

REGULAR COUNCIL MEETING
Tuesday, February 7, 2023 7:00pm

Council Chambers or Zoom

<https://us06web.zoom.us/j/88982525535?pwd=VzlxOU5taUdoYkgySUdTclldqSUVGQT09>

Meeting ID: 889 8252 5535 **Passcode:** 675736
One tap mobile: 929-205-6099

Page Item

1. Call to Order – 7:00 pm
2. Adjustments to the Agenda
3. Visitors and Communications
4. Consent Agenda
- 4 A. Approval of Minutes Regular City Council Meeting of Tuesday January 31, 2023
- B. City Warrants
8. i. Approval of City Warrants from Week of February 8, 2023
14. C. Clerk’s Office Licenses and Permits
15. D. Approval of updates to the Accounts Payable Policy
- E. Approval of 2023 Certificate of Highway Mileage
5. City Clerk & Treasurer Report
6. Liquor Control Board/Cannabis Control Board
7. City Manager’s Report
8. New Business
- A. Proclamation honoring Sue Higby for 20 years at Studio Place Arts (Mayor Hemmerick)
17. B. Approval of Capital Fire Mutual Aid MOU concerning affirmation of membership, participation in emergency radio project, and appointment of the Fire Chief as the City’s delegate (Manager)
34. C. Discussion of letter to Green Mountain Transit regarding service cuts (Councilors Waszazak and Deering)
9. Upcoming Business
10. Round Table
11. Executive Session – As Needed
- 12.. Adjourn

Nicolas Storellicastro, City Manager

*The portion of this meeting starting at 6:00pm 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.

Thursday February 9th

Planning commission 5:30 PM Council Chambers Hybrid

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

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

MEMO

TO: City Council
FR: The Manager
DATE: 2/3/23
SUBJECT: Packet Memo re: 2/7/23 Council Meeting Agenda Items

Councilors:

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

Item 4-D: Approval of updates to the Accounts Payable policy (Manager)

There is no action memo associated with this item, as the mark-up of the policy is included in the packet. The changes are primarily technical in nature to account for the appointment of Dawn Monahan as Assistant City Manager. The changes would replace "Finance Director" with "Assistant City Manager." The only substantive change is to increase the threshold of Manager's approval from \$1,000 to \$5,000. I am very comfortable with this change as the Assistant City Manager and I are in constant contact regarding expenditures, and this will remove from my queue a significant volume of lower-level and non-discretionary invoices.

Item 8-B: Approval of Capital Fire Mutual Aid MOU concerning affirmation of membership, participation in emergency radio project, and appointment of the Fire Chief as the City's delegate (Manager, Fire Chief and Deputy Fire Chief)

Barre is one of the founding members of CFMAS, which was incorporated in 1970 and consists today of 27 member communities. The MOU we are seeking authorization for will be presented at all the member communities, and seeks to reaffirm membership in this critical body, especially now as we seek to implement, govern and manage a \$2.44M emergency radio upgrade project to be funded by the state.

**Regular Meeting of the Barre City Council
Held January 31, 2023**

The Regular Meeting of the Barre City Council was called to order in person and via video platform by Mayor Jake Hemmerick at 7:00 PM at Barre City Hall, Barre, Vermont. In attendance in person or virtually were: From Ward I, Councilors Emel Cambel and Thom Lauzon; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Michael Deering and Samn Stockwell. City staff members present were City Manager Nicolas Storrellicastro, Interim Fire Chief Joe Aldsworth, Fire Captain Keith Cushman, Human Resources Director Rikk Taft, Planning Director Janet Shatney, Police Chief Braedon Vail, and Clerk/Treasurer Carol Dawes.

Absent: NONE

Others Present: NONE

Adjustments to the Agenda:

1. Remove the Accounts Payable Policy from the consent agenda; deferred to a future meeting.
2. Remove the Downstreet community development warrant from the consent agenda, as the funds haven't been received yet.
3. Move the purchase of a police cruiser from the consent agenda to a new action item.

Visitors and Communications –

Jesse Rosado said he sent an email to Councilors with information about Green Mountain Transit and the current reduced levels of service. Mr. Rosado said the Council should take the lead in contacting the GMT board to request service be restored. Copies of any correspondence should be shared with our legislative and congressional delegations.

Bernadette Rose thanked Mr. Rosado for his advocacy. Ms. Rose said we are meeting on unceded Abenaki land, and tomorrow begins Black History Month.

Ellen Kaye said she takes the daily commuter bus to Burlington, and has found GMT responsive. They are experiencing difficulties finding and keeping drivers.

Ericka Reil said the bus shelters are blocked by snow and need better maintenance. Steve Finner said he is a frequent bus rider, and the Homelessness Task Force is offering classes on using the bus system. Mr. Finner suggested additional covered bus stops be installed.

Councilors Deering and Waszazak will draft a letter to the GMT board. The letter will come to Council for review at next week's meeting.

Approval of Consent Agenda:

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

- A. Approval of Minutes:
 - i. Regular meeting of January 24, 2023.
- B. City Warrants as presented:
 1. Approval of Week 2023-05, dated February 1, 2023:
 - i. Accounts Payable: \$127,484.40
 - ii. Payroll (gross): \$136,864.11
- C. 2023 Licenses & Permits: NONE
- D. Approval of updates to the Accounts Payable Policy (deferred under adjustments)
- E. Authorize the purchase of a police cruiser (moved to new business under adjustments)
- F. Special Community Development Warrant: Transfer ACCD grant funds to Downstreet Housing for Recovery Residence final draw (deferred under adjustments)

To be approved at 02/07/2023 Barre City Council Meeting

City Clerk & Treasurer Report –

Clerk/Treasurer Dawes reported on the following:

- Yesterday was the deadline for nominating petitions for town meeting elections. The warning and ballot names will be sent to the printer tomorrow. Ballots will be available by February 15th.
- Have received just over 300 absentee ballot requests to date.
- The City is working with Senate Finance Committee and House Ways & Means Committee on companion bills to grant a two-year extension for incurrence of debt for the TIF district.

Bernadette Rose said she never received the postcard sent by the City reminding people to sign up to receive an absentee ballot by mail.

Liquor Control Board/Cannabis Control Board – NONE

City Manager's Report –

Manager Storrellicastro noted the following:

- The Fire Department has been training with new equipment at the auditorium.
- The Wheelock House has been listed for sale, and interest is already being expressed.

Manager Storrellicastro announced that Capt. Keith Cushman has been named the new Barre City Chief of Fire and Emergency Medical Services, effective February 3, 2023. The Manager thanked Interim Chief Joe Aldsworth for overseeing the department for the last several months since former Chief Doug Brent's retirement. Capt. Cushman thanked the Manager for the opportunity to continue his service to the community.

There was discussion on emergency planning around the upcoming severe cold weather predicted for later this week. Interim Fire Chief Aldsworth said they have been in contact with the library about the warming shelter, and with Good Samaritan Haven about being open for additional daytime hours. Manager Storrellicastro said notifications will be posted on the City website and social media pages, and on VTAlerts. It was recommended people call Good Samaritan Haven or 211 for information on available services. Ericka Reil said people can also call her, and gave out her cell phone number.

New Business –

A) Authorize the allocation of \$250,000 in ARPA funding to Downstreet in support of the Granite City Apartments project.

Councilor Waszazak made the motion to remove this item from the table and put it back before the Council for discussion, seconded by Councilor Cambel. **Motion carried.**

Councilor Waszazak made the motion to approve the allocation of \$250,000 of ARPA funds to Downstreet for the Granite City Apartments project, seconded by Councilor Stockwell.

Renita Marshall from the Renita Marshall Helping Hands Foundation said she wanted to thank the Council and people of Barre for feeding the parking meters during the free holiday parking period, and raising \$3,890 for the foundation. She apologized for speaking at this point in the meeting, but the Council moved past the consent agenda so quickly, she didn't have a chance to respond at that time.

Returning to discussion on the Downstreet allocation, Councilor Boutin said he would only support it if the question is added to the ballot, or an amendment is incorporated into the allocation so that it is a loan rather than a grant.

Joe Reil said he supports the grant, and Downstreet is taking steps towards solutions to housing issues.

Amy Galford said the streets and sidewalks in the Ward 5 school neighborhood are crumbling, and investing in infrastructure supports housing. She would like the Council to commit the funds to infrastructure improvements in that area.

To be approved at 02/07/2023 Barre City Council Meeting

Rosemary Averill said she agrees with Ms. Galford's comments. She looks forward to seeing the Ward 5 school renovated, and the ARPA money belongs to the people.

Jesse Rosado said restoring the Ward 5 school is preserving an historic piece of the City, and a beautiful building.

There was discussion on planning for and prioritizing infrastructure, using the outcomes from the public outreach around ARPA funds to determine where to allocate the funds, other sources of funding for improvements, influx of federal and state money, review of the financial plans and budgets for the Granite City Apartments project, and looking for ways to leverage the available funds.

Ericka Reil said the proposed redevelopment of the vacant Ward 5 school is a gift to the City.

Garrett Grant said he trusts Downstreet as they fill housing vacancies, restore historic buildings, and address housing issues.

There was additional discussion on supporting residents in public housing and using such housing as a way to raise families up to more stable housing options.

Councilor Boutin offered an amendment to place the funding request on the ballot. The motion was deemed out of order as it conflicts with the original motion.

Councilor Boutin offered an amendment to provide the funding as a loan instead of a grant. The motion died for lack of a second.

Downstreet Housing and Community Development executive director Angie Harbin said it's not possible to turn the grant into a revolving loan. Ms. Harbin said a low income housing project like this has various restrictions on how funding is used, and how revenues, expenses and cash flow are managed. She said there will be services onsite to assist residents.

Mayor Hemmerick read a letter of support from Hill Street residents Joanne and John Reynolds.

Councilor Boutin moved to stop debate and call the question, seconded by Councilor Cambel. **Motion carried.**

Council voted on the original motion to allocate \$250,000 ARPA funds to Downstreet for the Granite City Apartments project. **Motion carried with Councilor Boutin voting against.**

Jesse Rosado said Downstreet is a great partner.

B) Approval of FY22 Annual TIF Report.

Clerk Dawes said the City is required to submit an annual report to Vermont Economic Progress Council (VEPC). There was discussion on the legislation being drafted to extend Barre City's deadline for incurrence of debt, and extend the retention of increment, and what other options there might be for the current district, or some future version. Representative Peter Anthony said he is happy to support the City's bills through the legislature to find a path forward.

Council approved certifying the TIF annual report on motion of Councilor Waszazak, seconded by Councilor Lauzon. **Motion carried.**

Added from Consent Agenda) Authorize the purchase of a police cruiser.

There was discussion on how the purchase of this vehicle relates to the seven vehicles authorized earlier this fiscal year, and why the recommendation is to use a different vendor than the previous purchases. Manager Storrellicastro said it's a different type of vehicle than those previously purchased, and Police Chief Vail said the main point of contact from the former vendor has moved to the new vendor, and the new vendor also offered a lower price. It

To be approved at 02/07/2023 Barre City Council Meeting

was noted this purchase will be paid for in FY24, and the vehicle is a hybrid. Councilors asked the Chief to review the current 3-year vehicle replacement cycle to consider a longer timeframe.

Council approved the purchase on motion of Councilor Boutin, seconded by Councilor Deering. **Motion carried.**

C) Approval of March 3, 2023 Annual Town Meeting Warning. [N.B. correct date for annual town meeting is March 7, 2023]

Councilor Boutin made the motion to approve the warning, seconded by Councilor Deering.

Councilor Waszazak offered a friendly amendment to adjust the Barre Area Development Article VII to reflect the \$60,853 BADC funding included in the general fund budget. The mover and seconder accepted the friendly amendment.

Councilor Boutin made the motion to close discussion and call the question, seconded by Councilor Deering. **Motion carried.**

Council voted on the warning as amended. **Motion carried.**

Upcoming Business –

- Executive session before next week’s meeting to discuss TIF with White & Burke consultants.
- Mayoral proclamation next week honoring Studio Place Arts executive director Sue Higby on 20 years of service.
- Councilor Waszazak said he’s exploring the creation of a community investment ordinance.

Round Table –

Councilors offered get well wishes to Councilor Lauzon and Manager Storrellicastro, who are attending remotely due to illness. Councilors shared their thanks for this evening’s robust discussions.

Councilor Boutin said he’s excited about having the Wheelock House on the market, and encouraged people to be careful in the coming extreme cold weather.

Councilor Stockwell said after the recent tour of the wastewater treatment facility, it’s remarkable to have access to clean water and wastewater services.

Executive Session – NONE

The meeting adjourned at 9:00 PM on motion of Councilor Waszazak, seconded by Councilor Stockwell. **Motion carried.**

The meeting was recorded on the video platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

By check number for check acct 01(GENERAL FUND) and check dates 02/08/23 thru 02/08/23

Vendor

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

16058	PENSCO TRUST CO LLC						
	01085-011823	delinq water/sewer refund	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	29.95	148009
01095	A & L MACHINING INC						
	07603	repair thrds on piston	003-8330-320.0740	EQUIPMENT MAINT	0.00	340.30	147975
	07753	fab 9" ext valve hndle	003-8330-320.0740	EQUIPMENT MAINT	0.00	162.00	147975
					-----	502.30	
01031	ACCURA PRINTING						
	82161	business cards Gaylord	001-6050-360.1161	INVESTIGATIONS MATERIALS	0.00	62.57	147976
01004	ALDSWORTH JOSEPH						
	0130230	reimburse notary fee	001-6040-220.0413	DUES/MEMBERSHIP FEES	0.00	30.00	147977
	02022023	reimburse lunch meeting	001-6040-130.0182	TRAVEL & MEALS	0.00	88.64	147977
					-----	118.64	
01215	ALLEGIANCE TRUCKS JERICHO						
	X12201513001	Reman cooler Injector	001-8050-320.0743	TRUCK MAINT - STS	0.00	4,833.00	147978
02047	BARRE ELECTRIC & LIGHTING SUPPLY I						
	347015	light bulbls	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	231.75	147979
02123	BARRE PARTNERSHIP THE						
	FY23CITYFEB	monthly paymnt Feb 23	001-8035-120.0172	BARRE PARTNERSHIP	0.00	5,635.50	147980
02204	BENOIT ELECTRIC INC						
	7412	trbleshoot swap VFD drive	003-8330-320.0740	EQUIPMENT MAINT	0.00	1,036.24	147981
	7435	trbleshoot tripped motor	003-8330-320.0740	EQUIPMENT MAINT	0.00	160.00	147981
	7500	trbleshoot VFD & motor	003-8330-320.0740	EQUIPMENT MAINT	0.00	842.74	147981
	7556	trbleshoot inject pump	003-8330-320.0740	EQUIPMENT MAINT	0.00	156.00	147981
					-----	2,194.98	
02120	BIGRAS AUTO & TIRE INC						
	9398	M Fluery tow/rep tire	001-8050-110.0162	CLAIMS/DEDUCTIBLES	0.00	332.35	147982
02027	BOUND TREE MEDICAL LLC						
	84833624	ext collar patient transp	001-6040-350.1054	MEDICAL SUPPLIES	0.00	390.10	147983
03062	C FORD PROFESSIONAL LETTERING						
	15413	banner Northern Basement	048-8000-320.0762	BOR BANNER EXP	0.00	265.00	147984
03087	CAPITOL STEEL & SUPPLY CO						
	I021724	Angle & Tube steel	003-8330-320.0740	EQUIPMENT MAINT	0.00	72.50	147985
	I022250	CR Round steel	001-8050-320.0742	SNOW EQUIP MAINT	0.00	51.60	147985
					-----	124.10	
03172	CARGILL INC						
	2907895385	deicer salt ice cntrl	001-8050-360.1184	SALT - SNO	0.00	1,870.50	147986

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Vendor

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

03420 CHAMPLAIN VALLEY PLUMBING AND HEAT							
	302725	fuel oil	003-8330-330.0825	FUEL OIL	0.00	1,960.89	147987
	302955	fuel oil	003-8330-330.0825	FUEL OIL	0.00	490.31	147987
	532345	fuel oil	001-7015-330.0831	WHEELLOCK BLDG FUEL	0.00	223.51	147987
	731353	fuel oil	003-8330-330.0825	FUEL OIL	0.00	1,245.24	147987
	731455	fuel oil	003-8300-330.0829	FUEL OIL	0.00	334.70	147987
	732321	fuel oil	001-8050-330.0829	FUEL OIL - GARAGE	0.00	865.02	147987

					0.00	5,119.67	
03315 CONSOLIDATED COMMUNICATIONS							
	01212023	internet services	003-8330-320.0737	LAB MAINT	0.00	72.58	147988
03063 CVTV							
	1067	Dec/Jan web streaming	001-5010-130.0184	CITY COUNCIL'S EXPENSES	0.00	476.00	147989
05059 ENDYNE INC							
	431858	WSID 5254 TC SP	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	22.50	147990
	432036	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	112.50	147990
	432042	WSID 5254 TC SP	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	22.50	147990
	432077	WSID 5254 TC BW	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	45.00	147990
	432094	Weekly testing	003-8330-320.0737	LAB MAINT	0.00	310.00	147990
	432095	Weekly testing	003-8330-320.0737	LAB MAINT	0.00	335.00	147990
	432282	weekly testing	003-8330-320.0737	LAB MAINT	0.00	310.00	147990
	432651	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	112.50	147990
	432652	WSID 5254 TC SP	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	45.00	147990
	433083	weekly testing	003-8330-320.0737	LAB MAINT	0.00	290.00	147990
	434380	sludge	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	232.00	147990
	434512	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	45.00	147990
	434569	weekly testing	003-8330-320.0737	LAB MAINT	0.00	320.00	147990
	434590	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	67.50	147990
	434911	weekly testing	003-8330-320.0737	LAB MAINT	0.00	215.00	147990
	434912	weekly testing	003-8330-320.0737	LAB MAINT	0.00	340.00	147990
	434917	WSID 5254 DBP 2	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	1,080.00	147990
	435105	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	112.50	147990
	435543	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	112.50	147990
	435830	weekly testing	003-8330-320.0737	LAB MAINT	0.00	320.00	147990
	435902	weekly testing	003-8330-320.0737	LAB MAINT	0.00	320.00	147990

					0.00	4,769.50	
06009 F W WEBB CO							
	79351112	boltpak 4" FF 150 1/8"	003-8330-320.0740	EQUIPMENT MAINT	0.00	133.08	147993
06001 FARNHAM'S SCALE SYSTEMS							
	99008	calibrate floor scale	002-8220-320.0740	EQUIPMENT MAINT	0.00	350.00	147994
07016 GALLS LLC							
	023349004	boots & shipping	001-6040-340.0943	FOOTWARE	0.00	144.30	147995

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	02335503	gloves & freight	001-6040-340.0941	EQUIPMENT - SAFETY	0.00	112.13	147995
					0.00	256.43	
07206 GREAT-WEST TRUST COMPANY, LLC							
	4THQTRCITYP	City portion	001-9030-110.0154	CITY PENSION PLAN	0.00	3,181.82	147996
	4THQTRCITYP	City portion	002-8200-110.0155	PENSION	0.00	722.60	147996
	4THQTRCITYP	City portion	003-8300-110.0155	PENSION	0.00	722.59	147996
	4THQTRCITYP	City portion	003-8330-110.0155	PENSION	0.00	1,720.51	147996
	4THQTRCITYPE	vol emp after tax match	001-9030-110.0154	CITY PENSION PLAN	0.00	1,060.60	147996
	4THQTRCITYPE	vol emp after tax match	002-8200-110.0155	PENSION	0.00	240.87	147996
	4THQTRCITYPE	vol emp after tax match	003-8300-110.0155	PENSION	0.00	240.87	147996
	4THQTRCITYPE	vol emp after tax match	003-8330-110.0155	PENSION	0.00	573.50	147996
					0.00	8,463.36	
07006 GREEN MT POWER CORP							
	01192023	15 Fourth St PSB	001-7035-200.0210	ELECTRICITY	0.00	2,199.87	147997
	01192023A	61 Seminary Aud/Bor	001-7020-200.0210	ELECTRICITY	0.00	3,376.60	147997
	01192023A	61 Seminary Aud/Bor	001-7030-200.0210	ELECTRICITY	0.00	5,064.91	147997
	01192023B	12 N Main City Hall	001-6043-200.0210	CITY HALL ELECTRICITY	0.00	1,036.73	147997
	01192023C	N Front St WWTP	003-8330-200.0210	ELECTRICITY	0.00	20,948.63	147997
					0.00	32,626.74	
09033 IMPACT FIRE SERVICES							
	25016510	fire extinguishers	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	525.00	147998
09021 IRVING ENERGY							
	112613	propane	001-7030-330.0836	PROPANE	0.00	327.76	147999
	113285	propane	001-7030-330.0836	PROPANE	0.00	184.76	147999
	113638	propane	001-7030-330.0836	PROPANE	0.00	448.18	147999
	114230	propane	001-7030-330.0836	PROPANE	0.00	552.29	147999
	274899	propane	001-8500-330.0828	FUEL OIL - OFFICE	0.00	64.87	147999
					0.00	1,577.86	
12019 LAPERLE MARK R							
	010423105534	hand sanitizer	001-8050-350.1060	SMALL TOOLS	0.00	114.00	148000
12022 LOWE ROBERT							
	01122023	glasses reimbursement	001-6055-340.0944	GLASSES	0.00	370.00	148001
12009 LOWELL MCLEODS INC							
	S74692	GR8 bolt w/washer	003-8330-320.0740	EQUIPMENT MAINT	0.00	12.32	148002
13902 M B EXCAVATE & LANDSCAPE							
	361	snow removal	001-8050-210.0320	EQUIPMENT RENTAL - SNO	0.00	950.00	148003
13189 MILES SUPPLY INC							
	BB0168411-01	boot covers	002-8200-340.0941	EQUIPMENT - SAFETY	0.00	98.75	148004

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	BB0168703-01	safety vest glasses hrd h	001-8050-340.0941	EQUIPMENT - SAFETY	0.00	249.30	148004
	BB0168812-01	trash liners tp ppr towel	001-7020-350.1049	CUSTODIAL SUPPLIES	0.00	234.60	148004
	BB0168812-01	trash liners tp ppr towel	001-7030-350.1049	CUSTODIAL SUPPLIES	0.00	134.20	148004
	BB0168812-01	trash liners tp ppr towel	001-6043-350.1049	CUSTODIAL SUPPLIES	0.00	103.67	148004
	BB0168812-01	trash liners tp ppr towel	001-7035-350.1049	CUSTODIAL SUPPLIES	0.00	100.40	148004
	BB0168812-02	toilet tissue	001-7020-350.1049	CUSTODIAL SUPPLIES	0.00	107.64	148004
	BB0168832-01	towels toilet tissue	001-8050-350.1061	SUPPLIES - GARAGE	0.00	130.13	148004

					0.00	1,158.69	
14107 NATIONAL FILTER MEDIA							
	2023/F000000	upper belt	003-8330-320.0740	EQUIPMENT MAINT	0.00	1,655.58	148005
14016 NELSON ACE HARDWARE							
	270559	snow pusher	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	37.98	148006
	270629	graffiti remover	001-8500-320.0730	BLDG/GRND MAINT ELMWOOD	0.00	12.79	148006

					0.00	50.77	
14078 NEW ENGLAND AIR SYSTEMS LLC							
	188980	replc linkage rod	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	704.95	148007
14059 NOVUS BECKLEY HILL SOLAR LLC							
	65	est monthly generation	002-8220-200.0212	BECKLEY HILL SOLAR PROJ	0.00	6,042.00	148008
17002 QUILL CORP							
	30403227	black ink cartridge	003-8330-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	132.99	148010
19205 S B COLLINS INC							
	374072	unleaded gas	001-8050-330.0835	VEHICLE FUEL	0.00	11,476.00	148011
	374073	diesel	001-8050-330.0835	VEHICLE FUEL	0.00	19,225.00	148011

					0.00	30,701.00	
19418 SANEL NAPA - BARRE							
	374841	oil filter & oil	002-8200-320.0743	TRUCK MAINT	0.00	50.07	148012
	374886	ice blades	003-8300-320.0752	MAIN LINE MAINT VACCON	0.00	38.97	148012
	377532	toggle 50A chrome	002-8200-320.0743	TRUCK MAINT	0.00	8.37	148012
	377701	oil filter synthetic oil	001-6050-320.0720	VEHICLE MAINTENANCE	0.00	58.35	148012
	377727	hose fitting hose hyd fl	001-8050-320.0743	TRUCK MAINT - STS	0.00	374.95	148012

					0.00	530.71	
19081 SKILLPATH/NST SEMINARS							
	12487667	excel seminar	001-5050-130.0180	TRAINING/DEVELOPMENT	0.00	143.00	148013
19129 SLACK CHEMICAL CO INC							
	448700	sodium bisulfite	003-8330-360.1145	SODIUM BISULFITE	0.00	2,364.21	148014
	449016	sodium hypochlorite	002-8220-320.0757	SODIUM HYPOCHLORITE	0.00	5,924.90	148014

By check number for check acct 01 (GENERAL FUND) and check dates 02/08/23 thru 02/08/23

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	450076	bleach	003-8330-360.1145	SODIUM BISULFITE	0.00	8,605.50	148014
					0.00	16,894.61	
19019 STATE OF VERMONT							
	HPNR8ERF87EN	stormwater program	002-8220-230.0521	STORMWATER PERMIT FEES	0.00	240.00	148015
19160 SWISH WHITE RIVER							
	W536993	hd40 citrus cleaner	002-8200-320.0727	BLDG & GROUNDS MAINT	0.00	177.50	148016
20002 TIMES ARGUS ASSOC INC							
	188613	Council Agenda 1/24/23	001-5010-230.0510	ADVERTISING/PRINTING	0.00	275.73	148017
21002 UNIFIRST CORP							
	70199289	uniforms	001-7020-340.0940	CLOTHING	0.00	36.58	148018
	70199289	uniforms	001-7030-340.0940	CLOTHING	0.00	66.00	148018
	70199289	uniforms	001-7035-340.0940	CLOTHING	0.00	28.93	148018
	70199289	uniforms	001-7015-340.0940	CLOTHING	0.00	14.18	148018
	70199289	uniforms	001-8500-340.0940	CLOTHING	0.00	28.06	148018
					0.00	173.75	
22142 VERMONT DOOR COMPANY							
	34639	rep bumper leaf pair	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	379.38	148019
22058 VIDEOVISION VIDEO PRODUCTION INC							
	10720	brd production Dec/Jan	001-5010-130.0184	CITY COUNCIL'S EXPENSES	0.00	765.00	148020
22025 VLCT							
	MAC2022-0713	MAC Zoning Admin training	001-8030-130.0180	TRAINING/DEVELOPMENT	0.00	28.00	148021
	MAC2022-0880	MAC finance series	001-5050-130.0180	TRAINING/DEVELOPMENT	0.00	40.00	148021
					0.00	68.00	
22163 VRWA							
	9757	corrosion cntrl & polymer	002-8220-130.0180	TRAINING/DEVELOPMENT	0.00	21.00	148022
	9761	keep your water & wastewa	002-8220-130.0180	TRAINING/DEVELOPMENT	0.00	28.00	148022
	9763	evolution of water meteri	002-8220-130.0180	TRAINING/DEVELOPMENT	0.00	21.00	148022
	9765	cross connection cntrl	002-8220-130.0180	TRAINING/DEVELOPMENT	0.00	21.00	148022
	9786	conference	002-8220-130.0180	TRAINING/DEVELOPMENT	0.00	165.00	148022
					0.00	256.00	
24504 WINTER JON							
	01302023	reimburse Flood haz permi	001-4030-430.4033	BLDG & ZONING FEES	0.00	25.86	148023

02/03/23
01:10 pm

City of Barre Accounts Payable
Warrant/Invoice Report # 23-32

Page 6 of 6
hgrandfield

By check number for check acct 01 (GENERAL FUND) and check dates 02/08/23 thru 02/08/23

Vendor

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

132,782.80
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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 \$ ***132,782.80
Let this be your order for the payments of these amounts.



**Permit List to Council
January 21, 2023 to February 3, 2023**

Planning, Permitting & Assessing Services
6 N. Main Street, Suite 7 ~ Barre, VT 05641

Street #	Street Name	Permit#	Permit Type	Work Description	Issue Date	Owner Name
169	Washington Street	E23-000012	Electrical Permit	EM-07817. Installation of heat pump, range receptacle and outlet for freezer	01/27/2023	WESCO Inc.
3	Dix Place	B23-000008	Building Permit	Demolition and removal of falling down barn/garage approx 20x25.	01/27/2023	Jon E. & Paula M. Winter
30	Lawrence Avenue	E23-000007	Electrical Permit	Work to rewire entire home	01/27/2023	Laura Grant Davenport
30	Lawrence Avenue	B23-000003	Building Permit	Whole home renovation	01/27/2023	Laura Grant Davenport
322	Prospect Street	E23-000010	Electrical Permit	EM-06461. Installation of a rooftop interconnected PV system: 18 modules (340w) 7.02 kW DC. Has accompanying Building Permit.	01/27/2023	Carl & Nicole Mintken
322	Prospect Street	B23-000006	Building Permit	Installation of a rooftop interconnected PV system: 18 modules (340w) 7.02 kW DC. Has accompanying electrical permit.	01/27/2023	Carl & Nicole Mintken
34	Merchant Street	E23-000006	Electrical Permit	EM-06293. Electrician is Alex Wood. Rewiring in apartment no.'s 1 and 3. Has 2 accompanying building permits, one for each apartment.	01/27/2023	34 Merchant Street, LLC
34	Merchant Street	B23-000005	Building Permit	Remodel kitchen and bathroom area in Apartment #1.	01/27/2023	34 Merchant Street, LLC
37	Granite Street	E23-000008	Electrical Permit	EM-04799. Installation of hardwired smoke/CO in bedroom where required. 3-unit apartment building - specific apartment not identified.	01/27/2023	Kevin Dodge
46	GRANITE ST	B23-000009	Building Permit	Replacing old lift with new one so that it goes the full height of the building to get to all floors.	01/27/2023	Barre Historical Society, Inc.
502	N Main Street	B23-000004	Building Permit	Demo and removal of overhang at underpass from yard area to W. Second St area.	01/27/2023	FHS Holdings, LLC
6	N Main Street	E23-000011	Electrical Permit	EM-03669. Wiring work needed in Council Chambers of City Hall.	01/27/2023	City of Barre
85	Blackwell Street	E23-000009	Electrical Permit	EJ-02419. Rewiring 2nd floor bathroom.	01/27/2023	Bruce Landry & Cynthia LaCroix
90	Washington Street	B23-000007	Building Permit	Remove one bathroom stall to create a new entrance into the bathroom with fire rated door, and associated wall work.	01/27/2023	Planned Parenthood of Northern NE
20 & 25	Auditorium Hill	E23-000014	Electrical Permit	EM-03669. Replace the emergency and exit lights.	02/02/2023	City of Barre
85	S Main Street	E23-000013	Electrical Permit	EM-04097. Wire the cardboard baler and 2 exterior lights.	02/02/2023	Metro Development, LLC
155	Ayers Street	B23-000010	Building Permit	HVAC upgrades to High School	02/03/2023	Spaulding Union High School
30	Lawrence Avenue	Z23-000001	Zoning Permit	Renovation of vacant home; to include conversion of a 2nd floor porch into a 4-season full time bedroom.	issued 01/29/23; effective 02/11/2023	Laura Grant Davenport

CITY OF BARRE

ACCOUNTS PAYABLE POLICY

PURPOSE

This policy and procedure established guidelines for the process for ensuring that accounts payables are supported by adequate documentation, oversight and approvals.

PERSONS AFFECTED

City Manager, Assistant City Manager, City Clerk/Treasurer, Department Heads, Senior Accounting Clerk, Assistant Treasurer, ~~Financial Director~~, Payroll Clerk

PROCEDURES

All invoices are reviewed and coded by the appropriate department head including, but not limited to, the following codes:

- vendor number
- chart of account number
- date approved
- initials of department head

It is assumed the invoice is for the current fiscal year unless indicated otherwise. All Department Heads must indicate a different fiscal year if the item was ordered and/or received in the previous fiscal year.

Upon completion of review and coding, all invoices are to be submitted to the City Manager's office for a second review and approval. The City Manager shall review and approve invoices:

- (a) Greater than \$~~15~~,000
- (b) Grant funded
- (c) Capital expenditures
- (d) Bond funded
- (e) Unique in nature

The ~~Finance Director~~ Assistant City Manager is hereby delegated by the City Manager to review and approve all other invoices. Should the Manager or ~~Finance Director~~ Assistant City Manager have any questions about invoices, the invoices shall not be paid until there is an opportunity to confer with the Department Head.

During the process of reviewing and approving the invoices, the ~~Finance Director~~ Assistant City Manager or City Manager will initial and date the invoice, and then submit them to the Finance Department for processing.

INTERNAL CONTROLS

All purchases for the City of Barre must follow the Procurement Policy as approved by the City Council. Barring extenuating circumstances approved by the Manger, all goods and services ordered must be within budget parameters for that Department. Stock supplies shall be kept at reasonable levels based on past usage.

All personnel who have the authority to sign for purchases are directed to include job numbers or descriptions on all orders and not order any goods or services for which there are no unexpended budget funds.

Invoices are not to be processed unless it has been authorized by both the appropriate Department Head and/or the City Manager ~~or Finance Director or Assistant City Manager~~. No invoices are to be paid until the goods or services have been received, unless a duly authorized contract calls for a pre-payment.

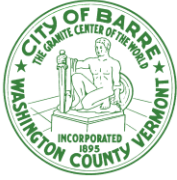
The supplier must have an up-to-date W-9 on file with the ~~Accounting Office~~Finance Department before any payments will be released. If the vendor is performing work on City property or equipment, a current certificate of insurance must be on file with the Finance Department before any work can begin.

The City Manager or ~~Finance Director~~Assistant City Manager shall cause all accounts for payment to be certified as follows:

- (a) The receipt of the goods or services being in accordance with the relevant official order
- (b) The prices charged being fair and reasonable
- (c) The calculations and additions being correct

The City Manager shall cause a record of all accounts paid to be presented to City Council for their approval of the warrants, as required by State statute.

New credit accounts are not opened without authorization from the City Manager or ~~Finance Director~~Assistant City Manager.



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 2/7/23**

Action Item No.: 8-B

AGENDA ITEM DESCRIPTION: Approval of Capital Fire Mutual Aid System (CFMAS) MOU concerning affirmation of membership, participation in emergency radio project, and appointment of the Fire Chief as the City’s delegate

SUBJECT: Public safety and emergency response

SUBMITTING DEPARTMENT/PERSON: Manager Storlicastro, Chief Cushman, Deputy Chief Aldsworth

STAFF RECCOMENDATION: Authorize approval of MOU, appoint Barre’s CFMAS delegate

EXPENDITURE REQUIRED AND FUNDING SOURCE(S): \$6,256; FY24 Approved Budget (Fire Radio System Upgrade Assessment Fees line)

LEGAL AUTHORITY/REQUIREMENTS: City Charter Article IV, §404 (d) and (g)

BACKGROUND/SUPPLEMENTAL INFORMATION:

Barre is one of the founding members of CFMAS, which was incorporated in 1970 and consists today of 27 member communities. The purpose and mission of CFMAS is to provide better fire protection and prevention in the service area through cooperation between members, improved alarm and dispatch services, and faster response times.

The MOU we are seeking authorization for will be presented at all the member communities, and seeks to reaffirm membership in this critical body, especially now as we seek to implement, govern and manage a \$2.44M emergency radio upgrade project to be funded by the state.

As part of this radio upgrade project, each member community will equitably share in the costs of maintenance and allocate funding for future replacement costs. For Barre, this assessment totals \$6,256 and is included in the FY24 approved budget under the “Fire Radio System Upgrade Assessment Fees line. This is a prudent approach, as it spreads the costs of replacement of decades-old safety communications equipment across the CFMAS service area and allows us to save over time so that a future replacement cost does not impact our tax base and budget all at once.

Further, the Fire Chief of all member communities, or their designees, are delegates to CFMAS. For Barre City, Deputy Chief Aldsworth has been representing Barre, first as the designee of former Chief Brent, and most recently as Acting Chief. Deputy Chief Aldsworth is currently serving as Vice President of CFMAS.

ATTACHMENTS:

- MOU to be approved
- CFMAS by-laws
- Letter of support for the radio upgrade project

INTERESTED/AFFECTED PARTIES: Fire & Emergency Medical Services Department, Central Vermont communities, City residents, City taxpayers

RECOMMENDED ACTION/MOTION:

Authorize the execution of the CFMAS MOU, appoint the Fire Chief or their designee as Barre City's delegate to the CFMAS

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) dated January __, 2023, (the “Effective Date”) is by and among [list CFMAS members] (referred to together as the “Parties” and individually as “Party”).

WHEREAS, pursuant to Title 20, Chapter 175, Subchapter 3 of the Vermont Statutes Annotated, various municipalities in and around the central Vermont area formed the Capital Fire Mutual Aid System (“CFMAS”);

WHEREAS, CFMAS adopted and filed its Articles of Association with the Vermont Secretary of State’s office on September 24, 1970;

WHEREAS; CFMAS adopted By-Laws on January 19, 1977, which have subsequently been amended several times;

WHERE, the Parties, which are the current members of CFMAS, have developed an emergency radio equipment replacement plan that will entail the purchase and replacement of an emergency radio system that will serve the members’ communities (the “Plan”); and

WHEREAS, in order to fund the Plan, CFMAS intends to receive grant funds from the State of Vermont to offset the costs of implementing the Plan.

NOW THEREFORE, the Parties agree to work toward the Project upon the following terms and conditions:

1. CFMAS and the Parties agree to accept grant funds to use solely for the Project and also agree to comply, both individually and collectively, with the requirements of the grant.
2. The Project funds shall be maintained in an account separate from all other non-Project funds and shall only be used to support the Project.
3. The Parties agree to equitably share in the costs of maintenance of the Project and Project-related facilities for ten (10) years after the date of its initial operation.
4. The Parties agree to accept a ten-year funding commitment for the replacement equipment and agree to use their annual budgeting process to appropriate the necessary funds for operation and maintenance of the Project.
5. The Parties agree to participate in the operation of the radio system and in CFMAS generally for at least ten (10) years after the date of the Project’s initial operation.
6. The Parties affirm that their respective fire chiefs are CFMAS member delegates, or they shall notify CFMAS of who the fire chief has appointed and authorized to act on behalf of the member in CFMAS matters.

7. In instances where the fire chief is not going to serve as a voting delegate for a member in a CFMAS meeting, he or she must provide notice of the alternative voting delegate to the President in advance of that meeting.
8. The Parties acknowledge that the City of Montpelier is the fiscal agent for the grant; provided however, once constructed, CFMAS will assume ownership and operation of the Project equipment.
9. The Parties hereby reaffirm their membership in and commitment to the effective operation of CFMAS.
10. There Parties endorse and affirm the CFMAS By-Laws.
11. This MOU shall be governed by the laws of the State of Vermont, without regard to any conflict of laws principles. The Parties shall attempt in good faith to resolve all disputes arising under or with respect to the MOU promptly by negotiation, as follows. A Party may give the other Parties written notice of any dispute not resolved in the normal course of business. Representatives of the Parties shall meet at a mutually acceptable time and place within fifteen (15) business days after delivery of such notice, and thereafter as often as they reasonably deem necessary, to exchange relevant information and attempt to resolve the dispute.
12. NOTWITHSTANDING ANY PROVISION IN THIS MOU TO THE CONTRARY, NO PARTY SHALL BE LIABLE TO THE OTHER PARTIES FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE, OR INDIRECT DAMAGES, ARISING OUT OF THIS MOU.
13. The Parties will each pay their own transaction expenses, including the fees and expenses of advisors, incurred in connection with the proposed transaction.
14. This MOU may be executed in counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one agreement.

IN WITNESS WHEREOF, the _____ and _____ have set their hands as of the Effective Date.

[PARTY]

By: _____
 Name:
 Title:

[PARTY]

By: _____
 Name:
 Title:

Articles of Association

Article I

The name of this organization shall be Capital Fire Mutual Aid System.

Article II

The purpose of this system shall be to provide better fire protection and prevention in the area served by the member fire departments through (a) more efficient and better cooperation among the member departments in the protection of life and property as provided in Title 20 Vermont Statutes Annotated, Chapters 171 and 175: (b) improved systematic alarm, dispatch and related fire departments: (c) improved response time to emergencies, more adequately manned apparatus, preplanning for fire control, cooperative training programs and facilities: (d) such other cooperative operations and facilities and facilities as are appropriate to and consistent with the general purposes of the system.

Article III

The principal place of business of the system shall be in the town of Berlin in the County of Washington and the State of Vermont.

Article IV

This system shall be a public municipal corporation, as provided by Public Acts of 1967, 20 VSA 2981-2992, and is not organized for profit.

Article V

The membership of this system shall consist of Vermont municipalities and private organizations signatory to these articles as represented by their respective fire departments, namely,

<i>Barre City</i>	<i>Groton</i>	<i>Plainfield</i>	<i>Washington</i>
<i>Barre Town</i>	<i>Marshfield</i>	<i>Roxbury</i>	<i>Walden</i>
<i>Berlin</i>	<i>Middlesex</i>	<i>Ryegate</i>	<i>Waterbury</i>
<i>Bolton</i>	<i>Montpelier</i>	<i>Stowe</i>	<i>Williamstown</i>
<i>Cabot</i>	<i>Moretown</i>	<i>Topsham</i>	<i>Woodbury</i>
<i>Chelsea</i>	<i>Northfield</i>	<i>Waitsfield</i>	<i>Worcester</i>
<i>East Montpelier</i>	<i>Peacham</i>	<i>Warren</i>	

and such other municipalities and private fire departments as may be admitted to membership as provided in the by-laws.

By Laws of
Capital Fire Mutual Aid System

Article I, Meetings

The annual meeting of the member delegates **shall be held in the month of May** at a time and place to be chosen by the President or Clerk. At such meeting the Delegates shall elect from their number the officers of the System and the chairpersons of the standing committees for the ensuing year and shall transact such other business as may come before the meeting.

Regular Meetings of the Delegates shall be **held bi-monthly** on the odd numbered months or as near **bi-monthly** as is reasonable, at a time and place to be chosen by the President or Clerk. Such regular meetings shall transact such business as may come before the meeting. Regular meeting of the Delegates for District meetings should be held bi-monthly on the even numbered months.

Special Meetings of the Delegates shall be called by the President at any time for any purpose upon the written request of one-fourth of the delegates, or upon resolution of the Board of Directors, which request shall state the purpose of such meeting. Upon the filing of such request, or upon the adoption of such resolution, written notice setting forth the time and place of such special meeting and the general nature of the business to be considered there at, shall be given by the President or Clerk to each Delegate at least five days before the meeting. No business other than that stated in the notice thereof shall be considered at any special meeting.

Each member department may be represented by one delegate which shall be the chief or alternate as he/she may designate. Each member department shall have one vote.

Attendance at, and participation in, meetings of the System by individuals or persons interested in the "purposes" of the System is encouraged.

Article II, Board of Directors

The affairs of the System shall be managed by a board of directors which shall consist of the officers of the System and the chairperson of the standing committees.

The members of the Board of Directors shall hold office for the term of one year and until their successors are elected and qualified.

Article III, Officers

The officers of this System shall consist of a President, 1st and 2nd Vice President, Clerk and Treasurer. All officers shall be elected at the annual meeting of the Delegates and shall hold office until the next annual meeting and until their respective successors are elected and qualified.

Article IV, Duties of Officers

The President shall preside at all meetings of the Delegates and of the Board of Directors, and shall have general care and charge of the business and affairs of the System, as may be authorized by the Delegates.

In the absence or inability to act of the President, the 1st or 2nd Vice President shall be vested with all the powers of the President and perform such additional duties as shall be ordered by the Delegates. The Vice Presidents shall, at the request of the President, assist the President in the discharge of his/her duties and responsibilities.

The Clerk shall attend all meetings of the Delegates and of the Board of Directors and shall keep full, true and accurate records in the record books of the System of all the business transacted at such meetings and shall discharge all other duties properly pertaining to his office. He/She shall have custody of the record books of the System. In the absence or inability to act of the Clerk, a temporary clerk shall be chosen to act in his/her place.

The Treasurer, subject to the supervision of the Boards of Directors shall have charge of the financial affairs of the System and its monies. He/She shall keep or cause to be kept accounts of the System in suitable books. He/She shall disburse money only on the approval of the Delegates or vote of the Board of Directors. All disbursements shall be by check and signed by the Treasurer and the President or 1st or 2nd Vice President. The offices of Clerk and Treasurer may be held by the same person.

Article V, Committee and Their Duties

Standing or special committees shall be formed or created by vote of the Delegates, and committee members be elected by them to investigate matters and discharge the actions, activities and responsibilities of the System for which they are charged and report thereon to the Delegates or the Board of Directors as the case may be. Standing committees shall consist of the chairperson and three other members, who need not be delegates. There shall be standing committees for the development of emergency operating procedures, for training activities, for administrative affairs and for services to member departments.

The President shall annually appoint an auditing committee of two to audit books of the Treasurer just prior to the annual meeting and report their findings at the annual meeting of the Delegates.

Article VI, Dues and Assessments

The dues and assessments to be charged against member departments for the ensuing year shall be set annually by the Delegates. Pursuant to this requirement the Board of Directors shall fix a budget for the System and shall communicate to each member department, in writing, the amount of its dues and assessments for the ensuing year prior to the time when the warnings for annual town meetings are customarily prepared, so that the request for the necessary appropriations may be included therein. Non-payment of dues and assessments within six months of billing shall constitute a violation of these By-Laws.

Article VII, Membership

The membership of this System shall consist of Vermont municipalities and private organization signatory to the articles of association as represented by their respective fire departments, and such other municipalities and private organizations as represented by their respective fire departments as may be admitted by the majority vote of the Delegates at any regular, annual or special meeting and subject to such arrangements as shall be mutually agreed upon between the Delegates and the admitted department. A member department may withdraw as provided by Public Acts of 1967, 20 VSA 2989.

Article VIII, Duties of Members

It shall be the duty of the members, acting through their respective fire departments, when called by a member department of this system to render the aid requested by the requesting department to the town or area which has requested such aid and to conform in all other respects to the plans or plan for coordinating the services of all fire departments belonging to the System as established from time to time by the Delegates. It is understood that the authority vested in the chief of the department requesting the assistance shall prevail and that all assisting departments shall be under his jurisdiction or that of his senior officers present at the emergency. It is also understood that these obligations may be waived when local equipment is already engaged within the locality and cannot be spared at the time of the request. It is also understood that these obligations shall not alter any previous commitments made by members to other towns, cities or districts in regard to financial reimbursement for fire protection. If and when a dispatch center is established, the members agree to keep the dispatch center constantly advised of the kinds, and number of equipment available; and of changes in equipment.

Article IX, Vacancies in Office

If, by reason of death, resignation, disqualification, or other cause, any elective office shall become vacant, the Delegates shall elect a successor who shall hold office for the unexpired term.

Article X, Coordination

The Capital Fire Mutual Aid System shall cooperate with any state agency and with neighboring fire mutual aid systems. It shall be the duty of the Board of Directors of this System to coordinate these efforts

Article XI, Restitution

Any member may, if it so desires, request of a member it is dispatched to assist, restitution of, or replacement of, foam, wet-water, dry chemicals, CO₂, compressed air for breathing apparatus, and other expended materials. It shall be the duty of the member department to recompense the assisting member for such expended materials if requested to do so.

Article XII, Violation of By Laws

Any member department may be removed from membership of the System for violation of the By Laws. A member violating these By Laws shall be removed only after a hearing before the Board of Directors and by vote of the Delegates.

Article XIII, Amendments

These By Laws may be amended, altered or repealed by a majority vote at any annual meeting of the Delegates or at any special meeting of the Delegates called for that purpose. However, the changes shall be reviewed by the Delegates at least fourteen days previous to such special or annual meeting, and that notice of such special meeting shall contain a statement of the proposed amendment or action to be taken.

Article XIV, Definitions

- ✧ "Shall" is intended to indicate requirements.
- ✧ "Should" is intended to indicate recommendations or that which is advised but not required.
- ✧ "Approved" means acceptable to the authority having jurisdiction. In determining the acceptability of procedures, equipment or materials, the authority having jurisdiction may base acceptance on compliance with National Fire Protection Association or other appropriate standards. The authority having jurisdiction may also refer to the listings or labeling practices of nationally recognized testing laboratories, i.e., laboratories qualified and equipped to conduct the necessary tests, in a position to determine compliance with appropriate standards for the current production of listed items, and the satisfactory performance of such equipment or materials in actual usage.

- ✧ "Authority having jurisdiction": The organization, office or individual responsible for "approving" equipment, or a procedure.

Article XV, Operational Standards

These Operational Standards are established to forward the purposes of this System as set forth in Article II of the Articles of Association, Capital Fire Mutual Aid System. The Standards relate to matters of departmental organization, department apparatus and equipment, department reports, and inspections and enforcement of Standards. The general intent is to encourage advancement and capability beyond the minimums herein established; and for this reason, these Standards are not essentially restrictive or punitive.

A. Standard of Organization

- Each fire department shall be organized and manned commensurate with the fire protection need of the community it is designed to serve. While no minimum number of firefighters is specified, it shall be the responsibility of each department to maintain a trained firefighting force at all times sufficient to sustain an adequate fire ground response and to meet mutual aid requests.
- Each fire department shall establish and maintain a program for the continued training of firefighters and officers. It shall hold regular organized drills not less than once monthly. The System accepts the Vermont State Fire Academy for the primary training of firefighters but this shall not be in lieu of the local training effort requirement. Each department shall keep records of all meetings and training sessions.
- CFMAS will provide personnel to assist or advise with the organization of a department as well as instructors to assist in the training of firefighters.
- Each fire department shall provide Workmen's Compensation Insurance coverage for all personnel and liability insurance on all motorized apparatus.
- Each fire department shall maintain a system which assures public access to fire alarm service twenty-four hours a day. (Notification by public to department of emergency.)
- Mutual aid assistance is intended to supplement rather than replace local effort. In the event that a department officer, or state or local police officer, or other person, requests knowingly, or unknowingly, mutual aid assistance prior to calling out the home fire department (i.e. the fire department of jurisdiction); it is mandatory that the home department be called. It is expected that the home department will provide manpower and equipment with due and reasonable speed.
- All members will adhere to and record incidents with NFIRS.

Standard of Organization (continued)

- Each fire department shall maintain all mutual aid apparatus and equipment operational and ready for immediate response. In the event that apparatus or equipment will be out of service, the Chief shall notify by telephone or radio the immediate neighboring departments to that effect. Upon return to service, those departments shall be advised of the changes of status.
- Each fire department will be assigned a color for coding purposes. All equipment, hose couplings, appliances and firefighting accessories shall be color-coded. The frames, masks and tanks of protective breathing apparatus shall be color coded and shall bear the department name.

B. Standards for Apparatus

- All apparatus in the possession of member departments at the time of adoption of these Standards are exempt from this Standard.
- In general, the edition of NFPA No.1910, or current NFPA standard, in force at the time of acquisition of a piece of apparatus by a member department shall establish the minimum standard of performance and design. However, this statement shall not be construed in such a way as to prevent innovation and improvement on existing designs and standards for the purpose of advancing fire-ground capability.

C. Standard for Hose and Appliances

- Couplings
 - 2.5 inch fittings shall be treaded Standard Fire Hose Coupling Screw Thread (2.5-7.5 NH). See NFPA No. 194.
 - 1.5 inch fittings shall be threaded Iron Pipe Thread, Straight (SIPT).
 - Departments having hose fittings other than conforming 2.5 inch and 1.5 inch shall have at least two sets of adapters to permit connections to 2.5 inch NH and 1.5 inch SIPT as required.
- Hose
 - Large diameter hose shall be equipped with quarter-turn sexless couplings.
 - Hose shall be pressure tested annually, per NFPA No. 198, Section 82. Hose not meeting the appropriate test shall be removed from service. Records shall be maintained of all hose and testing.

Standard for Hose and Appliances (continued)

- This Standard shall not be construed as preventing a member department from taking advantage of technological advances in hose and coupling design for which the department may seek a variance from this Standard.

D. Minimum Recommendations for Equipment

- Member departments shall carry the following equipment:
 - 1 roof ladder at least 14 foot
 - 1 extension ladder at least 35 foot
 - 30 feet smooth-bore suction hose with a metal strainer
 - 1 pike pole or plaster hook
 - 2 axes (1 pick head and/or flat head)
 - 1 claw tool
 - 2 electric hand lights (6 volt minimum)
 - 1 crow bar
 - 2 approved portable fire extinguishers (Class ABC or Class BC)
 - 2 2.5 inch NH double female, and 2 2.5 inch NH double male connections
 - 1 play-pipe, threads 2.5 inch NH at hose end and 1.5 inch SIPT for nozzle tips, with shut-off nozzle and 3 smooth bore tips (tips to be 1", 1 1/8", 1 1/4").
 - 1 2.5 inch shut-off nozzle capable of discharging at least 250 GPM in either spray or straight stream.
 - 2 1.5 inch shut-off nozzles capable of discharging either spray or straight stream.
 - 1 pair bolt cutters
 - 6 2.5 inch universal spanner wrenches
 - 1 hose clamp
 - 1 2.5 inch single gate valve (hydrant gate)
 - 1 wye reducer (2.5 inch female, two 1.5 inch gated males)

Minimum Recommendations for Equipment (continued)

2 hydrant wrenches (at least one adjustable)

2 1/2 inch hose rope straps

1 first aid kit (24 unit fire department assortment)

1 smoke ejector

1 swivel connection with pump suction thread on one end and 2.5 inch NH hose thread on other end; or equivalent.

- Member departments should carry the following equipment:

1 defibrillator

2 salvage covers at least 12 feet x 18 feet

2 brooms

2 mops

2 squeegees

2 1/2 quart buckets

2 scoop shovels

1 electric generator of at least 3000 watt capacity

3 portable flood lights, 300 watt minimum.

3 100 foot lengths electric cable.

- Nozzles shall comply with NFPA No. 194-1974, Chapter 7, Section 3, as changed to reflect CFMAS Standard for 1 1/2 inch hose thread. See CFMAS Appendix A, attached.
- Within three years of the date of adoption of this Standard, or admission to CFMAS, whichever is later, each firefighter shall be equipped with NFPS approved PPE turn out coat, pants, helmet, boots, gloves and hood. At least two approved self-contained protective breathing apparatus, each with spare air tank, shall be provided for each first line pumper, tanker and ladder truck.
- Electrical equipment shall comply with the NFPA 70 Electrical Equipment Standard
- All mobile apparatus and chief officers should be radio equipped and be capable of operating on the public safety frequency as required by VCOM.

Appendix A - Operational Standards

Play-pipes for connecting shutoff nozzles to 2.5 inch fire hose shall have the 2.5 inch NH (2.5-9 NH) standard thread at the base or inlet and the 1.5 inch SIPT standard thread at the discharge end.

Nozzle shutoff valves for either 2.5 inch nozzles or 1.5 inch nozzles shall have the 1.5 inch SIPT standard thread for both the inlet and discharge sides of the valve, except that where the valve is an integral non-detachable part a 2.5 inch play-pipe the 1.5 inch SIPT standard thread shall be provided only on the discharge side of the valve. See Figures 1 and 2.

All nozzle tips for use on 2.5 inch and 1.5 inch hose nozzles, except for large stream nozzles, shall have 1.5 inch SIPT standard thread.

All spray nozzles for use on 2.5 inch and 1.5 inch hose where flows at rated pressures do not exceed 350 GPM US shall have 1.5 inch SIPT standard thread at the integral connection. Note: This makes it possible to attach these nozzles to any standard 2.5 inch or 1.5 inch play-pipe or shutoff nozzle valve and also to advance the nozzle by connecting 1.5 inch

To: All Municipalities and Fire Chiefs in the Capital Fire Mutual Aid System

From: The City of Montpelier, City of Barre, Capital Fire Mutual Aid, Central Vermont Public Safety Authority

Re: Update on the proposed Radio Communications system

Date: 01/09/23

Montpelier and Barre City officials in conjunction with Televate, Central Vermont Public Safety Authority and the Capital Fire Mutual Aid System would like to update our Community partners and address inaccurate information which has been communicated by an individual.

The City of Montpelier and Barre have been transparent with this process. The project team is composed of Barre City Deputy Fire Chief Joe Aldsworth, Montpelier Police Chief Brian Peete, Woodbury Fire Chief Paul Cerutti, Waterbury Fire Chief Gary Dillon, Retired Chief Douglas Hoyt and Waterbury Municipal Manager Bill Shepeluk. Retired Barre City Fire Chief Doug Brent contributed valued input and guidance during this process. Montpelier Fire Chief Bob Gowans, Montpelier Deputy Fire Chief James Quinn, Dispatch Supervisor Carrie McCool, Barre City Police Chief Braedon Vail, Barre City Deputy Police Chief Larry Eastman, former Barre City Manager Steve MacKenzie, current Barre City Manager Nicolas Storellicastro, and Montpelier City Manager Bill Fraser have also been actively involved.

The team is happy to report that Phase 1 of our grant application was successful. We were conditionally awarded 2.44 million dollars for communications infrastructure covering the Capital Fire Mutual Aid System region. Our project will move forward after the State's final technical review to ensure that our plan is sufficient to provide Emergency Dispatching and take on state customers within the region. We are encouraged by our grant evaluation score that we will win the States full support. We will also be applying in Phase 2 for the remaining 1.1 million dollars as outlined in the Televate report.

This work was made possible by financial support from CVPSA to contract with Televate to evaluate our current system as well as prior studies. Televate and our project Team has worked with various community partners including State of Vermont, CV-Fiber, Consolidated, Norwich University and throughout the country to develop and engineer the most cost-effective system.

The project team has consistently kept the City, CVPSA, and CFMAS leadership informed about progress. The team met regularly to troubleshoot and formulate a cost sensitive, modern, and resilient dispatching system. We also chose to keep the individual selectboards and councils abreast of the progress of the project this occurred over the last few months through you respective Fire Chiefs.

In the design phase of this project, we embraced the future and the use of technology to the fullest while keeping the current proposed system upgrade at a reasonable and effective price. The ultimate goal was to pursue a balanced proposal which represented a long term solution to improve communications across the entire area.

The designed system embraces the use of the most current technologies but can be adapted to embrace and integrate future technologies as they evolve and are made available throughout the Central Vermont region. The engineering provided by Televate was thorough and all solutions considered during the formulation of this proposal. Additionally, creation of this project was done in consultation with Terry LaValley from the State of Vermont. Mr. LaValley is in charge of the development and implementation of State wide radio system technologies.

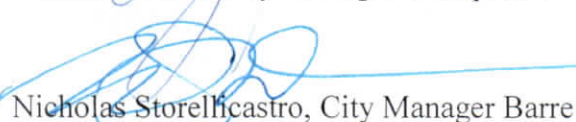
Following the guidance of Commissioners of Public Safety Michael Shirling and Jennifer Morrison, we implemented a continuity of operations plan. This plan will insure redundancy and continued resiliency in providing this essential mission critical service. A Capital Improvement plan has been drafted and recently adopted by CFMAS to provide for future equipment upgrades and replacement which you have been provided already.

The proposed system is a cost effective solution which is equitable for all involved. Our team will continue to work with its partners in the Capital Fire Mutual Aid system, CVPSA, town Select Boards, and City Councils, to present a realistic, effective and responsible plan to address, fix and move our antiquated communications system into a modern, reliable, expandable and balanced network. We would like to thank you for your continued support with this project we look forward to our continued partnership into the future.

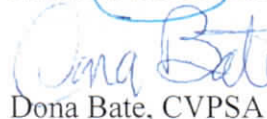
Sincerely Yours;



William Fraser, City Manager Montpelier



Nicholas Storellicastro, City Manager Barre



Dona Bate, CVPSA



Skip Bothfeld, President Capital Fire Mutual Aid System

To the leadership at Green Mountain Transit:

Cc:

The Office of Senator Bernie Sanders

The Office of Senator Peter Welch

The Office of Congresswoman Becca Balint

State Senators Ann Cummings, Andrew Perchlik, and Anne Watson

State Representatives Peter Anthony and Jonathan William

We, the undersigned, wish to express concern at the continued reduction of bus services in Barre City -

The City of Barre had our commuter bus service cut on two separate occasions during the past couple of years. The first was the cancellation of the first City Commuter bus that started in Montpelier at 5:30 am, which created the first bus opportunity out of Barre at 6am. That bus was critical for all connection options to other buses at the transfer station in Montpelier. More recently, that same route was cut again, making an even shorter service day for the commuter bus and making the bus every hour during commuter times instead of the half hour service that served our city before. The latest cut went into effect on July 18th, 2022.

On August 2nd, 2022, Jon Moore, the Executive Director of Green Mountain Transit, attended a meeting of the Barre City Council and said the cuts were “temporary” and they were “due to staff shortages”, not finances.

In the nearly 6 months since that visit to the council, the bus service still has not been restored to previous levels. We have also learned that Green Mountain Transit did somehow find the resources to increase service to Stowe Mountain Resort and chase other business as well, while still leaving the City of Barre service short. In an open letter to the community on April 18th, 2022, General Manager Bobby Murphy of the Stowe Mountain Resort wrote “In addition, we are ramping up our partnership with Green Mountain Transit, with proceeds from our paid parking going toward additional buses and capacity as well as toward our own resort shuttle system to improve public transportation in and around the resort.”

The intent of this letter is not to tell anyone how to run a bus company, but to make clear the City of Barre’s expectations for our bus service. We expect Green Mountain Transit to do what it promised to do: restore service to a community that provides Green Mountain Transit with over \$35,000 in annual funding. In our view, the most important commitment is to provide safe, reliable commuter bus service to and from our City that works for our constituents - the riders that depend on it. The continued reduction of services made during the past couple of years falls short of that commitment. The commuter service, as it was before the cuts, served the City of Barre well for over a decade and we need to get back to precisely that service as soon as possible: the first bus out of Barre at 6AM, last bus into Barre at 8PM with a bus every half hour during commuter hours. Getting back to that schedule will give Barre residents the best chance to use the bus to get to and from work and school. Get their kids to and from school and

daycare. Help us all cut down on pollution, lesser our carbon footprint, and move us towards the State of Vermont's environmental and climate change goals. That is what works, so please, let's get it back to that schedule.

We look forward to your attention to this issue.