think you have COVID and get tested. After a negative test and a few weeks go by, you begin to feel better, and chalk it up to having been a little “under the weather”. In fact, you and at least 6,000 other Vermonters may have contracted Lyme disease in one year!

You may continue with work, but find over time that extreme fatigue makes life challenging. Sleep becomes illusive, the ache in your right knee last week, is now in your left knee and shoulder. Going out for a couple of beers or glasses of wine with friends now puts you under the table, and you are miserable the next day. If you have kids or dogs, the noise they make is unbearable at times, so you yell at them to be quiet instead of taking them all for a walk. The paperwork, paying bills piles up, and you forget to pay your credit card bill for the first time in your life. Your partner/spouse and you argue more, and begin sleeping in separate beds so you can both try to get some sleep. One day, you pull out in front of a truck and miss each other by the skin of your teeth. Where did it come from? You never even saw it! At work, your supervisor asks you about the inventory you worked on a few days before, and you can't remember what you did or where you put it. You begin to wonder why your supervisor is checking up on you so often – what is going on, you wonder. You cry or you get angry if you don't cry. And darned, every bone in your body hurts some place new. Fear grows as you experience heart palpitations like someone turning your heart over in your chest. You just want to go home and go to bed and stay there, or take off to camp to rest alone. Perhaps you contemplate suicide.

Sadly, no one recognizes these and possibly 50 other symptoms of Lyme and Tick Borne Diseases. Many of our care providers, while having learned a

bit, still are not being trained to consider or diagnose Lyme disease. Prevention and early detection are key. Early, effective treatment can be critical.

Links or Documents for you:

SEE: Prevention Short doc - **PREVENTING LYME & TICK-BORNE DISEASES**  
- *you, your pets, kids, & environment.*

SEE: **Tick Repellent Comparison Guide doc**

SEE Tick Check:

[https://www.healthvermont.gov/sites/default/files/images/2017/06/HS\\_ID\\_Tick\\_shower\\_card.jpg](https://www.healthvermont.gov/sites/default/files/images/2017/06/HS_ID_Tick_shower_card.jpg)

SEE: What to do if Bitten by A Tick doc (embeds itself) or website:  
<https://vtlyme.org/prevention/what-to-do-if-youre-bitten-by-a-blacklegged-tick/> SAVE THE TICK

See: VT Booklet

[https://www.healthvermont.gov/sites/default/files/documents/pdf/HS\\_ID\\_TickBooklet.FINAL.pdf](https://www.healthvermont.gov/sites/default/files/documents/pdf/HS_ID_TickBooklet.FINAL.pdf)

SEE for Children:

Printable Lyme and Tick-borne Diseases Fact Sheet for Education Professionals pdf

SEE: Misinformation-clarification-chart pdf

Questions: Feel free to email me at [BarreMutualAid.phone@gmail.com](mailto:BarreMutualAid.phone@gmail.com) or leave me a message at 802-505-9110.

Misinformation about Lyme disease in Vermont is widespread. An informal analysis of Vermont newspaper, newsletters, and media reports about Lyme disease from 2014-2016 revealed contradicting and inaccurate statements about Lyme disease symptoms, diagnosis, and treatment. Information about other tick-borne infections present in Vermont was also limited or absent.

Some examples are listed below:



|  | VT Media About Lyme Disease   | Lyme Disease Summary  |
|--|---|---|
| <b>'Bullseye' Rash</b>                 | <ul style="list-style-type: none"> <li>▶ "Only one in three people ever get the tell-tale 'bull's-eye' rash that's associated with an infected tick bite." - VT Sports</li> <li>▶ "It occurs in up to 80% of people." - VT Fish and Wildlife</li> <li>▶ "In Vermont only three of four cases have a rash." -WPTZ</li> <li>▶ "The trademark bullseye rash ... almost always appears that when a person has been bitten by a tick infected with Lyme..." - WCAX</li> <li>▶ "You should find it 70 to 80% of the time." - KIDS VT</li> </ul>   | <p>The Vermont Department of Health 2014 Lyme disease surveillance report showed less than half of the children in Vermont with Lyme disease had an EM rash (49.5%). The same report showed an EM rash was present in 66.9% of confirmed adult cases of Lyme disease.</p>   |
| <b>Tick Attachment:</b>                | <ul style="list-style-type: none"> <li>▶ "Transmission can be prevented if the tick is removed within about 36 hours." - Newport Dispatch</li> <li>▶ "It takes the deer tick anywhere from 36 to 48 hours to inject the bacteria into the skin. By that point the tick has usually dislodged itself and fallen off the body, thus usually preventing the disease from occurring." - Kids VT</li> <li>▶ "If you do find a tick on you, it should be properly removed as soon as possible as it can take 36 hours for a tick to transmit the bacteria which causes Lyme disease." - NW Medical Center</li> <li>▶ "It turns out that it takes time for a tick to reliably transmit B. burgdorferi to humans - about 36 to 48 hours." - University of VT Medical Center</li> <li>▶ "If the tick is in for less than 36 hours, remove the tick. No further treatment is needed." - Charlotte News</li> </ul> | <p>Studies have shown ticks are able to transmit the bacteria that causes Lyme disease in animal models in as little as 16 hours. According to a 2015 literature review, no minimum attachment time for transmission of infection has ever been established. The Vermont Department of Health advised, if a tick is attached to your skin for less than 36 hours, "just in case, monitor your health closely and be on the alert for symptoms of Lyme disease."</p> |
| <b>Timing of Lyme Disease Symptoms</b> | <ul style="list-style-type: none"> <li>▶ "Seven to 14 days after the tick bite, but sometimes it takes up to 30 days" - VT Digger</li> <li>▶ "Monitoring your health in the days after a tick bit is crucial."-WPTZ</li> <li>▶ "Lyme symptoms generally appear one to two weeks after a bite." - Kids VT</li> <li>▶ "The initial symptoms of Lyme disease occur within one to three weeks of a tick bite." -Brandon Reporter</li> </ul>   | <p>Vermont Department of Health stated "symptoms of disseminated Lyme disease can occur days to months after the initial infection", and "neurological problems can occur weeks or months after a tick bite."</p>   |
| <b>Treatment for Lyme Disease</b>      | <ul style="list-style-type: none"> <li>▶ "With antibiotic treatment the infection will cause no further harm." - Brandon Reporter</li> <li>▶ "Relapse and incomplete treatment responses occur with some people developing long-term complications." - Rutland Hospital</li> <li>▶ "The disease is curable and preventable." - MyChamplainValley.com</li> <li>▶ "The problems often get better with antibiotics, but in rare cases they can last the rest of your life." - UVMHealth.org</li> <li>▶ "Late Lyme is a challenge to diagnose and, when found, is treated with prolonged antibiotics."-Charlotte News</li> <li>▶ "Long-term IV antibiotics are not indicated for Lyme disease." - University of VT Medical Center</li> </ul>  | <p>Approximately 10-20% of people treated for Lyme disease have continuing symptoms a year after treatment. Some individuals have been disabled by Lyme. The earlier a person is diagnosed with Lyme disease, the more likely standard treatment will work. Most people recover fully from Lyme disease when it is promptly diagnosed and treated.</p>  |
| <b>Diagnosis of Lyme Disease</b>       | <ul style="list-style-type: none"> <li>▶ "Early diagnosis of Lyme disease should be made on the basis of symptoms and history of tick bite." - UVM Extension</li> <li>▶ "Only about 30% of people who develop this rash actually recall having a tick bite." - Mt Ascutney Hospital</li> <li>▶ "There is a fairly high rate of false negative results from this [blood] test, so we do not use it as an exclusive diagnostic tool." - Brattleboro Hospital</li> <li>▶ Lyme disease can be confirmed by a blood test." - USDA via GMNF</li> </ul>  | <p>According to the CDC Lyme disease is "diagnosed based on symptoms, physical findings and the possibility of exposure to infected ticks." A negative blood test does not mean you do not have Lyme disease. False negatives and false positives do occur.</p>   |

## PREVENTING LYME & TICK-BORNE DISEASES 3-21 BR

The best way to deal with the problem of Lyme disease in Vermont is to prevent tick-bites. **As many as 50% of ticks in Vermont are infected with B. burgdorferi, the bacteria that causes Lyme disease.** They also may be infected with other pathogens that can cause illnesses along with Lyme disease. Children are highest at risk, as are people working in the out of doors.

**\*\*Wear clothing treated with Permethrin.** Permethrin is an insecticide that can be safely applied to clothing or gear. It should never be applied to skin! Treat backpacks and SHOES/WORK BOOTS monthly. For long-term (more than a month) send your own clothing or uniforms to a company such as [www.InsectShield.com](http://www.InsectShield.com) for treatment lasting years and 70 washings.

**\*\*Use repellents** (chemical or natural) that are labeled for ticks. Be sure to carefully follow the directions on the label! 20% Picaridin, 30% DEET, and REPEL Lemon-Eucalyptus oil (30%) last about 6-8 hours. Herbals last about an hour and need reapplication.

**\*\*Wear light colored clothing** (long sleeved pants and shirts) so that it is easier to spot ticks. Tuck pants into socks, and your shirt into pants. Wear hats and place long hair in braids to minimize access for ticks.

**\*\*Stay on the center of hiking trails.** Ticks can sense both body heat and Co2 and seek areas of high human or wildlife traffic. Avoid walking through **high grass** and bushy areas and sitting on logs or rocks, or against trees. Use a tarp or barrier to avoid sitting directly on the ground when resting or picnicking. **Do not lean against trees or sit on rocks without a barrier. (nymphs live there)**

**\*\*CONDUCT DAILY TICK CHECKS!** Check yourself, your children and your pets for ticks **frequently** while participating in outdoor activities, and daily after spending time outdoors. Some ticks that transmit disease are as tiny as the period at the end of this sentence. Check carefully along the hairline, nape of neck, inside and behind the ears, armpits, groin area, behind the knees, inside your belly button, and between your toes, at cuffs, necklines, and openings/gaps.

**\*\*Tick check your gear and clothing** prior to getting into a vehicle or entering your home. I'd also spray my car/truck seats monthly if I was hiking or working outside away from home.

**\*\*Place exposed DRY clothing and gear directly into dryer** on high heat for 20 minutes to kill ticks that may be clinging to the fabric. Hot water and washing do NOT kill tick. – It is the heat in the DRYER.

**\*\*Shower as soon as you come inside** if you have been in tick habitat. (woods & fields!) Check all your cracks, crevices, hair, ears, between your toes, eyebrows! Check your kids in the tub, too! (think, smaller than poppy seed – to a fat raisin)

**\*\*Avoid sleeping with pets.** They may transport ticks onto your bed, increasing your chance of a tick bite. (ok – so your dog is on your bed – monthly treat a sheet with permethrin and cover your bed with it) *Even if you treat your dog, they CAN carry ticks into the home.* CHECK THEM. Some people like to use a lint roller on themselves and pets) [www.OnlyNaturalPet.com](http://www.OnlyNaturalPet.com) is one company that sells a shampoo/rinse/spray combo that keeps ticks OFF your pet to help keep them out of your home. Tick prevention is an investment.

**\*\*Control small mammal populations in and around your home.** These animals can act as reservoir hosts and may increase your exposure to ticks. Mice bring them to your home/wood pile. Make or buy **TICK TUBES** to reduce ticks.

Visit [www.tickencounter.org](http://www.tickencounter.org) for in depth information, [www.globallymealliance.org](http://www.globallymealliance.org) or [www.lymedisease.org](http://www.lymedisease.org) , all reliable resources.

[WWW.VTLyme.org](http://WWW.VTLyme.org) for more links and info about dealing with lyme, especially with children. How to do **TICK CHECKS**

<https://www.healthvermont.gov/disease-control/tickborne-diseases/prevent-tick-bites-tickborne-diseases>



# Printable Lyme and Tick-borne Diseases Fact Sheet for Education Professionals

Content on this page is from the Centers for Disease Control and Prevention (CDC) and the Children's Lyme Network



Lyme disease can affect a child's learning, social experiences, and development. Behavioral or cognitive difficulties may be the only symptoms of a tick-borne infection. This document helps educators understand the impact of pediatric Lyme and tick-borne diseases.

## Children with Lyme Disease are More Likely to

- ▶ Have lower grades in school
- ▶ Have difficulty maintaining friendships
- ▶ Have debilitating fatigue and pain
- ▶ Have difficulty processing information
- ▶ Have behavior outbursts or mood swings
- ▶ Have a greater risk of Depression

*79% of children with complications from Lyme disease experience a decrease in their number of friends*

## Lyme Disease and Learning Disabilities

Lyme disease can affect cognitive function. Students with Lyme and other tick-borne diseases may experience debilitating fatigue, slow processing speed, memory loss, and vision problems, all of which can cause difficulties with learning. Students affected by Lyme and tick-borne diseases may need accommodations such as untimed tests, shorter school days, less homework, or modified home instruction. Children and families affected by tick-borne diseases need teachers' understanding, support, and encouragement.

## Lyme Disease in the Classroom

Educators are in a unique position to notice subtle changes in their students that may be the only symptoms of a tick-borne disease.

**Lyme disease symptoms can change frequently, and it may be easy to perceive a student as avoidant, daydreaming, oppositional, or lazy when they are actually quite sick.** Students with Lyme disease may feel well one day and extremely ill the next.

## Risk for Lyme Disease

Elementary school age children are at the greatest risk for Lyme disease. Anyone who lives in, or travels to, endemic areas is at risk for Lyme and tick-borne diseases. Symptoms of Lyme disease usually begin within the first few weeks after being bitten by an infected tick, but they may appear months later. Many children who contract Lyme disease do not remember having a tick bite.

## Lyme Disease Treatment

Studies show that anywhere from 5% to 20% of patients experience ongoing symptoms of Lyme disease after standard treatment. The CDC calls this PTLDS, or Post Treatment Lyme Disease Syndrome. **When a child has been treated for Lyme disease his or her symptoms may resolve quickly, or they may take as long as a year to get better.** Some children may continue to have complications for an extended period of time, possibly years, including cognitive difficulties that can affect behavior and school performance.

## Presentation of Lyme and Tick-borne Diseases

"Lyme disease, which can cause a wide range of physical, psychiatric and cognitive symptoms, can be particularly difficult to identify in children and adolescents. It's difficult for young children to describe how they're feeling, especially with a disease where symptoms are waxing and waning and changing over time. Parents may have difficulty recognizing symptoms when their child is young and there's no medical baseline to compare with. And lastly, puberty and developmental stages may be blamed for sudden changes in the child's behaviors and personality." - *Children's Lyme Network*

"Different people exhibit different signs and symptoms of Lyme disease. Some people never develop a bull's-eye rash. Some people only develop arthritis, and for others nervous system problems are the only symptom of Lyme disease." - *Centers for Disease Control and Prevention (CDC)*

## Symptoms in Children and Adolescents

- ▶ Fatigue
- ▶ Migratory Joint Pain
- ▶ Muscle Pain and Weakness
- ▶ Fevers
- ▶ Problems Sleeping
- ▶ Upset Stomach
- ▶ Irritability
- ▶ Impulsivity
- ▶ OCD-type Behaviors
- ▶ Brain Fog
- ▶ Bursts of Aggression/Rage
- ▶ Sensitivity to Light, Sound or Touch
- ▶ Slow Processing Speed
- ▶ Vision Difficulties/Double Vision
- ▶ Memory Problems
- ▶ Mood Disorders
- ▶ Encephalopathy
- ▶ Facial Paralysis (Bell's Palsy)
- ▶ Skin Rash

Sometimes only one symptom will be present, or a child may experience multiple symptoms.

## Things to DO, to THINK about if You are Bitten by a Tick

Tick season is in full-swing as soon as it is above 32° outside. Of course the best thing is to prevent tick bites in the first place, but life happens and that's probably why you're reading this.

This VTlyme.org link will lead you to most of the info you might need. – HOW TO SAFELY REMOVE a Tick.

<https://vtlyme.org/prevention/what-to-do-if-youre-bitten-by-a-blacklegged-tick/> (includes i.d., testing)

How to identify engorged ticks:

<http://www.tickencounter.org/tick-identification/deer-female-tick-growth-comparison>

**TRACK YOUR SYMPTOMS** - <https://www.lymebasics.org/about-lyme-disease/symptoms-checklist/>

Immediately start tracking any symptoms that are out of the ordinary. On a calendar or diary, write down any flu-like symptoms, headache, fever, ringing in the ears, weird numbness or tingling, facial palsy, nausea, migrating pain, joint swelling, night sweats. Seriously, write down anything that is **not normal** for you. Symptoms of tick-borne diseases can begin anywhere from 1-3 days to 4-6 weeks after the bite.

Observe the bite site over the next three weeks for any signs of a rash. Take pictures of any visible changes anywhere on your body (not just the bite site). Place a quarter or tape measure next to any rash for size reference.

Let your provider know immediately of any signs of illness.

### CONSIDER

Lyme and circumstances such as relationship loss, job loss, & more as a result of the illness, can lead to Depression, so it is important to seek help from mental health professionals and from fellow Vermonters who understand the ways tickborne disease may impact your life and family.

Disagreements within the medical community about the correct treatment for Lyme disease has left some Vermont patients feeling stigmatized.

*Some Vermonters with a tickborne illness have difficulty accessing effective medical care, or find that treatments that work well for them are met with skepticism by their physicians. Some feel "stuck" between different perspectives of medical care, and unsure if they will ever regain their health or resume their normal activities.*

**Despite the high incidence of Lyme disease in Vermont, there are not many resources dedicated to treatment or supporting Vermonters adversely affected by their experience of a tickborne disease.**

Complex tickborne infections have been shown to cause psychiatric issues (<https://pubmed.ncbi.nlm.nih.gov/7943444/>) including Depression, impulsivity, violent outbursts, OCD, and suicidal thoughts. Some patients have PTSD from

difficult experiences in the health care system. **If you are experiencing any of these symptoms please seek help from a medical or mental health professional, call Vermont 211 (802-652-4636), text the <https://www.crisistextline.org/>, or call the National Suicide Prevention <https://suicidepreventionlifeline.org/> 1-800-273-8255 chat.**

### **How/Why to treat is Controversial**

The following are the most common misunderstood facts: ( & Mythunderstandings)

1. Ticks can **transmit** several [pathogens](#) (especially [viruses](#)) in as little as 15 minutes. While it is true that the longer a tick is attached, the more likely it is able to transfer Lyme, no one really knows how long a tick needs to be attached to transmit infection. A minimum attachment time has NEVER been established. It is dangerous to assume there is zero risk of contracting a disease if the tick has been attached less than 24 hours.
2. **Not everyone with Lyme gets a rash.** Studies have shown that only 40-60% of Lyme patients will get an erythema migrans rash, and only 20-30% of those will present as the telltale 'bull's-eye' rash. Several other tick-borne diseases may cause a rash.
3. **A Single dose of Doxycycline does not** adequately treat any of the known pathogens. It is only effective at reducing the rash which may mask a crucial sign of illness.
4. **There is no point in testing for Lyme if you've just been bitten by a tick.** First, Lyme disease is a clinical diagnosis based on signs and symptoms and history of possible exposure to infected blacklegged ticks. Second, the test for Lyme is prone to [false-negatives](#), especially in the first 4-6 weeks, before the body has had a chance to produce the antibodies that are detected by the standard test. Each tick-borne disease requires a different test, and some of them are more accurate than others. Testing the tick can help you know what you've been exposed to. More about testing [here](#):

### **Options for Prophylactic Treatment**

A. Consult your supplemental provider such as Chinese Medicine Practitioner, Naturopath, or Clinical Herbalist for prophylaxis care. (each of these take a different approach)

B. To quote the International Lyme and Associated Diseases Society ([ILADS](#)):  
*"ILADS recommends that prophylaxis (preventive treatment) be discussed with all who have had a blacklegged tick bite. An appropriate course of antibiotics has been shown to prevent the onset of infection.*

**When the decision is made to use antibiotic prophylaxis, ILADS recommends 20 days of doxycycline (provided there are no contraindications).** Patients should also know that although doxycycline can prevent cases of Lyme disease, ticks in some areas carry multiple pathogens, some of which, including Babesia, Powassan virus, and Bartonella, are not responsive to doxycycline. This means a person could contract a tick-borne illness despite receiving antibiotic prophylaxis for their known tick bite. **ILADS recommends against single-dose doxycycline.** Some doctors prescribe a single 200 mg dose of doxycycline for a known bite. However, as discussed in detail in the guidelines, this practice is based on a flawed study that has

*never been replicated.* Read more in <https://www.ilads.org/research-literature/controversies-challenges/>

*compiled by B.Rose 3/21*

## Tick Repellent Comparison Guide

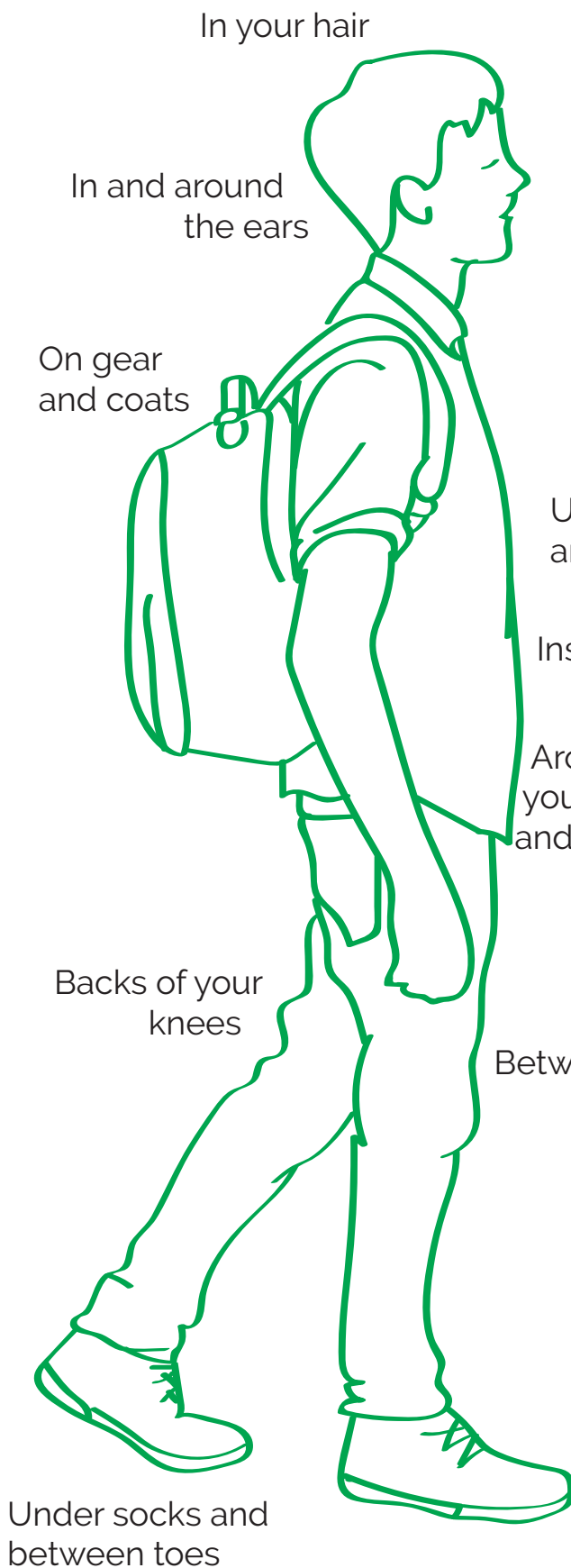
Rose 3-21

| FEATURES   | DEET  | PICARIDIN   | OIL OF LEMON EUCALPTUS   | ESSENTIAL PLANT OILS  |
|--|---|---|--|---|
| <b>Recommended concentration for Maximum effectiveness</b> | 20-30% (more is not advised for use on skin)  | 20%   | 30% or more  | Not Available   |
| <b>Maximum Protection Time</b>                             | Less than or equal to 8 hours for ticks<br>Less than or equal to 12 hours for mosquitos                   | Less than or equal to 8 hours for ticks<br>Less than or equal to 12 hours for mosquitos | Less than or equal to 6 hours for ticks<br>Less than or equal to 6 hours for mosquitos     | Less than or equal to 1 hour for ticks and mosquitos                                    |
| <b>Effectiveness</b>                                       | Works well when used alone. Do not use a combined DEET with sunscreen product. Apply DEET after sunscreen | Good Alternative to DEET – less toxicities  | Recommended by the CDC as an effective plant-based alternative to DEET                     | Consumer Reports shows effective for one hour and must be reapplied.                    |
| <b>EPA Approved?</b>                                       | Yes   | Yes   | Yes  | NA  |
| <b>Precautions and Side Effects</b>                        | Use caution on children. Do not use if pregnant or under clothing. May damage synthetic fabrics.          | Wash hands after application to avoid ingesting.  | Do not use on children under 3. Ingesting OLE can cause neurological toxicity. Wash Hands. | Check label for age appropriateness   |
| <b>Products</b>  | Brands include OFF, REPEL, Cutters, Sawyers   | Natrapel, Sawyer,   | Repel, Cutter, Natrapel  | Common ingredients include a combination of lemongrass, cedar, peppermint oil, geraniol |

IR3535 found in Skin-so-Soft: search for efficacy and duration for ticks

**PERMETHRIN – NEVER USE DIRECTLY ON SKIN** - Permethrin is an *insecticide* that is used for treating clothing, shoes, and gear and allowed to dry. (See Sawyers)  
**READ ALL LABELS**

# How To Do A Tick Check



🕷️ Inspect every part of your body for ticks. Ticks love warm, dark places.

🕷️ Ticks can be as small as a poppy seed!

🕷️ Tell a teacher, parent, or another adult, if you are bitten by a tick.

Ticks in Vermont can spread serious diseases. Always check yourself, learn how to safely remove ticks, and watch for symptoms of a tickborne illness.

Barre City Resolution #2021-

A RESOLUTION CONDEMNING HATE CRIMES AGAINST  
ASIAN AMERICANS AND PACIFIC ISLANDERS

*Whereas*, Asian Americans and Pacific Islanders have reported nearly 3800 incidents perpetrated against them nationwide since the start of the pandemic and have been the target of verbal and physical unprovoked attacks based solely on their ethnicity; and

*Whereas*, Recent shootings in Georgia targeting Asian-owned businesses resulted in the murder of eight people, including six women of Asian backgrounds; and

*Whereas*, Barre City has 22 residents who are Asian and five businesses that are Asian-owned or co-owned; and

*Whereas*, Congress passed H.Res.908 on September 17, 2020 condemning all forms of anti-Asian sentiment as related to the COVID-19 pandemic; and

*Whereas*, President Joseph R. Biden released a Memorandum Condemning and Combating Racism, Xenophobia, and Intolerance Against Asian Americans and Pacific Islanders in the United States on January 26, 2021;

*Be Resolved*, that:

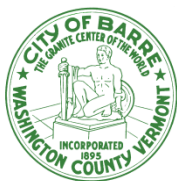
1. The Barre City Council condemns and denounces any and all anti-Asian sentiment in any form and will not tolerate acts of aggression against Asian community members by any Barre City employee or agent thereof; and
2. The Barre City Council condemns all manifestations of expressions of racism, xenophobia, discrimination, scapegoating, and ethnic or religious intolerance against any of its residents by any Barre City employee or agent thereof.

By order of the City Council of the City of Barre, Vermont this 30<sup>th</sup> day of March, 2021.

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Lucas Herring, Mayor

City of Barre, Vermont



# ● *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](mailto: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: March 26, 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:**

- COVID REPORT: 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. Nearing the end of the information and data gathering phase. The process is expected to be completed by June-July.
- The FY2020 TIF Agreed-Upon-Procedures (AUP) report has been completed and submitted to VEPC.
- All but four liquor license renewal applications have been received. Reminders have been sent to those who haven't submitted their renewals yet. Renewals are coming to Council for approval once they have received approval from the fire and police departments. All liquor licenses expire the end of April.
- The school budget didn't pass during voting on March 2<sup>nd</sup>. The budget revote is tentatively scheduled for May 11<sup>th</sup>. The preliminary plan is to hold the vote as a drive-through in the BOR, similar to last August's primary election. Because a budget re-vote is considered a continuation of the original election, ballots will be mailed to the 1,300+ who requested mail ballots for Town Meeting. We will be working with Jet Service to print and mail the ballots. As the election is one YES/NO question, we won't be printing



tabulator ballots. The ballots will be plain paper and will be hand counted at the close of polls.

- We have received a number of abatement requests since our last hearing in February 2020. The intention is to bring the requests before the Council for action during April. As per the COVID legislation the Council may act as the Board of Abatement during the Governor's emergency order.

## **2. BUILDING AND COMMUNITY SERVICES:**

- On Monday, I participated in a Zoom meeting with the Vermont Principals' Association (VPA) regarding the boys' and girls' division two hockey championships being held at the BOR on Wednesday evening.
- Also on Monday, I met with a representative from WDEV regarding the set up for the station to broadcast the hockey game in the BOR.
- On Tuesday, I met with a representative from the NFHS broadcast crew regarding the set up for them to broadcast in the BOR for the hockey championships and the AUD for the basketball championships.
- Also on Tuesday, The Vermont Health Department held a vaccination clinic in the AUD.
- On Wednesday, I met with the City Manager to review the ongoing projects schedule.
- Also on Wednesday, I visited two properties where residents had concerns regarding trees. In one case the tree is partially in the City right-of-way and in the other it appears that the trees are in the City right-of-way. I will be working with the residents with help from the City Engineering Department to take care of the issues.
- Also on Wednesday, I participated in a Zoom meeting with the VPS regarding the girls' basketball championships to be held Saturday in the AUD.
- On Wednesday evening, I attended the Division 2 hockey championships along with Bob Johnson from the VPA. Everything went smoothly and there were two great games.
- The DMV held CDL testing in the Civic Center parking lot on Wednesday.
- On Thursday, I participated in a Zoom meeting with the VPR regarding the boys' basketball championships to be held on Sunday in the AUD.
- On Friday, the VeggieVanGo food distribution event was held in the Civic Center parking lot.
- We had one full burial during the week. We also continue to clean up the "winter debris" as the weather allows.
- The Facilities crew took down the vaccination clinic and turned the gym back into a basketball court. This is the first time the carpet has been pulled up since last years' tournament came to an abrupt end and the AUD became a COVID testing clinic/Medical Surg. Hospital on March 23, 2021!

## **2a. RECREATION:**

- Networked with other recreation departments on ACCD spring sports discussion.
- Worked on the Egg event – worked the numbers to determine the content of the give-aways – and started preparing the 400 bags that will be given out.
- Participated in a webinar showing a scheduling software for the Civic Center.
- Participated in a discussion with Active pertaining to our current scheduling software. Scheduled a follow-up webinar from that discussion.
- Provided more details to a company who provided an earlier software presentation to see a quote and what they have to offer.
- Followed up on scholarship information, obtained samples of what other departments in the state use for criteria.
- Sent inquires out on the summer meal program looking for any update. Have not heard back from anyone as of yet.
- There were scheduling updates for the Civic Center.
- Prepared invoices for March ice from those who have completed their season. The rink will close on Sunday.

## **3. DEPARTMENT OF PERMITTING, PLANNING AND ASSESSING:**

### **Planning – Janet:**

- Met with Manager to go through items on our mutual to-do list;
- Energy committee meeting Monday evening, and minutes from that meeting;
- Working with Heather on the Pearl Street Pedestrian Way site plan revisions, and going through staff comments, Pete Coleman comments, and Tracie Lewis comments;
- Attended City Council meeting Tuesday evening;
- Reviewed Draft conditions for Barre RR grant and commented;
- Forwarded to HR Manager the Anti-Displacement Plan and Municipal Policies that need to get updated for the Grants Management System overall, and as recognized as out of date during the Barre Recovery Residence application review;
- Dialoging with Cow Pasture Committee Chair on their AARP grant application;
- Dialoging with Ericka Reil on her AARP grant application;
- Reviewed Grant Management Policy for comments;
- Attended Code Enforcement Team Meeting on Friday for the Barre Recovery Residence;
- Answering questions, phone calls, assisted fellow staff, timesheets, weekly report write-up, etc.

### **Permitting – Heather:**

- Issued 3 Electrical Permits;
- Issued 2 Building Permits;
- Issued 1 Zoning Permit;
- Closed out 8 final inspection building permits in the software and files;
- Closed out 4 final inspection electrical permits in the software and files;
- Attended Code Enforcement Team Meeting on Friday for the Barre Recovery Residence;

- Completed a site visit for a potential project;
- Answered all phone messages, emails, filed, picked up paperwork from the office twice weekly, and updated Zoning & Fire Dept. databases.

**Assessing Clerk – Kathryn:**

- 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 3 PTTR's (property transfer return) for updating all property records in NEMRC, ProVal, and mapping software;
- Sent out 10 map copies and 14 lister cards as requested via email or by telephone;
- Updating the state's E-911 map with 5 corrections;
- Downloaded 110 homestead filings for a total of 698 to date;
- Continue helping research items for TIF audit to assist Carol and Janet;
- Continue working on the 2020 Sales Study from the data sent by the State (out late). Out of 258 current sales, 4 more were reviewed and submitted so that the study is up to date for April 1, 2021.

**Assessing-Janet:**

- Reviewed the 51 Church St. Stabilization Agreement request and met with the Manager regarding;
- Had a phone conversation with the PVR District Supervisor regarding Assessor hiring needs;
- Participated in the 3 assessor interviews;
- Received 2 responses to our City-wide Reappraisal RFP;
- Need to schedule 2 site visits to clear up outstanding issues as raised by a property owner, and an attorney looking to get a property sold;
- sent 19 lister cards along with questions regarding the erroneous zoning and flood districts listed on them currently (hoping to get that corrected very soon);
- Have received 6 grievance letters to date, along with those that came in last year that were too late to be addressed;
- Department Director checks email and phone inquiries;
- 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:**

- Finalized the budget template for personnel expenditures. Scheduled to review with HR Administrator next week
- Started creating FY23 General Fund budget template

- Met virtually with TIF auditors
- Created a reconciling spreadsheet for TIF auditors to be able to audit the flow of TIF BAN, TIF BOND, and several TIF Increment journal entries
- Reviewed TIF reconciling spreadsheet with Clerk Dawes
- Reviewed PD Grant financial requisitions
- Updated FY21 budget vs actual status and distributed to department heads
- 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: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time  | Incident # | Call Type                    | Location                    |
|--|------------|------------------------------|-----------------------------|
| <b>ORI: VT0120100      <u>Barre City Police Department</u></b>                           |            |                              |                             |
| 3/25/21 6:45   | 21BA001906 | Traffic Stop                 | Merchant St                 |
| 3/25/21 4:02   | 21BA001904 | Alarm - Security             | N Main Street               |
| Officers responded to an alarm activation at a North Main St. business                   |            |                              |                             |
| 3/25/21 0:55   | 21BA001903 | Assist - Agency              | Fourth St                   |
| A Barre City Officer assisted the Vermont State Police with processing two DUI suspects. |            |                              |                             |
| 3/24/21 22:21  | 21BA001902 | Suspicious Vehicle           | Oswald St                   |
| Suspicious Event on Oswald Street  |            |                              |                             |
| 3/24/21 20:51  | 21BA001901 | Suspicious Event             | N. Main                     |
| Disturbance on North Main Street.  |            |                              |                             |
| 3/24/21 19:34  | 21BA001900 | Suspicious Vehicle           | North Main Street           |
| 3/24/21 19:20  | 21BA001899 | Assist - Other               | Fourth St                   |
| 3/24/21 15:18  | 21BA001898 | Motor Vehicle Complaint      | N Main St                   |
| Motor vehicle complaint N. Main St.  |            |                              |                             |
| 3/24/21 14:42  | 21BA001897 | Traffic Stop                 | north main st / granite st  |
| 3/24/21 14:29  | 21BA001896 | Traffic Stop                 | Washington St / Nelson St   |
| 3/24/21 13:56  | 21BA001895 | Assist - Other               | Fourth St                   |
| Citizen assist on Spaulding St.  |            |                              |                             |
| 3/24/21 13:43  | 21BA001894 | Traffic Stop                 | S Main St                   |
| 3/24/21 13:35  | 21BA001893 | Traffic Stop                 | south main st / trow holden |
| 3/24/21 13:27  | 21BA001892 | Assist - Agency              | Washington St               |
| Agency assist on Washington St.  |            |                              |                             |
| 3/24/21 13:26  | 21BA001891 | TRO/FRO Violation            | S Main St                   |
| 3/24/21 12:53  | 21BA001890 | Prisoner - Lodging/Releasing | Fourth St                   |
| Prisoner release Barre City.   |            |                              |                             |
| 3/24/21 12:51  | 21BA001889 | Traffic Stop                 | Rt 63 / Miller Rd           |
| 3/24/21 11:18  | 21BA001888 | Traffic Stop                 | Prospect st/ jalbert        |
| Traffic stop for vehicle not inspected on Prospect Street.                               |            |                              |                             |
| 3/24/21 11:11  | 21BA001887 | Traffic Stop                 | Beckley St                  |
| Warrant  |            |                              |                             |
| 3/24/21 11:06  | 21BA001886 | Assist - Other               | N Main St                   |
| 3/24/21 11:02  | 21BA001885 | Traffic Stop                 | N Main St                   |

# Media Log Report

Rev.01/26/12

From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time  | Incident # | Call Type     | Location                       |
|--|------------|---------------|--------------------------------|
| <b>ORI: VT0120100      <u>Barre City Police Department</u></b> |            |               |                                |
| 3/24/21 10:57  | 21BA001884 | Traffic Stop  | Prospect St                    |
| Traffic stop for vehicle not inspected on Prospect Street.     |            |               |                                |
| 3/24/21 10:51  | 21BA001883 | Traffic Stop  | N Main St / Jones Brothers Way |
| 3/24/21 10:50  | 21BA001882 | Traffic Stop  | Prospect St                    |
| Traffic stop for vehicle not inspected on Prospect Street      |            |               |                                |
| 3/24/21 10:44  | 21BA001881 | Traffic Stop  | Prospect St / Berlin St        |
| Traffic stop for vehicle not inspected on Prospect Street      |            |               |                                |
| 3/24/21 10:28  | 21BA001880 | Traffic Stop  | RT 62 / Berlin St              |
| Traffic stop for vehicle not inspected on Rt 62                |            |               |                                |
| 3/24/21 10:17  | 21BA001879 | Vandalism     | Summer St                      |
| Vandalism on Summer St.  |            |               |                                |
| 3/24/21 10:16  | 21BA001878 | Traffic Stop  | Merchant St / Warren St        |
| Traffic stop for vehicle not inspected on Merchant Street.     |            |               |                                |
| 3/24/21 10:07  | 21BA001877 | Traffic Stop  | Hill St / Elmwood Cemetery     |
| Traffic stop for speeding on Hill Street.                      |            |               |                                |
| 3/24/21 9:49   | 21BA001876 | Traffic Stop  | Hill St / Washington St        |
| Traffic stop for speeding on Hill Street.                      |            |               |                                |
| 3/24/21 9:46   | 21BA001875 | Prisoner      | Fourth St                      |
| 3/24/21 9:36   | 21BA001873 | Traffic Stop  | Hill St                        |
| Traffic stop for vehicle not inspected on Hill Street.         |            |               |                                |
| 3/24/21 9:29   | 21BA001872 | Traffic Stop  | South Main st /health ctr      |
| Traffic stop for defective equipment on S Main Street.         |            |               |                                |
| 3/24/21 9:25   | 21BA001871 | Welfare Check | Richardson Rd                  |
| Welfare check Richardson Rd Barre City                         |            |               |                                |
| 3/24/21 9:22   | 21BA001870 | Traffic Stop  | South Main Street              |
| Traffic stop for vehicle not inspected on S Main Street.       |            |               |                                |
| 3/24/21 9:11   | 21BA001869 | Traffic Stop  | South main st / dollar general |
| Traffic stop for expired inspection on S Main Street.          |            |               |                                |
| 3/24/21 9:10   | 21BA001868 | Traffic Stop  | South Main Street              |
| 3/24/21 9:02   | 21BA001867 | Traffic Stop  | North Main St / Berlin St      |
| Traffic stop for vehicle not inspected on N Main Street.       |            |               |                                |
| 3/24/21 8:51   | 21BA001866 | Traffic Stop  | Vt Rte 62                      |
| 3/24/21 8:33   | 21BA001865 | Traffic Stop  | NORTH MAIN ST / BLACKWELL ST   |
| Traffic stop on for vehicle not inspected on N Main Street.    |            |               |                                |
| 3/24/21 8:29   | 21BA001864 | Traffic Stop  | N Main St                      |
| Traffic stop for vehicle not inspected on N Main Street.       |            |               |                                |

**Media Log Report**

Rev.01/26/12

**From:** 03/18/2021 0:51**To:** 03/25/2021 6:45

| <b>Date/Time</b>  | <b>Incident #</b> | <b>Call Type</b>                    | <b>Location</b>            |
|---|-------------------|-------------------------------------|----------------------------|
| <b>ORI: VT0120100</b>   |                   | <b>Barre City Police Department</b> |                            |
| 3/24/21 5:44  | 21BA001874        | <i>Prisoner - Lodging/Releasing</i> | Fourth St                  |
| 3/24/21 4:53  | 21BA001863        | <i>Suspicious Person</i>            | N Main Street              |
| 3/24/21 0:17  | 21BA001861        | <i>Assist - Agency</i>              | Vt Rt 14                   |
| Agency Assist on Foster Street  |                   |                                     |                            |
| 3/23/21 23:21   | 21BA001860        | <i>Suspicious Event</i>             | Pleasant St                |
| 3/23/21 22:24   | 21BA001859        | <i>Mental Health Issue</i>          | Church St                  |
| Mental Health Issue on Church Street.                                       |                   |                                     |                            |
| 3/23/21 21:57   | 21BA001858        | <i>Disorderly Conduct</i>           | N. Main St                 |
| Disturbance on North Main Street  |                   |                                     |                            |
| 3/23/21 21:26   | 21BA001857        | <i>Disturbance</i>                  | Brook St                   |
| Domestic Disturbance on Brook Street.                                       |                   |                                     |                            |
| 3/23/21 20:32   | 21BA001856        | <i>Traffic Stop</i>                 | N Main St                  |
| Traffic Stop for speeding on North Main Street                              |                   |                                     |                            |
| 3/23/21 19:17   | 21BA001855        | <i>Suspicious Event</i>             | North Main St              |
| Juvenile Problem on North Main Street                                       |                   |                                     |                            |
| 3/23/21 18:53   | 21BA001851        | <i>TRO/FRO Service</i>              | Metro Way                  |
| FRO service on Metro Way  |                   |                                     |                            |
| 3/23/21 18:47   | 21BA001854        | <i>TRO/FRO Service</i>              | Fourth St                  |
| TRO service on Spaulding Street.  |                   |                                     |                            |
| 3/23/21 17:41   | 21BA001853        | <i>TRO/FRO Entry/Removal</i>        | Fourth Street              |
| 3/23/21 16:31   | 21BA001852        | <i>TRO/FRO Entry/Removal</i>        | Fourth St                  |
| 3/23/21 15:50   | 21BA001850        | <i>Intoxication</i>                 | Washington St              |
| Report of domestic at the library.  |                   |                                     |                            |
| 3/23/21 15:39   | 21BA001849        | <i>Assist - Agency</i>              | Brook St                   |
| Assisted elementary school with request to check residence on Brook Street. |                   |                                     |                            |
| 3/23/21 15:18   | 21BA001848        | <i>Threats/Harassment</i>           | S Main St                  |
| Harassment complaint S. Main St.  |                   |                                     |                            |
| 3/23/21 15:17   | 21BA001847        | <i>911 Hangup</i>                   | Bergeron St                |
| Accidental 911 call on Bergeron Street.                                     |                   |                                     |                            |
| 3/23/21 14:58   | 21BA001846        | <i>Traffic Stop</i>                 | N Main St / Jones Bros Way |
| 3/23/21 14:22   | 21BA001845        | <i>Motor Vehicle Complaint</i>      | Palmisano Plaza            |
| Motor vehicle complaint Palmisano Plaza.                                    |                   |                                     |                            |
| 3/23/21 13:42   | 21BA001844        | <i>Traffic Stop</i>                 | North Main St / car wash   |
| 3/23/21 13:26   | 21BA001843        | <i>Parking - General Violation</i>  | Vine St                    |

**Media Log Report**

Rev.01/26/12

From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time   | Incident # | Call Type                                  | Location                |
|---|------------|--|-------------------------|
| <b>ORI: VT0120100</b>   |            | <b><u>Barre City Police Department</u></b> |                         |
| Complaint of unregistered vehicle parked on Vine Street.  |            |  |                         |
| 3/23/21 11:52   | 21BA001842 | Motor Vehicle Complaint                    | Bromur St               |
| Motor vehicle complaint on Bromur St.   |            |  |                         |
| 3/23/21 11:23   | 21BA001840 | Assist - Public                            | Brooklyn St             |
| Public assist Brooklyn St.  |            |  |                         |
| 3/23/21 11:14   | 21BA001841 | Traffic Stop                               | North Main Street       |
| 3/23/21 10:57   | 21BA001839 | Assist - Agency                            | Ayers St                |
| Agency Assist Ayers St Barre City   |            |  |                         |
| 3/23/21 10:33   | 21BA001838 |  | Barre City Police Dept. |
| 3/23/21 10:09   | 21BA001837 | Assist - Agency                            | North Main St           |
| 3/23/21 10:06   | 21BA001836 | Vandalism                                  | Granite St              |
| Vandalism on Granite St.  |            |  |                         |
| 3/23/21 9:31  | 21BA001835 | Suspicious Event                           | Pleasant St             |
| Suspicious event on Pleasant St.  |            |  |                         |
| 3/23/21 9:18  | 21BA001833 | Assist - Other                             | N Main St               |
| Agency assist N. Main St.   |            |  |                         |
| 3/23/21 6:50  | 21BA001832 | Alarm - Security                           | Parkside Terrace        |
| Alarm activation on Parkside Terrace  |            |  |                         |
| 3/23/21 2:15  | 21BA001831 | Prisoner - Lodging/Releasing               | Fourth St               |
| A prisoner being held at the Barre City Police Department was release to Washington County transport team |            |  |                         |
| 3/23/21 0:46  | 21BA001830 | Prisoner                                   | Fourth St               |
| 3/23/21 0:44  | 21BA001829 | Prisoner - Lodging/Releasing               | Fourth St               |
| Lodged prisoner on warrant.   |            |  |                         |
| 3/23/21 0:22  | 21BA001828 | Mental Health Issue                        | Fourth St               |
| An Officer spoke with a person with some concerns they had about some neighbors                           |            |  |                         |
| 3/22/21 22:41   | 21BA001827 | Assist - Other                             | North Main Street       |
| Citizen assist on N Main Street.  |            |  |                         |
| 3/22/21 21:52   | 21BA001826 | Welfare Check                              | Washington St           |
| Report of intoxicated male around the area of Washington Street.  |            |  |                         |
| 3/22/21 19:17   | 21BA001825 | Traffic Stop                               | Burnham St              |
| Traffic stop for loud exhaust on Burnham Street.  |            |  |                         |
| 3/22/21 19:16   | 21BA001824 | Traffic Stop                               | Prospect Street         |
| 3/22/21 18:53   | 21BA001823 | Accident - LSA                             | Foster St               |
| Investigated accident on Foster Street.   |            |  |                         |
| 3/22/21 18:29   | 21BA001822 | Traffic Stop                               | South Main St           |



# Media Log Report

Rev.01/26/12

From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time  | Incident # | Call Type                     | Location                  |
|--|------------|-------------------------------|---------------------------|
| <b>ORI: VT0120100      <u>Barre City Police Department</u></b>           |            |                               |                           |
| Traffic stop for no registration displayed on S Main Street.             |            |                               |                           |
| 3/22/21 17:57  | 21BA001821 | Training-In-Service           | Fourth St                 |
| 3/22/21 17:01  | 21BA001820 | Medical - Ambulance Transport | N Main St                 |
| Assisted EMS with a call on N Main Street.                               |            |                               |                           |
| 3/22/21 16:40  | 21BA001834 | Drugs - Intel received        | 4th St                    |
| 3/22/21 16:29  | 21BA001819 | Assist - Agency               | East Barre Ems            |
| 3/22/21 15:54  | 21BA001818 | Computer Crime                | Fourth Street             |
| 3/22/21 13:44  | 21BA001817 | Arrest Warrant - In State     | Fourth Street             |
| Arrest warrant   |            |                               |                           |
| 3/22/21 13:26  | 21BA001816 | Computer Crime                | Parkside Terrace          |
| 3/22/21 13:16  | 21BA001815 | Digital Forensics             | Fourth Street             |
| 3/22/21 13:13  | 21BA001814 | Assist - Agency               | Gable Place               |
| Agency assist S. Main St.  |            |                               |                           |
| 3/22/21 12:54  | 21BA001813 | Prisoner - Lodging/Releasing  | Fourth Street             |
| Prisoner release Barre City.   |            |                               |                           |
| 3/22/21 12:50  | 21BA001812 | Prisoner - Lodging/Releasing  | Fourth St                 |
| Prisoner release Barre City.   |            |                               |                           |
| 3/22/21 11:37  | 21BA001811 | Assist - Agency               | North Main St             |
| Agency assist N. Main St.  |            |                               |                           |
| 3/22/21 10:11  | 21BA001810 | Assist - Public               | Fourth St                 |
| public assist N. Main St   |            |                               |                           |
| 3/22/21 10:09  | 21BA001809 | Threats/Harassment            | South Main Street         |
| Threatening complaint on S. Main St.                                     |            |                               |                           |
| 3/22/21 9:53   | 21BA001808 | Assist - Agency               | North Main St             |
| 3/22/21 9:49   | 21BA001807 | Parking - General Violation   | Bugbee Ave                |
| Parking issue on Bugbee Ave.   |            |                               |                           |
| 3/22/21 8:36   | 21BA001806 | Drugs - Suspicious            | Highgate Drive            |
| Suspicious Highgate Drive  |            |                               |                           |
| 3/22/21 2:03   | 21BA001804 | Traffic Stop                  | Caledonia Dr / Addison Dr |
| traffic stop for no registration   |            |                               |                           |
| 3/22/21 0:45   | 21BA001803 | Fraud                         | Fourth St                 |
| An Officer spoke with a resident of Seminary St. regarding a common scam |            |                               |                           |
| 3/22/21 0:00   | 21BA001805 | Assist - Agency               | Fourth Street             |
| Agency Assist Fourth Street  |            |                               |                           |

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From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time   | Incident # | Call Type                                  | Location                  |
|---|------------|--|---------------------------|
| <b>ORI: VT0120100</b>   |            | <b><u>Barre City Police Department</u></b> |                           |
| 3/21/21 23:47   | 21BA001802 | Overdose                                   | South Main St             |
| 3/21/21 23:13   | 21BA001801 | Assist - Agency                            | North Main St             |
| 3/21/21 22:37   | 21BA001800 | Supervisory Duties - Case review           | Fourth St                 |
| Supervisory Duties- Case Review   |            |  |                           |
| 3/21/21 21:38   | 21BA001799 | Suspicious Event                           | Highgate Dr               |
| Report of 4-5 males attempting to break into a residence on Highgate Drive. |            |  |                           |
| 3/21/21 20:36   | 21BA001798 | Traffic Stop                               | Orchard Street            |
| Traffic stop for speeding on S Main Street.                                 |            |  |                           |
| 3/21/21 20:19   | 21BA001797 | Traffic Stop                               | north main/subway         |
| Traffic stop for defective equipment on N Main Street.                      |            |  |                           |
| 3/21/21 18:58   | 21BA001792 | Training-In-Service                        | Fourth St                 |
| 3/21/21 17:59   | 21BA001796 | Assist - Agency                            | North Main Street         |
| Assist to EMS on N Main St  |            |  |                           |
| 3/21/21 17:52   | 21BA001795 | Assist - Agency                            | Prospect St               |
| Assisted EMS with an elderly female who had fallen on Prospect Street       |            |  |                           |
| 3/21/21 17:21   | 21BA001793 | Suspicious Event                           | North Main                |
| Suspicious Event at N Barre Manor   |            |  |                           |
| 3/21/21 17:18   | 21BA001794 | Disturbance                                | Highgate                  |
| Disturbance on Highgate Drive.  |            |  |                           |
| 3/21/21 16:22   | 21BA001791 | Animal Problem                             | Branch                    |
| animal problem Hooker Ave   |            |  |                           |
| 3/21/21 16:00   | 21BA001790 | 911 Hangup                                 | North Main St #           |
| 911 hang up N. Main St  |            |  |                           |
| 3/21/21 15:29   | 21BA001789 | Juvenile Problem                           | Seminary St               |
| 3/21/21 14:55   | 21BA001788 | Accident - Non Reportable                  | North Main St / Pearl St  |
| 3/21/21 14:32   | 21BA001787 | Welfare Check                              | North Main St             |
| 3/21/21 12:45   | 21BA001786 | Assist - Public                            | Branch St                 |
| Public assist on Branch St.   |            |  |                           |
| 3/21/21 12:06   | 21BA001785 | Assist - Other                             | North Main St             |
| *no press   |            |  |                           |
| 3/21/21 11:47   | 21BA001784 | Juvenile Problem                           | South Main St             |
| juvenile problem S. Main St   |            |  |                           |
| 3/21/21 11:43   | 21BA001783 | Property - Lost                            | Norway & Sons / Maple Ave |
| Stolen or lost front license plate  |            |  |                           |
| 3/21/21 9:53  | 21BA001782 | Juvenile Problem                           | Highgate Drive            |

# Media Log Report

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From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time   | Incident # | Call Type                        | Location            |
|---|------------|----------------------------------|---------------------|
| <b>ORI: VT0120100      <u>Barre City Police Department</u></b>                      |            |                                  |                     |
| Juvenile problem at Highgate  |            |                                  |                     |
| 3/21/21 9:46  | 21BA001781 | Supervisory Duties - Case review | 4th                 |
| 3/21/21 8:39      21BA001780      Prisoner - Lodging/Releasing      Fourth St       |            |                                  |                     |
| Prisoner released   |            |                                  |                     |
| 3/21/21 6:48  | 21BA001779 | Prisoner                         | Fourth St           |
| 3/21/21 6:47      21BA001778      Prisoner - Lodging/Releasing      Fourth St       |            |                                  |                     |
| A prisoner was held until conditions of release were set                            |            |                                  |                     |
| 3/21/21 5:03  | 21BA001777 | Assault - Aggravated             | 130 Fisher Rd / CVH |
| 3/21/21 2:25      21BA001776      Noise      Averill St                             |            |                                  |                     |
| Loud music on Averill St.   |            |                                  |                     |
| 3/21/21 0:13  | 21BA001775 | Motor Vehicle Complaint          | Depot Sq            |
| motor vehicle complaint on Depot Sq   |            |                                  |                     |
| 3/20/21 23:36   | 21BA001774 | Threats/Harassment               | Merchant St         |
| Disorderly conduct reported on Merchant Street.                                     |            |                                  |                     |
| 3/20/21 23:17   | 21BA001773 | Runaway                          | Highgate Drive      |
| Runaway at Highgate Dr  |            |                                  |                     |
| 3/20/21 21:58   | 21BA001772 | Assist - Public                  | Fourth St           |
| Courtesy ride provided from the PD.   |            |                                  |                     |
| 3/20/21 21:28   | 21BA001771 | Welfare Check                    | Merchant St         |
| Welfare check on Merchant Street.   |            |                                  |                     |
| 3/20/21 20:56   | 21BA001770 | DLS                              | Maple Ave           |
| Traffic stop on Maple Ave, subject arrested for DLS                                 |            |                                  |                     |
| 3/20/21 20:02   | 21BA001769 | Traffic Stop                     | S Main St           |
| traffic stop for defective equipment on s main st                                   |            |                                  |                     |
| 3/20/21 18:38   | 21BA001768 | Alarm - Security                 | Bridgeman St        |
| Residential alarm on Bridgeman Street.  |            |                                  |                     |
| 3/20/21 18:34   | 21BA001767 | Disturbance                      | N Main St           |
| Subjects being disorderly at Beverage Baron   |            |                                  |                     |
| 3/20/21 17:28   | 21BA001766 | Welfare Check                    | Hollow Inn          |
| Welfare check on Washington Street.   |            |                                  |                     |
| 3/20/21 16:38   | 21BA001765 | Assist - Other                   | Highgate Drive      |
| Custodial issues reported   |            |                                  |                     |
| 3/20/21 16:11   | 21BA001764 | Assist - Other                   | Branch St           |
| Public assist   |            |                                  |                     |
| 3/20/21 15:37   | 21BA001763 | Animal Problem                   | Green Acres         |
| Male reported his female cat was attacked by two male cats in the area of Allen St. |            |                                  |                     |
| 3/20/21 15:20   | 21BA001762 | Suspicious Vehicle               | Hillside Av         |
| vehicle off the road Cabot St   |            |                                  |                     |

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From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time  | Incident # | Call Type                        | Location                   |
|--|------------|----------------------------------|----------------------------|
| <b>ORI: VT0120100      Barre City Police Department</b>                                      |            |                                  |                            |
| 3/20/21 13:39  | 21BA001761 | Suspicious Event                 | N Main St                  |
| Suspicious event reported in North Main St.  |            |                                  |                            |
| 3/20/21 12:30  | 21BA001760 | Suspicious Event                 | S Main St                  |
| Suspicious event reported at the Tilden House  |            |                                  |                            |
| 3/20/21 12:19  | 21BA001759 | Assist - Other                   | N Main St                  |
| *no press  |            |                                  |                            |
| 3/20/21 11:38  | 21BA001758 | Accident - Injury to person(s)   | Rt 62 / Berlin St          |
| Motor vehicle collision at intersection of Route 62 and Berlin St.                           |            |                                  |                            |
| 3/20/21 11:02  | 21BA001757 | Prisoner - Lodging/Releasing     | Fourth St                  |
| Prisoner release at BCPD   |            |                                  |                            |
| 3/20/21 10:30  | 21BA001756 | Noise                            | Cleveland Ave              |
| Barking dog complaint on Cleveland   |            |                                  |                            |
| 3/20/21 7:04   | 21BA001755 | Assist - Other                   | North Main St              |
| 3/20/21 2:10   | 21BA001754 | Supervisory Duties - Case review | Fourth Street              |
| Supervisory duties   |            |                                  |                            |
| 3/20/21 0:07   | 21BA001752 | Prisoner - Lodging/Releasing     | Fourth Street              |
| Prisoner Lodging   |            |                                  |                            |
| 3/20/21 0:07   | 21BA001753 | Prisoner                         | Fourth St                  |
| 3/20/21 0:06   | 21BA001751 | Prisoner                         | Fourth St                  |
| 3/20/21 0:05   | 21BA001750 | Prisoner - Lodging/Releasing     | Fourth St                  |
| Lodged prisoner for Berlin Police on heroin possession.                                      |            |                                  |                            |
| 3/19/21 23:46  | 21BA001749 | Prisoner                         | Fourth St                  |
| 3/19/21 23:21  | 21BA001748 | Traffic Stop                     | S Main St                  |
| Traffic stop on S. Main St. ricket issued  |            |                                  |                            |
| 3/19/21 23:11  | 21BA001747 | Traffic Stop                     | Elm St                     |
| Traffic Stop on Elm St. Warning issued   |            |                                  |                            |
| 3/19/21 22:54  | 21BA001746 | Suspicious Vehicle               | Parkside Ter / PG2000      |
| Suspicious Vehicle on Parkside Terrace.  |            |                                  |                            |
| 3/19/21 22:25  | 21BA001745 | Supervisory Duties - Case review | Fourth St                  |
| Supervisory Duties- Case Review  |            |                                  |                            |
| 3/19/21 22:25  | 21BA001744 | Traffic Stop                     | Summer St / Merchant St    |
| Traffic stop on Summer st. Ticket issued   |            |                                  |                            |
| 3/19/21 22:22  | 21BA001743 | Domestic Assault - Misd          | Allen St                   |
| Domestic assault on Allen St. Subject arrested and resisted Officers attempts to arrest him. |            |                                  |                            |
| 3/19/21 22:03  | 21BA001742 | Traffic Stop                     | Washington St / Camp st    |
| Traffic stop on Washington St. warning issued  |            |                                  |                            |
| 3/19/21 21:58  | 21BA001741 | Traffic Stop                     | N Main st / Beverage Baron |

**Media Log Report**

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**From:** 03/18/2021 0:51**To:** 03/25/2021 6:45

| <b>Date/Time</b>  | <b>Incident #</b> | <b>Call Type</b>                           | <b>Location</b>             |
|---|-------------------|--|-----------------------------|
| <b>ORI: VT0120100</b>   |                   | <b><u>Barre City Police Department</u></b> |                             |
| traffic stop for defective equipment on n main st                             |                   |  |                             |
| 3/19/21 21:55   | 21BA001740        | Traffic Stop                               | Hill St / S Main St         |
| Traffic stop on Hill St.  |                   |  |                             |
| 3/19/21 21:18   | 21BA001739        | Traffic Stop                               | Washington St               |
| Traffic stop for speeding on Washington Street.                               |                   |  |                             |
| 3/19/21 21:12   | 21BA001738        | Traffic Stop                               | Maple Ave / Reid St         |
| Traffic Stop on Maple Ave for an obstructed license plate.                    |                   |  |                             |
| 3/19/21 21:05   | 21BA001737        | Noise                                      | Washington St               |
| noise complaint on Washington st  |                   |  |                             |
| 3/19/21 20:57   | 21BA001736        | Traffic Stop                               | Summer St / Summer St Auto  |
| Traffic stop on Summer St. for no headlights                                  |                   |  |                             |
| 3/19/21 20:39   | 21BA001735        | Traffic Stop                               | N Main St                   |
| Traffic stop for headlight out on N Main Street.                              |                   |  |                             |
| 3/19/21 19:57   | 21BA001734        | Traffic Stop                               | Washington St / Quality Mkt |
| Traffic stop on Washington St for   |                   |  |                             |
| 3/19/21 19:50   | 21BA001733        | Noise                                      | Orange St                   |
| Barking Dog Complaint on Orange Street  |                   |  |                             |
| 3/19/21 19:42   | 21BA001732        | Traffic Stop                               | Hill St / Camp St           |
| Traffic Stop on Hill St for an equipment violation, warning issued            |                   |  |                             |
| 3/19/21 19:16   | 21BA001731        | Assist - Agency                            | Eastern Ave                 |
| Assisted DCF with attempting to serve an Emergency Care Order on Eastern Ave. |                   |  |                             |
| 3/19/21 18:23   | 21BA001730        | Assist - Other                             | Highgate Dr                 |
| Assisted DCF on Highgate Drive.   |                   |  |                             |
| 3/19/21 18:04   | 21BA001729        | TRO/FRO Service                            | Anderson Ave                |
| TRO Motion Service on Anderson Ave  |                   |  |                             |
| 3/19/21 14:30   | 21BA001728        | Suspicious Person                          | N Main St                   |
| Report of a suspicious female on North Main St.                               |                   |  |                             |
| 3/19/21 13:44   | 21BA001727        | Assist - Agency                            | Bromur St                   |
| Assist to Montpelier PD on Bromur St  |                   |  |                             |
| 3/19/21 12:41   | 21BA001726        | Assist - Other                             | S Main St                   |
| Public assist over the phone  |                   |  |                             |
| 3/19/21 10:38   | 21BA001725        | Motor Vehicle Complaint                    | Washington St               |
| Motor vehicle complaint on Washington St.                                     |                   |  |                             |
| 3/19/21 10:24   | 21BA001724        | TRO/FRO Violation                          | Spaulding St                |
| 3/19/21 10:08   | 21BA001723        | Assist - Agency                            | Shed Rd                     |
| 3/19/21 10:02   | 21BA001722        | Assist - Other                             | Washington St               |
| Public assist via phone   |                   |  |                             |
| 3/19/21 7:32  | 21BA001721        | Suspicious Person                          | N Main St                   |

# Media Log Report

Rev.01/26/12

From: 03/18/2021 0:51

To: 03/25/2021 6:45

| Date/Time  | Incident # | Call Type                        | Location                        |
|--|------------|----------------------------------|---------------------------------|
| <b>ORI: VT0120100      Barre City Police Department</b>                    |            |                                  |                                 |
| 3/19/21 1:12   | 21BA001720 | Directed Patrol - Other          | Washington St                   |
| Radar trailer placed on Washington Street.                                 |            |                                  |                                 |
| 3/18/21 23:05  | 21BA001719 | Traffic Stop                     | Washington St / Champlain Farms |
| traffic stop for defective equipment on washington st                      |            |                                  |                                 |
| 3/18/21 23:00  | 21BA001718 | Supervisory Duties - Case review | Fourth St                       |
| Supervisory Duties- Case Review  |            |                                  |                                 |
| 3/18/21 21:12  | 21BA001717 | Assist - Agency                  | Balsam Dr                       |
| Agency assist for Barre Town Police.                                       |            |                                  |                                 |
| 3/18/21 19:58  | 21BA001716 | Traffic Stop                     | N Main St / Dominos             |
| Traffic Stop for operating without lights on at night on North Main Street |            |                                  |                                 |
| 3/18/21 19:54  | 21BA001715 | Traffic Stop                     | Summer St / Maple Ave           |
| Traffic stop for speeding on Rt 62   |            |                                  |                                 |
| 3/18/21 19:10  | 21BA001714 | Assist - Public                  | Bromur St                       |
| Custodial issues on Bromur St  |            |                                  |                                 |
| 3/18/21 17:42  | 21BA001713 | Drugs - Intel received           | Barre City                      |
| Drug Related Intel Received on Fourth Street.                              |            |                                  |                                 |
| 3/18/21 16:34  | 21BA001712 | Assault - Simple                 | S Main St                       |
| Assault on S. Main St.   |            |                                  |                                 |
| 3/18/21 16:22  | 21BA001711 | Disturbance                      | Highgate Dr                     |
| disturbance Highgate   |            |                                  |                                 |
| 3/18/21 16:10  | 21BA001710 | Assist - Public                  | Averill St                      |
| Public assist Averill St.  |            |                                  |                                 |
| 3/18/21 15:45  | 21BA001709 | Assist - Other                   | Fourth St                       |
| Public assist Barre City.  |            |                                  |                                 |
| 3/18/21 14:37  | 21BA001708 | Assist - Public                  | Hawes Place                     |
| Assisted male on Hawes Pl.   |            |                                  |                                 |
| 3/18/21 14:35  | 21BA001707 | Disorderly Conduct               | N Main St                       |
| Disorderly Conduct North Main St Barre City                                |            |                                  |                                 |
| 3/18/21 14:15  | 21BA001706 | Suspicious Person                | South Main St                   |
| 3/18/21 14:03  | 21BA001705 | Assist - Agency                  | Jefferson St / Elm St           |
| Assisted Montpelier PD with a suspect of a stolen vehicle                  |            |                                  |                                 |
| 3/18/21 13:27  | 21BA001704 | Suspicious Event                 | South Main Street               |
| Suspicious event on S. Main St.  |            |                                  |                                 |
| 3/18/21 12:03  | 21BA001703 | Larceny - Other                  | N Main St                       |
| Theft of medication on N. Main St.   |            |                                  |                                 |
| 3/18/21 11:44  | 21BA001702 | Animal Problem                   | Green Acres                     |
| 3/18/21 11:39  | 21BA001701 | Motor Vehicle Complaint          | Prospect St / Country Wy        |
| Motor vehicle complaint on Prospect St.                                    |            |                                  |                                 |
| 3/18/21 11:00  | 21BA001700 | Directed Patrol - Other          | Fourth St                       |

# Media Log Report

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**From:** 03/18/2021 0:51

**To:** 03/25/2021 6:45

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| <u>Date/Time</u>  | <u>Incident #</u> | <u>Call Type</u>                 | <u>Location</u> |
|---|-------------------|----------------------------------|-----------------|
| <b>ORI: VT0120100      <u>Barre City Police Department</u></b>          |                   |                                  |                 |
| Directed Patrol Fourth Street   |                   |                                  |                 |
| 3/18/21 10:29   | 21BA001699        | Trespass                         | Harrington Ave  |
| Notice of trespass requested on Harrington Ave                          |                   |                                  |                 |
| 3/18/21 10:16   | 21BA001698        | Supervisory Duties - Case review | 4th             |
| 3/18/21 10:13   | 21BA001697        | Assist - Public                  | Fourth St       |
| Female reporting a male damaged her vehicle                             |                   |                                  |                 |
| 3/18/21 9:55  | 21BA001696        | Sexual Assault                   | Fourth St       |
| 3/18/21 7:18  | 21BA001695        | Suspicious Vehicle               | N Seminary St   |
| 3/18/21 0:51  | 21BA001694        | Intoxication                     | N Main Street   |
| Unknown caller advised of an intoxicated male walking on North Main St. |                   |                                  |                 |
| <b>Total Incidents</b>  |                   | <b>211</b>                       |                 |