

REGULAR COUNCIL MEETING
Tuesday, November 30, 2021, 7:00pm

This is a Hybrid Meeting (In-person and Virtual)
Council Chambers City Hall

Join Zoom Meeting

<https://us06web.zoom.us/j/89710221397?pwd=azJlL2dtSjdHeFV1dVVPNXVNVHh4dz09>

Meeting ID: 897 1022 1397

Passcode: 786979

One tap mobile

929-205-6099

1. Call to Order – 7:00 p.m.
2. Adjustments to the Agenda
3. Consent Agenda
 - A. Approval of Minutes of the Regular City Council Meeting November 16, 2021
 - B. City Warrants
 - i. Ratification of Week of Wednesday, November 24, 2021
 - ii. Approval of Week of Wednesday December 1, 2021
 - C. Clerk’s Office Licenses and Permits
 - D. Accept Resignation of Greg Kelly from the Central Vermont Internet Board
 - E. Authorize Consultant Selection for 20 Year Wastewater Treatment Facility Upgrade Evaluation
 - F. Authorize Procurement of Main St Tree Guards from FY21 Fund Balance
 - G. Approval of Sno-Bees Snowmobile Club Landowner Permission Form
 - H. Approval to Apply for a VCDP Implementation Grant for Downstreet Rehabilitation Projects
4. City Clerk & Treasurer Report
5. Liquor Control Board
6. City Manager’s Report
7. Visitors and Communications
8. Old Business:
 - A. Discussion and/or Approval of Municipal Bodies Appointments Policy (Councilor Hemmerick)
9. New Business:
 - A. Resolution for Donna McNally’s 40 years of Service to the City of Barre, Resolution # 2021-16
 - B. Working Community Challenges Update (Eli Toohey)
 - C. Montpelier’s Community Development Program (Polly Nichol)
 - D. Discuss /Act on ARPA Funding Request for Downstreet Recovery Residence (Michelle Kersey)
 - E. Review &/or Acceptance of 5-year Water/Wastewater Enterprise Fund Budgets Planning Projections (DPW Director)
 - F. Update on Bond Projects Status and Expenses (Manager)
 - G. Charter Work Group Update (Councilors Reil and Stockwell)
 - H. Act 164 (S.54) Regulation of Cannabis (Councilors Stockwell and Reil)
 - I. Administrative (Public Bodies) Ordinance Update (Mayor)
 - J. Update on Volunteer Information (Councilor Reil)
 - K. Discussion &/or Action re: Local Public Mask Mandate (Mayor)
10. Round Table
11. Executive Session –As needed
12. Adjourn

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

*The portion of this meeting starting at 7:00pm will be taped for re-broadcast on Channel 192 CVTV
and will be re-broadcast on Wednesday at 9:00 a.m. and 12:00 noon*

CVTV Link for meetings online – cvtv723.org/

OTHER MEETINGS AND EVENTS

Check the City Website for Meeting Warnings, Agendas, Meeting Location and Log-in Instructions.

Wednesday, December 1

Homelessness Task Force, 7pm, Virtual (ZOOM and Council Chambers)

Ground Rules for Interaction with Each Other, Staff, and the General Public

- Rules may be reviewed periodically
- Practice Mutual Respect
 - Assume Good Intent and Explain Impact
 - Ask Clarifying Questions
 - If off course, interrupt and redirect
- Think, then A.C.T.
 - Alternatives – Identify All Choices
 - Consequences – Project Outcomes
 - Tell Your Story – Prepare Your Defense
- Ethics checks
 - Is it legal?
 - Is it in scope (Charter, Ordinance, Policy)?
 - Is it balanced?
- “ELMO” – Enough, Let’s Move On
 - Honor Time Limits
 - Be attentive, not repetitive
- Be open minded to different solutions or ideas
 - Remarks must be relevant and appropriate to the discussion; stay on subject.
 - Don’t leave with “silent disagreement”
 - Decisions agreed on by consensus when possible, majority when necessary
 - All decisions of Council are final
- No blame
 - Articulate Expectations of each other
 - We all deeply care about the City in our own way
 - Debate issues, not personalities
- Electronics
 - No texting/email/or videogames during the meeting



City of Barre, Vermont

“Granite Center of the World”

Steven E. Mackenzie, P.E.
City Manager

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Barre, VT 05641
Telephone (802) 476-0240
FAX (802) 476-0264
manager@barrecity.org

MEMO

TO: City Council
FR: The Manager
DATE: 11/26/21
SUBJECT: Packet Memo re: 11/30/21 Council Mtg Agenda Items

Councilors:

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

Adjustments to the Agenda: No Adjustments known at this time

Consent Agenda:

3.G Approval of Sno-Bees Snowmobile Club Landowner Permission Form

We have a complete, but unsigned, Landowner’s Consent Form from the Sno-Bees. I have called their attention to this oversight, and anticipate a signed copy to be in hand by the time the Council meeting.

This is the routine annual Sno-Bees Landowners Permission Request to use the VAST Trail through the City Cow Pasture. It has the approval of the Cow Pasture Stewardship Committee, which has attached the Use Terms & Conditions sheet to the Permission Form. The attachment has been approved/accepted by both the Committee and the Snowmobile Club. No Formal Action Memo warranted.

3.F Authorize Procurement of Main St Tree Guards from FY21 Fund Balance

As previously advised in the 11/16/21 Manager’s Report, the evaluation of tree guard options has been completed, and the decision has been made to purchase tree guards fabricated by a local manufacturer, Bauer Fabrication, Inc. of Waterbury, VT. We have now received a firm quote (\$7312.50). which is the most cost effective of numerous quotes received. This unbudgeted purchase cost fits comfortably within the \$20,000 allowance presented in the FY21 Fund Balance “Wish List” (10/22/21) for Council consideration. I have attached to this

Memo an updated “Wish List” which incorporates prior Council authorizations and this updated Tree Guards cost. Via this Consent Agenda item, I am requesting Council approval of this expense allocation form the Ft21 Fund Balance.

Communications: No notes

Old Business: No notes

New Business:

9.A McNally Resolution

We are awaiting a final copy of this Resolution. Will forward when received.

Executive Session: None

Last Update:

11/23/21 V.3

10/22/21

Current Authorization Request

Council Approved

FY21 FUND BALANCE

WISH LIST V.2

Unaudited FY21 Fund Balance - Estimated @: **\$568,000.00** *

Council Approved Item 10/26/21:

BOR Roof Repair	\$26,302.00	Budget quote: \$31,000
Speed Bumps	\$2,100.00	Vendor Quote
Speed Signs (4)	\$8,800.00	Vendor Quote
I/T System Administrator (FY22)	\$38,675.00	FY22 Proration for 7 months

Current Request (11/30/21):

Tree Guards	\$7,312.50	Bauer Fabrication Quote
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Prospective Uses:

Undesignated Balance	\$200,000.00
FY23 General Fund Budget Subsidy	\$100,000.00

Vehicle Replacements (Pending Staff Review):

Unmarked detective car #1	\$20,000.00	+/- Placeholder Allowance
Unmarked detective car #1	\$20,000.00	+/- Placeholder Allowance
Strategic Planning Facilitator	\$20,000.00	+/- Placeholder Allowance
Strategic Planning Software	\$15,000.00	+/- Placeholder Allowance
Pool Bathhouse Roof Replacement	\$35,000.00	+/- Placeholder Allowance
Playground Equipment Replacement	\$10,000.00	+/- Placeholder Allowance

New Items 11/05/21:

Consultant Lead CIP Preparation	\$20,000.00	+/- Placeholder Allowance
Code Enforcement Vehicle	\$20,000.00	+/- Placeholder Allowance
	\$543,189.50	

Unallocated Balance: \$24,810.50

*Unaudited figure; Dawn Monahan projection

Items/costs in red are placeholders subject to refinement/quotes

To be approved at 11/23/21 Barre City Council Meeting

**Regular Meeting of the Barre City Council
Held November 16, 2021**

The Regular Meeting of the Barre City Council was called to order in person and via video platform by Mayor Lucas Herring at 7:00 PM at Barre City Hall. In attendance were: From Ward I, Councilors Emel Cambel and Jake Hemmerick; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Ericka Reil and Samn Stockwell. City staff members present were City Manager Steve Mackenzie, Public Works Director Bill Ahearn, Planning Director Janet Shatney, Deputy Fire Chief Joe Aldsworth, Interim Police Chief Larry Eastman, Community Outreach Interventionist Brooke Pouliot, and Clerk/Treasurer Carol Dawes.

Absent: NONE

Adjustments to the Agenda: The following adjustments were made or discussed:

- The Aldrich Library update is removed from the agenda and replaced by a written report.
- Councilor Cambel asked for a discussion on what the FY23 budget would look like at a 3% increase. Manager Mackenzie said he is working on a road map to 3%, which he will provide to the Council before the December 4th budget workshop.
- Councilor Hemmerick asked to pull the submission of the homeland security grant application out of the consent agenda, and add it as a discussion item to the agenda.

Approval of Consent Agenda:

Council approved the following consent agenda items on motion of Councilor Stockwell, seconded by Councilor Reil. **Motion carried.**

- A. Minutes of the Regular meeting of November 9, 2021
- B. City Warrants as presented:
 1. Approval of Week 2021-46, dated November 17, 2021:
 - i. Accounts Payable: \$139,978.01
 - ii. Payroll (gross): \$125,285.06
- C. 2022 Licenses & Permits: NONE
- D. Ratify acceptance of the US Flag from Steve & Lisa England
- E. Approval of Capital Improvements Planning Consultant Solicitation RFP

City Clerk & Treasurer Report –

Clerk/Treasurer Dawes reported on the following:

- Second quarter property tax payments were due yesterday. The delinquency rate currently stands at 8%. Additional timely payments are expected to be received by mail over the next few days.
- Annual business license renewals are being received and approved by appropriate departments. They will start coming to Council for approval at the next meeting.

Liquor Control Board - NONE

City Manager's Report –

Manager Mackenzie reported on the following in addition to his written report:

- Barre Town yard waste drop off site will be open this Saturday, which will be the last day for the season. Curbside pick-up will take place this Thursday and Friday.
- The winter parking ban started Sunday night, November 15th, at 1AM, and continues to April 1st.
- The Barre Partnership merchants' meeting minutes noted the holiday parade is November 27th.

Visitors and Communications –

Mayor Herring said the City will hold a virtual volunteer appreciation event this year due to COVID. The event will take place on December 6th. The Mayor noted volunteer contact information is being redacted from Council packets at the request of the volunteers. He recommended Councilors read the VLCT newsletters for valuable information, and noted they should have City business related emails in a public records format.

Old Business – NONE

New Business –

A) Appointment of Marc Cote to the Cow Pasture Stewardship Committee.

Marc Cote addressed the Council, sharing his interest and experience with regards to serving on the committee. Council approved the appointment on motion of Councilor Boutin, seconded by Councilor Stockwell. **Motion carried.**

B) Appointment of Rachel Rudi to the Homelessness Task Force.

Rachel Rudi addressed the Council, sharing her interest and experience with regards to serving on the committee. Councilor approved the appointment on motion of Councilor Waszazak, seconded by Councilor Cambel. **Motion carried.**

C) Barre Area Development Quarterly Update.

BADC executive director Cody Morrison gave a Powerpoint presentation of quarterly activities including working with local businesses; participated in All In For Barre community visit; serves on the Housing Task Force; applied for a recovery marketing grant in partnership with Barre Partnership and Central VT Chamber of Commerce; working on review and revisions of the tax stabilization policy; jointly hosting two Spaulding High School workbased learning students with the Partnership; working with the Partnership on resident, business and visitor packets; analyzing data from the 2020 census data; pitched the redevelopment of the former TENCO property; and marketing initiatives. Upon questioning, Mr. Morrison said there's \$41,000 left from the \$80,000 marketing money approved by Barre City and Barre Town voters at last year's town meeting elections. He noted more than 20 businesses have relocated to, expanded or opened in Barre in the last year.

D) Revised Tax Stabilization Policy.

Mr. Morrison reviewed the draft revisions. There was discussion on extending tax stabilizations to owner-occupied residential housing, clarifying definitions of multi-family housing, prioritizing affordable housing, reviewing return on investments, encouraging accessible/universally designed housing, set exclusions for vanity projects, cross-referencing with ordinances, not funding luxury improvements, noting the purpose is to encourage people to make improvements and grow the grand list, stabilization of education taxes, taking income sensitivity into consideration, and focus on habitability and safety. Mayor Herring said the Council decided not to name a liaison to the BADC board, so he will work with Mr. Morrison on the next round of revisions.

E) Barre Partnership Quarterly Update.

BP executive director Tracie Lewis gave a Powerpoint presentation on recent activities including Food Truck Thursdays and Concerts in the Park, Barre Art Splash, Fall Festival, and the Halloween Costume Contest. Ms. Lewis said they recently welcomed two new board members, and are preparing for the Merry Barre Holidays events. They are requesting Council approval for the annual free parking from Thanksgiving through New Year's Day, and approval of the holiday parade and horse-drawn carriage rides. Ms. Lewis said they need someone to stand in for Santa at the parade and holiday tree lighting celebration, and Councilor Waszazak offered his services.

Council approved the parade and horse-drawn carriage rides on motion of Councilor Boutin, seconded by Councilor Stockwell. **Motion carried.**

F) Holiday Parking Amnesty Program and Donation.

Barre Partnership executive director Tracie Lewis recommended money fed into parking meters during the free parking period be donated to the Granite Center Garden Club. It was suggested the funds be donated to the Good Samaritan Haven. Ms. Lewis said she will create the labels for the meters, and Councilors Hemmerick and Waszazak said they would help with installation of labels on the meters. Former Mayor Thom Lauzon said both named organizations are worthy of support, and he and his wife Karen will make a donation to the Garden Club so all meter funds can go to the Good Samaritan Haven.

To be approved at 11/23/21 Barre City Council Meeting

Council approved donating the meter funds to the Good Samaritan Haven on motion of Councilor Waszazak, seconded by Councilor Stockwell. **Motion carried.**

G) Aldrich Library Quarterly Update.

Mayor Herring said Aldrich Library director Loren Polk sent a written report.

H) Update of Traffic Control Measures on Merchant Street.

Public Works director Bill Ahearn reviewed his memo included in the Council packet. Mr. Ahearn said the asphalt plants have closed for the year, so installation of bulbouts cannot happen until next year. Mayor Herring said Council priorities include holding a joint Transportation Advisory Committee, ADA Committee, and Paths, Routes and Trails Committee meeting to discuss common concerns, and resident Michael Hellein suggested creating a list of projects that could be collaborated on by the three committees. Mr. Ahearn spoke of options for changing the on-street parking to allow for parking on both sides in an alternating pattern to allow for passage of emergency vehicles, and committing to have all the projects completed by May 2022.

Merchant Street resident Jesse Rosado reviewed the four items promised by the Council to the neighborhood including installing a speed table, removing traffic diverting signage, installing bulbouts and a new crosswalk, and noted the speed table and sign removal have been completed. Mr. Rosado said the neighborhood wants the on-street parking to revert back to both sides. There was discussion about whether the curbs had been painted yellow in the past, cross-referencing planning and work flow with planning documents, over-commitment and understaffing, creating realistic expectations, and determining appropriate lane widths. Mr. Ahearn said the on-street parking will be restored this fall as soon as weather allows, and the bulbouts and crosswalks will be completed by May 15, 2022.

I) Discuss/Approve ARPA Funding Proposal – Warming Shelters in Barre.

Councilor Reil said the Homelessness Task Force is seeking ARPA funding to support a warming shelter in the Aldrich Library Milne Room for the winter. She said the Good Samaritan is only a night shelter, and those staying there must leave the building in the morning. Many people spend the day in the library until the shelter opens again in the evening, but the library doesn't open until 11AM. The warming shelter would fill the gap between when the shelter closes in the morning and when the library opens. Aldrich Library director Loren Polk has been part of the discussion, and offered the space. The proposal calls for creating a part-time position at the library for a welcoming and warming program coordinator who will make the space available six days/week, and would provide an opportunity for people to access services. Councilor Reil said the Task Force is asking for \$15,000 in ARPA funds to cover the costs of the program.

Manager Mackenzie said it's not clear that ARPA funds can be used in this manner, and he asked for time to confirm with the ARPA coordinator and VT League of Cities and Towns. Mayor Herring suggested FY21 surplus funds could be used if ARPA funds aren't available.

There was discussion on Good Samaritan Haven allowing people to stay during the day under certain weather conditions, extension of the state's motel voucher program, the lack of services at the motels, and how census tracts play into determining appropriate use of ARPA funds. Councilor Boutin suggested using the funds to support Good Samaritan Haven to keep its doors open during the day, as they already have the ability to host people and provide access to services.

Barre City Police Department community outreach interventionist Brook Pouliot said she advocates for approval of the warming shelter, and said it will serve those who don't use the Good Samaritan Haven or motels, and allow people to access services. There was discussion of safety measures at the library, and encouraging other communities to host similar warming shelters. Clerk Dawes said the budgeted amount for payroll taxes was low, and the total cost would be closer to \$17,000. Former Mayor Lauzon said the Aldrich Library and Good Samaritan Haven should be here to participate in the discussion, and he suggested tabling the discussion and holding a special meeting tomorrow evening with all interested parties present.

To be approved at 11/23/21 Barre City Council Meeting

Council approved allocating up to \$17,000 for a warming shelter at the Aldrich Library, funded out of ARPA, or the FY21 surplus should the project not be eligible for ARPA funding, on motion of Councilor Stockwell, seconded by Councilor Cambel. **Motion carried with Councilor Boutin voting against.**

Other) Authorize Submission of Homeland Security Grant Application for Dispatch Consoles

Interim Police Chief Larry Eastman said the grant would help cover the costs associated with replacing the three consoles in the dispatch center. Chief Eastman said the consoles were installed when the building was built 15 years ago, and are well past their useful life expectancy. The City has approximately \$169,000 in the console replacement reserve fund, and the grant would cover the balance of the \$300,000 costs. Councilor Hemmerick said he will not vote in favor of submitting grant applications without first seeing the application. There was discussion on making sure any consoles purchased would be compatible with Montpelier's systems, and any future joint systems.

Council approved submitting the grant application on motion of Councilor Waszazak, seconded by Councilor Reil. **Motion carried with Councilor Hemmerick voting against.**

Round Table –

Councilors expressed their excitement about seeing snow on the ground.

Councilor Hemmerick said the Housing Task Force held its first meeting yesterday, and they have broken up into subcommittees to work on a variety of items.

Executive Session –

Councilor Stockwell made the motion to find that premature general knowledge of litigation to be discussed would clearly place the City of Barre at a substantial disadvantage should the discussion be public. The motion was seconded by Councilor Waszazak. **Motion carried.**

Council went into executive session at 10:28 PM to discuss litigation under the provisions of 1 VSA §313 on motion of Councilor Waszazak, seconded by Councilor Stockwell. **Motion carried.**

Manager Mackenzie and Public Works Director Bill Ahearn were invited into the executive session.

Council came out of executive session at 10:52 PM on motion of Councilor Stockwell, seconded by Councilor Hemmerick. **Motion carried.**

There was no action.

The meeting adjourned at 10:52 PM on motion of Councilor Waszazak, seconded by Councilor Hemmerick. **Motion carried.**

The meeting was recorded on the video meeting platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

11/30/21
08:18 am

City of Barre Accounts Payable
Warrant/Invoice Report # 22-23

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hgrandfield

By check number for check acct 01(GENERAL FUND) and check dates 12/01/21 thru 12/01/21

Vendor

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

01088	AFSCME COUNCIL 93						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0007	UNION DUES PAYABLE	0.00	162.01	E142
01150	AIRGAS USA LLC						
	9119383286	argon gas	001-8050-350.1061	SUPPLIES - GARAGE	0.00	152.78	143302
	9119910025	4 1/2" grinder	001-8050-350.1061	SUPPLIES - GARAGE	0.00	113.00	143302

					0.00	265.78	
01060	AMAZON CAPITAL SERVICES						
	1YGPTXHC96FT	5G case	001-8500-200.0214	TELEPHONE	0.00	25.98	143303
23018	AUBUCHON HARDWARE						
	493062	Shovel cleaner polish	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	154.36	143304
	493081	roller cover	001-8050-320.0746	STREET PAINTING	0.00	9.52	143304
	493159	Hose/Y connection	001-8050-350.1061	SUPPLIES - GARAGE	0.00	47.68	143304

					0.00	211.56	
02204	BENOIT ELECTRIC INC						
	5688	replaced lights/conn pump	003-8330-320.0740	EQUIPMENT MAINT	0.00	901.92	143305
03062	C FORD PROFESSIONAL LETTERING						
	15224	Dasher panels	048-8000-320.0762	BOR BANNER EXP	0.00	1,835.00	143306
03217	C V LANDFILL INC						
	688967	Grit removal	003-8330-230.0518	GRIT	0.00	2,575.80	143307
	689023	Grit removal	003-8330-230.0518	GRIT	0.00	1,585.98	143307

					0.00	4,161.78	
03043	CASELLA WASTE MGT INC						
	2616779	Trash & recycl. removal	001-7035-200.0213	RUBBISH REMOVAL	0.00	323.50	143308
	2616779	Trash & recycl. removal	001-7020-200.0213	RUBBISH REMOVAL	0.00	399.49	143308
	2616779	Trash & recycl. removal	001-6043-200.0213	RUBBISH REMOVAL	0.00	231.54	143308
	2616779	Trash & recycl. removal	001-8050-200.0213	RUBBISH REMOVAL	0.00	338.08	143308

					0.00	1,292.61	
03145	CHAMPLAIN VALLEY EQUIPMENT						
	CB48223	gauge	002-8220-320.0740	EQUIPMENT MAINT	0.00	6.42	143309
03205	CITY OF BARRE PENSION PLAN & TRUST						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	441.62	143310
03308	COMMUNITY BANK NA						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	235.00	143311
03337	COMMUNITY BANK NA						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0001	FEDERAL TAX PAYABLE	0.00	14,294.53	143312

11/30/21
08:18 am

City of Barre Accounts Payable
Warrant/Invoice Report # 22-23

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hgrandfield

By check number for check acct 01(GENERAL FUND) and check dates 12/01/21 thru 12/01/21

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0004	FICA PAYABLE	0.00	19,862.70	143312
					0.00	34,157.23	
04071 DEAD RIVER CO							
	41919	Heating Oil	003-8330-330.0825	FUEL OIL	0.00	345.54	143313
	509004	Heating Oil	003-8330-330.0825	FUEL OIL	0.00	1,030.80	143313
	58060	Heating Oil	003-8330-330.0825	FUEL OIL	0.00	1,289.36	143313
	60107	Heating Oil	002-8200-330.0829	FUEL OIL - GARAGE	0.00	917.33	143313
	60108	Heating Oil	001-8050-330.0829	FUEL OIL - GARAGE	0.00	278.48	143313
	87322	Heating oil	001-7015-330.0831	WHEELLOCK BLDG FUEL	0.00	307.40	143313
					0.00	4,168.91	
04106 DUBOIS & KING INC							
	1121130	WWTF project	003-8533-500.1400	900K-ANAEROBIC DIGESTER	0.00	3,090.62	143314
04095 DUFRESNE GROUP							
	15957	Pump station North end	003-8430-400.1401	NE PUMP STA RLF	0.00	1,522.99	143315
	16021	Svcs N End PS FD	003-8430-400.1401	NE PUMP STA RLF	0.00	4,630.00	143315
					0.00	6,152.99	
05069 EDWARD JONES							
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	67.00	143316
05059 ENDYNE INC							
	376941	Coliform package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	25.00	143317
	379001	Colif. package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	80.00	143317
	379141	Colif package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	40.00	143317
	379508	WSID testing	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	1,080.00	143317
	381131	colif package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	100.00	143317
	385139	Colif package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	100.00	143317
	385839	Colif package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	100.00	143317
	390448	Qrtly water quality test	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	1,080.00	143317
	392033	Colif package	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	100.00	143317
					0.00	2,705.00	
05030 ESMI OF NEW YORK LLC							
	411760	11/7-11/13/21 Biosolids	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	11,697.36	143319
05007 EVERETT J PRESCOTT INC							
	5947335	18w hyd top ext	002-8200-320.0752	HYDRANTS MAINT	0.00	733.78	143320
06009 F W WEBB CO							
	73758176	1 1/2 npt 2pc fp	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	64.85	143321
	73758352	rebuild kit & valve	003-8330-320.0740	EQUIPMENT MAINT	0.00	948.38	143321
	73758817	Hanger strap, 1 1/2 npt	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	83.10	143321

11/30/21
08:18 am

City of Barre Accounts Payable
Warrant/Invoice Report # 22-23

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hgrandfield

By check number for check acct 01(GENERAL FUND) and check dates 12/01/21 thru 12/01/21

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	73778787	Hose clamp/end cap	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	38.27	143321
	73899729	end cap qwik flex 4"	003-8300-320.0750	MAIN LINE MAINT	0.00	36.50	143321
					0.00	1,171.10	
06065	FISHER AUTO PARTS						
	291-674819	butane canister	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	5.15	143322
06121	FLOOR RESCUE INC						
	924	Vinyl tape 2 pnt arcs key	048-8000-320.0762	BOR BANNER EXP	0.00	254.96	143323
07006	GREEN MT POWER CORP						
	110321	59 Parkside Ter & pool	001-6060-200.0210	ELECTRICITY	0.00	102.55	143324
	110321	59 Parkside Ter & pool	001-7015-200.0211	ELECTRICITY-POOL	0.00	68.37	143324
	110921	Currier park	001-8040-200.0210	ELECTRICITY CURRIER/DENTE	0.00	20.74	143324
					0.00	191.66	
08064	HOWARD P FAIRFIELD LLC						
	7806160	Filter	003-8300-320.0752	MAIN LINE MAINT VACCON	0.00	722.73	143325
09021	IRVING ENERGY						
	648506	Propane	002-8220-330.0836	PROPANE	0.00	565.53	143326
10072	JORDAN CORINNA G						
	13150016000	Tax overpymnt	001-4005-405.4005	GENERAL TAXES	0.00	583.29	143327
11024	KEMIRA WATER SOLUTIONS INC						
	9017733679	Sodium aluminate solution	003-8330-360.1148	SODIUM ALUMINATE	0.00	11,045.77	143328
12019	LAPERLE MARK R						
	09152189838	4.5 can med h/cln	001-8050-320.0727	BLDG & GROUNDS MAINT	0.00	84.00	143329
12009	LOWELL MCLEODS INC						
	S68262	shackle anchor screw pin	001-8050-320.0743	TRUCK MAINT - STS	0.00	28.12	143330
	S68297	Gr8 bolt w/lock bolt	001-8050-320.0742	SNOW EQUIP MAINT	0.00	86.14	143330
	S68311	Tire chains	001-8050-320.0742	SNOW EQUIP MAINT	0.00	358.33	143330
	S68312	shackles	001-8050-350.1061	SUPPLIES - GARAGE	0.00	12.75	143330
	S68338	Gr8 bolt w/ln	001-8050-320.0742	SNOW EQUIP MAINT	0.00	34.12	143330
					0.00	519.46	
13061	MAINE OXY						
	32386979	Propane	001-7030-350.1053	SUPPLIES/EQUIPMENT	0.00	285.40	143331
13075	MCWILLIAM JAMES						
	2021-16JM	Svcs 11/8-11/12/21	051-0280-360.1165	SEMP VCF TRUST PROJECTS	0.00	237.50	143332
	2021-17JM	Svcs 11/15-11/20/21	051-0280-360.1165	SEMP VCF TRUST PROJECTS	0.00	812.50	143332
					0.00	1,050.00	
14906	N A MANOSH INC						
	24799	Vactor svc call	003-8533-500.1401	900K-BOILER FOR DIGESTER	0.00	4,125.00	143333

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City of Barre Accounts Payable
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By check number for check acct 01(GENERAL FUND) and check dates 12/01/21 thru 12/01/21

Vendor

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

14078 NEW ENGLAND AIR SYSTEMS LLC							
	179102	Boiler repair	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	733.93	143334
	179118	Furnace relay activating	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	276.00	143334
	179344	repipe gauge loop	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	300.27	143334
	U306499-01	Clean AHU & ductwork	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	3,378.00	143334
					-----	-----	
					0.00	4,688.20	
14154 NORTH COUNTRY FEDERAL CREDIT UNION							
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	75.00	143335
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	112.00	143335
					-----	-----	
					0.00	187.00	
14134 NORTHEAST DELTA DENTAL							
	11152021	Dec premium invoice	001-2000-240.0018	DENTAL PAYABLE	0.00	2,740.67	143336
	11152021	Dec premium invoice	002-8220-110.0153	DENTAL INS	0.00	73.64	143336
	11152021	Dec premium invoice	002-8200-110.0153	DENTAL INS	0.00	151.84	143336
	11152021	Dec premium invoice	001-9020-110.0153	DENTAL INSURANCE	0.00	33.22	143336
	11152021	Dec premium invoice	001-9020-110.0153	DENTAL INSURANCE	0.00	2,702.53	143336
	11152021	Dec premium invoice	003-8300-110.0153	DENTAL INSURANCE	0.00	118.96	143336
	11152021	Dec premium invoice	003-8330-110.0153	DENTAL INSURANCE	0.00	73.64	143336
					-----	-----	
					0.00	5,894.50	
14121 NORTHFIELD AUTO SUPPLY							
	351193	Air hose & fitting	003-8330-320.0740	EQUIPMENT MAINT	0.00	26.00	143337
	351827	flint torch lighter	001-8050-350.1061	SUPPLIES - GARAGE	0.00	2.79	143337
	351893	PB DS Penetrant & brk awy	001-8050-350.1061	SUPPLIES - GARAGE	0.00	161.76	143337
	351901	npt gen pupr coup	001-8050-320.0743	TRUCK MAINT - STS	0.00	46.98	143337
	351977	Orngmrkr, lic. kit, plug	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	51.06	143337
	352006	Thermo aid	001-8050-350.1061	SUPPLIES - GARAGE	0.00	27.48	143337
					-----	-----	
					0.00	316.07	
14089 NORTHFIELD SAVINGS BANK							
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	1,276.39	143338
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	261.00	143338
					-----	-----	
					0.00	1,537.39	
14055 NORWAY & SONS INC							
	16424	Install cntrl panel	003-8300-320.0737	EJECTOR STATION N MAIN ST	0.00	770.08	143339
14905 NOVAD MANAGEMENT CONSULTING LLC							
	13450250000	Prop tax overpymnt	001-4005-405.4005	GENERAL TAXES	0.00	42.36	143340
15020 O'REILLY AUTOMOTIVE INC							
	5674-237199	elec tape	001-8050-350.1061	SUPPLIES - GARAGE	0.00	5.08	143341

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

15046	OFFICE OF CHILD SUPPORT						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	224.27	143342
15051	ONE CREDIT UNION						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	1,353.48	143343
16077	PERSHING LLC						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	125.00	143344
16807	PRINDALL NATHANIAL W						
	06450018000B	Prop tax overpymnt	001-4005-405.4005	GENERAL TAXES	0.00	807.07	143345
16807	PRINDALL NATHANIAL W OR CITY OF BA						
	06450018000A	Prop Tax overpymnt	001-4005-405.4005	GENERAL TAXES	0.00	235.78	143346
16102	PRUDENTIAL RETIREMENT						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	320.00	143347
18148	R K MILES						
	22489/7	Screw, ridge cap, sealant	001-8050-320.0727	BLDG & GROUNDS MAINT	0.00	188.48	143348
18004	REYNOLDS & SON INC						
	3399017	Latex gloves	003-8330-340.0941	EQUIPMENT - SAFETY	0.00	298.18	143349
	3399391	Safety boots	003-8330-340.0941	EQUIPMENT - SAFETY	0.00	76.19	143349
					-----	0.00	374.37
19129	SLACK CHEMICAL CO INC						
	430735	Sodium Bisulfite	003-8330-360.1145	SODIUM BISULFITE	0.00	1,600.71	143350
20002	TIMES ARGUS ASSOC INC						
	300152607	Winter parking ban	001-5010-230.0510	ADVERTISING/PRINTING	0.00	169.82	143351
	300153847	Tax sale 12 Pleasant	001-5050-230.0510	ADVERTISING AND PRINTING	0.00	80.21	143351
	300153848	Tax Sale 122 Batchelder	001-5050-230.0510	ADVERTISING AND PRINTING	0.00	85.80	143351
	300153849	Tax Sale 30 Lawrence	001-5050-230.0510	ADVERTISING AND PRINTING	0.00	80.73	143351
					-----	0.00	416.56
21001	TOURNAMENT SPECIALTIES						
	S12100	tee shirts	048-8000-320.0762	BOR BANNER EXP	0.00	650.00	143352
20077	TREASURER, STATE OF VERMONT						
	65201	Operating fee	002-8220-120.0172	PERMIT TO OPERATE	0.00	11,044.10	143353
21002	UNIFIRST CORP						
	1070080033	Uniforms	001-6043-340.0940	CLOTHING	0.00	23.97	143354
	1070080033	Uniforms	001-7015-340.0940	CLOTHING	0.00	11.03	143354
	1070080033	Uniforms	001-7030-340.0940	CLOTHING	0.00	55.79	143354

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City of Barre Accounts Payable
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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	1070080033	Uniforms	001-8500-340.0940	CLOTHING	0.00	23.17	143354
	1070080033	Uniforms	001-7020-340.0940	CLOTHING	0.00	61.82	143354
	1070082099	Uniforms	003-8330-340.0940	CLOTHING	0.00	34.68	143354
	1070082099	Uniforms	003-8300-340.0940	CLOTHING	0.00	37.98	143354
	1070082099	Uniforms	003-8330-320.0743	TRUCK MAINT	0.00	12.14	143354
	1070082100	Uniforms	001-7030-340.0940	CLOTHING	0.00	55.79	143354
	1070082100	Uniforms	001-7020-340.0940	CLOTHING	0.00	61.82	143354
	1070082100	Uniforms	001-8500-340.0940	CLOTHING	0.00	23.17	143354
	1070082100	Uniforms	001-6043-340.0940	CLOTHING	0.00	23.97	143354
	1070082100	Uniforms	001-7015-340.0940	CLOTHING	0.00	11.03	143354
	1070082101	Uniforms	002-8220-340.0940	CLOTHING	0.00	74.51	143354
	1070082102	Uniforms	001-8050-340.0940	CLOTHING	0.00	261.47	143354
	1070082102	Uniforms	002-8200-340.0940	CLOTHING	0.00	99.91	143354
	1070082102	Uniforms	003-8300-340.0940	CLOTHING	0.00	61.99	143354
	1070082102	Uniforms	001-8050-320.0743	TRUCK MAINT - STS	0.00	78.00	143354
					0.00	1,012.24	
22100	VERMONT DEPT OF TAXES						
PR01:258	PR-12/01/21	Payroll Transfer	001-2000-240.0002	STATE TAX PAYABLE	0.00	4,531.96	143356
22011	VIKING-CIVES USA						
	4510062	control cable, plow	001-8050-320.0742	SNOW EQUIP MAINT	0.00	456.96	143357
	4510062	control cable, plow	001-8050-320.0743	TRUCK MAINT - STS	0.00	82.14	143357
					0.00	539.10	
22064	VTCMA						
	F14E46T1	Fall conf registration	001-5040-130.0182	TRAINING/DEVELOPMENT	0.00	190.00	143358
23050	W B MASON CO INC						
	224985981	Detergent	001-7035-350.1049	CUSTODIAL SUPPLIES	0.00	53.16	143359

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
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Report Total

130,023.58
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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 \$ ***130,023.58
Let this be your order for the payments of these amounts.

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 12/01/21 thru 12/01/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 0090	ABARE, LANCE R.										
1046.27	65.35	61.04	14.28	22.04	0.00	61.04	14.28	0.00	0.00	0.00	0.00
Employee: 0136	AHEARN, WILLIAM E.										
1940.79	161.84	119.14	27.86	93.61	0.00	119.14	27.86	0.00	0.00	0.00	0.00
Employee: 0145	ALDSWORTH, JOSEPH G.										
1569.75	131.65	93.05	21.76	37.82	0.00	93.05	21.76	0.00	0.00	0.00	0.00
Employee: 0155	AMARAL, ANTHONY C.										
575.00	34.04	35.65	8.34	7.46	0.00	35.65	8.34	0.00	0.00	0.00	0.00
Employee: 0190	AVERY, CARROLL A.										
1219.84	111.30	73.63	17.22	44.22	0.00	73.63	17.22	0.00	0.00	0.00	0.00
Employee: 0417	BARIL, JAMES A.										
2347.18	338.43	137.48	32.15	100.08	0.00	137.48	32.15	0.00	0.00	0.00	0.00
Employee: 0570	BENJAMIN, KENNETH S.										
951.61	95.17	57.89	13.54	28.47	0.00	57.89	13.54	0.00	0.00	0.00	0.00
Employee: 0580	BENSON, NICHOLAS J.										
1125.60	114.37	67.49	15.78	34.23	0.00	67.49	15.78	0.00	0.00	0.00	0.00
Employee: 0590	BERGERON, JEFFREY R.										
1334.60	99.65	79.77	18.66	31.61	0.00	79.77	18.66	0.00	0.00	0.00	0.00
Employee: 1100	BRAMMAN, KATHRYN H.										
1053.60	113.39	64.83	15.16	33.81	0.00	64.83	15.16	0.00	0.00	0.00	0.00
Employee: 1097	BREAULT, BONNIE J.										
1266.20	150.19	72.82	17.03	44.97	0.00	72.82	17.03	0.00	0.00	0.00	0.00
Employee: 1130	BRENT, DOUGLAS S.										
1786.00	244.20	108.47	25.37	73.18	0.00	108.47	25.37	0.00	0.00	0.00	0.00
Employee: 1182	BROWN, ANDERSON C.										
1021.68	74.74	62.37	14.59	29.52	0.00	62.37	14.59	0.00	0.00	0.00	0.00
Employee: 1390	BULLARD, DON A.										
1167.60	161.40	72.39	16.93	49.44	0.00	72.39	16.93	0.00	0.00	0.00	0.00
Employee: 1397	BULLARD, JONATHAN R.										
2061.42	298.27	125.20	29.28	89.03	0.00	125.20	29.28	0.00	0.00	0.00	0.00
Employee: 1675	CARMINATI, JOEL F., JR										
845.55	69.55	50.70	11.86	20.92	0.00	50.70	11.86	0.00	0.00	0.00	0.00
Employee: 1720	CETIN, MATTHEW J.										
1568.76	102.37	81.85	19.14	32.44	0.00	81.85	19.14	0.00	0.00	0.00	0.00
Employee: 1810	CHARBONNEAU, MICHAEL J.										
1510.62	154.22	81.28	19.01	46.18	0.00	81.28	19.01	0.00	0.00	0.00	0.00
Employee: 1815	CHASE, SHERRY L.										
807.60	70.95	46.16	10.80	21.37	0.00	46.16	10.80	0.00	0.00	0.00	0.00
Employee: 1832	CLARK, KAILYN C.										
1319.28	124.19	81.80	19.13	48.09	0.00	81.80	19.13	0.00	0.00	0.00	0.00
Employee: 1964	COPPING, NICHOLAS R.										
1889.46	241.86	108.51	25.38	72.48	0.00	108.51	25.38	0.00	0.00	0.00	0.00
Employee: 2015	CRUGER, ERIC J.										
1300.02	149.50	78.55	18.37	44.77	0.00	78.55	18.37	0.00	0.00	0.00	0.00
Employee: 2205	CUSHMAN, BRIAN K.										
1507.77	114.76	87.84	20.54	35.90	0.00	87.84	20.54	0.00	0.00	0.00	0.00
Employee: 2240	DAWES, CAROLYN S.										
1237.55	125.78	72.64	16.99	37.53	0.00	72.64	16.99	0.00	0.00	0.00	0.00
Employee: 2330	DEGREENIA, CATHERINE I.										
1959.12	303.42	115.92	27.11	89.90	0.00	115.92	27.11	0.00	0.00	0.00	0.00
Employee: 2332	DEMELL, WILLIAM M.										
1068.89	104.95	61.06	14.28	31.40	0.00	61.06	14.28	0.00	0.00	0.00	0.00

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 12/01/21 thru 12/01/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 2355	DEXTER, DONNEL A.										
1194.00	139.62	67.10	15.69	41.81	0.00	67.10	15.69	0.00	0.00	0.00	0.00
Employee: 2400	DODGE, SHAWN M.										
917.51	69.61	56.11	13.12	26.70	0.00	56.11	13.12	0.00	0.00	0.00	0.00
Employee: 2415	DONALD, LANCE B.										
962.12	95.16	57.92	13.55	28.46	0.00	57.92	13.55	0.00	0.00	0.00	0.00
Employee: 2445	DROWN, JACOB D.										
1212.40	151.83	74.77	17.49	45.47	0.00	74.77	17.49	0.00	0.00	0.00	0.00
Employee: 2580	DURGIN, STEVEN J.										
2179.84	306.56	128.14	29.97	91.31	0.00	128.14	29.97	0.00	0.00	0.00	0.00
Employee: 2683	EASTMAN, LARRY E., JR										
1602.90	189.49	91.84	21.48	56.76	0.00	91.84	21.48	0.00	0.00	0.00	0.00
Employee: 2980	FARNHAM, BRIAN D.										
1464.73	181.14	88.56	20.71	54.26	0.00	88.56	20.71	0.00	0.00	0.00	0.00
Employee: 2985	FECHER, JESSE T.										
1277.83	116.05	79.23	18.53	45.65	0.00	79.23	18.53	0.00	0.00	0.00	0.00
Employee: 3027	FLEURY, JASON R.										
2123.04	306.90	122.91	28.74	91.41	0.00	122.91	28.74	0.00	0.00	0.00	0.00
Employee: 3275	FREY, JACOB D.										
2363.69	308.82	140.20	32.79	91.68	0.00	140.20	32.79	0.00	0.00	0.00	0.00
Employee: 3375	GAYLORD, AMOS R.										
1908.27	274.48	117.82	27.56	82.26	0.00	117.82	27.56	0.00	0.00	0.00	0.00
Employee: 3560	GILBERT, DAVID P.										
990.00	102.31	60.04	14.04	30.61	0.00	60.04	14.04	0.00	0.00	0.00	0.00
Employee: 3690	GRANDFIELD, HEATHER L.										
983.00	87.39	59.33	13.88	39.07	0.00	59.33	13.88	0.00	0.00	0.00	0.00
Employee: 3697	GUARRIELLO, AVA M.										
38.19	0.00	2.37	0.55	0.00	0.00	2.37	0.55	0.00	0.00	0.00	0.00
Employee: 3701	GUYETTE, BRANDON L.										
1047.92	85.89	64.97	15.19	35.65	0.00	64.97	15.19	0.00	0.00	0.00	0.00
Employee: 4015	HASTINGS, CLARK H., III										
945.30	89.57	56.26	13.16	26.76	0.00	56.26	13.16	0.00	0.00	0.00	0.00
Employee: 4025	HAYNES, WILLIAM D.										
1216.74	108.83	66.53	15.56	32.57	0.00	66.53	15.56	0.00	0.00	0.00	0.00
Employee: 4100	HEDIN, LAURA T.										
1847.90	249.89	111.32	26.04	74.76	0.00	111.32	26.04	0.00	0.00	0.00	0.00
Employee: 4137	HERRING, JAMIE L.										
870.02	33.05	53.45	12.50	21.11	0.00	53.45	12.50	0.00	0.00	0.00	0.00
Employee: 4214	HOAR, BRIAN W.										
1951.68	123.95	114.03	26.67	49.40	0.00	114.03	26.67	0.00	0.00	0.00	0.00
Employee: 4230	HOULE, JONATHAN S.										
2231.21	340.27	137.19	32.08	100.63	0.00	137.19	32.08	0.00	0.00	0.00	0.00
Employee: 4250	HOWARTH, ROBERT C.										
1329.30	46.85	72.07	16.86	16.68	0.00	72.07	16.86	0.00	0.00	0.00	0.00
Employee: 4260	HOYT, EVERETT J.										
1095.60	76.09	61.64	14.41	35.10	0.00	61.64	14.41	0.00	0.00	0.00	0.00
Employee: 4745	KELLY, JOSEPH E., JR										
1025.20	33.66	54.37	12.72	12.81	0.00	54.37	12.72	0.00	0.00	0.00	0.00
Employee: 4764	KINIRY, LIA K.										
35.25	0.00	2.19	0.51	0.00	0.00	2.19	0.51	0.00	0.00	0.00	0.00
Employee: 4770	KIRKPATRICK, TROY S.										
2509.06	306.73	149.51	34.97	97.72	0.00	149.51	34.97	0.00	0.00	0.00	0.00

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 12/01/21 thru 12/01/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 4790	KOSAKOWSKI, JOSHUA D.										
1262.06	153.75	75.48	17.65	46.04	0.00	75.48	17.65	0.00	0.00	0.00	0.00
Employee: 4908	LAPERLE, JESSICA L.										
933.96	84.17	54.98	12.86	25.07	0.00	54.98	12.86	0.00	0.00	0.00	0.00
Employee: 4985	LEWIS, BRITTANY L.										
1790.42	251.34	110.52	25.85	75.32	0.00	110.52	25.85	0.00	0.00	0.00	0.00
Employee: 5010	LOWE, ROBERT L.										
2106.48	215.03	122.98	28.76	71.12	0.00	122.98	28.76	0.00	0.00	0.00	0.00
Employee: 5049	MACHIA, DELPHIA L.										
927.60	72.57	50.98	11.92	21.83	0.00	50.98	11.92	0.00	0.00	0.00	0.00
Employee: 5048	MACKENZIE, STEVEN E.										
2137.05	236.68	127.74	29.87	93.20	0.00	127.74	29.87	0.00	0.00	0.00	0.00
Employee: 5065	MAHONEY, BRANDYN A.										
288.00	4.67	17.86	4.18	7.60	0.00	17.86	4.18	0.00	0.00	0.00	0.00
Employee: 5085	MALONEY, JASON F.										
1656.57	155.60	98.89	23.13	50.43	0.00	98.89	23.13	0.00	0.00	0.00	0.00
Employee: 5290	MARTEL, JOELL J.										
1308.52	135.07	76.13	17.80	40.31	0.00	76.13	17.80	0.00	0.00	0.00	0.00
Employee: 5425	MCGOWAN, JAMES R.										
2329.22	405.54	141.79	33.16	105.46	0.00	141.79	33.16	0.00	0.00	0.00	0.00
Employee: 5520	METIVIER, CHERYL A.										
941.55	95.29	57.89	13.54	28.50	0.00	57.89	13.54	0.00	0.00	0.00	0.00
Employee: 5600	MICHELI, STEVEN N.										
1592.80	132.72	97.33	22.76	45.78	0.00	97.33	22.76	0.00	0.00	0.00	0.00
Employee: 5725	MONAHAN, DAWN M.										
1657.20	138.48	95.83	22.41	42.52	0.00	95.83	22.41	0.00	0.00	0.00	0.00
Employee: 5751	MORGAN, ELIJAH R.										
1392.92	144.99	83.72	19.58	54.33	0.00	83.72	19.58	0.00	0.00	0.00	0.00
Employee: 5765	MORRIS, SCOTT D.										
1063.61	120.24	64.69	15.13	50.29	0.00	64.69	15.13	0.00	0.00	0.00	0.00
Employee: 5768	MORRISON, CAMDEN A.										
1264.75	146.40	77.44	18.11	43.84	0.00	77.44	18.11	0.00	0.00	0.00	0.00
Employee: 5770	MOTT, JOHN C.										
220.56	14.46	13.67	3.20	5.34	0.00	13.67	3.20	0.00	0.00	0.00	0.00
Employee: 5880	MURPHY, BRIEANNA E.										
1593.76	208.33	97.08	22.71	62.42	0.00	97.08	22.71	0.00	0.00	0.00	0.00
Employee: 5930	NORWAY, JOANNE P.										
846.09	78.93	50.42	11.79	23.60	0.00	50.42	11.79	0.00	0.00	0.00	0.00
Employee: 5940	NYKIEL, BRYAN T.										
1040.40	72.09	64.50	15.09	23.92	0.00	64.50	15.09	0.00	0.00	0.00	0.00
Employee: 6030	PARKER, ROWDIE Y.										
1468.22	218.40	89.30	20.88	65.44	0.00	89.30	20.88	0.00	0.00	0.00	0.00
Employee: 6421	PEACOCK, CAITLIN G.										
61.69	0.00	3.82	0.89	0.02	0.00	3.82	0.89	0.00	0.00	0.00	0.00
Employee: 6088	PIERCE, JOEL M.										
2094.94	183.01	126.17	29.51	64.60	0.00	126.17	29.51	0.00	0.00	0.00	0.00
Employee: 6377	POIRIER, HOLDEN R.										
1048.74	103.98	64.04	14.98	31.11	0.00	64.04	14.98	0.00	0.00	0.00	0.00
Employee: 6395	POULIOT, BROOKE L.										
848.80	60.32	52.63	12.31	20.70	0.00	52.63	12.31	0.00	0.00	0.00	0.00
Employee: 6407	PRETTY, ALYSSA A.										
1234.32	107.50	76.53	17.90	43.08	0.00	76.53	17.90	0.00	0.00	0.00	0.00

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 12/01/21 thru 12/01/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 6416	PROTZMAN, TODD A.										
575.00	46.13	35.65	8.34	14.38	0.00	35.65	8.34	0.00	0.00	0.00	0.00
Employee: 6415	PRUITT, BRITTAIN J.										
1155.84	31.12	62.05	14.51	11.89	0.00	62.05	14.51	0.00	0.00	0.00	0.00
Employee: 6418	PULLMAN, DAVID L.										
775.60	64.03	47.60	11.13	19.38	0.00	47.60	11.13	0.00	0.00	0.00	0.00
Employee: 6440	QUARANTA, STEPHANIE L.										
1358.80	201.00	77.35	18.09	54.72	0.00	77.35	18.09	0.00	0.00	0.00	0.00
Employee: 6600	REALE, MICHAEL R.										
1760.00	247.10	109.12	25.52	74.05	0.00	109.12	25.52	0.00	0.00	0.00	0.00
Employee: 6623	RICH, STEVEN A.										
813.20	44.64	49.53	11.58	10.59	0.00	49.53	11.58	0.00	0.00	0.00	0.00
Employee: 6640	RIVARD, SYLVIE R.										
941.55	94.19	57.58	13.47	28.17	0.00	57.58	13.47	0.00	0.00	0.00	0.00
Employee: 6689	ROCHFORD, ZACHARY J.										
1153.20	94.79	71.50	16.72	30.32	0.00	71.50	16.72	0.00	0.00	0.00	0.00
Employee: 6870	RUBALCABA, DAVID T.										
1699.74	230.17	103.94	24.31	68.97	0.00	103.94	24.31	0.00	0.00	0.00	0.00
Employee: 6872	RUSSELL, PAULA L.										
1567.16	124.83	93.44	21.85	38.71	0.00	93.44	21.85	0.00	0.00	0.00	0.00
Employee: 6874	RYAN, PATTY L.										
2036.70	313.05	126.28	29.53	100.35	0.00	126.28	29.53	0.00	0.00	0.00	0.00
Employee: 7100	SEAVER, DEBBIE L.										
1146.10	178.05	68.06	15.92	57.83	0.00	68.06	15.92	0.00	0.00	0.00	0.00
Employee: 7190	SHATNEY, JANET E.										
1325.35	93.20	76.40	17.87	29.81	0.00	76.40	17.87	0.00	0.00	0.00	0.00
Employee: 7220	SHERIDAN, GARY R., JR										
1969.12	156.48	120.44	28.17	47.32	0.00	120.44	28.17	0.00	0.00	0.00	0.00
Employee: 7312	SMITH, CLINT P.										
1053.60	107.49	63.17	14.77	32.04	0.00	63.17	14.77	0.00	0.00	0.00	0.00
Employee: 7314	SOUTHWORTH, NORWOOD J.										
1039.61	115.64	63.97	14.96	34.61	0.00	63.97	14.96	0.00	0.00	0.00	0.00
Employee: 7330	STRACHAN, ROBBIE B.										
1228.75	96.63	76.18	17.82	27.92	0.00	76.18	17.82	0.00	0.00	0.00	0.00
Employee: 7334	STRASSBERGER, KIRK E.										
1147.41	80.45	67.71	15.84	26.32	0.00	67.71	15.84	0.00	0.00	0.00	0.00
Employee: 7450	SUPERNAUT, MERTON A.										
980.40	60.01	52.87	12.37	13.93	0.00	52.87	12.37	0.00	0.00	0.00	0.00
Employee: 7465	TAFT, FRANCIS R.										
1437.50	171.21	85.58	20.02	51.28	0.00	85.58	20.02	0.00	0.00	0.00	0.00
Employee: 7520	TILLINGHAST, ZACHARY M.										
1216.74	120.56	69.84	16.33	36.09	0.00	69.84	16.33	0.00	0.00	0.00	0.00
Employee: 7600	TUCKER, RANDALL L.										
2310.20	317.32	136.91	32.02	94.15	0.00	136.91	32.02	0.00	0.00	0.00	0.00
Employee: 7610	TUCKER, RUSSELL W.										
1145.20	87.85	63.40	14.83	27.54	0.00	63.40	14.83	0.00	0.00	0.00	0.00
Employee: 8345	WORN, JESSICA L.										
1524.01	99.35	90.53	21.17	30.61	0.00	90.53	21.17	0.00	0.00	0.00	0.00
135275.47	14294.53	8048.91	1882.44	4531.96	0.00	8048.91	1882.44	0.00	0.00	0.00	0.00



Permit Administrator
City of Barre
6 N. Main Street
Barre, VT 05641
Phone: (802) 476-0245
Fax: (802) 476-0263

Permits to Council
November 20, 2021 to Nov. 26, 2021

Street #	Pre-Direction	Street Name	Street Type	Permit#	Permit Type	Work Description	Issue Date	Owner Name
No permits issued during this timeframe.								



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 09-14-21**

New Business.: 9-0

AGENDA ITEM DESCRIPTION: Approve Selection of Engineering Consultant for 20 yr Wastewater Treatment Facility (WWTF) Review

SUBJECT: Planning the necessary changes to the Barre City WWTF including recommended scopes and sequences of action

SUBMITTING DEPARTMENT or PERSON: DPW

STAFF RECCOMENDATION: Authorize City Manager to execute agreement on behalf of City after interviewing final two firms to determine best choice.

STRATEGIC OUTCOME/PRIOR ACTION: Obtain short and long term changes to get the WWTF to maintain compliance and improve water quality. The existing facility was last fully upgraded in 1995, so equipment is reaching obsolescence. The plant is receiving higher strength wastewaters than original designs were intended to accommodate and lastly water quality needs have become more stringent.

EXPENDITURE REQUIRED: up to \$100,000 of which approximately \$80,000 should be covered by the State Clean Water State Revolving Fund (CWSRF) loans.

FUNDING SOURCE(S): Enterprise fund for wastewater for up to \$50,000 previously authorized on May 6, 2021 for work associated with total ammonia nitrogen improvements. The City anticipates less than \$20,000 incurred cost before state approval of 20-year WWTF Facility review loan and scope of services.

LEGAL AUTHORITY/REQUIREMENTS: The City of Barre has a permit to operate a WWTF with a 4MGD capacity The permit establishes discharge standards for the protection of the Stevens Branch. The City WWTF is experiencing intermittent failures to meet effluent limits.

BACKGROUND/SUPPLEMENTAL INFORMATION: The City needs to make progress addressing effluent violations. In a less critical mode, the plant requires mechanical improvements, physical construction to improve reliability, a control system that uses current technology and improves operations. The City received 5 responses to its RFQ, Aldrich & Elliot, Dubois & King, Dufresne Group, Tata & Howard and Wright-Pierce. A review committee comprised of Dawn Monahan, Steven Micheli, Eli Morgan and William Ahearn conducted a review of all submissions. The review was based in five key factors – capacity of the firm 20%,

capability of the team 30%, responsiveness of the proposal 30%, experience with oxidation canals 15% and ability to expedite the work 5%. The factors were weighted for scoring. The team looked at score based results and rank based results. Both review systems yielded the same top two proposals. Wright-Pierce and Aldrich & Elliot. All firms submitted viable proposals that would successfully complete the work. The best two proposals offer different values that led to their selection. Wright-Pierce had an overwhelming capacity and oxidation canal experience as a large regional consulting firm. Aldrich & Elliot had a strong, balanced and nuanced proposal that addressed funding and responsiveness exceptionally well, with a small but capable staff. An online interview is planned for these two firms with a set of questions for direct answers to clarify team member's availability for urgent work, recovery plans if key team members are sidelined (COVID or otherwise), team management techniques especially for expert advice. Both firms are fully capable of delivering the consulting services needed by the City. For that reason, we are asking for your indulgence to allow staff to complete final selection and move forward with negotiations so that we might begin the urgent work of assessing changes the facility to meet the effluent limits. Further information will be provided for the Council review after the interview process.

LINK(S): none

ATTACHMENTS: Request for Qualifications issued Oct 27, 2021

INTERESTED/AFFECTED PARTIES: Barre City, Barre Town, State of Vermont and river users.

RECOMMENDED ACTION/MOTION: Authorize City Manager to select a consultant for negotiation of an Engineering Services Agreement and make all necessary applications for loans and grants through the CWSRF.

Notice of Request for Qualifications

For Engineering Services

WASTEWATER TREATMENT 20+ YEAR PLANT EVALUATION

CITY OF BARRE, VT

The City of Barre's Wastewater Treatment Plant was last upgraded in 1991. Having surpassed the 25 year mark, it is time to conduct an evaluation of the physical plant and treatment processes at the plant to meet tomorrow's expected standards. The Treatment Plant is located at 69 Treatment Plant Drive in Barre's North End. This evaluation will result in the identification of a specific strategy of process changes including revised tankage, processes, operating procedures and control strategies that may be developed through final design efforts into constructible improvements.

The plant is a 3.8 mgd facility with limited headworks, dual primary clarifiers, dual oxidation ditches and three secondary clarifiers. The plant completes reduction in oxygen demand, phosphorus removal, disinfection and dechlorination. The facility discharges to the Stevens Branch in the Lake Champlain Basin. Ongoing basin planning efforts are focused on improving the water quality of the Lake including TMDLs for some discharges and communities.

The City of Barre is seeking Statements of Qualifications from qualified engineering firms for a thorough assessment of the plant, equipment, control systems and process review resulting in a report with recommendations and written description of necessary subsequent design and construction engineering services. The Statement of Qualification must detail the firm's qualifications, professional and technical expertise, management and staffing capabilities, prior experience and references. The evaluation requires professional services in assessment of wastewater treatment processes, wastewater, recommendations, design and construction for necessary improvements at the facility including but not limited to:

- Treatment plant processes for reliability to meet current and projected effluent standards, efficiency, resilience and adequacy including control systems notably total ammonia nitrogen
- Treatment plant loadings (actual and potential) including future load capacity based on community growth and heightened water quality standards
- Building and structures-review of interior and exterior condition, functionality and serviceability for current and projected conditions
- Mechanical, electrical, plumbing, security, emergency operations and fire protection systems
- Energy efficiencies, renewable energy opportunities and techniques to reduce operating costs /carbon footprint of the facility
- Grounds, fences, underground structures, pavements and workflow for operations

- Mitigation strategies for neighborhood effects including transient events predicted to occur seasonally or under unique events

Recommendations stemming from the assessment shall include or be supported by cost-benefit analyses, cost estimates and schedule to allow a phased approach to improvements. The engineering firm should consider the use of other disciplines in providing a thorough evaluation. Design services and construction engineering may be required to effect the recommendation of the evaluation. Qualification must include previous experience in design and control of relevant processes or facilities.

Submittal Requirements

Statement of Qualification are due for submission by **1:00 PM on November 19, 2021** at the

Barre City Manager's Office
6 North Main St Suite 2
Barre, VT 05641

The Statement of Qualification is limited to no more than 10 single-sided pages plus appendices for resumes of personnel. The SOQ shall be single spaced, no smaller than a number 11 font with normal margins.

Selection is anticipated to be completed by November 24, 2021. All submitters will receive a written response to their submission. Any questions regarding the Request for Qualification should be provided in writing no later November 12, 2021. Any clarifications provided will be supplied to all engineering firms with demonstrated interest. Questions should be referred to:

William Ahearn PE,
Director of Public Works and Engineering pwdirector@barrecity.org
6 North Main St. Suite 1
Barre VT 05641
Tel (802) 476-0250

Basis of selection

The criteria for evaluation include: capacity of firm, capability of assigned team, responsiveness, experience with oxidation canal treatment plants and capacity to expedite final engineering

Bauer Fabrication, Inc.

Invoice

POB 25 / 5977 Vt 100

Waterbury, VT 05676

DATE	INVOICE #
11/18/2021	5728

BILL TO
Barre City Engineer's office Eli Morgan 6 North Main St. Barre, VT 05641-4177

SHIP TO

P.O. NUMBER	TERMS	SHIP	VIA
	Net 15	11/18/2021	

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
45	Deposit for Fabrication of: tree guards as per our drawing sent on 10/7. They will be fabricated (unpainted) in halves to be assembled by your crew. This billing is for 50% of total quoted amount. Sales Tax	162.50 0.00	7,312.50T 0.00

	Total	\$7,312.50
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Landowner Permission Form

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

Permission is hereby granted to the Vermont Association of Snow Travelers, Incorporated (VAST), to
..... Washington County Snowmobile Club,
Name of County
Incorporated, and to the Barre Sno-Bees of,
Name of Local Snowmobile Club
..... Barre Vermont to establish, maintain, and groom a snowmobile trail or trails upon property located in
City/Town
the Cow Pasture Vermont belonging to City of Barre of
City/Town Property Owner's Name
..... Vermont The snowmobile trail(s) shall be established and maintained in an area acceptable to the
City/Town/State
landowner. No construction or major maintenance shall occur without the landowner's permission. Permission is further granted to VAST,
to the fourteen Vermont county snowmobile clubs, to all affiliated local snowmobile clubs, and to their respective members to use the
trail(s).

Permission extends for a period starting Dec. 15, 2021 to May 1, 2022
Date Date

Permission is subject to the additional terms and conditions listed below, if none, enter "NONE".
See attached terms & conditions.

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

Dated this day of , 20
Day Month Year

Vermont Association of Snow Travelers, Inc. Signature of landowner or landowner's duly authorized agent.
By:
(Please Print Name) (Please Print Name)

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

Phone Number Phone Number

Explanation Of Landowner Rights and Protections

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

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

2. VAST will defend Landowner. In consideration of Landowner's granting permission to locate and maintain one or more snowmobile trails and/or associated facilities upon Landowner's property and to permit snowmobiling upon Landowner's property as set forth on the Landowner Permission Form of which this Explanation of Landowner Rights and Protections is a part, VAST agrees that if a claim is made or a legal action is brought against the Landowner for personal injury or property damage (or both) arising out of a snowmobiling accident upon Landowner's property, VAST will defend Landowner against the claim or legal action. VAST will not, however, pay any judgment for damages and, VAST does not agree to bear any financial responsibility for harm intentionally inflicted by landowners. This paragraph does not apply to landowners charging a fee to snowmobilers for the use of any portion of their property.

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

Sno-Bees Land Use Terms & Conditions

Cow Pasture Stewardship Committee

Barre City, Vermont

Last Updated: November 2021



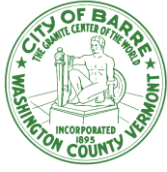
This form is to be submitted as an attachment to the VAST Landowner Permission Form submitted by the Barre Sno-Bees to the City of Barre for use and maintenance of trails in the Cow Pasture conservation land as access routes to the VAST trail network. Violation of these terms and conditions could justify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

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

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

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

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



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA SEPTEMBER 14, 2021**

Consent Item No.: 3.H. **Discussion Item No.** _____ **Action Item No.** _____

AGENDA ITEM DESCRIPTION:

Approval to Apply for a VCDP Implementation Grant for Downstreet Rehabilitation Projects

SUBJECT:

Granite City Apartments is a new naming and endeavor by Downstreet Housing, that is comprised of the Bromur Street apartments and the renovations desired to the former Ward 5 School found on Humbert Street.

Downstreet, who owns and manages the Bromur Street apartment complex, is looking to upgrade the site with revisions to parking, trash & recycling locations, new sidewalks, landscaping, walking paths, a fenced in playground area, and a plaza type picnic area for gathering. There is also a conversion of one apartment to become an Accessible apartment.

The Ward 5 School’s project is desired to turn the empty 2 floor structure with basement into a multi-unit apartment building for low income housing.

SUBMITTING DEPARTMENT or PERSON: Planning Director Janet Shatney

STAFF RECOMMENDATION:

It is recommended to receive approval by the Manager and Council to open the application in the grant portal system at this time, so that we can start populating answers to questions, uploading attachments, etc.. It is NOT a request to submit the grant yet. That will come as a formal request to actually apply for the grant, in front of the City Council in January of 2022 when the required public hearing has to take place.

STRATEGIC OUTCOME/PRIOR ACTION:

The Strategic Outcome is to eventually be allowed to apply for a VCDP Implementation grant in January after the public hearing, for improving the apartments at the Bromur Street complex, and to renovate the Ward 5 school into needed housing, both sites known as the Granite City Apartments.

EXPENDITURE REQUIRED:

None at this time.

FUNDING SOURCE(S):

VCDP funds, other sources as will be explained by Downstreet staff in January 2022.

LEGAL AUTHORITY/REQUIREMENTS:

Council approval to open a grant application in the Grant Portal.

BACKGROUND/SUPPLEMENTAL INFORMATION: While this is a request to open a grant application and not to submit an application, we are hopeful that by receiving the recommended motion below, it is inherently understood that the Council is behind the project as a whole. That project is upgrading the Bromur apartment complex, and a complete renovation of the Ward 5 School into the future Granite City apartments, very needed housing for the area.

LINK(S): None at this time.

ATTACHMENTS: None at this time

INTERESTED/AFFECTED PARTIES: City of Barre and Downstreet Housing.

RECOMMENDED ACTION/MOTION:

Approval to open the grant portal to start populating a grant application, so that formal approval to submit the application will come in front of Council in January at the required public hearing.

**CITY COUNCIL MEETING
LICENSES & PERMITS – PART OF CONSENT AGENDA
November 30, 2021**

2022 FOOD ESTABLISHMENT LICENSE: Has Health Officer Approval.

- Barre Elks Club, 10 Jefferson Street
- The Meltdown, 83 Washington Street
- American Legion, 320 N. Main Street
- Mister Z's, 379 N. Main Street
- Quality Inn, 173 S. Main Street
- Chinatown, 302 N. Main Street
- Subway, 86 N. Main Street
- Mutuo, 20 Beckley Street
- Bamboo Gardens, 115 S. Main Street
- Asian Gourmet, 276 N. Main Street
- Si Aku Ramen, 237 N. Main Street
- Domino's, 322 N. Main Street
- Reynolds House, 102 S. Main Street
- Dunkin Donuts, 350 N. Main Street
- Hollow Inn & Motel, 278 S. Main Street

2022 FOOD TAKE OUT LICENSE: Has Health Officer Approval.

- Champlain Farms (2), 15 S. Main Street & 169 Washington Street
- North End Deli Mart, 475 N. Main Street
- Beverage Baron, 411 N. Main Street
- Quality Market, 155 Washington Street

2022 FOOD VENDING LICENSE: Has Health Officer Approval.

2022 PAWN SHOP LICENSE: Has Police Chief Approval.

2022 WASTE DISPOSAL COLLECTOR'S LICENSE: Has Zoning Administrator Approval

2022 VEHICLE FOR HIRE SERVICE OPERATOR'S AND VEHICLE LICENSE: Has Police Department Approval.

2022 VEHICLE FOR HIRE DRIVER'S LICENSE: Has Police Chief Approval.

2022 ENTERTAINMENT LICENSE: Has Police Chief Approval.

- Reynolds House, 102 S. Main Street
- VT Granite Museum, 7 Jones Bros Way
- Barre Historical Society, 46 Granite Street
- Barre Opera House, 6 N. Main Street
- American Legion, 320 N. Main Street
- The Meltdown, 83 Washington Street

2022 MOVIE THEATER LICENSE: Has Health Officer Approval

- Paramount Theater, 241 N. Main Street, 2 screens

2022 VENDING LICENSE: Has Health Officer Approval

2022 COMMERCIAL SWIMMING POOL LICENSE: Has Health Officer Approval

City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 11/30/21
_ Action Item No. 8.A _**

AGENDA ITEM DESCRIPTION:

Discussion and/or Approval of Municipal Bodies Appointments Policy (Councilor Hemmerick)

SUBJECT: A policy to standardize procedures for the establishment, combination, abolition, of and appointments to municipal bodies, such as commissions, boards, committees, and task forces.

SUBMITTING DEPARTMENT or PERSON: City Councilor Jake Hemmerick, last updated November 23, 2021

STAFF RECCOMENDATION:

STRATEGIC OUTCOME/PRIOR ACTION: This is not an amendment to an existing policy; this is a proposed policy to ensure the consistent administration of municipal bodies and appointments to them. The policy is intended to provide equal opportunity and access to be considered for appointment, advance diversity and equity, support excellence in public service, and provide for a fair and predictable process. Council reviewed and provided feedback at its meeting on October 19, 2021; the minutes of that meeting are linked below.

EXPENDITURE REQUIRED: This policy implicates advertising expenses, already part of the City’s standard practice and budget. It is not expected that this policy would result in any increased advertising than already occurs. Depending upon the Manager’s approach to the on-boarding provisions in the policy, the policy could initiate new (and marginal) expenses for on-boarding materials or other training services.

FUNDING SOURCE(S): General Fund Advertising Budget Account: 001-5010-230.0510 Advertising and Printing

LEGAL AUTHORITY/REQUIREMENTS: The authority to establish this policy is found in the Charter, Section 307. The content of the policy is constrained by several sections of the Charter, as well as provisions of general law referenced in the proposed policy

Barre City Charter:

§ 1-307. Powers of City; policy matters; appointment of certain officers

All powers of the City and the determination of all matters of policy shall be vested in the City Council except as otherwise provided by this act or by general law.

BACKGROUND/SUPPLEMENTAL INFORMATION: See examples of similar municipal policies in the links below.

LINK(S):

1. Hinesburg: <https://www.hinesburg.org/town-manager/pages/vacancies-town-boards-commissions>
2. Milton: <http://www.miltonvt.gov/DocumentCenter/View/398/Vacancy-Policy-PDF>
3. Randolph: <https://randolphvt.org/vertical/sites/%7BD7EA543D-4DEE-41D3-BD57-86E65A3C936B%7D/uploads/20170914130215.pdf>
4. Barre City Council Minutes of 10/19/21:
https://www.barrecity.org/client_media/files/City%20Council/minutes/FY22/3.A.%2010-19-21%20minutes.pdf

ATTACHMENTS:

1. Proposed Policy

INTERESTED/AFFECTED PARTIES:

1. City Manager & Staff
2. City Clerk/Treasurer
3. City Council
4. Applicable Boards, Committees, Commissions and Task Forces
5. City Volunteers

RECOMMENDED ACTION/MOTION: Approval of policy as revised since the prior meeting and presented.

**CITY OF BARRE, VERMONT
CITY COUNCIL POLICY ON
MUNICIPAL BODIES & APPOINTMENTS**

PURPOSES

Pursuant to section 307 of the Barre City Charter, the Council establishes this policy to: standardize procedures for the establishment, ~~abolition~~elimination, and appointments to Commissions, Boards, Committees, and Task Forces.

PERSONS AFFECTED

1. City Manager & Staff
2. City Clerk/Treasurer
3. City Council
4. Applicable Boards, Committees, Commissions and Task Forces
- ~~4-5.~~ Applicants and appointees to municipal bodies
- ~~5.~~ City Volunteers

APPLICATION

1. **Effective date.** This policy shall become effective upon adoption.
 2. **Applicability.** This policy shall apply to:
 - a. Committees of inquiry to conduct investigations into the conduct of officers and departments relating to the welfare of the City pursuant to Section 304 of the Charter~~;~~
 - b. Offices and commissions under Section 301 of the Charter~~;~~
 - c. Vacancies to elected offices under Section 206(a) of the Charter, notwithstanding 3(b) in this section~~;~~
 - d. The Planning Commission~~;~~
 - e. The Development Review Board~~;~~
 - f. Board of Health~~;~~
 - g. All advisory committees~~;~~
 - ~~h.~~ All work groups;
 - ~~h-i.~~ All task forces; and
 - ~~i-j.~~ Unelected appointees ~~and- alternates~~ to regional bodies, not otherwise appointed by the regional entity, including but not limited to:
 - i. Central Vermont Regional Planning Commission
 - ii. Central Vermont Solid Waste Management District;
 - iii. Central Vermont Internet Board and Commission; and the
 - iv. Central Vermont Public Safety Authority~~;~~
3. **Non-Applicability/Exclusions.** This policy shall not apply to the following:
 - a. City Council and subcommittees thereof, including the:
 - i. The Animal Control Committee~~;~~
 - b. Other elected bodies or appointees thereof~~;~~
 - c. Officers of the City, including but not limited to, the:
 - i. City Manager or Acting Manager~~;~~

Commented [CD1]: Planning Commission and DRB (along with BCA) have statutory obligations and controls in addition to and outside of any city policy

Commented [JH2R1]: No known conflicts with 24 VSA 117 and the Charter.

- ii. Zoning Administrator;
 - iii. City Attorney;
 - iv. Library Liaison;
 - v. Collectors of Taxes;
 - vi. Health Officer; and
 - vii. Appointments made by the City Manager under Section 407 of the Charter not otherwise delegated to the City Council;
- d. State committees, boards, and commissions; and
 - e. Any part of this policy in conflict with a municipal charter (including a charter for a regional authority) or general law

POLICY & PROCEDURE

1. Establishment, Amalgamation, or Abolition of a Municipal Body

- a. All bodies created, amalgamated, or abolished under this policy shall occur by ~~approval of a resolution~~ approval of the Council. The ~~resolution action~~ to create a municipal body shall be presented in writing and include all items listed in paragraphs 2-7 of this section. This policy encourages the Council to ~~amalgamate~~ combine committees of common interest to avoid siloed decision-making and reduce direct and indirect administrative ~~costs~~ costs associated with committee support.

Commented [JH3]: instead of a resolution

2. Classification of a Municipal Body

- a. Bodies shall be classified as standing committees or finite ad hoc committees. Standing committees are encouraged to be named ~~"committees or commissions"~~ Finite ad hoc committees are encouraged to be called "task forces" in accordance with the classifications established in the Rules of Procedure for Public Bodies Policy. ~~Bodies with a quasi-judicial function are encouraged to be called "boards"~~. ~~Resolutions Council action~~ establishing finite ad hoc committees shall define a time certain at which point the committee will dissolve, such as the completion of a report or project, a date certain, or a vote of the committee.

Commented [JH4]: [Microsoft Word - Open Meeting Rules of Procedure APPROVED 7-15-14.doc \(barrecity.org\)](#)

Commented [CD5]: Currently council action establishes a committee or work group; not resolution.

3. Powers, Duties, Charge and Expectations of a Body

- a. The powers, duties and charge of all bodies not otherwise defined by charter or general law (such as the Planning Commission pursuant to 24 VSA 4325) shall be defined.

4. Membership of a Body

- a. The maximum number of seats on any municipal body shall be defined. This policy recommends odd-numbered bodies with fewer than seven members.
- b. To further the interests of diverse, expert, and representative membership, the membership of a body may include specific requirements, including but not limited to:
 - i. Residency;
 - ii. A particular expertise or skill; or
 - iii. A member representing an important interest group, such as a youth representative.

5. Membership Terms

- a. The duration of terms and expiration date of all seats shall be defined. This policy recommends staggered, two-to-three-year terms for standing committees. The intent of staggered terms is to provide continuity of membership and the transfer of institutional knowledge.

6. Meeting Days, Times & Frequency

- a. The ~~intended~~ days, times and frequency of ~~intended~~ meetings may be defined by Council to encourage citizen participation, avoid conflicts with other bodies, ~~to~~ avoid meeting room constraints, ~~to~~ allocate staff time, or other reasons.

7. City Staffing

- a. The nature and extent of any intended staff support may be defined by Council, which may include requirements and limitations to ensure effective meetings and advancement of the body's charge.

8. Appointments to a Municipal Body

a. Term Expirations

- i. Unless otherwise specified or applicable, all terms expire June 30th in the term's defined year of expiration.
- ii. Appointees with expiring terms shall be notified by the City Manager, or designee, at least six weeks prior to the application deadline to be re-appointed. The communication shall thank appointees for their service and explain the appointment process.

b. Vacancies

- i. Appointees may resign by contacting the City Manager, or designee, in writing.
- ii. If an appointee does not attend more than four consecutive regular meetings and does not reply to an inquiry from the Chair, City Manager, or City Manager's designee, to confirm their interest in continued appointment, the seat shall be considered vacant
- iii. If an appointees ~~are~~ is removed from office by the appointing authority, the seat shall be considered vacant.
- iv. All appointees serving ten or more years shall receive a service recognition by the Mayor and Council, as recommended by the Manager or designee.

c. Advertising of Open Seats

- i. All seats with expiring terms, vacant seats, and openings on newly established municipal bodies shall be considered open seats.
- ii. Open seats shall be advertised for appointment by Council at least on a quarterly basis.
- iii. Applications for appointment will be due approximately 14 days prior to the appointment meeting before City Council.
- iv. Open seats shall be advertised at least six weeks prior to the application deadline on the City's volunteer opportunities webpage, in a newspaper of general circulation, and active social media accounts in use by the City, unless immediate appointment is necessary to establish a quorum for an urgent matter.
- v. Advertisements should list the municipal body, open seat term length, deadline to apply, where to find the application form, staff contact for

Commented [JH6]: Rules of Procedure Policy does not define duties of a secretary or assign responsibility for minute-taking. This provision grants flexibility to Council to define its intent for the City Manager in accordance with Section 301 of the Charter.

Commented [CD7]: Do we want to include some language that limits the committee's ability to direct staff work? I wouldn't want a committee to think the state liaison can be called on to do all the committee's work.

Commented [JH8R7]: "and limitations" addresses this and any issues, as they arise, should be addressed as necessary by the Manager, or by the Council if a committee or staff does not do the work intended.

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more information, encouragement to attend a meeting of existing municipal bodies, date(s) for appointment, a link to the volunteer opportunities page, and a statement of commitment and affirmation to applicants from historically discriminated and under-represented populations, ~~which may include black, indigenous, and people of color, LGBTQ+, and people with disabilities.~~

v. ~~vi.~~ In addition, ~~the~~ The City of Barre provides equal employment opportunities (EEO) to all volunteers and applicants for volunteering without regard to race, religion, sex (including sexual orientation, pregnancy or gender identity), national origin, age (40 and older), disability and genetic information (including family medical history). In addition to those federally protected categories the State of Vermont under the Fair Employment Protection Act (FEPA) has also identified ancestry, HIV+ status, place of birth, association with a member of a legally protected category listed above, crime victim status and health insurance coverage status. The City of Barre has added protection for financial class.

Commented [CD9]: I changed this back to the original language so we don't have back to back sentences starting with "in addition to"

d. Application Form

- i. The City Manager, or designee, shall maintain a standard application form for appointments to municipal bodies periodically reviewed by the Council
- ii. The form shall state how to submit the application.
- iii. The form shall collect contact information from applicants (which may be redacted in the Council's packet in the interest of privacy), ask why the applicant is motivated to serve, and if they have attended a meeting of the municipal body (if an existing municipal body)
- iv. The form shall include a procedural checklist for staff including confirmation of receipt, notification of appointment meeting, confirmation of attendance for appointment, and the attendance record of existing appointees, and the major past and upcoming work plan items.
- v. Notification to applicants will outline what an applicant can expect at the appointment interviews and next steps.

e. Council Interviews & Appointments

- i. City Council will consider applicants for open seats at least each quarter beginning in July.
- ii. Timely applications will be included in the Council's meeting materials.
- iii. Applicants will be given reasonable opportunity to introduce themselves to Council and answer questions at the meeting.
- iv. The Council may delay making appointment decisions until timely applications and the applicants have been given a reasonable opportunity to attend one of two meetings.
- v. This policy encourages an open and transparent government.
- vi. The City Council reserves the right to enter executive session, as allowed by Vermont law (1 VSA 313) to deliberate on the appointment of any members of municipal bodies serving as public officers. This policy considers municipal appointees public officers with official duties.

- vii. In instances where there are more applications than seats available the City Council may enter Executive Session to deliberate on applicants prior to voting a slate of appointees in an open meeting. The standard motion must explain the reason for the final decision, such as “based on the needs of the City and the applicants’ motivations and background, I move to appoint ...”
- viii. In instances where the Council considers removal of an appointee Executive Session may be used in accordance with the law.

9. Orientation for Appointees

- a. The City Manager, or designee, shall provide for the following orientation and training to all appointees and re-appointees
 - i. Rules of Procedures
 - ii. Basic Roberts Rules of Order
 - iii. Ethics & Conflicts of Interest
 - iv. Open Meeting Law
 - v. Public Records Laws

10. Administration of Appointments

- a. To track the status and support consistent administration of all municipal body appointments, the City Manager, or designee, shall maintain a spreadsheet listing at least all municipal body appointees by body, seat, term, term expiration, years of service, address, phone, and email, which, like permits, voter registration, property cards, and other documents, may be a public record and will be treated by staff with appropriate and legal care.

11. Public Information of a Body

- a. All public-municipal bodies ~~with a~~ shall have a city webpage and the City Manager, or designee, shall maintain a current webpage in accordance with existing Rules of Procedures and Social Media policies to include all governance details outlined in paragraphs 2 through 7 of this policy as well as least one form of contact information for all appointees, except that the contact information of members of quasi-judicial bodies ~~(, for which ex parte communication outside of a hearing does not allow constitutional due process,)~~ shall not be listed; communication to quasi-judicial bodies shall occur through a staff contact and be presented at an open hearing.
- ~~a-b.~~ If a municipal body has adopted independent bylaws, such bylaws shall be made available on the body’s municipal webpage.

Commented [CD10]: I believe these lists will be public records - perhaps the policy should state that.

DEFINITIONS

As used in this policy, the following have these meanings.

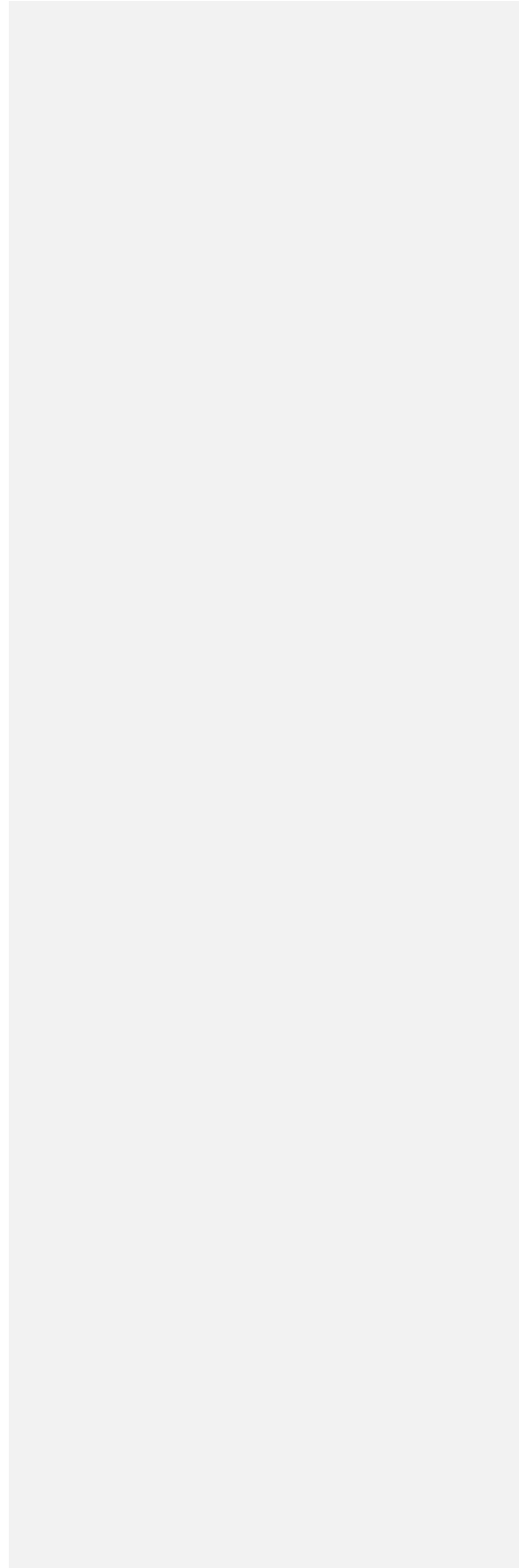
- 1. **Will, must, shall** means a mandatory action
- 2. **May, should, encouraged** means optional

REFERENCE

- Adopted by City Council on **October 19, 2021**

As certified by the City Clerk

| _____
Carol Dawes



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: [DATE]**

Consent Item No.: [REDACTED] Discussion Item No. **9.C**
[REDACTED] Action Item No. [REDACTED]

AGENDA ITEM DESCRIPTION: Montpelier Housing Task Force/Polly Nichol

SUBJECT: Housing task force

SUBMITTING DEPARTMENT or PERSON: Councilor Stockwell

Discussion: What can Barre City learn from the Montpelier HTF about encouraging affordable housing development?

STRATEGIC OUTCOME/PRIOR ACTION: none

EXPENDITURE REQUIRED:

FUNDING SOURCE(S):

LEGAL AUTHORITY/REQUIREMENTS:

BACKGROUND/SUPPLEMENTAL INFORMATION:

Montpelier has had a housing task force for over 20 years with a subcommittee of 3 that administers a revolving loan fund. Barre has just developed a housing task force and Council has been discussing housing possibilities. With ARPA funds and other housing initiatives, developing a dynamic housing program at this time could:

- a. Give low and moderate-income residents better housing options
- b. Give small to medium developers easier entry into housing creation
- c. Increase the amount of affordable and attractive housing.
- d. Use existing infrastructure capacity to encourage infill
- e. Attract more residents to Barre City

LINK(S):

ATTACHMENTS:

INTERESTED/AFFECTED PARTIES: Barre residents

RECOMMENDED ACTION/MOTION:1. Consider what part of the Montpelier HTF might be duplicated in Barre City. 2. Consider the development of a revolving loan fund to support affordable housing development.



Barre City Council
Request for \$60,000 in ARPA funding for the
Barre Recovery Residence for Moms and Kids

Contact: Michelle Kersey
mkersey@downstreet.org
802-477-1424

The Need

In 2018 Downstreet commissioned an assessment of the need for Recovery Residences (RR) in Vermont. The report, "Housing: A Critical Link to Recovery"¹ was completed in February, 2019, and has been widely circulated. The assessment found that "Vermont has the 4th highest rate of alcohol dependence and the highest rate of illicit drug use disorder in the country" which affects "more than 52,000 residents, or one in 10 individuals over age 12." The report also states that "roughly 1,200 individuals, or about 14% of the Vermonters entering treatment for an SUD (Substance Use Disorder) in 2017, would benefit from access to a RR as a means of transition from a residential treatment facility or to support their recovery while in non-residential treatment. Vermont's RR supply currently offers its form of transitional housing to just 2% of those leaving treatment each year. These 212 beds are disproportionately located in Burlington or Brattleboro...Only one residence accommodates women with dependent children despite the fact that this sub-group represents a significant share of those in treatment." Even though 438 women in Washington County were admitted for treatment for SUD in 2017, there are no RR for women in Central Vermont. The report recommends increasing RR options throughout the state, especially areas with the highest priority needs, including one dedicated to women and/or women with dependent children in Barre/Berlin.

In response, Downstreet and Vermont Foundation of Recovery (VFOR) agreed to partner with the goal of establishing a recovery residence for women with children in Central Vermont. Downstreet will serve as the property developer and owner, and will master lease the property to VFOR, which will manage the property connecting members with supports and services in the community. A property is under contract, the majority of funding has been secured, and preparations are underway to renovate the building to best accommodate the women and children it will serve.

The original budget for the project was established in 2019, before the COVID-19 pandemic hit. Since then, prices for labor and materials have risen dramatically, by approximately \$250,000. We have been working with local foundations, businesses, and donors to fill the gap, and have a remaining balance of \$97,000 to raise.

¹ <https://downstreethousing.app.box.com/file/792811728250?s=4h07h8talrwhnif9ef56l9do0qrvix65>

Barre Recovery Residence Project

The Barre Recovery Residence (RR) project will meet several critical community goals. In addition to supporting the recovery of moms and meeting the needs of children impacted by SUD, the project will increase the supply and quality of housing for up to six families coming directly from homelessness at a time. As transitional housing, the RR has the potential to help approximately sixty women and their children over the next ten years. Many people will come directly from inpatient treatment facilities but that is not required. All units will be set aside for homeless individuals certified by Downstreet. Most members will qualify for Medicaid and therefore are classified as being in extreme poverty. Another important feature of the Barre RR is that it will serve women many of whom have experienced domestic violence. Domestic violence and substance use often co-occur.

The future site of the RR is ideal as it is only a short distance from Downstreet's offices, which will support the creation of a strong community through shared green space and potential programming in our community space. Additionally, the building is close to services and access to free public transportation.

The design of the building was based on months of work by a team of professionals from VFOR, Vermont Agency of Human Services Department for Children and Families, and CIRCLE (the Washington County domestic violence agency). The building will be re-configured to provide two family units on the first floor, and one transitional unit on the second and third floor with the capability of supporting up to four families. The transitional unit will have a shared kitchen, dining, bathrooms, laundry, and meeting/multi-function space. This shared common space is to allow the Barre RR to strive to create a family-like atmosphere in the home – one where the members are nurtured and energized by others who share common experiences, struggles, values and goals.

Community Support

Downstreet has engaged with local service providers including the Turning Point Center and Washington County Mental Health to provide support for the moms at the Recovery Residence. Circle and DCF were very involved in the choice of the site, the rehab design, and the development of the Barre RR House Manual. Because of the nature of the project, serving women who may have experienced domestic violence, we have not engaged the broader community in discussions of the site. That said, Downstreet did present to the Barre City Council on the need for these types of programs in our community, and the city applied for a Community Development Block Grant to support the project in 2020.

Partners

Downstreet Housing & Community Development

Since 1987, Downstreet has served Washington, Lamoille, and Orange Counties in Vermont. We serve more than 2400 low and moderate-income Vermonters each year through providing and managing affordable apartment and mobile home lot rentals; helping Vermonters become homeowners through homeownership education, budget and credit counseling, down-payment assistance, and home repair loans; and helping seniors and those with disabilities live independently in their homes through the nationally recognized Support & Services at Home (SASH[®]) program. We currently provide homes to more than 850 people through our affordable apartments and mobile home lot rentals. Approximately 27% of our residents are children, and 25% were formerly homeless. We have 45 new units of housing in development, are renovating 47 apartments, and are working with the Good Samaritan Haven to convert the Twin City Motel in Berlin into a safe emergency shelter for homeless community members.

Vermont Foundation of Recovery

Founded in 2013, VFOR's mission is to create a network of Recovery Homes (clean and sober living homes) to help people suffering from Substance Use Disorder(s) re-assimilate into society by supporting the transitions from active use, to recovery, to independent living. They strive to create a family-like atmosphere in their homes—one where members are nurtured and energized by others who share common experiences, struggles, values, and goals. They structure their homes to provide varying degrees of supervision and autonomy, offering a variety of residences to meet the needs of individuals at varying stages of recovery. VFOR currently operates Recovery Homes throughout Vermont, including three homes that serve up to 24 men, and two homes that serve up to 12 women, in addition to three transitional apartments that serve up to 6 men and women.

Project Budget

Costs

Acquisition	120,500
Construction Hard Costs	2,032,996
Construction Soft Costs	831,270
TOTAL COSTS	\$2,984,766

Sources

FHLBB – Affordable Housing Program Grant - committed	273,500
VCDP – Community Development Block Grant, City of Barre - committed	500,000
VCDP – Recovery Housing Program Grant – committed	500,000
VHCB Trust – committed	175,000
VHCB ARPA – committed	650,000
NeighborWorks - committed	125,000
VEIC – Energy Incentives – estimated	30,000
Amortizing Permanent Debt - committed	273,500
Vermont Housing Investment Program - committed	90,000
Hoehl Family Foundation - received	150,000
VT Community Foundation – Regional and Local Impact Grant - received	25,000
Central Vermont Medical Center Community Benefit Program – committed	17,500
Miscellaneous Donations - Received	65,780
Miscellaneous Donations - Committed	12,100
TOTAL SOURCES	\$2,887,380

Balance to raise	\$97,386
Barre City?	60,000



City of Barre, Vermont

"Granite Center of the World"

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 11-30-21**

Action Item No. 9.D

AGENDA ITEM DESCRIPTION:

Discuss /Act on ARPA Funding Request for Downstreet Recovery Residence

SUBJECT: SUBMITTING DEPARTMENT or PERSON:

City Manager on behalf of (Michelle Kersey), Donor Relations Manager;
Downstreet Housing & Community Development

STAFF RECCOMENDATION: None

STRATEGIC OUTCOME/PRIOR ACTION: n/a

EXPENDITURE REQUIRED: \$60,000

FUNDING SOURCE(S):

American Rescue a Plan Act (ARPA) - Barre City Municipal Allocation (\$2, \$2,549,241)

LEGAL AUTHORITY/REQUIREMENTS:

Charter: ARTICLE II. FISCAL RESPONSIBILITIES

Sec. 309. {Source of appropriations, expenditures.}

The money raised from taxation, assessments, fines and other lawful sources shall constitute the sum from which appropriations expenditures and payments are to be made by the authority of the City Council.

(Authority Continued)

ARPA Eligibility Criteria:

From Interim Final Rule page 6:

- *Behavioral Health Care.* In addition, new or enhanced State, local, and Tribal government services may be needed to meet behavioral health needs exacerbated by the pandemic and respond to other public health impacts. These services include mental health treatment, substance misuse treatment, other behavioral health services, hotlines or warmlines, crisis intervention, overdose prevention, infectious disease prevention, and services or outreach to promote access to physical or behavioral health primary care and preventative medicine.

Aldo, from Interim Final Rule FAQ's:

Recognizing that the pandemic exacerbated mental health and substance use disorder needs in many communities, eligible public health services include mental health and other behavioral health services, which are a critical component of a holistic public safety approach. This could include:

- Mental health services and substance use disorder services, including for individuals experiencing trauma exacerbated by the pandemic, such as:
Community-based mental health and substance use disorder programs that deliver evidence-based psychotherapy, crisis support services, medications for opioid use disorder, and/or recovery support

BACKGROUND/SUPPLEMENTAL INFORMATION: See Attachments

LINK(S): none

ATTACHMENTS:

Downstreet Housing & Community Development Funding Request entitled:

Request for \$60,000 in ARPA funding for the Barre Recovery Residence for Moms and Kids

INTERESTED/AFFECTED PARTIES:

Barre City Council,
Downstreet Housing & Community Development
Vermont women (and their dependent children) recovering from Substance Use Disorder
Barre City Residents and Taxpayers

RECOMMENDED ACTION/MOTION:

Council to consider/act upon this funding request



City of Barre, Vermont

"Granite Center of the World"

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 11-30-21**

Action Item No. 9.E

AGENDA ITEM DESCRIPTION:

Review &/or Acceptance of 5-year Water/Wastewater Enterprise Fund Budgets Planning Projections

SUBJECT: 5-year Budget Projections for Enterprise Funds

SUBMITTING DEPARTMENT/PERSON:

Finance Director/Public Works Director/Superintendent of Water & Wastewater Systems

STAFF RECCOMENDATION: Accept the 5-year budget projections as fluid baseline planning document which will be updated annually for use as a refined, rolling 5-year projection

STRATEGIC OUTCOME/PRIOR ACTION:

Use as an aid for setting annual rate structures, planning for capital expenditures, and establishing a capital reserve for an aging infrastructure

EXPENDITURE REQUIRED: Expenditures are notated by line item in the attachment

FUNDING SOURCE(S): Ratepayers, Grants, Bonds

LEGAL AUTHORITY/REQUIREMENTS: N/A

BACKGROUND/SUPPLEMENTAL INFORMATION:

Keys Assumptions made in the attached projections:

Water rate increase 4% FY23-FY26

Sewer rate increase 4% base 20% volume FY23

6% base 6% volume FY24-FY26

Kept Barre Town revenue level funded @ \$939,928 for all years

Personnel increase 5% FY24 & FY25; 3% FY26

Health insurance increase 5% increase per year based on CY22 MVP rates

Dental & Life increase 3% year over year

Pension increase .5% FY23 (based on latest update); .25% FY24-FY26

LINK(S): N/A

ATTACHMENTS: **Five (5) Year (FY23-FY26) Water & Sewer Budget Projection**

INTERESTED/AFFECTED PARTIES:

Department Heads/City Employees
City Council
City ratepayers
Town of Barre

RECOMMENDED ACTION/MOTION:

“Accept the 5-year projection for the Water & Wastewater enterprise funds as fluid baseline planning document”

CITY OF BARRE, VERMONT

ENTERPRISE FUND BUDGET PROJECTION

WATER FUND

FY23-26 EF Budget Projection
Updated 11-24-21 (DM,SEM,SM,BA)

Line No.	Account No	Account Description	FY 26 Projection	FY 25 Projection	FY 24 Projection	FY 23 Projection	FY 22 Budget	FY21 Unaudited 10/1/21	FY 20 Audited
REVENUE									
1	002-4015-430.4030	ST OF VT PILOT ORANGE RES	394	394	394	394	394	394	394
2	002-4070-470.4070	STATE REIMBURSEMENT	-	-	-	-	-	12,356	148
3	002-4100-500.0423	SALES OF ASSETS	193	205	185	189	242	125	200
4	002-4100-500.0425	SALES OF WATER	3,401,711	3,270,876	3,145,073	3,024,108	2,907,797	2,795,958	2,523,801
5	002-4100-500.0428	DEBT SVE DEEP ROCK FD #8	7,387	7,382	7,408	7,372	7,366	7,486	7,263
6	002-4100-500.0431	WATER SDC	46,066	45,383	49,037	43,778	43,333	60,000	28,000
7	002-4100-500.4108	SERVICE CALL REVENUE	21,448	21,129	21,502	21,713	20,171	22,622	22,348
8	002-4110-510.4111	INTEREST INCOME	5,083	5,017	3,920	6,312	4,819	631	13,487
9	002-4110-510.4113	INT/PEN DEBT SVE DR FD #8	122	121	128	118	117	150	86
10	002-4110-510.4114	INT/PENALTIES-SALE	28,474	28,577	29,161	27,685	28,883	30,916	23,257
11	002-4110-510.4115	INT/PENALTIES - A/R	172	184	179	153	221	164	73
12	002-4110-510.4116	MISC INCOME	2,201	2,213	2,197	2,192	250	150	175
13									
14	REVENUE TOTAL		3,513,251	3,381,480	3,259,185	3,134,014	3,013,591	2,930,951	2,619,233
15			3.9%	3.8%	4.0%	4.0%	2.8%	11.9%	0.4%
16	EXPENSES								
17	002-8200 WATER DEPT								
18	002-8200-100.0102	PERSONNEL/ CHARGE JOB						201	363
19	002-8200-100.0108	PERSONNEL SERVICE-VEH MNT						2,921	2,276
20	002-8200-100.0110	PERSONNEL SERVICES	332,734	320,292	306,147	294,533	296,487	107,136	112,929
21	002-8200-100.0111	PAYROLL REIMBURSEMENT						(812)	(783)
22	002-8200-100.0112	PERS SVC EQPT MAINT						392	434
23	002-8200-100.0113	PERS SVC MAIN LINE MAINT						85,911	70,519
24	002-8200-100.0115	PERS SVC MAINT OF SVC						24,548	43
25	002-8200-100.0116	PERS SVC MAINT HYDRANTS						16,767	25,357
26	002-8200-100.0117	PERS SVC MAINT METERS						5,196	10,489
27	002-8200-100.0118	PERS SVC NEW MTR INSTALL						753	5,432
28	002-8200-100.0120	OVERTIME						2,597	375
29	002-8200-110.0150	FICA	25,454	24,502	23,420	22,532	22,681	18,331	10,624
30	002-8200-110.0151	HEALTH INSURANCE	87,763	84,542	81,321	78,039	74,821	35,518	17,645
31	002-8200-110.0152	LIFE INS	3,254	3,165	3,075	2,986	2,986	1,817	34,916
32	002-8200-110.0153	DENTAL INS	2,400	2,334	2,268	2,202	2,300	1,283	1,854
33	002-8200-110.0155	PENSION	27,844	26,837	24,973	22,726	22,138	16,560	1,063
34	002-8200-110.0160	HEALTH (HSA) EMPLOYEE	included in line 30	included in line 30	included in line 30	included in line 30	included in line 30	5,619	13,965
35	002-8200-110.0162	CLAIMS/DEDUCTIBLES	1,000	1,000	1,000	1,000	-	1,000	7,825
36	002-8200-110.0163	CHG IN VMERS PENSION LIAB	37,210	35,379	39,922	36,329	29,888	53,549	25,549
37	002-8200-120.0170	LEGAL FEES	1,000	1,000	1,000	1,000	1,000	-	889
38	002-8200-120.0171	CONSULTANT SERVICES	moved to line 39	moved to line 39	moved to line 39	moved to line 39	moved to line 39	-	3,057

CITY OF BARRE, VERMONT
ENTERPRISE FUND BUDGET PROJECTION

Line No.	Account No	Account Description	WATER FUND				FY21	FY20	
			FY 26	FY 25	FY 24	FY 23	FY 22	Unaudited	Audited
			Projection	Projection	Projection	Projection	Budget	10/1/21	
39	002-8200-120.0173	PROFESSIONAL SERVICES	4,500	4,500	4,500	4,500	3,500	109	290
40	002-8200-130.0180	TRAINING/DEVELOPMENT	400	400	400	400	250	-	116
41	002-8200-130.0182	TRAVEL/MEALS	50	50	50	50	50	-	-
42	002-8200-200.0203	ELECTRICITY-NELSON PV	1,800	1,800	1,800	1,800	1,700	1,505	2,118
43	002-8200-200.0204	ELECTRICITY-PROSPECT BDGE	2,700	2,700	2,700	2,700	2,500	2,183	250
44	002-8200-200.0205	ELECTRICITY-FIRE DISTRICT	2,900	2,900	2,900	2,900	2,800	2,670	3,342
45	002-8200-200.0206	ELECTRICITY - GRANITE ST	300	300	300	260	300	-	-
46	002-8200-200.0207	ELECTRICITY-BURNHAM YD	350	350	350	350	350	303	328
47	002-8200-200.0208	ELECTRICITY-BAILEY ST	320	320	320	320	320	287	284
48	002-8200-200.0209	ELECTRICITY - W CBL HL VA	2,500	2,500	2,500	2,560	2,700	2,284	1,501
49	002-8200-200.0210	ELECTRICITY - COBBLE HILL	2,250	2,250	2,250	2,250	2,200	1,920	1,956
50	002-8200-200.0211	ELECTRICITY - RICH RD POL	550	550	550	500	500	425	353
51	002-8200-200.0212	ELECTRICITY - RT 302 POLE	350	350	350	350	325	236	310
52	002-8200-200.0214	TELEPHONE	1,900	1,850	1,850	1,800	1,750	1,690	1,838
53	002-8200-200.0216	SEWER CHARGES	325	300	275	250	275	213	158
54	002-8200-210.0311	COMPUTER SYS CONTRACT	300	300	300	300	250	-	-
55	002-8200-210.0312	OFFICE MACHINES MAINT	200	200	200	200	250	50	149
56	002-8200-210.0321	EQUIPMENT RENTAL	1,000	1,000	100	1,000	1,000	77	-
57	002-8200-230.0510	ADVERTISING/PRINTING	2,400	2,400	2,350	2,350	2,350	2,284	1,744
58	002-8200-230.0534	PROPERTY TAX EXP	5,325	5,300	5,275	5,250	5,250	5,098	4,894
59	002-8200-230.0535	WACR UTILITY CROSSING LSE	1,000	1,000	1,000	1,000	1,000	900	800
60	002-8200-230.0542	MISC EXPENSE	250	250	250	250	250	55	12
61	002-8200-230.0543	COMPUTER BILLS/MATERIALS	2,500	2,450	2,450	2,400	2,400	2,751	360
62	002-8200-230.0544	ENTERPRISE BILLING	277,917	269,822	261,963	254,333	246,926	239,734	232,751
63	002-8200-310.0620	BARRACADES	-	-	-	-	250	-	-
64	002-8200-310.0627	NEW/REPLACEMENT HYDRANTS EX	12,500	12,500	12,500	12,500	12,500	3,456	4,364
65	002-8200-310.0629	NEW METERS EX	16,000	16,000	16,000	15,500	15,500	17,333	14,883
66	002-8200-320.0724	RADIO MAINT	500	500	500	500	500	431	398
67	002-8200-320.0726	BLD,GRD,MAINT FIRE DIST 8	2,500	2,500	2,500	2,500	2,500	3,805	1,839
68	002-8200-320.0727	BLDG & GROUNDS MAINT	6,500	6,500	6,500	6,500	6,000	6,313	10,697
69	002-8200-320.0728	COBBLE HILL PS - MAINT	5,000	5,000	5,000	5,000	7,500	393	-
70	002-8200-320.0740	EQUIPMENT MAINT	5,000	5,000	5,000	5,000	5,000	3,472	9,536
71	002-8200-320.0743	TRUCK MAINT	5,000	5,000	5,000	5,000	5,000	6,253	2,632
72	002-8200-320.0749	VAULT MAINTENANCE	3,000	3,000	3,000	2,500	1,500	1,528	11,703
73	002-8200-320.0750	MAIN LINE MAINT	151,856	146,016	140,400	135,000	130,000	126,832	132,036
74	002-8200-320.0752	HYDRANTS MAINT	5,000	5,000	5,000	5,000	5,000	9,344	2,992
75	002-8200-320.0753	METER MAINT	5,500	5,500	5,500	5,500	5,500	6,968	19,597
76	002-8200-320.0754	OFFICE EQUIPMENT MAINT	250	250	250	250	250	-	-
77	002-8200-320.0755	SERVICES MAINT (CURBS)	3,500	3,500	3,500	3,000	3,000	420	4,163
78	002-8200-320.0796	CAPITAL ASSETS					(12,000)	(122,992)	(102,284)
79	002-8200-320.0799	INVENTORY CHANGE						37,094	4,560
80	002-8200-330.0829	FUEL OIL - GARAGE & BARRICADE ROOM	-	3,784	3,604	3,432	5,720	5,326	6,162
81	002-8200-330.0835	VEHICLE FUEL	6,000	6,000	6,000	6,000	6,500	3,018	3,809
82	002-8200-330.0836	PROPANE	500	500	500	500	400	1,714	22

CITY OF BARRE, VERMONT
ENTERPRISE FUND BUDGET PROJECTION

Line No.	Account No	Account Description	WATER FUND					FY21	FY20
			FY 26	FY 25	FY 24	FY 23	FY 22	Unaudited	Audited
			Projection	Projection	Projection	Projection	Budget	10/1/21	
83	002-8200-340.0940	CLOTHING	6,500	6,500	6,500	6,000	6,000	4,780	5,342
84	002-8200-340.0941	EQUIPMENT - SAFETY	1,000	1,000	1,000	1,000	750	590	847
85	002-8200-340.0942	CDL DRUG & ALCOHOL TEST	300	300	300	300	300	-	-
86	002-8200-340.0943	FOOTWARE	960	960	960	960	650	704	484
87	002-8200-340.0944	GLASSES	1,293	1,293	1,293	1,293	700	651	381
88	002-8200-350.1051	COMPUTER SUPPLIES	900	900	900	900	450	1,166	6
89	002-8200-350.1053	OFFICE SUPPLIES/EQUIPMENT	300	300	300	300	300	453	258
90	002-8200-350.1054	WTR ASSET MGMT GRANT						12,500	-
91	002-8200-350.1060	SMALL TOOLS	700	700	700	700	650	654	766
92	002-8200-360.1163	METER POSTAGE	4,400	4,300	4,200	4,200	4,000	3,800	3,800
93	002-8200-490.1300	DEPRECIATION EXPENSE	150,000	150,000	150,000	150,000	170,000	167,831	140,970
94	002-8200-490.1310	ABATEMENTS						285	971
95	002-8200-500.1400	BOND REPAYMENT INT	5,543	7,650	9,652	11,601	13,511	14,261	16,289
96	Sub Total		1,231,247	1,203,346	1,174,667	1,140,355	1,129,427	962,441	895,596
97									
98	002-8220 WATER FILTRATION PLANT								
99	002-8220-100.0110	PERSONNEL SERVICES	245,829	236,517	225,508	216,289	208,226	185,915	166,178
100	002-8220-100.0112	OVERTIME						11,242	11,266
101	002-8220-110.0150	FICA	18,806	18,094	17,251	16,546	15,929	14,396	13,171
102	002-8220-110.0151	HEALTH INSURANCE	49,656	47,807	45,957	43,834	41,997	33,401	23,860
103	002-8220-110.0152	LIFE INS	2,090	2,032	1,975	1,917	1,917	1,530	1,168
104	002-8220-110.0153	DENTAL INS	1,506	1,465	1,424	1,382	1,449	837	913
105	002-8220-110.0155	PENSION	18,486	17,779	16,359	14,635	13,564	13,158	8,978
106	002-8220-110.0160	HEALTH (HSA) EMPLOYEE	included in line 102	included in line 102	included in line 102	included in line 102	included in line 102	3,858	3,594
110	002-8220-120.0172	PERMIT TO OPERATE	25,000	25,000	25,000	25,000	25,000	23,884	22,641
111	002-8220-120.0173	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500	1,500	-	-
112	002-8220-120.0174	CITY FORESTER	3,000	2,500	2,000	3,000	3,000	-	-
113	002-8220-130.0180	TRAINING/DEVELOPMENT	1,500	1,500	1,500	1,500	1,500	1,688	1,092
114	002-8220-130.0182	TRAVEL/MEALS	250	250	250	250	250	-	-
115	002-8220-200.0210	ELECTRICITY	14,069	13,659	13,261	12,875	12,500	12,117	7,576
116	002-8220-200.0212	BECKLEY HILL SOLAR PROJ	87,790	85,233	82,750	80,340	78,000	77,976	66,614
117	002-8220-200.0214	TELEPHONE	1,250	1,250	1,250	1,200	1,200	1,051	956
118	002-8220-230.0510	ADVERTISING/PRINTING	1,000	1,000	1,000	1,000	1,000	878	500
119	002-8220-230.0521	STORMWATER PERMIT FEES	2,300	2,300	2,300	23,000	2,300	2,230	-
120	002-8220-230.0534	PROPERTY TAX EXP	58,220	57,305	56,181	55,080	54,000	52,865	51,987
121	002-8220-230.0544	ENTERPRISE BILLING	277,917	269,822	261,963	254,333	246,925	239,733	232,751
122	002-8220-320.0724	RADIO MAINT	950	950	950	900	900	804	856
123	002-8220-320.0727	BLDG & GROUNDS MAINT	19,484	19,102	18,727	18,360	18,000	19,270	12,639
125	002-8220-320.0737	LAB MAINT	5,500	5,500	5,500	5,500	5,000	3,803	5,559
126	002-8220-320.0740	EQUIPMENT MAINT	29,263	28,410	27,583	26,780	26,000	24,435	24,476
127	002-8220-320.0743	TRUCK MAINT	3,000	3,000	3,000	2,500	2,500	2,226	2,618
128	002-8220-320.0749	WATER SAMPLING/TESTING	13,250	13,250	13,100	13,100	12,500	9,784	11,919
129	002-8220-320.0750	SOLIDS	75,000	7,000	6,500	6,000	6,000	72	-
130	002-8220-320.0751	RESERVOIR SYSTEM MAINT	2,000	3,000	2,000	2,000	1,500	665	2,064

CITY OF BARRE, VERMONT
ENTERPRISE FUND BUDGET PROJECTION

Line No.	Account No	Account Description	WATER FUND				FY21	FY20		
			FY 26	FY 25	FY 24	FY 23	FY 22	Unaudited	Audited	
			Projection	Projection	Projection	Projection	Budget	10/1/21		
131	002-8220-320.0755	PCH180	50,085	48,626	47,210	45,835	44,500	47,064	38,544	
132	002-8220-320.0757	SODIUM HYPOCHLORITE	15,194	14,752	14,322	13,905	13,500	12,180	7,883	
133	002-8220-320.0758	FLORIDE MAINT	6,528	6,338	6,153	5,974	5,800	4,300	4,591	
134	002-8220-320.0759	RIVER CLEAR	5,000	-	5,000	-	-	-	35,809	
135	002-8220-320.0761	985N DRY POLYMER	8,654	8,402	8,158	7,920	5,100	-	17,262	
136	002-8220-320.0762	POWDERED ACTIVATED CARBON	30,596	29,705	28,840	28,000	25,500	-	23,137	
137	002-8220-320.0764	POTASSIUM PERMANGANATE	below in line 140	below in line 140	below in line 140	below in line 140	-	3,145	6,574	
138	002-8220-320.0765	SODIUM HYDROXIDE	16,500	16,500	16,500	16,800	16,500	13,645	10,704	
139	002-8220-320.0766	ZINC ORTHOPHOSPHATE	21,500	21,250	21,000	22,000	21,950	16,470	17,267	
140	002-8220-320.0767	SODIUM PERMANGANATE	18,500	18,000	17,500	17,000	19,300	15,608	-	
141	002-8220-320.0799	INVENTORY CHANGE						17,039	(25,652)	
142	002-8220-330.0835	VEHICLE FUEL	5,000	5,000	5,000	5,000	5,000	3,252	2,472	
143	002-8220-330.0836	PROPANE	23,500	22,500	22,500	21,000	18,125	12,459	15,693	
144	002-8220-340.0940	CLOTHING	4,100	4,100	4,100	4,100	4,100	3,350	2,715	
145	002-8220-340.0941	EQUIPMENT - SAFETY	1,100	1,100	1,100	1,100	500	1,040	1,457	
146	002-8220-340.0943	FOOTWARE	800	800	800	800	460	28	780	
147	002-8220-340.0944	GLASSES	880	880	880	880	510	108	-	
148	002-8220-350.1051	COMPUTER SUPPLIES	900	850	800	700	600	1,360	-	
149	002-8220-350.1053	OFFICE SUPPLIES/EQUIPMENT	500	500	500	500	500	453	189	
150	002-8220-350.1060	SMALL TOOLS	250	250	250	250	250	-	140	
151	002-8220-490.1300	DEPRECIATION EXPENSE	305,000	305,000	305,000	305,000	320,000	317,989	310,560	
152	002-8220-500.1400	BOND REPAYMENT INT	162,482	174,386	185,825	196,831	207,772	214,497	223,493	
153	002-8420-500.1400	2.5M COBBLE HILL TRANS LI						827	-	
154	002-8422-500.1401	2.5M-POTASSIUM PERM FEED						5,843	23,383	
155	002-8620-510.1400	1.7M BOND - MULTI-USE EQU					12,000	33,475	-	
156	002-9130-370.1380	COVID-19 MATERIALS						393	3,647	
157	Sub Total		1,635,685	1,544,164	1,526,228	1,522,416	1,504,625	1,462,341	1,394,025	
158										
159	Total Expenditures		2,866,932	2,747,510	2,700,896	2,662,772	2,634,052	2,424,783	2,289,622	
160										
165										
166	Annual Net Surplus/(Deficit)		646,319	633,970	558,289	471,242	379,539	506,169	329,612	
167										
168	Water Main Replacement Program Allowance		750,000	750,000	750,000	750,000	750,000			
169										
170	Cummulative Net Position		10,186,471	10,290,152	10,406,182	10,597,893	10,876,651	11,247,112	10,740,944	
171										
172	Net Investment in Capital Assets*		7,698,782	7,851,857	7,992,370	8,120,820	8,257,641	8,373,880	8,430,126	
173	Unrestricted Surplus/(Deficit)		2,487,689	2,438,295	2,413,812	2,477,073	2,619,010	2,873,232	2,310,818	
174										
175										
176	*This number will flucuate as investment in capital assets are made and the bond payments are made									
177										

CITY OF BARRE, VERMONT

ENTERPRISE FUND BUDGET PROJECTION

SEWER FUND

FY22 EF Budget
Updated 11-24-21 (DM,SEM,SM,BA)

Line No.	Account No	Account Description	FY 26 Projection	FY 25 Projection	FY 24 Projection	FY 23 Projection	FY 22 Budget	FY21 Unaudited 10/1/21	FY 20 Audited
REVENUE									
2	003-4070-470.4070	STATE REIMBURSEMENT				-	-	3,353	-
3	003-4100-500.0421	APPLICATION FEES	40	45	40	36	58	25	25
4	003-4100-500.0425	SALE OF SEWER DISCHARGE	3,146,110	3,021,585	2,904,105	2,793,280	2,560,165	2,249,744	2,040,818
5	003-4100-500.0430	SALES OF STP SERVICES	60,303	57,431	54,696	52,092	47,356	50,784	62,748
6	003-4100-500.0431	SEWER SYSTEM DEVELOPMENT CHARGE	4,000	4,000	4,000	4,000	4,000	2,000	2,000
7	003-4100-500.4108	SERVICE CALL REVENUE	-	-	-	-	-	27	-
8	003-4100-500.4109	BARRE TOWN COST SHARING	-	-	-	-	-	-	209
9	003-4110-510.4108	INT CAP 16 ENTERPRISE ALY	300	300	300	300	300	367	662
10	003-4110-510.4109	INTEREST CAPITAL FD TRK N	-	-	-	-	-	-	123
11	003-4110-510.4111	INTEREST INCOME (BONDS)	-	-	350	625	7,960	1,054	22,829
12	003-4110-510.4114	INT/PENALTIES SALES	15,345	15,247	15,891	14,895	14,954	17,836	11,905
13	003-4110-510.4301	GAIN/LOSS ON SALE OF ASSET					-	(12,385)	
14									
15	REVENUE TOTAL		3,226,098	3,098,608	2,979,383	2,865,229	2,634,793	2,312,806	2,141,319
16			4.1%	4.0%	4.0%	8.7%	13.9%	8.0%	22.2%
EXPENSES									
18	003-8300 SEWER DEPT								
19	003-8300-100.0102	PERSONNEL/CHARGE JOB						-	216
20	003-8300-100.0108	PERSONNEL SERVICE-VEH MNT						680	849
21	003-8300-100.0110	PERSONNEL SERVICES	268,705	258,745	247,524	238,223	233,032	90,365	90,140
22	003-8300-100.0112	PERS SVC EQPT MAINT						3,502	2,714
23	003-8300-100.0113	PERS SVC MAINT MAIN LINES						75,074	50,981
24	003-8300-100.0114	PERS SVC GARAGE MAINT						5,837	3,809
25	003-8300-100.0120	OVERTIME						4,810	5,411
26	003-8300-110.0150	FICA	20,556	19,794	18,936	18,224	17,827	13,059	11,339
27	003-8300-110.0151	HEALTH INSURANCE	72,807	70,217	67,627	64,988	62,400	37,029	36,401
28	003-8300-110.0152	LIFE INSURANCE	2,657	2,584	2,511	2,438	2,438	1,840	1,877
29	003-8300-110.0153	DENTAL INSURANCE	1,972	1,918	1,863	1,809	1,888	1,352	1,475
30	003-8300-110.0155	PENSION	23,202	22,375	20,870	19,066	18,172	15,623	12,682
31	003-8300-110.0160	HEALTH (HSA) EMPLOYEE	included in line 27	included in line 27	included in line 27	included in line 27	included in line 27	6,121	6,361
33	003-8300-110.0163	CHG IN VMERS PENSION LIAB	31,622	30,812	31,322	32,731	28,383	32,852	36,958
34	003-8300-120.0170	LEGAL FEES	1,500	1,500	1,500	1,500	1,500	-	1,794
35	003-8300-120.0172	CLAIMS/DEDUCTIBLES	5,000	5,000	5,000	5,000	3,500	2,000	-
36	003-8300-120.0173	PROFESSIONAL SERVICES	500	500	500	500	500	109	290
37	003-8300-130.0180	TRAINING/DEVELOPMENT	250	250	250	250	250	90	210
38	003-8300-200.0210	ELECTRICITY	2,250	2,200	2,150	2,100	2,000	1,751	1,489
39	003-8300-200.0212	ELECTRICITY NO MAIN ST	4,000	4,000	4,000	4,000	3,900	3,312	3,548
40	003-8300-200.0214	TELEPHONE	1,500	1,500	1,450	1,450	1,400	1,273	1,181

CITY OF BARRE, VERMONT
ENTERPRISE FUND BUDGET PROJECTION

Line No.	Account No	Account Description	FY 26	SEWER FUND	FY 24	FY 23	FY 22	FY21	FY 20
			Projection	FY 25 Projection	Projection	Projection	Budget	Unaudited 10/1/21	Audited
41	003-8300-210.0311	COMPUTER MAINT FEE	250	250	250	250	250	-	-
42	003-8300-210.0312	OFFICE MACHINES	200	200	200	200	200	50	649
43	003-8300-210.0321	EQUIPMENT RENTAL	1,500	1,500	1,500	1,500	1,500	1,400	-
44	003-8300-230.0510	ADVERTISING/PRINTING	1,850	1,800	1,750	1,700	1,650	1,621	1,098
45	003-8300-230.0535	WACR UTILITY CROSSING LSE	1,100	1,100	1,000	1,000	1,000	900	1,000
47	003-8300-230.0543	COMPUTER BILLS/MATERIALS	2,950	2,900	2,850	2,800	2,500	2,751	360
48	003-8300-230.0544	ENTERPRISE BILLING	222,333	215,858	209,571	203,467	197,540	191,787	186,201
51	003-8300-320.0724	RADIO MAINT	1,500	1,500	1,500	1,500	1,500	-	4,157
52	003-8300-320.0727	BLDG & GROUNDS MAINT	2,000	2,000	2,000	2,000	2,000	2,039	2,642
53	003-8300-320.0737	EJECTOR STATION N MAIN ST	3,000	3,000	3,000	3,000	11,000	1,511	4,662
54	003-8300-320.0740	EQUIPMENT MAINT	2,500	2,500	2,500	2,500	2,500	2,229	2,073
55	003-8300-320.0743	TRUCK MAINT	8,500	14,000	8,500	8,500	3,500	1,024	536
56	003-8300-320.0749	SURFACE SEWERS DUE TO SANITARY REPAIR	10,000	10,000	10,000	10,000	10,000	6,454	42,900
57	003-8300-320.0750	MAIN LINE MAINT	109,498	97,344	93,600	90,000	85,000	77,969	2,570
58	003-8300-320.0752	MAIN LINE MAINT VACCON VACCUM TRUCK MAINT	moved to line 55	moved to line 55	moved to line 55	moved to line 55	5,000	3,738	-
60	003-8300-320.0755	SERVICES MAINT	-	-	-	-	500	65	-
61	003-8300-320.0796	CAPITAL ASSETS						(84,878)	(3,000)
62	003-8300-320.0799	INVENTORY CHANGE						(738)	13,907
63	003-8300-330.0829	FUEL OIL	1,550	1,500	1,450	1,400	1,200	1,046	1,373
64	003-8300-330.0835	VEHICLE FUEL	5,400	5,200	5,000	4,800	4,200	3,705	3,465
65	003-8300-340.0940	CLOTHING	5,100	5,000	4,800	4,800	4,500	4,394	3,616
66	003-8300-340.0941	EQUIPMENT - SAFETY	500	500	500	500	500	589	511
67	003-8300-340.0943	FOOTWARE	730	730	730	730	600	258	281
68	003-8300-340.0944	GLASSES	1,038	1,038	1,038	1,038	400	311	255
69	003-8300-350.1051	COMPUTER SUPPLIES	1,200	1,200	1,100	1,100	1,000	814	-
70	003-8300-350.1053	OFFICE SUPPLIES/EQUIPMENT	600	600	600	600	550	619	178
71	003-8300-350.1060	SMALL TOOLS	250	250	250	250	250	-	65
72	003-8300-360.1163	METER POSTAGE	4,350	4,300	4,250	4,200	4,000	3,800	3,800
74	003-8300-490.1300	DEPRECIATION EXPENSE	97,500	97,500	97,500	97,500	95,000	93,953	94,623
75	003-8300-490.1310	ABATEMENTS ACCOUNT						505	651
76	003-8300-500.1400	BOND REPAYMENT I/P	9,890	11,288	12,636	13,930	15,203	16,246	17,609
77	Sub Total		931,810	904,452	873,577	851,543	830,233	630,842	655,906
78									
79	003-8330 WASTE WATER TREATMENT PLANT								
80	003-8330-100.0108	PERSONNEL SERVICE-VEH MNT						1,253	2,536
81	003-8330-100.0110	PERSONNEL SERVICES	348,585	335,343	319,691	254,276	267,906	241,624	228,432
82	003-8330-100.0112	OVERTIME						15,516	-
83	003-8330-110.0150	FICA	26,667	25,654	24,456	19,452	20,495	19,313	18,758
84	003-8330-110.0151	HEALTH INSURANCE	69,441	66,784	64,127	52,000	49,746	41,971	18,326
85	003-8330-110.0152	LIFE INSURANCE	3,284	3,194	3,103	2,465	2,465	2,032	51,352
86	003-8330-110.0153	DENTAL INSURANCE	2,362	2,297	2,232	1,775	1,861	1,112	1,675
87	003-8330-110.0155	PENSION	35,289	33,925	31,542	25,660	26,793	25,907	913
88	003-8330-110.0160	HEALTH (HSA) EMPLOYEE	included in line 84	included in line 84	included in line 84	included in line 84	included in line 84	5,399	20,447
89	003-8330-110.0162	PERSONAL CLAIMS	moved to line 91	moved to line 91	moved to line 91	moved to line 91	-	-	2,942

CITY OF BARRE, VERMONT
ENTERPRISE FUND BUDGET PROJECTION

Line No.	Account No	Account Description	FY 26	SEWER FUND	FY 24	FY 23	FY 22	FY21	FY 20
			Projection	FY 25 Projection	Projection	Projection	Budget	Unaudited 10/1/21	Audited
90	003-8330-120.0170	LEGAL FEES	1,500	1,500	1,500	1,500	1,500	-	-
92	003-8330-120.0173	PROFESSIONAL SERVICES	5,000	5,000	5,000	40,000	5,000	-	(12,245)
93	003-8330-130.0180	TRAINING/DEVELOPMENT	1,500	1,500	1,500	1,500	1,500	1,466	1,336
95	003-8330-200.0210	ELECTRICITY	79,348	77,037	74,793	72,615	70,500	67,401	77,636
96	003-8330-200.0212	WWTP BM SOLAR PROJ	84,976	82,501	80,098	77,765	75,500	75,455	62,282
97	003-8330-200.0214	TELEPHONE	1,700	1,650	1,600	1,550	1,500	1,372	1,490
98	003-8330-200.0215	WATER BILLING	19,000	18,000	17,000	16,000	15,500	14,725	13,463
99	003-8330-230.0510	ADVERTISING/PRINTING	1,300	1,300	1,200	1,200	1,100	849	13
100	003-8330-230.0511	PHYSICALS/CDL & HAZMAT	200	200	200	200	-	128	-
101	003-8330-230.0518	GRIT	14,000	14,000	13,000	13,000	12,000	10,933	6,639
102	003-8330-230.0519	DISPOSAL OF SLUDGE	357,040	343,308	330,104	317,408	315,000	308,118	293,711
103	003-8330-230.0520	DISCHARGE PERMIT	13,000	13,000	12,000	12,000	12,000	12,000	12,000
104	003-8330-230.0521	STORMWATER PERMIT FEES	1,200	1,200	1,200	1,200	1,200	320	-
105	003-8330-230.0544	ENTERPRISE BILLING	333,500	323,787	314,356	305,200	296,311	287,680	279,301
106	003-8330-320.0727	BLDG & GROUNDS MAINT	43,000	42,000	42,000	40,000	40,000	27,210	17,104
107	003-8330-320.0736	PUMP/EJECTOR STATION MAINT	3,000	3,000	3,000	3,000	-	70	2,894
108	003-8330-320.0737	LAB MAINT & EQUIPMENT	14,000	13,000	12,000	11,000	10,000	10,699	9,084
109	003-8330-320.0738	PLANT MAINT	10,000	10,000	10,000	10,000	2,500	296	1,627
110	003-8330-320.0740	EQUIPMENT MAINT	94,000	93,000	92,000	90,000	85,000	121,936	54,372
111	003-8330-320.0743	TRUCK MAINT	5,500	5,500	5,000	5,000	4,500	3,189	9,230
112	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	16,500	16,000	15,500	15,000	15,600	6,670	3,135
114	003-8330-320.0796	CAPITAL ASSETS				(285,000)	(844,150)	(238,392)	(117,744)
115	003-8330-330.0825	FUEL OIL	50,936	48,510	46,200	44,000	54,000	48,910	69,785
116	003-8330-330.0835	VEHICLE FUEL	4,250	4,000	3,750	3,500	3,000	2,357	2,859
117	003-8330-340.0940	CLOTHING	5,500	5,500	5,000	5,000	4,500	2,846	4,196
118	003-8330-340.0941	EQUIPMENT - SAFETY	3,900	3,800	3,500	3,500	3,000	3,719	3,949
119	003-8330-340.0943	FOOTWARE	1,259	1,259	1,259	1,259	900	596	646
120	003-8330-340.0944	GLASSES	1,389	1,389	1,389	1,389	600	158	255
121	003-8330-350.1053	OFFICE SUPPLIES/EQUIPMENT	300	300	300	300	250	307	65
122	003-8330-350.1060	SMALL TOOLS	700	700	700	700	800	73	200
123	003-8330-360.1140	SODIUM HYPOCHLORITE	21,057	20,248	19,469	18,720	18,000	16,383	14,373
124	003-8330-360.1141	POLYMER	22,227	21,372	20,550	19,760	19,000	18,260	4,510
125	003-8330-360.1145	SODIUM BISULFITE	15,372	14,781	14,212	13,666	13,140	12,928	16,425
126	003-8330-360.1148	SODIUM ALUMINATE	198,554	190,917	183,575	176,514	169,725	167,391	139,239
127	003-8330-360.1150	INVENTORY CHANGE						1,541	(1,324)
128	003-8330-490.1300	DEPRECIATION EXP	264,520	264,520	264,519.73	259,815	255,000	254,650	252,440
129	003-8330-500.1400	BOND REPAYMENT I/P	34,709	40,091	45,237	50,199	55,422	80,283	88,679
130	003-8430-500.1400	2.5M-RIVER ST SANITARY SE						COMPLETED	40,250
131	003-8430-400.1401	N MAIN ST PUMP STATION RLF			COMPLETED	285,000		19,698	-
132	003-8533-500.1400	900K-ANAEROBIC DIGESTER				COMPLETED	536,000	11,215	6,123
133	003-8533-500.1401	900K-BOILER FOR DIGESTER					COMPLETED	179,124	69,522
134	003-8533-500.1402	900K-METHANE SAFETY FLARE				COMPLETED	308,150	3,835	11,679
135	003-8533-530.1400	900K-BOND LEGAL EXP					COMPLETED	700	-
136	003-8630-510.1400	1.7M BOND - MULTI-USE EQU					COMPLETED	33,475	-

CITY OF BARRE, VERMONT

ENTERPRISE FUND BUDGET PROJECTION

SEWER FUND

Line No.	Account No	Account Description	FY 26 Projection	FY 25 Projection	FY 24 Projection	FY 23 Projection	FY 22 Budget	FY21 Unaudited 10/1/21	FY 20 Audited
137	003-8633-510.1400	1.7M BOND-EQUIPMENT					COMPLETED	26,000	-
138	003-9130-370.1381	COVID-19 EXPENSES						637	5,769
139	Sub Total		2,209,565	2,151,066	2,087,864	1,989,088	1,932,813	1,951,337	1,790,348
140									
141	Total Expenditures		3,141,374	3,055,518	2,961,440	2,840,631	2,763,046	2,582,179	2,446,253
142									
143									
144	Annual Net Surplus/(Deficit)		84,724	43,090	17,942	24,597	(128,253)	(269,373)	(304,934)
145									
146	Wastewater Collection/Treatment Improvements Allowance		50,000	50,000	50,000	50,000	50,000		
147									
148	Cummulative Net Position		7,844,433	7,809,710	7,816,620	7,848,678	7,874,081	8,052,334	8,321,707
149									
150	Net Investment in Capital Assets*		7,063,586	7,620,387	8,172,710	8,720,725	8,974,885	8,655,767	8,970,068
151	Unrestricted Surplus/(Deficit)		780,848	189,323	(356,090)	(872,047)	(1,100,804)	(603,433)	(648,361)
152									
153									
154	*This number will fluctuate as investment in capital assets are made and the bond payments are made								
155									



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

BRIEFING MEMO

TO: City Council
FR: The Manager
CC: Department Heads
DATE: 11/26/21
SUBJECT: 11/30/21 Council Agenda Item 9.F - Bonds Update #2

Councilors:

I provide this Cover Memo as a concise overview of the Status of the following Bonds approved by the Council and voters since 2018 summarized as follows:

<u>Town Mtg Date</u>	<u>Amount</u>	<u>Purpose</u>
March 2018	\$1.15M	Infrastructure, Facilities, Equipment
March 2018	\$720,000	Pool Refurbishment
Nov. 2018	\$900,000	WWTF Biolsolids Improvements
March 2019	\$560,000	Facilities, Infrastructure, TIF Audit
March 2019	\$2.5M	Infrastructure
March 2019	\$1.7 M	Equipment, Infrastructure

The attached three (3) pdf spreadsheets are used to code and track bond expenses every 2-3 weeks to monitor and manage both progress and expenses. I have also annotated each of the spreadsheets to assist your review. The spreadsheets provide expenditure details on an item by item basis.

Following is the Color Code Legend to facilitate an expedient review of each spreadsheet and the item status within each.

Procurement Status Color Code	
Procured	Item acquisition/implementation complete; no further expense to this line item
In-Process	Acquisition/implementation in process, item not yet complete
Awaiting RFQ Preparation	Awaiting Preparation of Procumbent Documents; no expense incurred to date
On-hold/Deferred	Acquisition/implementation on hold awaiting determination of contingency need
Canceled	Acquisition/implementation expense abated; allocation to (pool) contingency

Lastly, following is a quantitative summary of the status of each bond as of 11/17/21:

From a holistic perspective, we have completed **56%** (49%) * of the programmed items. We have expended **\$3.860** (\$3.364M) of the authorized \$7.495 M, or approximately **52%** (45%) of authorized bond funds to-date. *(Parentheses are previous report)

Quantitative Completion Status Summary					
Bond/Note	No. of Items	Items Complete	Items Complete (%)	Items Complete (\$)	Dollars Expended (%)
\$1.15M	9	8	89%	\$1,119,333	97%
\$720,000	1	1	100%	\$720,000	100%
\$560,000	6	4	67%	\$283,334	51%
\$900,000	4	1	25%	\$476,818	53%
\$2.5M	10	3	30%	\$89,110	4%
\$1.7 M	25	14	56%	\$1,171,355	69%
\$7,495,000	55	31	56%	\$3,859,948	52%

Procurement Status Color Code	
Procured	Item acquisition/implementation complete; no further expense to this line item
In-Process	Acquisition/implementation in process, item not yet complete
Awaiting RFQ Preparation	Awaiting Preparation of Procurement Documents; no expense incurred to date
On-hold/Deferred	Acquisition/implementation on hold awaiting determination of contingency need
Canceled	Acquisition/implementation expense abated; allocation to (pool) contingency

Quantitative Completion Status Summary					
Bond/Note	No. of Items	Items Complete	Items Complete (%)	Items Complete (\$)	Dollars Expended (%)
\$1.15M	9	8	89%	\$1,119,333	97%
\$720,000	1	1	100%	\$720,000	100%
\$560,000	6	4	67%	\$283,334	51%
\$900,000	4	1	25%	\$476,818	53%
\$2.5M	10	3	30%	\$89,110	4%
\$1.7 M	25	14	56%	\$1,171,355	69%
\$7,495,000	55	31	56%	\$3,859,948	52%
\$1,115,000					
\$720,000					
\$900,000					
\$560,000					
\$2,500,000					
\$1,700,000					
\$7,495,000					

City of Barre, Vermont
“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: [DATE]**

Consent Item No.: [REDACTED] Discussion Item No. **9.G**
[REDACTED] Action Item No. [REDACTED]

AGENDA ITEM DESCRIPTION: Charter workgroup

SUBJECT: Article 8, section 512

SUBMITTING DEPARTMENT or PERSON: Councilor Stockwell

Discussion: This section of the charter has not been used within memory nor is it anticipated that it will be used in the foreseeable future. Should we retain or delete this section?

STRATEGIC OUTCOME/PRIOR ACTION: none

EXPENDITURE REQUIRED:

FUNDING SOURCE(S):

LEGAL AUTHORITY/REQUIREMENTS: Barre City Charter

BACKGROUND/SUPPLEMENTAL INFORMATION: The current charter states:

Sec. 512. Formation; duties. The board of health shall consist of the health officer and three (3) legal voters of the city. The health officer shall be the secretary and executive officer of the board, and shall hold office for three years, and until a successor is appointed. The board of health created as herein provided shall be for the city in lieu of the local board of health provided for by the Vermont Statutes and shall have all the powers vested in local boards of health for the preservation of health and abatement of nuisances and the removal of other causes injuriously affecting health, and shall have powers to adopt such rules and regulations as they deem wise for the regulation of the work of the board and concerning health in the city. Said board shall be subject, at all times, to the direction of the city manager. All rules and regulations of said board, when the same are approved by the city manager and duly published as herein prescribed for ordinances, shall have the force and effect of ordinances of the city. Any person who shall refuse to obey a lawful order of such board shall be punished not more than five hundred dollars (\$500.00). Said board shall make in duplicate a record of all its doings and reports and a copy of such shall be placed on file with the city clerk. (amended 3/5/96)

LINK(S):

ATTACHMENTS:

INTERESTED/AFFECTED PARTIES: Barre residents

RECOMMENDED ACTION/MOTION: Delete this section of the charter

City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 11/30/21**

Action Item No. 9.H

AGENDA ITEM DESCRIPTION: legalized retail marijuana market

SUBJECT: potential marijuana sales

SUBMITTING DEPARTMENT or PERSON: Councilors Reil & Stockwell

STRATEGIC OUTCOME/PRIOR ACTION:

Does the City of Barre want to permit retail marijuana sales as defined by state statute?

EXPENDITURE REQUIRED: None?

FUNDING SOURCE(S): n/a

LEGAL AUTHORITY/REQUIREMENTS: Vermont state law, Title 7

BACKGROUND/SUPPLEMENTAL INFORMATION:

Voters in a number of Vermont communities have approved allowing retail [marijuana](#) businesses within their borders. The Vermont Legislature legalized the sale of recreational [marijuana](#) starting next year, but cities and towns have to vote whether to allow sales in their communities.

Voters in Bennington, Brattleboro, Burlington, Winooski and the Northeast Kingdom towns of Danville, Sutton, Burke and Barton voted in their annual town meetings Tuesday to allow the sale of recreational [marijuana](#).

Voters in Richmond rejected the proposal 674 to 611.

Lyndon and Newport also put pot sales off-bounds, the Caledonian Record reported.

Pownal and St. Johnsbury will consider similar measures at their annual town meetings in the coming weeks.

LINK(S): <https://www.vpr.org/vpr-news/2021-10-27/a-year-ahead-of-legal-sales-vt-cannabis-regulators-want-industry-to-be-small-scale-equitable>

ATTACHMENTS: none

INTERESTED/AFFECTED PARTIES: All Barre Residents

RECOMMENDED ACTION/MOTION:

Add retail marijuana sales option to ballot for Town Meeting day 2022

This act summary is provided for the convenience of the public and members of the General Assembly. It is intended to provide a general summary of the act and may not be exhaustive. It has been prepared by the staff of the Office of Legislative Counsel without input from members of the General Assembly. It is not intended to aid in the interpretation of legislation or to serve as a source of legislative intent.

Act No. 164 (S.54). Cannabis

An act relating to the regulation of cannabis

This act creates the Cannabis Control Board for the purpose of regulating cannabis production and sale in Vermont. Participation in the legal cannabis market will require licensing by the Board. Six types of licenses will be available: cultivator, wholesaler, product manufacturer, testing laboratory, retailer, and integrated licensee. Regulation of the medical cannabis program will move from the Department of Public Safety to the Board on March 1, 2022. Retail sales of cannabis to the public will begin in 2022.

Multiple effectives dates, beginning on October 7, 2020

Volunteer Organizations within Barre City

Updated November 24,2021

VERMONT GRANITE MUSEUM OF BARRE INC

PO BOX 282

7 Jones Brothers Way

BARRE,VT05641

<http://www.vtgranitemuseum.org>

phone: 802.476.4605

CIRCLE INC

PO BOX 652

BARRE,VT05641

<http://www.circlevt.org>

1-877-543-9498

CAPSTONE COMMUNITY ACTION INC

20 Gable Pl

Barre,VT05641

<http://capstonevt.org>

(802) 479-1053

TENDER LOVING RESPITE HOUSE

15 AYERS ST

BARRE,VT05641

<https://tenderlovinghomecarellc.com/>

(802) 622-1112

City of Barre

6 North Main St

Suite 2

Barre,VT05641

<http://www.barrecity.org>

802-476-0241

HOME SHARE NOW

105 N MAIN ST STE 103

BARRE,VT05641

<https://www.homesharevermont.org/>

(802) 863-5625

TOUCHED BY LOVE INTERNATIONAL INC

317 BECKLEY HILL RD

BARRE,VT05641

<http://www.touchedbyloveinternational.com>

ReSOURCE

<https://resourcevt.org/>

30 Granite st

Barre,VT05641

802.477.7800

THE SALVATION ARMY

<https://nne.salvationarmy.org/barre>

25 Keith Ave

Barre,VT05641

(802)476-5301

GOOD SAMARITAN HAVEN

<https://www.goodsamaritanhaven.org/>

105 N. Seminary Street

BARRE,VT05641

Vermont Historical Society

<https://vermonthistory.org/>

802-479-8509

60 WASHINGTON ST

BARRE,VT05641

RSVP of Central Vermont and the Northeast Kingdom

PO Box 433

Barre,VT05641

<http://www.cvcoa.org/rsvp.html>

(802) 479-0531

Mosaic

<https://mosaic-vt.org/>

(802) 476-1388

4 Cottage St

Barre, VT 05641

Central Vermont Adult Basic Education, Inc.

46 WASHINGTON ST STE 100

BARRE,VT05641

<http://www.cvabe.org>

802 476 4588

Highgate Non-Profit

125 Hedding Drive Barre, VT 05641.

hnp@sover.net.

(802) 479-5357.

Veterans Count

14 North Main Street, Suite 3004

Barre, VT05641

vetscountvt@eastersealsvt.org

802.760.0022

O.U.R. House

38 Summer St

(802) 476-8825

Vermont Works for Women (Barre Office)

<https://www.vtworksforwomen.org/>

(802) 622-0400

105 North Main Street, Suite 211

Barre, VT – 05641

Vermont Foodbank

33 Parker Road

Barre, Vermont 05641

802-476-3341

Grand Lodge of Vermont F. & A. M.

<http://www.vtfreemasons.org/>

49 East Road

Barre, Vermont 05641-5390

Phone: (802) 223-1883/1-800-479-3975

Fax: (802) 223-2187

Aldrich Library

<https://www.aldrichpubliclibrary.org/>

Aldrich Public Library

6 Washington Street

Barre, VT 05641

(802) 476-7550

American Legion Barre Post 10

320 North Main Street Barre, VT 05641

(802) 479-9058

Peoples Health and Wellness Clinic

<https://www.phwcvct.org/>

553 North Main Street, Barre, VT

Phone: (802) 479-1229

Elks Club

<https://www.elks.org/lodges/home.cfm?lodge=1535>

10 Jefferson St

Barre, VT 05641-4250

(802)479-9522

Shriners

2 Academy Street

Barre, VT 05641

<https://www.mountsinaishriners.org/>

802-476-9266

Rotary

<https://barrevtrotrary.org/>

802) 476-2407

Po Box 167

Barre

VT 05641

<https://wcdp-vt.org/>

Washington County Diversion Program

322 North Main Street, Suite 5

Barre, VT 05641

Main Number: 802-479-1900

<https://www.vtalauxiliary.org/barre-unit-10.html>

20 North Main Street

PO Box 1198

Barre, VT 05641-0198

Phone: 802-479-9058

Knights of Columbus

<http://uknight.org/councilsite/about.asp?CNO=399>

79 Summer St.

Barre, VT 05641

Lions Club

<https://barrelions.com/>

Box 211

Barre, VT 05641

802-476-6955



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 11-30-21**

Action Item No. 9.N

AGENDA ITEM DESCRIPTION:

Discussion &/or Action re: Local Public Mask Mandate

SUBJECT: SUBMITTING DEPARTMENT or PERSON: City Manager

STAFF RECCOMENDATION: Council to consider/act upon this Legislative authorization

STRATEGIC OUTCOME/PRIOR ACTION:

Implementation of a COVID Masking Mandate Rule (see Attachments) to mitigate/reduce the local community spread of the COVID 19 virus

EXPENDITURE REQUIRED: None known at this time

FUNDING SOURCE(S): n/a

LEGAL AUTHORITY/REQUIREMENTS: Special Session Bill S.1 (11/22/21)

BACKGROUND/SUPPLEMENTAL INFORMATION:

I have placed this item on the Agenda for timely Council consideration in light of the 11/22/21 Legislative Action re: a local public masking mandate. That said, I intend the following comment to be factual – not to bias your consideration / action in any way: should the Council choose to enact a local masking mandate, the City administration has essentially no resources to divert or dedicate to enforcement or to become the “masking police”. In the Managers’ view, if enacted, such a mandate would send a public service message as to the Council’s position on masking. It would also serve to encourage masking and/or provide support to those business who choose to comply. As you know, masking is the current protocol in all City buildings.

Two Rule Templates have been prepared by VLCT and are listed below (Attachments) and attached to this memo. The 1st Option is *with* an Enforcement Provision; the 2nd is *without* such a provision.

LINK(S):

VLCT Face Covering Rule Toolkit:

<https://www.vlct.org/resources/covid-19-resources/face-covering-rule-toolkit>

ATTACHMENTS:

House/Senate Bill S-1

VLCT Model Face Covering Rule Guidance.

Rule Option 1: Model Face Covering Rule.

Rule Option 2: Model Face Covering Rule Non-Enforcement.

INTERESTED/AFFECTED PARTIES:

Barre City Council

Barre City Business Owners

Barre City Residents

Barre City Visitors

RECOMMENDED ACTION/MOTION:

Council to consider/act upon this Legislative authorization

SPECIAL SESSION

S.1

An act relating to temporary municipal rules in response to COVID-19

It is hereby enacted by the General Assembly of the State of Vermont:

Sec. 1. MUNICIPAL REGULATORY AUTHORITY; TEMPORARY
AUTHORITY TO ADOPT RULES REQUIRING FACE
COVERINGS

(a) As used in this section, “municipality” means a city, town, or incorporated village.

(b) For the purpose of COVID-19 prevention and mitigation, the legislative body of a municipality shall have the authority to adopt a temporary rule requiring individuals to wear face coverings while indoors at locations that are open to the public. A rule adopted pursuant to this section shall not apply to school buildings or school property, which shall remain under the authority of the school board.

(c)(1) The legislative body of a municipality shall adopt a rule authorized by this section at a regular or special meeting of the legislative body warned for that purpose.

(2) Notwithstanding 24 V.S.A. §§ 1972 and 1973 or any municipal charter provision to the contrary, a rule adopted pursuant to this section shall

take effect upon adoption and shall not be subject to a petition for permissive referendum.

(d) A rule adopted pursuant to this section shall remain in effect for not more than 45 days following its initial adoption. The legislative body of a municipality that adopted a rule pursuant to this section shall meet during the period in which the initial rule is in effect and vote either to rescind the rule or to extend the rule for an additional 30 days. Thereafter, the legislative body shall meet at a minimum once every 30 days to reconsider the rule, at which meeting the legislative body shall vote either to rescind the rule or to extend the rule for an additional 30-day period.

(e) The authority granted by this section shall expire on April 30, 2022, and any municipal face covering rule in effect on that date shall be repealed.

Sec. 2. EFFECTIVE DATE

This act shall take effect on passage.

VLCT MODEL FACE COVERING RULE GUIDANCE

INTRODUCTION

The VLCT Model Face Covering Rule has been developed as a result of a temporary law (Act 1, “an act relating to temporary municipal rules in response to COVID-19”). The Act allows selectboards to adopt a temporary rule that requires individuals within the town to wear face coverings while indoors at locations that are open to the public. As with other grants of rulemaking authority, the Act is permissive meaning that municipalities can – but are not required by law to – enact face covering rules. When the selectboard votes to adopt such a rule, it initially will remain in effect for 45 days unless repealed before that time. The selectboard must meet during the initial 45-day period to reconsider any rule and vote to affirmatively extend the rule an additional 30 days or rescind the rule or it will expire automatically at the end of the initial 45-day period. Thereafter, the selectboard must meet at a minimum once every 30 days to reconsider the rule, at which meeting the selectboard must vote either to rescind the rule, adopt an amended rule, or extend the rule for an additional 30-day period. If the selectboard does not meet before the initial 45-day period or the subsequent 30-day period(s), the rule automatically expires. The temporary law granting this rulemaking authority will sunset (i.e. be repealed by operation of law) on April 30, 2022, when any local mask rules still in effect will also automatically expire.

HOW TO CUSTOMIZE THIS MODEL

This model rule should be customized to suit the particular needs of your municipality, giving careful consideration to each element in light of your community’s resources and expectations. Opportunities for editing this rule are marked with *italicized* text. The selectboard should consult with law enforcement to ensure that the provisions of the rule are relevant and realistic in terms of the resources needed for enforcement.

LOCAL RESTRICTIONS

The right to impose local face covering rules are bestowed by state law and may not exceed the limited grant of authority it provides. Any local rule regulating face coverings must be consistent with state law or risk being deemed void by a court of law.

DEFINITIONS

The law does not define the phrase “location open to the public” and there’s no requirement that any facial covering rule contain a definitions section. Without a definitions section in a facial covering rule, the phrase likely would be interpreted broadly to mean any indoor space or area that is open to the public, but wouldn’t include private residences or private offices/workspaces that are not open to customers or the public. However, the legislative body may choose to further define public locations or other relevant terms in its rule if it helps clarify the rule’s requirements. This model rule was developed to provide the broadest application possible which necessarily meant not further defining any phrases or terms. VLCT MAC’s opinion is that selectboards have the authority to limit the scope of its face covering rule to certain indoor public locations so long as it does not infringe upon a fundamental right.

Selectboards seeking to craft a more targeted rule should contact their town attorney for additional assistance.

EXCEPTIONS

The law has no stated exceptions to whom the rule applies; however, since municipalities have not only those powers and functions specifically authorized by the legislature but also any additional powers that are incidental, subordinate, or necessary to the exercise of such express authority, it is fairly safe to assume that they may also carve out exceptions to any rule they create so long as they are reasonable, do not implicate a suspect class, and are rationally related to the rule's objectives. *Hinesburg Sand & Gravel Co. v. Town of Hinesburg*, 135 Vt. 484 (1977). Examples of exceptions to the requirement to wear facial coverings that the legislative body may choose to add to its rule may include, but are not limited to: children under 2 years; a person with a disability who cannot wear a face covering or cannot safely wear a face covering for reasons related to the disability; a person for whom wearing a face covering would create a risk to workplace health, safety, or job duty as determined by the workplace risk assessment; and/or a person while eating or drinking inside any establishment that serves food or beverage. If a selectboard decides not to have a section that allows for exceptions, then this section of the model rule should be deleted and all subsequent sections renumbered accordingly.

RULE ENFORCEMENT

If your municipality adopts a local face covering rule, the town's first and primary method of enforcement should be educating the public of the rule's requirements and requesting voluntary compliance. Furthermore, there is no requirement that such a rule if adopted must be enforced or even include an enforcement provision. For those rules that do include enforcement provisions, there are two options: civil and criminal enforcement. The vast majority of all municipal ordinances and rules are civilly enforced. Tickets for violation of a town's civil rule are issued by enforcement officers on the State's pre-printed "Uniform Traffic Complaints" which are available in booklets from the Vermont Judicial Bureau, P.O. Box 607, White River Junction, VT 05001-0607. When the issuing officer wishes to enforce a local rule, they will fill out a ticket, provide two copies to the alleged violator, and retain two copies, one of which is sent to the Judicial Bureau. A ticket may be served in person or by mail. Although not required by law, we recommend using certified mail, return receipt requested.

A violator can respond to a ticket/complaint in one of four ways:

- Admit to the offense and pay the waiver fee.
- Not contest the charge and pay the waiver fee.
- Deny the charge and request a hearing.
- Fails to respond within the requisite 20 days, resulting in a default judgment. In such case, the violator is ordered to pay the full amount of the fine (rather than the waiver fee).

If the violator pays the waiver fee, the money collected by the Judicial Bureau is sent to the town, minus an administrative fee which is retained by the Bureau for administrative expenses.

If the violator asks for a hearing, it will be held by a hearing officer assigned by the Judicial Bureau. The Bureau is designed to be used without attorneys. Therefore, if there is a hearing in the Judicial Bureau, the law enforcement officer who issued the ticket must appear to represent the town. The burden of proof is on the town and the violation must be proven by "clear and convincing evidence." If the defendant or town is unhappy with the outcome of the hearing at the Bureau, an appeal may be taken to Superior Court. **Due to the rarity by which municipal rules and ordinances are criminally enforced, this model rule only provides for civil enforcement.**

PENALTIES

The selectboard does not have to include a penalty provision if it does not intend to enforce this rule. However, one would need to be included if the selectboard sought to impose a fine for a violation. In that event, fines must be set by the selectboard in amounts not to exceed \$800. The selectboard must also set a "waiver fee" for each offense. This is the fee that defendants pay to avoid contesting a municipal ticket in the Judicial Bureau. When setting the penalty and waiver fee amounts, the selectboard must determine what amounts are sufficient to deter violations of the rule. Fines are punitive in nature, and, therefore, the amount of the penalty does not have to correspond to the costs incurred by the town in enforcing the rule. Waiver fees should be set to discourage contested actions. Subsequent violations of the same rule should lead to an increased penalty and waiver fee.

RULE ADOPTION PROCESS

The adoption of rules is governed by Title 24, Chapter 59. The process starts with the drafting of the rule, and its review by the selectboard. The selectboard then adopts the rule formally, by a majority vote of its members at a duly-warned selectboard meeting ensuring that the action and a copy of the proposed rule are entered in the minutes of the meeting. The rule must be posted in at least five conspicuous places in town and must be published in a newspaper of general circulation on a day not more than 14 days after the selectboard's vote to adopt the rule. The information included in the newspaper must include the following: the name of the municipality; the name of the municipality's website, if the municipality actively updates its website on a regular basis; the title or subject of the rule or rule; the name, telephone number, and mailing address of a municipal official designated to answer questions and receive comments on the proposal; and where the full text of the rule may be examined. The Act explicitly states that the permissive referendum process that otherwise governs the adoption of ordinances and rules (i.e. 24 V.S.A. § 1973) does not apply in the adoption or renewal of this particular rule; the rule, therefore, will take effect immediately upon passage.

This model rule has been developed for illustrative purposes only. VLCT makes no express or implied endorsement or recommendation of any rule, nor does it make any express or implied guarantee of legal enforceability or legal compliance, or that any rule is appropriate for any particular municipality. Each municipality is advised to seek legal counsel to review any proposed rule before adoption and / or use. VLCT PACIF members are advised to seek input from their municipality's loss control specialist regarding insurance considerations and risk avoidance.

[TOWN/VILLAGE/CITY] OF _____, VERMONT

RULE REQUIRING WEARING FACE COVERINGS INDOORS IN PUBLIC SPACES

Section 1. Authority.

This Rule is adopted by the [Selectboard/Trustees/Council] of the [Town/Village/City] of _____ under authority of Act 1, an act relating to temporary municipal rules in response to COVID-19 (2021).

Section 2. Purpose.

The purpose of this Rule is to require all individuals to wear face coverings while indoors at locations that are open to the public in order to prevent and mitigate the spread of COVID-19 and protect the public health and safety of the [Town/Village/City] of _____.

Section 3. Requirement to Wear Face Coverings.

All individuals in the [Town/Village/City] of _____ shall wear face coverings while indoors at locations that are open to the public.

Section 4. Exceptions.

Face coverings are not required for:

- [insert exceptions, if any, e.g., “children under 2 years”; “A person with a disability who cannot wear a face covering or cannot safely wear a face covering for reasons related to the disability”; “A person for whom wearing a face covering would create a risk to workplace health, safety, or job duty as determined by the workplace risk assessment; “Any person while eating or drinking inside any establishment that serves food or beverage;” etc.]

Section 5. Enforcement.

A violation of this Rule shall be a civil matter which may be enforced in the Vermont Judicial Bureau or in the [insert name of county] County Superior Court, at the election of the [Selectboard/Trustees/Council].

Violations enforced in the Judicial Bureau shall be in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. For purposes of enforcement in the Judicial Bureau, any Enforcement Officer shall have authority to issue tickets and represent the [Town/Village/Council] at any hearing.

Violations enforced in the Superior Court shall be in accordance with the Vermont Rules of Civil Procedure. The [Town/Village/Council] may pursue all appropriate injunctive relief.

Section 6. Penalties.

The Enforcement Officer is authorized to recover civil penalties for violations of this Rule as set out below:

1st Offense: \$___ fine.	Waiver amount: \$_____
2nd Offense: \$___ fine.	Waiver amount: \$_____
3rd and subsequent Offense: \$___ fine.	Waiver amount: \$_____

For the above offenses, the Enforcement Officer is authorized to recover a waiver fee, in lieu of a civil penalty, in the stated amount, for any person who declines to contest a municipal complaint and pays the waiver fee.

Section 7. Other Laws.

This Rule is in addition to all other ordinances and rules of the [Town/Village/Council] of _____ and all applicable laws of the State of Vermont. All ordinances, rules, or parts of ordinances, rules, resolutions, regulations, or other documents inconsistent with the provisions of this Rule are hereby repealed to the extent of such inconsistency.

Section 8. Severability.

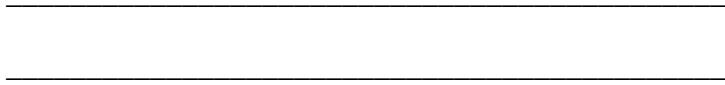
If any section or provision of this Rule is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this Rule.

Section 9. Effective Period.

This Rule shall take effect immediately upon the approval by the [Selectboard/Village/Council] and shall remain in effect for a period not to exceed 45 days following its initial adoption. The [Selectboard/Village/Council] shall meet during the 45-day period in which this initial Rule is in effect and vote either to rescind this Rule or to extend it for an additional 30 days. Thereafter, the [Selectboard/Village/Council] shall meet at a minimum once every 30 days to reconsider this Rule, at which meeting the [Selectboard/Village/Council] shall vote either to rescind this Rule or to extend it for an additional 30-day period. The filing of a petition under 24 V.S.A. §§ 1972 and 1973, shall not govern the taking effect of this Rule.

ADOPTED by the [Selectboard/Trustees/Council] of the [Town/Village/Council] of _____ at its meeting on this ___ day of _____, 20__.

SIGNATURES of [Selectboard/Village/Council]:



- City of Barre

Go to the Fire and EMS webpage, look to the right:
<https://www.barrecity.org/e911-address-signs.html>



City of Barre Fire and Emergency Management Services

E911 Address Signs

We here at the BCFD/EMS count on you having your property clearly marked with its E911 address.

The building numbering must be in a location that is visible, and in a way that is visible in all various conditions, such as daytime, nighttime, snow, sleet, rain, etc.

The City has partnered with Traffic Control Industries, Inc., a local traffic sign company, to offer a street number sign for your purchase. The order form can be found by clicking the link [HERE](#) or below on the form.

Barre City Ordinance Streets and Sidewalks Chapter 14 states in part, “The owner of every building shall place the building number in four (4”) inch high numerals on the building, a post, or a sign so that the building number is clearly visible from the street or road. Numbers shall be in a color contrasting to the building background.”

Not only is numbering your building a City requirement, it is also a State of Vermont Requirement.

NFPA-1 Section 10.12 states in part, “New and existing building shall have address numbers placed in a position plainly legible and visible from the street.”

You can see this display in City Hall outside the Planning office. It is proudly built by Firefighter Holden Poirier (who owns Poirier Woodworks), with finishing touches added by Deputy Fire Chief Joe Aldsworth. Feel free to take a pamphlet that contains the order form inside if you are in City Hall.

- You can order your building number vertically, or horizontally

- Numbers should be at least 4" in height and reflective

- Remember, numbers posted by the road prevent the responder from having to take their eyes off the road while traveling

- Numbers should be posted so they can be seen from BOTH travel directions, even on a dead end road

- Keep your reflective marker clear of tall grass and snow, and should not be covered by trees or bushes

- City Emergency Services respond to hundreds of calls a year, ranging from motor vehicle collisions to structure fires and more



We take tremendous pride in our ability to respond quickly to calls for aid, and nothing is more frustrating than not being able to locate the address for which we are being called to.



City of Barre 911 Reflective Address Marker Order Form

12" x 4" aluminum signs with reflective white text and a green background

Contact Information *(please complete the following information)*

Name: _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email: _____

Sign Information

Address Number Requested: _____

Quantity: _____

Mounting Preference: ***Circle one:*** Vertical Horizontal
 Circle one: 1-sided 2-sided

To Order sign(s), you can drop off this application in person (next to K&W Tire), mail or email to:

Traffic Control Industries, Inc.
115 Industrial Lane
Barre, VT 05641
(802) 223-8948
danielk@worksafetci.com

Cost is \$10 + tax. Checks payable to Traffic Control Industries, Inc.
Payment is due upon order, in person or by phone
Cash ~ Check ~ Card (Visa or MC)

Orders can be picked up at the office, or mailed via USPS Flat Rate \$8.00 add'l charge



● *City of Barre, Vermont*

“Granite Center of the World”

Steven E. Mackenzie, P.E.
City Manager

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

To: Mayor Lucas Herring and the Barre City Council

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

Re: Department Head Reports

Report Date: November 24, 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:

Clerk on vacation.

2. BUILDING AND COMMUNITY SERVICES:

- The Granite City Shoot Out collegiate basketball games were held on Friday afternoon/evening and Saturday afternoon in the AUD. According to Jim McWilliam the attendance was “fair” and the participating teams have tentatively agreed to come back next year.
- I attended the Cemetery Committee meeting on Monday.
- The Red Cross held a blood drive on Tuesday in Alumni Hall.
- I met with a representative from Hampshire Fire Protection Company on Tuesday. I took him around to all the BCS facilities so that he can provide us with a quote for services.
- The Mutuo sponsored an “open gym” session in the AUD on Tuesday evening.
- I met with a tech from New England Air on Wednesday to look into the issue with the rooftop AC unit for the Council Chambers. With the assistance of Elijah they were able to track the problem to a severed wire in the Opera House area. They will be back in on Monday, November 29 to repair the issue.
- The DMV held CDL testing on Wednesday in the Civic Center parking lot.
- Two different Mini-Metro basketball teams practiced in the AUD on Wednesday and Friday evenings.
- I spent the better part of the three-day workweek getting caught up from having eleven days off (counting the weekends)!

- The Cemetery had one cremation inurnment on Monday and prepped a grave for a full burial to be held on Monday, November 29. They also went through the cemeteries and removed any old flowers and buckets that had been left next to the water spigots.
- The Facilities crew is still managing with two FTEs out on Medical Leave. We are utilizing the lone remaining summer temporary employee from the cemeteries to help us out. The rink is running fine and the with the two FTEs and the other remaining FTE and temporary employee hung the wreaths and garland at City Hall as well as repairing damage to sections of the gazebo. They also cleaned up the AUD from the weekend event.

2a. RECREATION:

- Attended Cemetery Committee meeting.
- Worked on Public Skating schedule of Cashier / Skate Guard and continued COVID procedures during that time.
- Scheduled St. Monica's-St. Michael's school for a skating program in January.
- Booked another Men's League basketball group.
- Confirmed details on a SHS hockey Captain's practice – met with organizer and discussed COVID safety.
- Contacted the Figure Skating Association to follow up on a question and check on their COVID policy and if their season was going OK.
- Prepared and sent out to all groups a list of what we have on the schedule for their group in the month of December at the B.O.R.
- Scheduled 4 Sundays for open gym basketball sponsored by the Mutuo Club.
- This was a short week but a very busy one for scheduling.

3. DEPARTMENT OF PERMITTING, PLANNING AND ASSESSING:

Planning – Janet – the highlights (Monday through Friday):

- City Hall closed Thursday and Friday;
- Finished the brochure for Fire/EMS for the E911 address signs that residents can purchase, and added to the Fire/EMS webpage by choosing the “E911 Address Signs” on the right-hand toolbar [<https://www.barrecity.org/e911-address-signs.html>] and printed brochures for mock signpost in the hallway outside our door (see photos);
- Submitted to Forests, Parks and Recreation the narrative provided by the City Manager for the pool grant close-out and why we could not fiscally build the splashpad;
- Working with the Energy committee on a special meeting date as the 11/22/21 meeting was cancelled;
- Finished reviewing and editing the Permit Administrator job description so that HR can get the advertising done;
- Wrote memo for Council packet under Consent Agenda for Downstreet's proposed Bromur apartments and Ward 5 School renovations grant application;
- Responded to the Manager on multiple questions and emails regarding various;
- Input the grant application work for the Cow Pasture's ERSA grant and submitted through the VT ANR Online grant services portal to meet the 11/29/21 deadline;
- Permit Administrator work: see below;

- Assessor work – see below;
- Answering questions, phone calls, assisted fellow staff, timesheets, weekly report write-up, etc.

Permitting – Janet – the highlights (Monday through Friday):

- City Hall closed Thursday and Friday;
- No permits issued permits this week, no applications are pending at this time;
- Processed 2 final building inspections and 4 final electrical inspections to close out in files and on both the permitting and the code enforcement databases;
- Sent letters to the DRB members that there is no December meeting (no applicants);
- Meet with Dep. Fire Chief daily for building permits and field observations;

Assessing Clerk – Kathryn (Monday through Friday):

- Took vacation day Wednesday;
- City Hall closed Thursday and Friday;
- Regular office tasks: permit copies into databases, address changes, mapping updates and sending information to our GIS company from maps filed in the clerk’s office; filing, checking Grand List items, Street numbers, corrections, e-mail messages, phone calls, etc.;
- Processed 5 property transfer returns this week for input into all systems;
- No homestead downloads this week – year to date total is 1,759;
- Sent out 7 map copies and 9 lister cards for those requesting them;
- Prepared PVR form for E&O’s for homestead changes for the assessor and city clerk to sign to be filed in the back of the Grand List books found in the clerk’s vault and the Assessing office;
- Continue the Annual E911 mapping update to include proofing their maps of our 911 addresses and updating any changes needed. They’ve stated we have a number of properties that need E911 addresses, such as the parks, playgrounds, Batchelder Street Condominiums, Cow Pasture for trail entrance, the cemeteries, and those that are incorrect from being odd or even depending on the side of the street the property is on. Waiting on response from Dity Engineer on the “0” number properties, as by Ordinance, he issues the numbers;
- Continue working on reviewing software and the grand list in preparation for the eventual new state computer system.

Interim Assessor-Janet – the highlights (Monday through Friday):

- City Hall closed Thursday and Friday;
- Completed the annual property sales reports and posted them to the City website, and will ensure the most recent is kept up to date by adding the preceding monthly sales to the current list, currently running April 2, 2021 to October 31, 2021 [see Assessor webpage approx. $\frac{3}{4}$ way down for “Property Sales Reports” <https://www.barrecity.org/assessment.html>];
- Signed, and witnessed by the City Clerk, Form PVR-4261-H for E&O classification of homestead changes (does not need Council approval) and filed in the back of the Grand List books found in the clerk’s vault and the Assessing office;
- Continue working on getting the grievance change information into the assessing software;
- Finished compiling sales lists at the request of the Editor of The Bridge Newspaper and directed her to our website where I now have them posted, that will be updated monthly for public use (see first bullet item);

- Working on E&O (Errors and Omissions) list for early December presentation to Council;
- Department Director continuously checking assessor email and phone inquiries;
- Department Director also sending out lister cards upon inquiry.

4. DEPARTMENT OF PUBLIC WORKS:

Wastewater Treatment Facility

- ✓ 11-18 Clean Center Well of Clarifier #2
- ✓ 11-19 Clean Center Well of Clarifier #3
- ✓ 11-22 Clean Center Well of Clarifier #1
- ✓ 11-23 Rebuild ramp for loading Sludge Trucks
- ✓ 11-24 Unplug Grit Pump (Rags)
- ✓ Total Gallons of Wastewater thru Plant 16.785 Million Gallons, Solids Pumped to Digester 9994 Gallons, Solids out of Digester to Drying Beds 162.98 Cubic Yards, Solids Removed from Drying Beds 80 Yards into 2 Truck from Canada
- ✓ 4 Staff workers

Sewer Department

- ✓ 11-18 N Main Pump Station maintenance
- ✓ 11-19 N Main Pump Station, Sewer vacuum truck maintenance
- ✓ 11-22 N Main Pump Station, clean S Main St. sewer, Wastewater plant and sewer maintenance
- ✓ 11-23 Check pump station, TV drain line Richardson Rd, shop maintenance, sewer maintenance, checked drain backups & sewer backups, S-4 camera maintenance
- ✓ 11-24 Sewer maintenance

Water Treatment Facility

- State required lab testing for compliance, Chemical tank/ chemical feed monitoring, Outdoor Buildings/Grounds Maintenance, Indoor Cleaning/Housekeeping
- ✓ 11-18 State Fluoride sample, Plant cleaning/Housekeeping, Total coliform sampling-5 Locations
- ✓ 11-19 Distribution Chlorine Residuals-3 sites, Distribution pump station check-2 sites, Source Protection Monitoring, Picked up picnic table Keith Avenue for winter storage, Lawn mower deck repair
- ✓ 11-22 Distribution Chlorine Residuals-3 sites, Distribution pump station check-2 sites, Fixed sodium hypochlorite leak on chemical feed pump
- ✓ 11-23 Weekly vehicle inspection Truck #36, Plant cleaning/Housekeeping, Installed ball valves on oil drains for AC#1, AC#2, RWP#3
- ✓ 11-24 Distribution Chlorine Residuals-3 sites, Distribution pump station check-2, weekly generator inspection, Iron and manganese testing, State Fluoride sample, Installed Ball valves on oil drains for RWP#2
- ✓ 3 Staff workers

Water Department

- ✓ 11-18 9 Edgewood Ave. repaired broken meter in water on, Maintenance and services, Windywood water meter install, put water meters away

- ✓ 11-19 West Hill tank, 274 E Cobble ill meter install, 443 VT Route 14 meter install, check
302 & Richardson Rd. vaults, maintenance & services, checked vaults
- ✓ 11-22 West Hill tank, 12 Morin St. replace meter, paperwork, truck #14 maintenance, service and maintenance
- ✓ 11-23 31 Maple Ave verify water off and on, 16 Goodhue mark out services, 16 Meadowcrest mark out water, paperwork, service & maintenance
- ✓ 11-24 Water maintenance, meter appointments, service and maintenance
- ✓ 2 Staff workers

Street Department

- ✓ 11-18 Picked up bagged leaves and brush, clear out thorn trees by barricade building, sweep bike path, maintenance of DPW yard, paperwork Bob Cat salters winter maintenance, line striping, check on complaints, shop maintenance, clean paint machine,
Police Dept. 4, truck #21 and plow for #23
- ✓ 11-19 Drove One ton plow route, leaves pick up maintenance of winter equipment, pit salter and spinners on truck #30, put chains of truck # 31, pick up debris on road edges, sewer manhole rebuild on Kirk Street, truck maintenance on #30, paperwork shop maintenance, check issues, maintenance to #23, plow @29, #30, #31m
- ✓ 11-22 replace ridge cap in salt shed, put chains on truck #30, add material to school bus turn around by Jones Brothers Way, clean road edge on North Main Street and sidewalk with Bob Cat, paperwork, work planning, ship maintenance, check complaints, winter plow maintenance, street sweep from Willey St. to Richardson Road, repairs to DPW Trucks 24, 38, John Deere K524 Loader and maintenance to truck 23 plow,
- ✓ 11-23 Winter Plow and truck maintenance, add crushed material to Aiken St., replace surface water line with flaggers, clean trucks, paperwork, maintenance on John Deere K624, move concrete at Farwell St. site, work planning, maintenance to PD Trailer, PD Hummers and shop maintenance
- ✓ 11-24 Winter plow and truck maintenance and paint truck bodies paperwork, maintenance to truck #24, 23 & 5

5. FINANCE DIRECTOR:

- Reviewed, discussed, and scored 5 response packets to the Request For Qualifications for the Wastewater Treatment Facility 20-year review
- Updated the Enterprise Fund 5-year Budget Projection model, presented and discussed this with DPW Director Ahern, Superintendent Micheli, and City Manager Mackenzie
- Updated AP Policy for council review/acceptance in the near future
- Answered requests from the auditors in regards to FY21 audit
- Researched ARPA funding eligibility criteria for the Downstreet Housing request
- Reviewed AP Invoices

- Happy Thanksgiving!!

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.

S/R - Agency Media Rpt

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010522	11/25/21 05:57	Assist - Agency	Hollow Inn	
21BA010521	11/25/21 02:44	Assist - Public	N Main Street	An Officer assisted a woman on N. Main St.
21BA010520	11/25/21 01:55	Disturbance	Brook Street	Officers responded to a disturbance on Brook St.
21BA010519	11/25/21 01:06	Suspicious Vehicle	Maple Ave / N Main St	Officers checked on a reportedly suspicious van on Maple Ave.
21BA010518	11/24/21 23:58	Prisoner	Fourth St	
21BA010517	11/24/21 23:56	Prisoner - Lodging/Releasing	Fourth St	Prisoner lodging.
21BA010516	11/24/21 21:55	Noise	Plain St	
21BA010515	11/24/21 22:03	Overdose	Highgate Dr	
21BA010514	11/24/21 21:40	Welfare Check	N Main St	
21BA010513	11/24/21 21:33	Threats/Harassment	Highgate Dr	Threats via Facebook.
21BA010512	11/24/21 21:19	Traffic Stop	Park St / Currier Park	
21BA010511	11/24/21 20:46	Alarm - Security	S Main St	
21BA010510	11/24/21 20:11	Motor Vehicle Complaint		
21BA010509	11/24/21 19:41	Assist - Agency	Fourth St	Agency assist.
21BA010508	11/24/21 18:02	Cruelty to a Child	S Main St	
21BA010507	11/24/21 17:36	Assist - K9	Berlin Mall	
21BA010506	11/24/21 17:22	Motor Vehicle Complaint	Barre Montpelier Road	Report of erratic operation.
21BA010505	11/24/21 16:36	Assist - Public	Walnut St	
21BA010504	11/24/21 16:14	Assist - Other	Fourth St	assist other barre city
21BA010503	11/24/21 15:07	Welfare Check	Long St	welfare check long street
21BA010502	11/24/21 14:23	Disturbance	Highgate Dr #1	disturbance barre city
21BA010501	11/24/21 13:59	Assist - Public	Fourth St	citizen assist
21BA010500	11/24/21 13:56	Assist - Agency	Fourth St	
21BA010499	11/24/21 13:46	Vandalism	N Main St	assist other barre city
21BA010498	11/24/21 13:43	Motor Vehicle Complaint	Lunde Ln	
21BA010497	11/24/21 13:37	Animal Problem	East ST	Animal Problem on East Street
21BA010496	11/24/21 12:34	Domestic Disturbance	Prospect St	domestic disturbance prospect st

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010495	11/24/21 11:41	Assist - Agency	Fourth St	
21BA010494	11/24/21 11:34	Assist - Other	Corti St	parking problem corti street
21BA010493	11/24/21 10:46	Threats/Harassment	N Main St	threats/harassment barre city
21BA010492	11/24/21 10:22	Mental Health Issue	Canal St	Mental health issue
21BA010491	11/24/21 09:51	Assist - Agency	Lague Ln	agency assist barre city
21BA010490	11/24/21 09:14	Suicide - Attempted	Kinney Pl	agency assist barre city
21BA010489	11/24/21 08:17	Accident - Property damage only	Hill St / Washington St	Accident on Washington Street
21BA010488	11/24/21 05:49	Alarm - Security	W Second St	Alarm on West Second St.
21BA010487	11/24/21 05:07	Directed Patrol - Motor Vehicle	Washington Street	Directed patrol on Washington St.
21BA010486	11/24/21 05:07			
21BA010485	11/24/21 04:55	911 Hangup	S Main St	911 call on S. Main St.
21BA010484	11/24/21 02:17	Suspicious Person	Shell Station Main St	An Officer checked on a suspicious male at a business on S. Main St.
21BA010483	11/24/21 00:38	Assist - K9	East Barre Rd	K9 assist to BTPD on Washington St
21BA010482	11/23/21 21:41	Traffic Stop	Washington St	Traffic stop for unsecured load on Washington St.
21BA010481	11/23/21 21:12	Assist - Public	Fourth St	Public assist at PD
21BA010480	11/23/21 20:47	Welfare Check	Onward St	Welfare check on Onward St
21BA010479	11/23/21 20:00	Traffic Stop	N Main St #	Traffic stop for an equipment violation on North Main St
21BA010478	11/23/21 19:57	Traffic Stop	N Main St #	Traffic stop for failure to stop at red light on N Main St
21BA010477	11/23/21 19:27	Assist - Public	Fourth St	Mental health issue at PD
21BA010476	11/23/21 18:53	Noise	Maple Ave	Report of loud music on Maple Ave
21BA010475	11/23/21 18:39	Domestic Disturbance	Fourth St	Agency assist to VSP at PD
21BA010474	11/23/21 18:05	Assist - Public	Laurel St	Assist on Laurel St
21BA010473	11/23/21 17:53	Noise	Highgate Dr	Noise complaint at Highgate
21BA010472	11/23/21 17:39	Welfare Check	Foster St	Welfare check on Foster St
21BA010471	11/23/21 16:59	Accident - Property damage only	Newton St	
21BA010470	11/23/21 16:32	Accident - Non Reportable	North Main Street	tcnr n main st
21BA010469	11/23/21 16:12	Assault - Simple	Pleasant St	
21BA010468	11/23/21 12:27	Assist - Agency	Fourth St	
21BA010467	11/23/21 11:59	Burglary	N Main St	trespass n main st
21BA010466	11/23/21 11:58	Traffic Stop	North Main St	Traffic stop on N Main for vehicle with expired inspection.

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010465	11/23/21 11:40	Traffic Stop	North Main St	Traffic stop for vehicle not inspected on N Main Street.
21BA010464	11/23/21 11:24	Traffic Stop	Jorgensen Ln / Richardson Rd	Traffic stop for vehicle not inspected on N Main Street
21BA010463	11/23/21 11:21	Suspicious Event	Hollow Inn	suspicious event s main st
21BA010462	11/23/21 11:14	Traffic Stop	North Main st / 5th	Traffic stop for vehicle not inspected on N Main Street
21BA010461	11/23/21 11:04	Overdose	North Main St	overdose n main st
21BA010460	11/23/21 10:58	Traffic Stop	Merchant St	Traffic stop for vehicle with no inspection on Merchant Street
21BA010459	11/23/21 10:39	Traffic Stop	Burnham St / Capital Candy	Traffic stop for vehicle not inspected on Burnham Street.
21BA010458	11/23/21 10:24	Traffic Stop	Prospect St	Traffic stop for speeding on Prospect Street.
21BA010457	11/23/21 10:11	Property Return / Disposal	Fourth St	Property return
21BA010456	11/23/21 10:03	Traffic Stop	Upper Prospect St	Traffic stop for speeding on Upper Prospect in Barre Town
21BA010455	11/23/21 10:00	Assist - Agency	Ossola Pl	agency assist barre city
21BA010454	11/23/21 09:50	Assist - Public	Fourth St	Public Assist
21BA010453	11/23/21 09:41	Traffic Stop	South Main St / Cumberland Farms	Traffic stop for vehicle not inspected on S Main Street
21BA010452	11/23/21 09:26	Traffic Stop	South Main St	Traffic stop for vehicle not inspected on S Main Street.
21BA010451	11/23/21 09:19	Traffic Stop	south main st / quality inn	Traffic stop for vehicle not inspected on S Main Street
21BA010450	11/23/21 09:05	Traffic Stop	Quarry Street	Traffic stop for vehicle not inspected on Quarry Street
21BA010449	11/23/21 08:58	Traffic Stop	South Main St	Traffic stop for vehicle not inspected on S Main Street
21BA010448	11/23/21 08:53	Traffic Stop	barre city line/barre town line	Traffic stop for speeding on S Barre Road in Barre Town
21BA010447	11/23/21 08:52	Assist - Public	Fourth St	public assist barre city
21BA010446	11/23/21 08:42	Traffic Stop	S Main St	Traffic stop for vehicle not inspected on S Main Street
21BA010445	11/23/21 07:18	Property - Found	Smith St	
21BA010444	11/23/21 07:13	Prisoner - Lodging/Releasing	Fourth St	
21BA010443	11/23/21 01:01	Welfare Check	S Main St	Welfare check request on S. Main St.
21BA010442	11/22/21 23:40	Assault - Simple	N Seminary St	
21BA010441	11/22/21 22:53	Parking - Winter Ban - Ticket	Fourth St	
21BA010440	11/22/21 22:53	Assist - Agency	Fourth St	Agency assist to VSP at PD
21BA010439	11/22/21 22:38	Traffic Stop	N Main St #	traffic stop on N Main St for failure to stop at red light
21BA010438	11/22/21 22:18	Traffic Stop	Berlin St	Traffic stop for driving on roadways laned for traffic on Berlin St
21BA010437	11/22/21 21:27	Prisoner - Lodging/Releasing	Fourth St	Prisoner lodging at BCPD
21BA010436	11/22/21 21:27	Prisoner	Fourth St	

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010435	11/22/21 20:55	Welfare Check	Foster St	Welfare Check on Foster Street.
21BA010434	11/22/21 19:59	Traffic Stop	Washington St	traffic stop for defective equipment on Washington St
21BA010433	11/22/21 19:50	Traffic Stop	N Main St #	traffic stop for expired registration on N Main St
21BA010432	11/22/21 19:42	Directed Patrol - Motor Vehicle	S Main	Directed patrol on South Main Street.
21BA010431	11/22/21 19:39	Traffic Stop	Summer St	traffic stop for no registration on Summer St
21BA010430	11/22/21 19:32	Traffic Stop	N Main	traffic stop for defective equipment on N Main St
21BA010429	11/22/21 19:24	Assist - Agency	East Montpelier Rd	Agency Assist on East Montpelier Road
21BA010428	11/22/21 19:11	Traffic Stop	Burnham St	Traffic stop for plates not assigned on Burnham St
21BA010427	11/22/21 19:04	Traffic Stop	Railroad St	Traffic stop for defective equipment on Railroad St
21BA010426	11/22/21 18:45	Domestic Disturbance	Knoll Dr	
21BA010425	11/22/21 18:26	Assist - Agency	S Main St #	Agency assist to BTPD on S Main St
21BA010424	11/22/21 18:21	Assist - Public	Washington St	Public assist at PD
21BA010423	11/22/21 17:35	Overdose	Pearl St	Suspected overdose on Pearl St
21BA010422	11/22/21 17:24	Disturbance	Spaulding St	
21BA010421	11/22/21 16:58	Assist – Motorist	Route 62	
21BA010420	11/22/21 16:39	Alarm - Security	N Main St	Alarm on North Main Street
21BA010419	11/22/21 14:56	Assist - Public	South Main St	Public Assist on South Main Street
21BA010418	11/22/21 13:12	Assist - Agency	Fourth St	Assisted another officer with citing an individual.
21BA010417	11/22/21 13:08	Mental Health Issue	S Main St	Public Assist on Main Street
21BA010416	11/22/21 12:32	Prisoner - Lodging/Releasing	Fourth St	Released prisoner to WCSD for transport to Court
21BA010415	11/22/21 12:29	Mental Health Issue	Pearl St Ext	Mental Health Issue on Pearl Street
21BA010414	11/22/21 12:04	Animal Problem	Railroad St	Animal Problem on Railroad Street
21BA010413	11/22/21 11:48	911 Hangup	Washington St	911 Hangup on Washington Street
21BA010412	11/22/21 11:39	Assist - Other	Fourth St	Fed prisoner meal
21BA010411	11/22/21 11:34	Larceny - Other	N Main St	
21BA010410	11/22/21 11:17	Juvenile Problem	N Main St	Juvenile Problem on North Main Street
21BA010409	11/22/21 10:57	Traffic Stop	Merchant St / Warren St	Traffic stop for vehicle not inspected on Merchant Street
21BA010408	11/22/21 10:30	Traffic Stop	Warren St / Merchant St	Traffic stop for speeding on Merchant Street
21BA010407	11/22/21 10:27	Directed Patrol - Motor Vehicle	Merchant St	Directed patrol- Traffic enforcement on Merchant Street.
21BA010406	11/22/21 10:17	Assist - Other	Jefferson St	

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010405	11/22/21 08:45	Assist - Public	Fourth St	Public Assist
21BA010404	11/22/21 08:40	Supervisory Duties - Case review	Barre City Police Dept.	
21BA010403	11/22/21 08:30	Mental Health Issue	Pearl St Ext	Mental Health Issue on Pearl Street
21BA010402	11/22/21 06:27	Directed Patrol - Motor Vehicle	Prospect Street	Directed patrol on Prospect St.
21BA010401	11/22/21 05:59	Directed Patrol - Motor Vehicle	Maple Avenue	Directed patrol on Maple Ave.
21BA010400	11/22/21 02:48	Parking - Winter Ban - Ticket	Fourth St	Winter parking ban enforcement.
21BA010399	11/22/21 01:49	TRO/FRO Service	Fourth St	TRO Service
21BA010398	11/22/21 00:18	Motor Vehicle Complaint	Currier Park	
21BA010397	11/21/21 23:45	Assist - Agency	Fourth St	Agency assist to BTPD
21BA010396	11/21/21 23:04	TRO/FRO Service	Fourth St	TRO service at PD
21BA010395	11/21/21 20:36	Domestic Disturbance	Bromur St	Domestic Disturbance on Bromur Street
21BA010394	11/21/21 19:45	Directed Patrol - Motor Vehicle	Washington St	Directed patrol on Washington Street
21BA010393	11/21/21 19:27	Assist - Public		Public assist at PD
21BA010392	11/21/21 19:17	Larceny - from a Person	Hollow Inn	Public assist on S Main St
21BA010391	11/21/21 18:20	Property - Found	N Main St	Property found on N Main St
21BA010390	11/21/21 17:35	Prisoner - Lodging/Releasing	Fourth St	Prisoner lodging at BCPD
21BA010389	11/21/21 17:34	Prisoner	Fourth St	
21BA010388	11/21/21 16:22	Threats/Harassment	Ayers St	Harassment on Facebook
21BA010387	11/21/21 16:07	Assist - Public	Quality Inn	Mental Health Issue
21BA010386	11/21/21 15:11	Drugs - Intel received	Brooklyn St	Drug activity reported
21BA010385	11/21/21 15:10	Assist - Agency	Delmont Ave	Agency Assist on Delmont Ave
21BA010384	11/21/21 14:34	Loitering / Vagrancy	N Main St	Loitering on Main Street
21BA010383	11/21/21 14:24	Prisoner	Fourth St	
21BA010382	11/21/21 13:43	Trespass	East St	Dispute on East Street
21BA010381	11/21/21 13:41	Larceny - from Building	South Main St	out of service area
21BA010380	11/21/21 13:00	Domestic Disturbance	N Main St	Report of domestic disturbance involving a gun on N Main Street.
21BA010379	11/21/21 12:30	Assist - Agency	Ayers St	Agency Assist on Ayers Street
21BA010378	11/21/21 12:17	Traffic Stop	Mill st / N Main st	Traffic Stop on Mill Street
21BA010377	11/21/21 11:23	Larceny - from Building	N Main St	Request for service of Notice of Trespass for business on N Main Street.
21BA010376	11/21/21 10:02	Prisoner - Lodging/Releasing	Fourth St	Released protective custody to self.

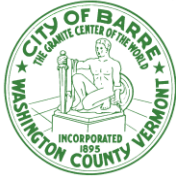
Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010375	11/21/21 09:31	Supervisory Duties - Case review	Fourth St	Supervisory Duties- Case Review
21BA010374	11/21/21 05:45	Prisoner	Fourth St	
21BA010373	11/21/21 05:10	Prisoner - Lodging/Releasing	Fourth St	Prisoner lodging.
21BA010372	11/21/21 02:18	Parking - Winter Ban - Ticket	Fourth St	Winter parking ban enforcement
21BA010371	11/21/21 00:33	Family Disturbance - Verbal	Skyline Dr	Verbal domestic at Highgate Apts
21BA010370	11/21/21 00:27	Disturbance	Averill St	Noise complaint on Averill St
21BA010369	11/21/21 00:14	Juvenile Problem	N Main Street	Juvenile problem on N Main St
21BA010368	11/20/21 23:34	Mental Health Issue	Fourth St	Mental health issue
21BA010367	11/20/21 21:21	Assist - Other	Fourth St	Public assist at PD
21BA010366	11/20/21 19:22	Directed Patrol - Motor Vehicle	Maple Ave	directed motor vehicle patrol on Maple Ave
21BA010365	11/20/21 19:14	Traffic Stop	N Main St	traffic stop for failure to obey traffic sign on N Main St
21BA010364	11/20/21 18:55	Traffic Stop	Granite St / Gable Pl	
21BA010363	11/20/21 18:40	Assist - Public	N Main St	Public assist on N Main St
21BA010362	11/20/21 18:20	Alarm - Security	Parkside Ter	Security alarm on Parkside Terrace
21BA010361	11/20/21 17:29	Vandalism	Ayers St	Vandalism on Ayers St
21BA010360	11/20/21 16:29	Traffic Stop	Summer St	Traffic stop for red light violation on N Main Street.
21BA010359	11/20/21 16:25	Suspicious Event	Park St	Report of gun shots on Park Street, possibly in the cow pasture
21BA010358	11/20/21 15:21	Assist - Public	Park St	Public Assist on Park Street
21BA010357	11/20/21 14:40	Assist - Public	Tilden House	Public Assist on Main Street
21BA010356	11/20/21 14:23	Mental Health Issue	Pearl St Ext	Mental Health Issue on Pearl Street
21BA010355	11/20/21 14:22	Assist - Agency	Websterville Road	Assisted Barre Town Police in serving a TRO on Mill Street in Barre Town.
21BA010354	11/20/21 14:01	Accident - Property damage only	West View Condos	Late reported Accident
21BA010353	11/20/21 13:56	Assist - Other	Budget Inn	Public Assist
21BA010352	11/20/21 13:46	Property - Damage	Foster Street	Vandalism on Foster Street.
21BA010351	11/20/21 13:05	Assist - Public	Merchant St	Public Assist on Merchant Street
21BA010350	11/20/21 11:59	Larceny - Retail Theft	S Main St	Trespass on Main Street
21BA010349	11/20/21 11:31	Accident - Property damage only	Washington St	2 car accident on Washington Street.
21BA010348	11/20/21 10:46	Property - Found	Summer St	Found property on Summer St
21BA010347	11/20/21 09:27	Assist - Other	Route 62	Agency assist to VT Fish and Game on Rt 62
21BA010346	11/20/21 09:25	Assist - Public	N Main ##401	Public assist on North Main Street

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010345	11/20/21 09:13	Stolen Vehicle	Circle St	Suspicious Event on Circle Street
21BA010344	11/20/21 08:30	Accident - Property damage only	S Main St	2 car accident on S Main Street.
21BA010343	11/20/21 07:48	Alarm - Security	South Main St	Security alarm activation on North Main St.
21BA010342	11/20/21 06:11	Traffic Stop	Vt Route 62 / Berlin St	Traffic stop on Route 62
21BA010341	11/20/21 05:54	Traffic Stop	Washington St / Champlain Farms	Traffic stop on Washington St.
21BA010340	11/20/21 05:47	Directed Patrol - Motor Vehicle	Washington St / City Park	Directed patrol of Washington St.
21BA010339	11/20/21 00:53	Assist - Public	Cottage St	Mental Health Issue on Cottage Street.
21BA010338	11/19/21 23:36	Prisoner	Fourth St	
21BA010337	11/19/21 23:33	Prisoner - Lodging/Releasing	Fourth St	
21BA010336	11/19/21 20:59	Suspicious Person	Washington St 3rd	Suspicious Person on Washington Street.
21BA010335	11/19/21 19:36	Domestic Assault - Misd	Prospect St	Domestic Disturbance on Prospect Street
21BA010334	11/19/21 17:42	Assist - Public	Park St	Public assist on East St
21BA010333	11/19/21 17:30	Assist - Other	Main St	Death notification on North Main Street
21BA010332	11/19/21 17:03	Untimely Death	Washington St	
21BA010331	11/19/21 16:39	Overdose	N Main St	Overdose on N Main Street
21BA010330	11/19/21 15:57	Assist - Public	Fourth St	Citizen assist at the PD
21BA010329	11/19/21 15:20	Accident - Property damage only	Washington St	accident property damage only washington st
21BA010328	11/19/21 14:52	Threats/Harassment	Highate Apartments	Threatening phone call at Highgate Apt.
21BA010327	11/19/21 14:21	Suspicious Person	Washington St	suspicious person washington st
21BA010326	11/19/21 12:10	Suspicious Person	Washington St	suspicious person barre city
21BA010325	11/19/21 11:27	Assist - Public	Fourth St	Citizen assist at the PD
21BA010324	11/19/21 11:09	Larceny - from a Person	N Barre Manor	larceny barre city
21BA010323	11/19/21 10:19	Suspicious Event	Short St	suspicious event short st
21BA010322	11/19/21 10:07	Welfare Check	Keith Ave	welfare check keith ave
21BA010321	11/19/21 09:50	Arrest Warrant - In State	N Main St	arrest warrant in state barre city
21BA010320	11/19/21 09:30	Assist - Other	Fourth St	assist other barre city
21BA010319	11/19/21 09:04	Assist - Public	Jefferson St	public assist barre city
21BA010318	11/19/21 08:42	Property Return / Disposal	Fourth St	property return barre city
21BA010317	11/19/21 08:35	Threats/Harassment	N Main St	threats/harassment barre city
21BA010316	11/19/21 08:13	Suspicious Event	S Main St	Civil issue on S Main Street

Incident Number	Date/Time	Call Type	Street Name	Media/Press Summary
21BA010315	11/19/21 08:07	Supervisory Duties - Case review	Fourth St	Supervisory Duties- Case Review
21BA010314	11/19/21 06:47	Traffic Stop	Camp St / Town Line	Traffic stop on Camps St.
21BA010313	11/19/21 06:17	Motor Vehicle Complaint	Fairview St	Motor vehicle complaint on Fairview St.
21BA010312	11/19/21 06:07	Prisoner - Lodging/Releasing	Fourth St	prisoner release barre city
21BA010311	11/19/21 06:06	Directed Patrol - Motor Vehicle	Washington Street	Directed patrol of Washington St.
21BA010310	11/19/21 02:42	Traffic Stop		Traffic stop on N. Main St.
21BA010309	11/19/21 02:07	Assist - Agency	Green Acres	agency assist barre city
21BA010080	11/20/21 02:49	Directed Patrol - Other	Fourth St	Directed patrol for speed cart deployment
21BA010022	11/20/21 02:00	Parking - Winter Ban - Ticket	Fourth St	Winter parking ban enforcement.

Council Packet Addendum

**The materials here are additional documents that did not make the
Friday Council Packet.**



City of Barre, Vermont

“Granite Center of the World”

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MEMO

TO: City Council
CC: Department Heads
FR: The Manager
DATE: 11/27/21

SUBJECT: FY23 General Fund Budget – Expense/Tax Rate Reduction Scenarios

Councilors, et al:

I am forwarding this memo presenting for Council’s assistance in your budget deliberations two scenarios developed by the Manager to achieve a **3%** projected FY23 Tax Rate Increase (reduced from the **4.47%** of the formal November 9th Budget Proposal). These are suggestions for Council’s consideration and to aid in your deliberations. However, keep in mind there are as many paths to a reduced Tax Rate increase (i.e. reduced Expense Budget) as there are Councilors.

Budget Development Process Review:

In light of recent discussions at Council since the budget presentation, a review of the General Fund Budget Development Process is in order. The process being used this year for development of the FY23 Budget is the same basic Administration/Council collaborative process as used the past 10 years, if not longer.

The Manager presents a DRAFT budget proposal, reflecting Department Heads input vetted by the Manager and Finance Director. The Manager’s Budget Proposal is not, nor never has been, a “take-it or leave-it” proposal. It typically reflects the projected year-over-year operational needs with identification and costing of those expenses associated with improving operational efficiencies or services. It also includes budgeting input as communicated by the Mayor and/or Councilors in the Council/Departmental budget discussions during the fall.

Council *has* to be a collaborative part of the Budget development process, and like it or not, has a role in deciding the Budget proposal presented to voters. That role includes providing budget guidance by saying “No” to some individual expense proposals put forth by the administration in good faith.

While it is the Manager’s responsibility to lead and support the budget development and deliberations process, it is Council, not the Manager, that decides the final budget proposal that will be presented to voters on Town Meeting Day. That *is* the Council’s role and responsibility.

Budget Background:

For your convenience as you deliberate proposed expense reductions, I provide below an excerpt from my November 9th **Budget Proposal - Narrative Overview** presentation to Council summarizing budgeting allowances that have been included in the Budget Proposal under consideration:

<u>Department</u>	<u>Positon</u>	<u>Position Allowance*</u>	<u>Portion of 4.26% Projected Tax Rate Increase</u>
Manager’s Office	I/T System Administrator	\$ 66,300	0.65%
BCS	City Hall Custodian	\$ 55,500	0.55%
Public Works	Assistant DPW Director	\$101,500	1.00%
Planning Department	Junior Planner	<u>\$ 73,000</u>	<u>0.72%</u>
			2.92%

**Total Positions Budget Allowance - includes salary and all benefits*

For perspective, the above staffing initiatives constitute 2.92% of the November 9th projected 4.26% Tax Rate Increase.

Beyond that, I summarize here allowances included in this budget proposal that reflect, for the most part, new budget line items or allowances that for all intents and purposes, we have little, if any, practical control over. This summary, which does not include projected fuel increase allowances (which may already be out of date considering the current escalating fuel markets) is intended to be a helpful, but not necessarily exhaustive, summary of new, incremental line-item increases:

(For your assistance, I color code below those items where there may be some discretion as to the line item or the amount of the budgeted increase):

<u>Budget Line Item</u>	<u>Increase</u>
Single Audit	\$ 9,000
Ambulance Billing Mailers	\$ 2,400
Firehouse RMS Software Fee Increase	\$ 5,000
Web-site Upgrade	\$ 3,750
Elections	\$ 3,250
Credit Card Service Charges	\$ 3,800
Police - Summer Bike Patrol (“Bees”)	\$25,000
Police - Part-time officers allowance	\$10,000
Police - VALCOR RMS Software Fee Increase	\$ 4,000
Police - BOLA Wrap Maintenance	\$ 1,000
Police - Safety Equipment	\$ 2,500
Police - Ammunition	\$ 3,000

<i>Traffic Signal Maintenance</i>	\$10,000
<i>PSB- Bldgs. & Grounds Maintenance</i>	\$10,000
<i>Planning Dept. – Grants Match Allowance</i>	\$10,000
<i>DPW - CDL Training</i>	\$ 3,000

<u>Budget Line Item</u>	<u>Increase</u>
<i>DPW - Truck Maintenance</i>	\$ 3,500
<i>DPW - Stormwater Supplies</i>	\$15,000
<i>DPW - Streets Supplies</i>	\$ 4,500
<i>BCS - Seasonal Cemetery Staffing Restoration</i>	\$30,000
<i>Property & Causality Insurance</i>	\$ 6,700
<i>Unemployment Insurance</i>	\$ 2,500
<i>City Committee Funding Allowance</i>	\$ 8,000
	\$175,900

Partner Organizations:

<i>Aldrich Library</i>	\$ 5,865
<i>Barre Partnership</i>	\$ 1,660
<i>BADC</i>	\$ 1,300
	\$ 8,825

Scenarios to a 3% Projected Tax Rate Increase:

In order to achieve a 3% Projected Tax Rate Increase, the current \$13,411,104 Expense Budget proposal has to be reduced by \$127,000, which results in a proposed expense budget of \$13,284,104. That will result in a year-over year Expense Budget increase of 3.49% over the approved FY22 budget.

On the following pages are two Scenarios with expense reductions for the Council’s consideration to help address the question of “what the budget could look like” to achieve a 3% Projected Tax Rate Increase:

Scenario 1 Expense Reductions

Action	Expense Item	Savings	Tax Rate Reduction (%)
Eliminate	City Hall Custodian	\$55,000	0.54%
Eliminate	Web-Site Upgrade	\$ 3,750	0.04%
Eliminate	Summer Bike Patrol	\$25,000	0.24%
Eliminate	City Committees Allowance	\$ 8,000	0.08%
Eliminate	VYCC Stipend	\$ 7,500	0.07%
Reduce	Police – PT officers allowance	\$ 2,500	0.02%
Reduce	Traffic Signal Maintenance	\$ 5,000	0.05%
Reduce	PSB- Bldgs. & Grounds Maint.	\$ 5,000	0.05%
Reduce	Grants Match Allowance	\$ 5,000	0.05%
Reduce	Stormwater Supplies	\$ 5,000	0.05%
Reduce	Seasonal Cemetery Staffing	\$10,000	0.10%
Reduce	Engineering Section OT	\$ 2,500	0.02%
Reduce	Library Stipend	\$ 1,865	0.02%
Reduce	Misc. Expenses (Contingency)	\$ 5,000	0.05%
Cumulative Identified Reductions:		\$141,115	1.40%
Goal:		\$127,000	1.26%

Although unlikely, should all the adjustments summarized above be selected or approved, the 1.4% tax Rate reduction results in a Projected Tax Rate increase of 2.86%, That overshoots a 3% target, the latter of which I can support and recommend as Manager.

I appreciate that the above expense reductions will cause angst in some, if not many, quarters. However, that is the reality of the budget landscape and budgeting process

Scenario 2 Surplus Subsidy

I appreciate that a scenario of “buying down” the Tax Rate increase with a subsidy of some amount from the FY21 Fund Balance has its pro’s and con’s, and may meet with interest from some and disapproval from others. However, as Manager, I consider it my responsibility to put all options on the table and make the Council aware of this *unique* opportunity we have during this budgeting process. Although I could support and be comfortable with a subsidy of up to \$100,000, I leave it to Council to decide whether to take advantage of this opportunity or not.

I appreciate the concern that using a \$100,000 subsidy to support the FY23 budget proposal will create a \$100,000 budgeting hole at the beginning the FY24 budget process. However, that will be offset by the lack of new staff positions incorporated into this FY23 Budget proposal ranging from \$240,000 to \$300,000.

In light of the above, I present below for the Council’s information and consideration a scenario incorporating a one-time \$100,000 subsidy into the FY23 Budget.

Action	Expense Item	Savings	Tax Rate Reduction (%)
Add:	FY21 Fund Balance Subsidy	\$100,000	0.99%
<u>Restored Items (from Scenario 1):</u>			
Restore	City Hall Custodian	\$55,000	0.54%
Restore	Web-Site Upgrade	\$ 3,750	0.04%
Restore	Summer Bike Patrol	\$25,000	0.24%
Restore	City Committees Allowance	\$ 8,000	0.08%
Restore	PSB- Bldgs. & Grounds Maint.	\$ 5,000	0.05%
Restore	Grants Match Allowance	\$ 5,000	0.05%
Restore	Seasonal Cemetery Staffing	\$10,000	0.10%
Restore	Library Stipend	<u>\$ 1,865</u>	<u>0.02%</u>
		\$113,615	1.12%
<u>Reduced/Eliminated Items:</u>			
Eliminate	VYCC Stipend	\$ 7,500	0.07%
Reduce	Police – PT Officers Allowance	\$ 2,500	0.02%
Reduce	Traffic Signal Maintenance	\$ 5,000	0.05%
Reduce	Stormwater Supplies	\$ 5,000	0.05%
Reduce	Engineering Section OT	\$ 2,500	0.02%
Reduce	Misc. Expenses (Contingency)	<u>\$ 5,000</u>	<u>0.05%</u>
		\$27,500	0.26%
Cumulative Combined Adjustments:		\$141,115	1.35%
Goal:		\$127,000	1.26%

Closing:

Please keep in mind the above is not an exhaustive list of expense reductions that can be considered. It is merely a list derived from the more significant expense increases built into the DRAFT budget proposal. Depending upon how the Council wishes to proceed at December 4th Budget Workshop, it may be a productive exercise to conduct a line-by-line budget review to identify and consider alternate reductions.

ARPA FUNDING REQUESTS LOG

ARPA ALLOCATION:	UNCOMMITTED BALANCE (Approved Requests)	UNCOMMITTED BALANCE (Includes Pending Requests)
\$2,549,241	\$2,532,241	\$722,241

Proposer	Project Caption	Brief Description	Amount or Cost Magnitude	Approved by Council	ARPA Criteria*
APPROVED					
Councilor Waszazak	Aldrich Library Warming Shelter		\$17,000	11/16/21	1
		APPROVED SUBTOTAL:	\$17,000		
PENDING QUEUE					
Manager	COVID 1st Responders Stipend- up to?		\$31,500		2
Councilor Stockwell	Revolving Housing Fund		\$200,000		1
Michelle Kersey (Downstreet)	Downstreet Recovery Residence		\$60,000		1
Eric Schmitt (Evernorth)	Hi-Gate Wi-Fi		\$18,500		1?
DPW Director/Manager	Infrastructure Projects		\$1,500,000		4
		PENDING SUBTOTAL:	\$1,810,000		
STAFF SUGGESTIONS/REQUESTS					
Carol	parking meter upgrades	standardize meters to allow in-house rate adjustments	\$15,000		1
Carol	digitize land records	digitize rest of land records and plats	up to \$100K		1
Carol	city hall renovations	to allow delinquent collector to move to clerk's office to eliminate need for public to visit finance dept.	\$40,000		1

Dawn	budgeting software	cloud-based budgeting tool for operating, capital, and personnel	\$20,000/year		
Dawn/Rikk	Neogov	HR/PR platform	\$20,000/year		
Rikk	Digitize Files	All Department files	Getting Quote		
Bill	Water Meter	SRII Touch Reads Meters	161		

1. **Pandemic Response:** To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and non-profits, or aid to impacted industries such as tourism, travel, and hospitality.
2. **Workforce/Personnel:** To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers
3. **Lost Revenue:** For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency, and
4. **Water, Sewer, Broadband Infrastructure:** To make necessary investments in water, sewer, or broadband infrastructure.

