

**Regular Meeting of the Barre City Council
Held January 12, 2021**

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

Absent: From Ward I, Councilor John Steinman; and from Ward III, Councilor Rich Morey.

Adjustments to the Agenda: Manager Mackenzie requested an executive session for personnel and negotiations.

Approval of Consent Agenda:

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

- Minutes of the following meetings:
 - Regular Meeting of January 5, 2021
- City Warrants as presented:
 - Approval of Week 2021-02, dated January 13, 2021:
 - Accounts Payable: \$300,934.45
 - Payroll (gross): \$160,248.86
- 2021 Licenses & Permits: NONE
- Downstreet Housing Request to open a VCDP Implementation Grant for Transitional Housing at 31 Keith Avenue.
- Authorize Submission of SRF Funding Application for WWTF Digester Project.

Councilor Hemmerick said he's recusing himself from any action on the Barre Historical Society Better Places Grant application, as he developed the program through his job. The Council approved issuing a letter of support for the grant application on motion of Councilor Waszazak, seconded by Councilor Reil. **Motion carried on roll call vote, with Councilor Hemmerick recusing.**

Council discussed the City's CARES ACT funding request for use of the auditorium complex. Manager Mackenzie said the City wrote a letter to the administration at the suggestion of Rep. Peter Anthony, as there are remaining CARES ACT funds available, and other facilities that hosted testing sites and overflow hospitals are being paid for rental of the spaces. Council approved submitting the request on motion of Councilor Waszazak, seconded by Councilor Hemmerick. **Motion carried on roll call vote, with all voting in favor.**

Council discussed the WWTF digester bid/CA services amendment with Dubois & King. Manager Mackenzie said the amendment is for approval of engineering services to develop bid documents. The project will go through the normal bid process when ready for construction. Council approved authorizing the Manager to execute the amendment with D&K on motion of Councilor Waszazak, seconded by Councilor Reil. **Motion carried on roll call vote, with all voting in favor.**

The City Clerk/Treasurer Report –

Clerk/Treasurer Dawes reported on the following:

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- Dog licenses and parking permits are available.
- Working on TIF state audit and TIF annual report. The annual report is due to VEPC by Friday.
- Petitions for ballot questions are due to the Clerk's office by January 14th.
- Offices up for election on Town Meeting Day are three councilors, two school board members, and one at-large Central Vermont Public Safety Authority board member. Information and forms for candidates are available on the election section of the City website. Consent forms are due to the Clerk's office by January 25th.

Liquor Control – NONE

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

- Usage of the BOR continues, using the state's COVID restrictions for recreational facilities.
- City staff members are interviewing architectural inspection teams to select who will conduct the review of the DPW campus.
- Attended a debriefing of the FY20 audit with auditor Fred Duplessis.
- Met with new Central Vermont Public Safety Authority board members for an orientation.

Visitors and Communications –NONE

Old Business –

A) FY22 General Fund Budget Discussion – Continued.

Manager Mackenzie said the Council packet included a memo from Finance Director Dawn Monahan, outlining the most recent adjustments to the draft budget, and the projected tax rate increase has been reduced slightly. Council will have an opportunity to review again next week, and final budget numbers must be approved at the January 26th meeting when the annual town meeting warning is approved. Councilor Boutin asked to increase traffic ticket revenues by \$15,000 to reflect expected ordinance changes that will allow the City to collect the municipal portion of tickets already being written. Police Chief Bombardier said he is working to identify the sections of ordinance that need to be revised. There was discussion on the budget impact from the COPS grant when it expires in year four of the grant. Mayor Herring asked Council to continue its review of the proposed budget.

New Business –

A) Discussion on Voter Outreach/Mailing Ballots for Town Meeting Day.

Clerk Dawes reviewed her memo on options for changing the annual meeting date and/or mailing ballots to all voters, which are being considered by the legislature as emergency election legislation. The Clerk said the City, Barre Town, and Barre Unified Union School District must coordinate their plans because we will be voting on the BUUSD ballot items at the same election. She recommended Barre City stay with the March 2nd traditional town meeting date, and work with the Town and BUUSD to mail postcards to all voters, informing them of their options to request an absentee ballot by mail.

Council approved the Clerk's recommendations on motion of Councilor Boutin, seconded by Councilor Reil.

Motion carried on roll call vote, with all voting in favor.

B) Discussion on Proposed Charter Changes.

Mayor Herring reviewed the memo on proposed charter changes, noting the memo includes two options based on input from the City Attorney and Public Works Director Bill Ahearn. It was suggested the finance director be added to the list of positions that require bonding. Councilor Boutin requested adding a section that would limit flags the City could fly to the City, state and national flags. He will draft language to be considered next week. There was discussion on including language that would allow the City to set speed limits at less than 25 miles per hour, which is the current state limit for speed limits on City streets except in certain locations; and discussion on the Housing Board of Review, which was removed during the last

charter change. The Council tentatively approved moving forward with option B of the proposed charter changes. That option along with the proposed flag and speed limit language will be reviewed again at next week's meeting.

C) Additional Traffic Violations or City Ordinances.

Chief Bombardier said ordinances can be revised to allow the City to collect the municipal portion of any traffic tickets written by City officers and collected through the Judicial Bureau. The Chief will draft language and have it back for Council review in about a month.

D) First Responder Wellness and Covid Response.

Chief Bombardier and Chief Brent spoke of response protocols, keeping the jail open, wellness, vaccines, contact tracing related to ambulance transports, and coordinating personal protective equipment (PPE).

E) Annual Metrics for Calls for Service.

Mayor Herring and Chief Bombardier reviewed charts showing the data related to calls for service over the past three years, including data on issuing warrants, aggravated assault charges, robberies, sexual assaults, property crime, and violent crime. Chief Brent said the Fire/Ambulance Department is busy this time of year with heating issues and chimney fires. There has been a decrease in the number of structure fires, which helps protect the values on the grand list. Calls for service provide opportunities for responders to inspect a property for code enforcement compliance, which helps keep properties safe.

F) Recommendations from the Civilian Oversight and Advisory Board.

i. Change name to Civilian Advisory Board.

ii. Approval of Resolution #2020-06 Supporting the Barre City Police Department.

Board chair Bob Nelson said the board has met seven times since its creation last year. They have discussed the name of the board and reviewed the word "oversight" with City Attorney Oliver Twombly and Labor Attorney Scott Cameron, and upon advice of both attorneys, the Board recommends the Council remove the word "oversight" and rename them the Civilian Advisory Board. Mr. Nelson said the board has no oversight authority, so inclusion of the word is an inaccurate description of their charge. There was discussion on the work of the board and what its focus is. Councilor Boutin made the motion to approve the name change. The motion died for lack of a second. Mr. Nelson asked for some guidance going forward with regards to the legality of the board name. Manager Mackenzie will contact the attorneys to discuss.

Mr. Nelson reviewed the resolution sent to the board by the Council, and the board recommends Council approve the resolution as presented. Councilor Hemmerick said the resolution puts one department above the others. He does not approve of the use of the word "unequivocal" in the resolution, and denouncing the possibility of defunding limits the Council's ability to make budget adjustments. Councilor Waszazak said the Councilor who wrote the resolution said it was in response to the Black Lives Matter movement, and he cannot support the resolution. There was discussion on adopting resolutions in support of other departments, and what the board was asked to do with the resolution. Councilor Boutin made the motion to approve the resolution. The motion died for lack of a second.

Mr. Nelson said the board is working on development of its guidelines. Mayor Herring said he is looking to all committees and board for guidelines to help craft the City's mission statement.

G) Approval of Resolution #2021-01 Condemning the Violent Insurrection at the Nation's Capitol and Calling for the Removal of the President.

Councilors Hemmerick and Waszazak read statements on last week's invasion of the US Capitol building. Councilor Hemmerick presented the resolution for approval. Councilor Waszazak made the motion to approve the resolution, seconded by Councilor Reil.

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Councilor Boutin said it was inappropriate for the City to weigh in on national political issues. Mayor Herring and Councilor Waszazak suggested amendments to the draft resolution. Resident Ellen Kaye spoke of her counter-protesting in City Hall Park where President Trump supporters have been holding rallies on Friday evenings.

Councilor Boutin left the meeting at this point.

Council approved the resolution as amended on roll call vote, with all voting in favor.

Round Table –

Councilor Reil encouraged people to take care of themselves, stay safe and warm.

Councilor Waszazak said he was pleased the Council conducted both City and national business this evening.

Councilor Hemmerick said he appreciates the work journalists do.

Mayor Herring said he condemns all violence.

Executive Session –

Councilor Waszazak made the motion to find that premature general public knowledge of personnel and negotiations 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 Reil. **Motion carried on roll call, with all voting in favor.**

Mayor Herring said items to be discussed in executive session included advice to the Manager on the assessor position, and upcoming negotiations during the year.

Council went into executive session at 9:16 PM to discuss personnel and negotiations under the provisions of 1 VSA § 313 on motion of Councilor Waszazak, seconded by Councilor Reil. Manager Mackenzie and Planning Director Shatney were invited into the executive session. **Motion carried on roll call, with all voting in favor.**

Planning Director Shatney left the executive session at 9:23 PM.

Council came out of executive session at 9:28 PM on motion of Councilor Hemmerick, seconded by Councilor Waszazak. **Motion carried on roll call, with all voting in favor.**

There was no action taken.

The Council meeting was adjourned by Mayor Herring at 9:29 PM.

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk

By check number for check acct 01(GENERAL FUND) and check dates 01/13/21 thru 01/13/21

Vendor

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

01064	ABSOLUTE SPILL RESPONSE LLC						
	674	transportation,disposal	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	525.00	139412
01031	ACCURA PRINTING						
	70532	business cards-B Hoar	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	55.00	139413
01088	AFSCME COUNCIL 93						
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0007	UNION DUES PAYABLE	0.00	181.07	E67
01150	AIRGAS USA LLC						
	9107932067	oxygen	003-8330-320.0740	EQUIPMENT MAINT	0.00	109.82	139414
01136	ALLEGIANCE TRUCKS						
	123020	muffler assy exhaust	001-8050-320.0743	TRUCK MAINT - STS	0.00	782.49	139415
01060	AMAZON CAPITAL SERVICES						
	X76V-121620	generator	001-6040-370.1380	COVID-19 MATERIALS	0.00	92.99	139416
	X76V-121620	generator	001-6050-370.1380	COVID-19 MATERIALS	0.00	92.99	139416
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					0.00	185.98	
01093	AMERICAN ROCK SALT CO LLC						
	0652126	salt	001-8050-360.1184	SALT - SNO	0.00	5,916.00	139417
	0653430	salt	001-8050-360.1184	SALT - SNO	0.00	4,177.24	139417
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					0.00	10,093.24	
23018	AUBUCHON HARDWARE						
	497790	window kits	001-7020-320.0729	ANNEX MAINT	0.00	13.48	139418
	497806	numbers	001-8050-350.1061	SUPPLIES - GARAGE	0.00	4.49	139418
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					0.00	17.97	
02117	BARRE COMMUNITY JUSTICE CENTER						
	010721	COVID grant funds	024-5400-360.1170	TRANSFER TO JUSTICE CTR	0.00	55,557.50	139419
02047	BARRE ELECTRIC & LIGHTING SUPPLY I						
	235270	ballast,wire stripper	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	62.81	139420
02027	BOUND TREE MEDICAL LLC						
	83881938	medical supplies	001-6040-350.1054	MEDICAL SUPPLIES	0.00	533.83	139421
02217	BROOK FIELD SERVICE						
	35242	labor,coolant,mileage	003-8330-320.0740	EQUIPMENT MAINT	0.00	380.41	139422
03066	CAI TECHNOLOGIES						
	10864	tax map maint	001-5020-210.0311	EQUIP PURCH & SW LICENSES	0.00	155.00	139423
	10864	tax map maint	018-6000-490.1320	REAPPRAISAL EXPENSES	0.00	620.00	139423
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					0.00	775.00	
03082	CHA						
	35472-12	services through 11/27/20	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	14,791.93	139424

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

03145 CHAMPLAIN VALLEY EQUIPMENT							
	CB41105	rear light, freight	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	417.86	139425
	CB41197	credit-light, lens	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	-179.63	139425
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					0.00	238.23	
03205 CITY OF BARRE PENSION PLAN & TRUST							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	431.38	139466
03012 CLARKS TRUCK CENTER							
	441622	regulator	001-8050-320.0743	TRUCK MAINT - STS	0.00	40.96	139426
	441742	fittings, tubing	001-8050-320.0743	TRUCK MAINT - STS	0.00	85.95	139426
	441775	light, screws	001-8050-320.0743	TRUCK MAINT - STS	0.00	104.02	139426
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					0.00	230.93	
03337 COMMUNITY BANK NA							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0001	FEDERAL TAX PAYABLE	0.00	16,855.08	139468
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0004	FICA PAYABLE	0.00	23,668.84	139468
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					0.00	40,523.92	
03308 COMMUNITY BANK NA							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	235.00	139467
03185 CONTROL TECHNOLOGIES INC							
	103168	labor	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	440.00	139427
04071 DEAD RIVER CO							
	122120	fuel oil, lic fee, fuel tax	001-6043-330.0833	FUEL OIL	0.00	284.31	139428
	122120	fuel oil, lic fee, fuel tax	001-7015-330.0831	WHEELLOCK BLDG FUEL	0.00	269.70	139428
	122820	fuel oil, lic fee, fuel tax	001-8050-330.0829	FUEL OIL - GARAGE	0.00	426.99	139428
	122820	fuel oil, lic fee, fuel tax	002-8200-330.0829	FUEL OIL - GARAGE	0.00	193.48	139428
	122820	fuel oil, lic fee, fuel tax	003-8330-330.0825	FUEL OIL	0.00	823.53	139428
	56562	fuel oil, lic fee, fuel tax	001-6043-330.0833	FUEL OIL	0.00	1,738.78	139428
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					0.00	3,736.79	
05069 EDWARD JONES							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	201.00	139469
05059 ENDYNE INC							
	352775	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	55.00	139429
	353768	lab services	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	100.00	139429
	357520	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	55.00	139429
	357521	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	55.00	139429
	357697	lab services	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	120.00	139429
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					0.00	385.00	
05007 EVERETT J PRESCOTT INC							
	5813235	flanges	003-8330-320.0740	EQUIPMENT MAINT	0.00	9.60	139430

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06009 F W WEBB CO		69898296	filters,plugs	003-8330-320.0740	EQUIPMENT MAINT	0.00	28.98	139431
		69920022	nipples,unions	003-8330-320.0740	EQUIPMENT MAINT	0.00	56.46	139431
						-----	85.44	
06065 FISHER AUTO PARTS		647567	winter blades	001-8500-320.0720	VEHICLE/BACKHOE MAINT	0.00	12.85	139432
		647902	retainer,fuse	001-8500-320.0720	VEHICLE/BACKHOE MAINT	0.00	8.79	139432
						-----	21.64	
07073 G D MACHINES		424479	labor,wire,gas	003-8330-320.0740	EQUIPMENT MAINT	0.00	668.75	139433
		424480	labor,washers,bearings	003-8330-320.0740	EQUIPMENT MAINT	0.00	1,335.43	139433
		424481	labor	002-8220-320.0740	EQUIPMENT MAINT	0.00	382.50	139433
						-----	2,386.68	
07016 GALLS LLC		017023752	pants,freight	001-6040-340.0940	CLOTHING	0.00	88.94	139434
07187 GARNET TRANSPORT MEDICINE LLC		1707	COVID testings	001-1000-120.0150	MISC A/R	0.00	1,800.00	139435
07149 GREEN MOUNTAIN POWER CORP		515018	pole rent	001-6060-200.0210	ELECTRICITY	0.00	8.00	139436
07006 GREEN MT POWER CORP		19335-1120	Merchants Row ev station	001-6045-200.0210	EVCS ELECTRICITY-MERCH RO	0.00	29.81	139437
07008 GUYS REPAIR SHOP LLC		35592	chains,gear,oil,screw	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	123.74	139438
07074 GW LOCKSMITH LLP		8531	labor,travel	001-7020-320.0729	ANNEX MAINT	0.00	75.00	139439
08053 HOLLAND CO INC		6945	chemicals	002-8220-320.0755	PCH180	0.00	777.40	139440
09021 IRVING ENERGY		1719	propane	001-7035-330.0836	BOTTLED GAS	0.00	448.21	139441
		300454	propane	001-7035-330.0836	BOTTLED GAS	0.00	545.33	139441
		307109	propane	001-7020-330.0836	BOTTLED GAS	0.00	206.31	139441
		307538	propane	001-7030-330.0836	BOTTLED GAS	0.00	209.07	139441
		308385	propane	001-7030-330.0836	BOTTLED GAS	0.00	242.50	139441
		308812	propane	001-7030-330.0836	BOTTLED GAS	0.00	119.37	139441
		986003	propane	001-7030-330.0836	BOTTLED GAS	0.00	82.38	139441

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					0.00	1,853.17	
12099	LEAF						
	11389740	copier leases	001-5010-210.0312	OFFICE MACHINES MAINT	0.00	784.50	139442
13189	MILES SUPPLY INC						
	123120	liners,towels,tissue	001-7020-350.1049	CUSTODIAL SUPPLIES	0.00	259.28	139443
	123120	liners,towels,tissue	001-7020-470.1270	MACHINES/EQUIPMENT OUTLAY	0.00	18.95	139443
	123120	liners,towels,tissue	001-7030-350.1053	SUPPLIES/EQUIPMENT	0.00	18.95	139443
	123120	liners,towels,tissue	001-7035-350.1049	CUSTODIAL SUPPLIES	0.00	429.78	139443
					0.00	726.96	
13134	MOUNTAIN VIEW SECURITY SYSTEMS						
	689060	monitoring 1/1-6/30/21	001-7015-320.0730	POOL & BLD MAINT	0.00	210.00	139444
14016	NELSON ACE HARDWARE						
	122620	freezer bags	002-8220-320.0737	LAB MAINT	0.00	12.58	139445
	122720	filter,brush,rollers	001-8050-320.0742	SNOW EQUIP MAINT	0.00	130.92	139445
	122720	filter,brush,rollers	001-8050-350.1061	SUPPLIES - GARAGE	0.00	19.99	139445
	122820	conduit,staples	002-8200-320.0727	BLDG & GROUNDS MAINT	0.00	7.18	139445
					0.00	170.67	
14154	NORTH COUNTRY FEDERAL CREDIT UNION						
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	75.00	139470
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	112.00	139470
					0.00	187.00	
14121	NORTHFIELD AUTO SUPPLY						
	329413	v-belts,pwr steering flui	003-8330-320.0740	EQUIPMENT MAINT	0.00	18.40	139446
	329413	v-belts,pwr steering flui	003-8330-320.0743	TRUCK MAINT	0.00	12.49	139446
	329437	boxed miniature	003-8330-320.0743	TRUCK MAINT	0.00	0.95	139446
	329528	pins,antiseize	002-8220-320.0740	EQUIPMENT MAINT	0.00	12.78	139446
	329528	pins,antiseize	002-8220-320.0743	TRUCK MAINT	0.00	4.49	139446
	329590	switch,charger	001-8050-320.0742	SNOW EQUIP MAINT	0.00	14.99	139446
	329590	switch,charger	001-8050-350.1061	SUPPLIES - GARAGE	0.00	22.79	139446
	329595	fuel filter	001-8050-320.0743	TRUCK MAINT - STS	0.00	86.66	139446
	329601	switch	003-8330-320.0740	EQUIPMENT MAINT	0.00	39.99	139446
	329602	battery,terminal	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	99.05	139446
	329629	battery cable lug,cable	003-8330-320.0740	EQUIPMENT MAINT	0.00	21.86	139446
	329660	battery	001-8050-320.0742	SNOW EQUIP MAINT	0.00	76.79	139446
	329711	ice blades	001-8050-320.0743	TRUCK MAINT - STS	0.00	23.00	139446
	329850	hose,fittings	001-8050-320.0742	SNOW EQUIP MAINT	0.00	74.95	139446
	329866	clamps	001-8050-320.0742	SNOW EQUIP MAINT	0.00	3.69	139446
	329897	elbow connectors	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	5.55	139446
	329904	blister pack capsules	001-8050-320.0743	TRUCK MAINT - STS	0.00	25.88	139446

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	329946	tubing,clamps,u-bolts	001-8050-320.0743	TRUCK MAINT - STS	0.00	166.90	139446
					0.00	711.21	
14089 NORTHFIELD SAVINGS BANK							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	1,276.39	139471
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	381.00	139471
					0.00	1,657.39	
14059 NOVUS BECKLEY HILL SOLAR LLC							
	40	est monthly generation	002-8220-200.0212	BECKLEY HILL SOLAR PROJ	0.00	6,042.00	139449
15046 OFFICE OF CHILD SUPPORT							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	152.31	139472
15051 ONE CREDIT UNION							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	1,353.48	139473
16077 PERSHING LLC							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	225.00	139474
16102 PRUDENTIAL RETIREMENT							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	210.00	139475
17010 QUADIENT FINANCE USA INC							
	120220	meter postage	001-5010-360.1163	POSTAGE FOR METER	0.00	2,000.00	139450
17002 QUILL CORP							
	13291467	ribbon,storage boxes	001-5020-350.1053	OFFICE SUPPLIES	0.00	56.09	139451
	13291467	ribbon,storage boxes	002-8200-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	7.09	139451
	13291467	ribbon,storage boxes	003-8300-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	7.09	139451
					0.00	70.27	
18051 RADIO NORTH GROUP INC THE							
	24142726	labor	001-6040-320.0724	RADIO MAINT	0.00	142.50	139452
	24142727	batteries	001-6040-320.0724	RADIO MAINT	0.00	120.00	139452
	24142742	chargers,knobs	001-6040-320.0724	RADIO MAINT	0.00	127.50	139452
					0.00	390.00	
18053 RECREONICS INC							
	849269	credit-ladders	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	-4,522.45	139453
	849560	ladders,freight	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	5,372.99	139453
					0.00	850.54	
18004 REYNOLDS & SON INC							
	3383015	compressor,valve,labor	001-6040-310.0612	BREATHING APPARATUS	0.00	124.61	139454

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City of Barre Accounts Payable
Warrant/Invoice Report # 21-28

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By check number for check acct 01(GENERAL FUND) and check dates 01/13/21 thru 01/13/21

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	3383158	lens, labor, test	001-6040-310.0612	BREATHING APPARATUS	0.00	431.26	139454
	3383159	charger cradle, batteries	001-6040-340.0941	EQUIPMENT - SAFETY	0.00	301.54	139454
	3383795	gloves	003-8330-370.1381	COVID-19 MATERIALS	0.00	217.85	139454
					0.00	1,075.26	
19019	STATE OF VERMONT						
	010621	stormwater operating fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	1,801.60	139455
19146	STOWE PEST CONTROL LLC						
	122820	pest control	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	90.00	139456
19160	SWISH WHITE RIVER						
	W413866	cleaner, truck wash	001-8050-350.1061	SUPPLIES - GARAGE	0.00	264.25	139457
	W413866	cleaner, truck wash	003-8300-320.0743	TRUCK MAINT	0.00	80.25	139457
					0.00	344.50	
20002	TIMES ARGUS ASSOC INC						
	5155	advertise agenda 12/29/20	001-5010-230.0510	ADVERTISING/PRINTING	0.00	121.80	139458
	5593	advertise agenda 1/5/21	001-5010-230.0510	ADVERTISING/PRINTING	0.00	275.73	139458
					0.00	397.53	
20005	TOWN OF BARRE						
	021121	23 Pierce Rd prop tax	002-8220-230.0534	PROPERTY TAX EXP	0.00	872.66	139459
	021221	E Barre Rd prop tax	002-8200-230.0534	PROPERTY TAX EXP	0.00	246.40	139459
	021321	302 E Cobble Hill Rd tax	002-8200-320.0726	BLD,GRD,MAINT FIRE DIST 8	0.00	155.47	139459
	021421	S Barre Rd prop tax	002-8200-230.0534	PROPERTY TAX EXP	0.00	560.26	139459
	021521	Access Rd prop tax	002-8200-230.0534	PROPERTY TAX EXP	0.00	467.86	139459
	021621	220 Taplin Rd prop tax	002-8200-320.0726	BLD,GRD,MAINT FIRE DIST 8	0.00	323.40	139459
	21-080	intercept-Tatro	001-6040-120.0171	CONSULTANT FEES	0.00	250.00	139459
	21-092	lawn waste site Fall 2020	001-7015-320.0721	FIELD MAINTENANCE	0.00	2,254.34	139459
					0.00	5,130.39	
21002	UNIFIRST CORP						
	4547988	uniform rental	001-7020-340.0940	CLOTHING	0.00	56.32	139461
	4547988	uniform rental	001-7030-340.0940	CLOTHING	0.00	50.92	139461
	4547988	uniform rental	001-6043-340.0940	CLOTHING	0.00	21.72	139461
	4547988	uniform rental	001-7015-340.0940	CLOTHING	0.00	10.58	139461
	4547988	uniform rental	001-8500-340.0940	CLOTHING	0.00	21.02	139461
	4549973	uniform rental	001-7020-340.0940	CLOTHING	0.00	56.32	139461
	4549973	uniform rental	001-7030-340.0940	CLOTHING	0.00	50.92	139461
	4549973	uniform rental	001-7035-340.0940	CLOTHING	0.00	21.72	139461
	4549973	uniform rental	001-7015-340.0940	CLOTHING	0.00	10.58	139461
	4549973	uniform rental	001-8500-340.0940	CLOTHING	0.00	21.02	139461
	4549974	uniform rental	001-8050-320.0743	TRUCK MAINT - STS	0.00	69.00	139461
	4549974	uniform rental	001-8050-340.0940	CLOTHING	0.00	214.32	139461

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City of Barre Accounts Payable
Warrant/Invoice Report # 21-28

By check number for check acct 01(GENERAL FUND) and check dates 01/13/21 thru 01/13/21

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	4549974	uniform rental	002-8200-340.0940	CLOTHING	0.00	90.73	139461
	4549974	uniform rental	003-8300-340.0940	CLOTHING	0.00	56.84	139461
	4549978	uniform rental	002-8220-340.0940	CLOTHING	0.00	70.13	139461
					0.00	822.14	
22100 VERMONT DEPT OF TAXES							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0002	STATE TAX PAYABLE	0.00	5,280.83	139476
22142 VERMONT DOOR COMPANY							
	29975	labor,rollers,hinges	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	208.50	139463
22094 VMCTA							
	010821	3 memberships	001-5070-130.0180	TRAINING/DEVELOPMENT	0.00	75.00	139464
22095 VMERS DB							
	CHDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	35,856.89	139465
	CHDEC20	employer contribution	002-8200-110.0155	PENSION	0.00	3,094.48	139465
	CHDEC20	employer contribution	002-8220-110.0155	PENSION	0.00	3,569.65	139465
	CHDEC20	employer contribution	003-8300-110.0155	PENSION	0.00	2,799.67	139465
	CHDEC20	employer contribution	003-8330-110.0155	PENSION	0.00	4,517.74	139465
	FDDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	27,283.38	139465
	MGMTDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	7,403.45	139465
	PDDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	47,708.39	139465
					0.00	132,233.65	

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City of Barre Accounts Payable
Warrant/Invoice Report # 21-28

By check number for check acct 01(GENERAL FUND) and check dates 01/13/21 thru 01/13/21

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

Report Total

300,934.45
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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 \$ ***300,934.45
Let this be your order for the payments of these amounts.

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 01/13/21 thru 01/13/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 0090	ABARE, LANCE R.										
1203.32	83.41	70.73	16.54	27.08	0.00	70.73	16.54	0.00	0.00	0.00	0.00
Employee: 0136	AHEARN, WILLIAM E.										
1874.23	154.77	114.96	26.89	89.72	0.00	114.96	26.89	0.00	0.00	0.00	0.00
Employee: 0145	ALDSWORTH, JOSEPH G.										
3801.72	350.08	231.39	54.12	109.63	0.00	231.39	54.12	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: 0417	BARIL, JAMES A.										
1324.40	133.71	74.05	17.32	40.03	0.00	74.05	17.32	0.00	0.00	0.00	0.00
Employee: 0570	BENJAMIN, KENNETH S.										
1138.08	105.38	69.45	16.24	32.40	0.00	69.45	16.24	0.00	0.00	0.00	0.00
Employee: 0580	BENSON, NICHOLAS J.										
3005.82	386.73	184.06	43.05	115.86	0.00	184.06	43.05	0.00	0.00	0.00	0.00
Employee: 0590	BERGERON, JEFFREY R.										
1290.50	89.01	73.92	17.29	28.64	0.00	73.92	17.29	0.00	0.00	0.00	0.00
Employee: 1005	BOMBARDIER, TIMOTHY J.										
1894.00	268.05	115.62	27.04	95.33	0.00	115.62	27.04	0.00	0.00	0.00	0.00
Employee: 1060	BOUTIN, SABRINA N.										
956.00	66.76	58.78	13.75	25.75	0.00	58.78	13.75	0.00	0.00	0.00	0.00
Employee: 1100	BRAMMAN, KATHRYN H.										
1024.40	106.97	63.02	14.74	31.88	0.00	63.02	14.74	0.00	0.00	0.00	0.00
Employee: 1097	BREAULT, BONNIE J.										
1414.61	181.51	81.97	19.17	54.37	0.00	81.97	19.17	0.00	0.00	0.00	0.00
Employee: 1130	BRENT, DOUGLAS S.										
3891.60	564.09	239.00	55.90	168.20	0.00	239.00	55.90	0.00	0.00	0.00	0.00
Employee: 1182	BROWN, ANDERSON C.										
904.72	51.75	55.12	12.89	22.50	0.00	55.12	12.89	0.00	0.00	0.00	0.00
Employee: 1390	BULLARD, DON A.										
1164.41	160.70	72.19	16.88	49.23	0.00	72.19	16.88	0.00	0.00	0.00	0.00
Employee: 1397	BULLARD, JONATHAN R.										
1621.80	207.50	96.79	22.64	62.17	0.00	96.79	22.64	0.00	0.00	0.00	0.00
Employee: 1675	CARMINATI, JOEL F., JR										
819.30	66.82	49.07	11.48	20.16	0.00	49.07	11.48	0.00	0.00	0.00	0.00
Employee: 1720	CETIN, MATTHEW J.										
3586.60	305.00	217.94	50.97	99.63	0.00	217.94	50.97	0.00	0.00	0.00	0.00
Employee: 1810	CHARBONNEAU, MICHAEL J.										
3577.98	466.33	209.41	48.98	138.88	0.00	209.41	48.98	0.00	0.00	0.00	0.00
Employee: 1815	CHASE, SHERRY L.										
753.60	65.06	42.81	10.01	19.73	0.00	42.81	10.01	0.00	0.00	0.00	0.00
Employee: 1964	COPPING, NICHOLAS R.										
3295.70	422.22	195.65	45.76	126.19	0.00	195.65	45.76	0.00	0.00	0.00	0.00
Employee: 2015	CRUGER, ERIC J.										
3318.88	450.93	203.64	47.63	134.53	0.00	203.64	47.63	0.00	0.00	0.00	0.00
Employee: 2205	CUSHMAN, BRIAN K.										
3888.28	348.17	235.43	55.07	115.09	0.00	235.43	55.07	0.00	0.00	0.00	0.00
Employee: 2240	DAWES, CAROLYN S.										
1196.60	117.93	70.10	16.39	35.17	0.00	70.10	16.39	0.00	0.00	0.00	0.00
Employee: 2330	DEGREENIA, CATHERINE I.										
1213.20	143.09	69.77	16.32	42.25	0.00	69.77	16.32	0.00	0.00	0.00	0.00
Employee: 2332	DEMELL, WILLIAM M.										
1163.70	125.10	66.88	15.64	37.45	0.00	66.88	15.64	0.00	0.00	0.00	0.00

Employee Tax Summary Report

by name for check dates 01/13/21 thru 01/13/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 2355	DEXTER, DONNEL A.										
1210.00	143.14	68.09	15.92	42.86	0.00	68.09	15.92	0.00	0.00	0.00	0.00
Employee: 2415	DONALD, LANCE B.										
920.80	88.27	55.36	12.95	26.21	0.00	55.36	12.95	0.00	0.00	0.00	0.00
Employee: 2445	DROWN, JACOB D.										
1230.80	149.10	73.87	17.28	44.65	0.00	73.87	17.28	0.00	0.00	0.00	0.00
Employee: 2580	DURGIN, STEVEN J.										
1865.20	243.90	108.63	25.41	73.09	0.00	108.63	25.41	0.00	0.00	0.00	0.00
Employee: 2683	EASTMAN, LARRY E., JR										
1555.10	180.78	88.82	20.77	54.15	0.00	88.82	20.77	0.00	0.00	0.00	0.00
Employee: 2980	FARNHAM, BRIAN D.										
3472.26	478.72	213.02	49.82	143.45	0.00	213.02	49.82	0.00	0.00	0.00	0.00
Employee: 3027	FLEURY, JASON R.										
1311.60	138.76	72.55	16.97	41.55	0.00	72.55	16.97	0.00	0.00	0.00	0.00
Employee: 3275	FREY, JACOB D.										
1262.40	91.01	71.87	16.81	26.97	0.00	71.87	16.81	0.00	0.00	0.00	0.00
Employee: 3375	GAYLORD, AMOS R.										
1102.40	116.86	67.86	15.87	34.98	0.00	67.86	15.87	0.00	0.00	0.00	0.00
Employee: 3560	GILBERT, DAVID P.										
986.80	102.19	59.84	13.99	30.57	0.00	59.84	13.99	0.00	0.00	0.00	0.00
Employee: 3690	GRANDFIELD, HEATHER L.										
831.20	70.45	49.92	11.67	34.34	0.00	49.92	11.67	0.00	0.00	0.00	0.00
Employee: 4015	HASTINGS, CLARK H., III										
835.95	77.43	49.48	11.57	23.18	0.00	49.48	11.57	0.00	0.00	0.00	0.00
Employee: 4025	HAYNES, WILLIAM D.										
3039.86	369.84	179.52	41.99	110.79	0.00	179.52	41.99	0.00	0.00	0.00	0.00
Employee: 4100	HEDIN, LAURA T.										
1190.00	115.29	70.53	16.50	34.38	0.00	70.53	16.50	0.00	0.00	0.00	0.00
Employee: 4137	HERRING, JAMIE L.										
1034.84	51.93	64.16	15.01	26.67	0.00	64.16	15.01	0.00	0.00	0.00	0.00
Employee: 4213	HISLOP, PAMELA M.										
619.13	41.51	38.39	8.98	18.70	0.00	38.39	8.98	0.00	0.00	0.00	0.00
Employee: 4214	HOAR, BRIAN W.										
1175.30	57.99	71.50	16.72	28.36	0.00	71.50	16.72	0.00	0.00	0.00	0.00
Employee: 4230	HOULE, JONATHAN S.										
1344.80	162.25	82.23	19.23	48.59	0.00	82.23	19.23	0.00	0.00	0.00	0.00
Employee: 4250	HOWARTH, ROBERT C.										
2850.74	135.06	166.36	38.91	44.91	0.00	166.36	38.91	0.00	0.00	0.00	0.00
Employee: 4260	HOYT, EVERETT J.										
1039.60	70.03	58.15	13.60	33.41	0.00	58.15	13.60	0.00	0.00	0.00	0.00
Employee: 4710	JOSLIN, JOSHUA K.										
1521.27	181.83	94.32	22.06	65.38	0.00	94.32	22.06	0.00	0.00	0.00	0.00
Employee: 4745	KELLY, JOSEPH E., JR										
1022.01	33.54	54.13	12.66	12.77	0.00	54.13	12.66	0.00	0.00	0.00	0.00
Employee: 4770	KIRKPATRICK, TROY S.										
1432.55	142.31	82.74	19.35	40.21	0.00	82.74	19.35	0.00	0.00	0.00	0.00
Employee: 4790	KOSAKOWSKI, JOSHUA D.										
966.01	92.81	57.13	13.36	27.76	0.00	57.13	13.36	0.00	0.00	0.00	0.00
Employee: 4903	LANE, ZEBULYN M.										
966.00	99.79	59.09	13.82	29.86	0.00	59.09	13.82	0.00	0.00	0.00	0.00
Employee: 4906	LANGEVIN, RAYMOND P.										
1454.70	129.37	90.19	21.09	61.23	0.00	90.19	21.09	0.00	0.00	0.00	0.00

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 01/13/21 thru 01/13/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 4908	LAPERLE, JESSICA L.										
904.90	81.15	53.18	12.44	24.22	0.00	53.18	12.44	0.00	0.00	0.00	0.00
Employee: 4985	LEWIS, BRITTANY L.										
1026.80	101.97	63.17	14.77	30.51	0.00	63.17	14.77	0.00	0.00	0.00	0.00
Employee: 5010	LOWE, ROBERT L.										
2763.76	340.40	163.28	38.19	109.82	0.00	163.28	38.19	0.00	0.00	0.00	0.00
Employee: 5049	MACHIA, DELPHIA L.										
919.20	74.54	51.80	12.11	22.38	0.00	51.80	12.11	0.00	0.00	0.00	0.00
Employee: 5048	MACKENZIE, STEVEN E.										
2084.12	275.70	138.23	32.33	104.91	0.00	138.23	32.33	0.00	0.00	0.00	0.00
Employee: 5085	MALONEY, JASON F.										
1151.60	94.89	67.53	15.79	30.35	0.00	67.53	15.79	0.00	0.00	0.00	0.00
Employee: 5290	MARTEL, JOELL J.										
1387.87	152.25	81.03	18.95	45.47	0.00	81.03	18.95	0.00	0.00	0.00	0.00
Employee: 5425	MCGOWAN, JAMES R.										
1138.40	166.18	67.90	15.88	34.77	0.00	67.90	15.88	0.00	0.00	0.00	0.00
Employee: 5270	MCNALLY, DONNA C.										
1029.20	115.14	60.20	14.08	34.46	0.00	60.20	14.08	0.00	0.00	0.00	0.00
Employee: 5520	METIVIER, CHERYL A.										
913.30	89.92	56.14	13.13	26.89	0.00	56.14	13.13	0.00	0.00	0.00	0.00
Employee: 5600	MICHELI, STEVEN N.										
1555.20	128.17	94.98	22.21	44.51	0.00	94.98	22.21	0.00	0.00	0.00	0.00
Employee: 5701	MILLER, ROBERT W.										
1387.60	135.42	80.71	18.88	36.08	0.00	80.71	18.88	0.00	0.00	0.00	0.00
Employee: 5725	MONAHAN, DAWN M.										
1593.60	131.72	91.87	21.48	40.63	0.00	91.87	21.48	0.00	0.00	0.00	0.00
Employee: 5765	MORRIS, SCOTT D.										
1060.41	82.08	64.44	15.07	26.77	0.00	64.44	15.07	0.00	0.00	0.00	0.00
Employee: 5768	MORRISON, CAMDEN A.										
3224.08	439.05	198.92	46.52	130.16	0.00	198.92	46.52	0.00	0.00	0.00	0.00
Employee: 5880	MURPHY, BRIEANNA E.										
1048.00	101.75	63.25	14.79	30.44	0.00	63.25	14.79	0.00	0.00	0.00	0.00
Employee: 5930	NORWAY, JOANNE P.										
721.60	65.05	42.70	9.99	19.73	0.00	42.70	9.99	0.00	0.00	0.00	0.00
Employee: 5940	NYKIEL, BRYAN T.										
1036.40	71.95	64.26	15.03	23.88	0.00	64.26	15.03	0.00	0.00	0.00	0.00
Employee: 6030	PARKER, ROWDIE Y.										
958.46	106.26	57.70	13.49	31.79	0.00	57.70	13.49	0.00	0.00	0.00	0.00
Employee: 6040	PARSHLEY, TONIA C.										
1272.04	127.43	71.94	16.83	38.15	0.00	71.94	16.83	0.00	0.00	0.00	0.00
Employee: 6088	PIERCE, JOEL M.										
1307.20	94.68	75.93	17.76	30.29	0.00	75.93	17.76	0.00	0.00	0.00	0.00
Employee: 6377	POIRIER, HOLDEN R.										
3226.54	433.36	197.58	46.21	128.72	0.00	197.58	46.21	0.00	0.00	0.00	0.00
Employee: 6395	POULIOT, BROOKE L.										
824.00	57.76	51.09	11.95	19.98	0.00	51.09	11.95	0.00	0.00	0.00	0.00
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.										
3131.06	163.42	181.37	42.42	52.04	0.00	181.37	42.42	0.00	0.00	0.00	0.00
Employee: 6418	PULLMAN, DAVID L.										
726.60	56.30	43.32	10.13	17.22	0.00	43.32	10.13	0.00	0.00	0.00	0.00

City of Barre Payroll
Employee Tax Summary Report
by name for check dates 01/13/21 thru 01/13/21

Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI	FUTA	SUTA	Local	Net
Employee: 6440	QUARANTA, STEPHANIE L.										
1317.30	191.81	74.76	17.48	51.96	0.00	74.76	17.48	0.00	0.00	0.00	0.00
Employee: 6600	REALE, MICHAEL R.										
1085.60	115.28	67.31	15.74	34.50	0.00	67.31	15.74	0.00	0.00	0.00	0.00
Employee: 6640	RIVARD, SYLVIE R.										
913.30	89.22	55.83	13.06	26.56	0.00	55.83	13.06	0.00	0.00	0.00	0.00
Employee: 6689	ROCHFORD, ZACHARY J.										
1229.46	103.80	76.23	17.83	32.84	0.00	76.23	17.83	0.00	0.00	0.00	0.00
Employee: 6818	ROULEAU, JOSEPH J.										
1582.52	138.85	91.75	21.46	40.60	0.00	91.75	21.46	0.00	0.00	0.00	0.00
Employee: 6870	RUBALCABA, DAVID T.										
3736.80	536.58	230.24	53.85	159.95	0.00	230.24	53.85	0.00	0.00	0.00	0.00
Employee: 6874	RYAN, PATTY L.										
1525.52	211.90	94.58	22.12	70.49	0.00	94.58	22.12	0.00	0.00	0.00	0.00
Employee: 7049	SCHAUER, RUSSELL A.										
1507.20	89.66	90.02	21.05	28.70	0.00	90.02	21.05	0.00	0.00	0.00	0.00
Employee: 7100	SEAVER, DEBBIE L.										
1114.16	167.76	65.16	15.24	54.75	0.00	65.16	15.24	0.00	0.00	0.00	0.00
Employee: 7190	SHATNEY, JANET E.										
1224.20	82.08	70.11	16.40	26.71	0.00	70.11	16.40	0.00	0.00	0.00	0.00
Employee: 7200	SHAW, BENJAMIN K.										
1350.00	198.53	83.70	19.58	59.48	0.00	83.70	19.58	0.00	0.00	0.00	0.00
Employee: 7220	SHERIDAN, GARY R., JR										
3421.66	398.20	210.50	49.24	118.78	0.00	210.50	49.24	0.00	0.00	0.00	0.00
Employee: 7312	SMITH, CLINT P.										
1024.40	101.06	61.36	14.35	30.11	0.00	61.36	14.35	0.00	0.00	0.00	0.00
Employee: 7314	SOUTHWORTH, NORWOOD J.										
1036.41	115.55	63.77	14.91	34.58	0.00	63.77	14.91	0.00	0.00	0.00	0.00
Employee: 7330	STRACHAN, ROBBIE B.										
1191.30	89.90	72.62	16.98	26.04	0.00	72.62	16.98	0.00	0.00	0.00	0.00
Employee: 7334	STRASSBERGER, KIRK E.										
3137.03	268.17	189.21	44.26	92.76	0.00	189.21	44.26	0.00	0.00	0.00	0.00
Employee: 7450	SUPERNAUT, MERTON A.										
954.40	56.61	50.77	11.87	12.79	0.00	50.77	11.87	0.00	0.00	0.00	0.00
Employee: 7465	TAFT, FRANCIS R.										
1378.70	160.43	81.94	19.16	48.05	0.00	81.94	19.16	0.00	0.00	0.00	0.00
Employee: 7520	TILLINGHAST, ZACHARY M.										
3402.04	457.69	205.33	48.02	135.75	0.00	205.33	48.02	0.00	0.00	0.00	0.00
Employee: 7600	TUCKER, RANDALL L.										
1363.20	129.26	78.18	18.28	38.57	0.00	78.18	18.28	0.00	0.00	0.00	0.00
Employee: 7610	TUCKER, RUSSELL W.										
1599.85	221.16	91.57	21.41	66.27	0.00	91.57	21.41	0.00	0.00	0.00	0.00
Employee: 7843	WALLANT, DAVID R.										
1032.80	104.89	64.03	14.98	31.38	0.00	64.03	14.98	0.00	0.00	0.00	0.00
Employee: 8345	WORN, JESSICA L.										
1014.30	74.75	58.94	13.79	22.31	0.00	58.94	13.79	0.00	0.00	0.00	0.00
160248.86	16855.08	9591.23	2243.19	5280.83	0.00	9591.23	2243.19	0.00	0.00	0.00	0.00



REQUEST FOR PROPOSALS
FOR
2021 CITY-WIDE REAPPRAISAL

ISSUED BY

City of Barre, Vermont
Planning, Permitting & Assessing Office
6 N. Main Street, Suite 7
Barre, VT 05641

Date of Issue: Wednesday, January 13, 2021

Due Date for Proposal: March 10, 2021

2021 BARRE CITY CITY-WIDE REAPPRAISAL

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REQUEST FOR PROPOSAL

The City of Barre is requesting proposals from qualified, licensed reappraisal Contractors to work with the City of Barre Assessing Team to complete a city-wide reappraisal of real taxable and nontaxable property for the 2023 Grand List.

The selected Contractor will be responsible for a thorough analysis of local real estate market conditions and review of the existing Computer Assisted Mass Appraisal (CAMA) data leading to the development of computer models for estimating the fair market value of all taxable property in the City of Barre.

Proposals will be accepted until **4:00 PM, March 10, 2021**. Any proposals received after this date and time will not be considered. All proposals must be signed by an official agent or representative. Copies of this request for proposal may be obtained by calling Janet Shatney, Planning Director at (802) 477-1465, or by email at PPADirector@barrecity.org.

The City of Barre, Vermont reserves the right to reject any or all proposals.

INTRODUCTION

The City of Barre is situated centrally within Washington County. It is southeast of the capital City of Montpelier, and is 4 square miles, with 48.9 miles of roads. There were an estimated 9,052 residents as of the 2010 census, with an estimated median household income of \$39,187 for 2018.

We have a broad mix of land uses including residential, commercial, retail and industrial properties. There is a broad mix of housing that includes mobile homes, single family homes, 2+ multifamily housing, condominiums, town houses, multi-unit apartments. The City of Barre has one municipal TIF District, a Historic District, and a Designated Downtown District. Our 2019 CLA (Common Level of Appraisal) is 96.37%, the COD (Coefficient of Dispersion) is 11.89%.

For the 2020 Grand List there were 3,145 taxable parcels. The parcel breakout was as follows:

R1	2,316
R2	4
MHU	1
MHL	43
C	245
CA	89

I	60
UE	2
F	2
O	74
M	309

There are 216 non-taxable properties. The selected Contractor will collect data and take pictures of these properties.

The City uses ProVal by Thomson Reuters, and the reappraisal project will be completed using this software.

DESCRIPTION OF PROJECT

The reappraisal project shall involve:

- An exterior measurement of each structure as well as an interior inspection¹ to gather pertinent data.
- A minimum of two (2) digital photos will be taken of each property, unless multiple structures are present.
- The development of new land schedules and neighborhood delineations to estimate land values for every site within the City.
- Collection and analysis of income and expense information and market rental data to update the income approach for commercial and industrial properties.
- Detailed analysis of residential sales over a three-year period to develop direct sale comparison and Multiple Regression Analysis (MRA) approaches as well as formulating accurate, localized cost and depreciation schedules to develop a cost approach for all types of properties.

These, and any other applicable methods, shall be incorporated into existing ProVal software system and the existing property listing data will be reviewed to assure compliance with the new analyses.

The last reappraisal was completed in 2006, which was a partial, using data from the 2002 reappraisal, and inspecting most of those missed in 2002, resulting in a percentage increase on the rest bringing the CLA back to 100%. Prior to that, a city-wide reappraisal was completed in 2002 by the then City Assessor, and before that one was completed in 1990.

PROJECT PURPOSE & OBJECTIVES

The objective of this reappraisal is to generate accurate, defensible estimates of the fair market value for every property in the City of Barre as of April 1, 2023. In addition, the models shall be integrated into the CAMA system so that future construction, subdivisions and changes to existing properties may be valued using the same methodologies.

SCOPE OF SERVICES

- a. The Contractor shall review existing CAMA property descriptions, neighborhood delineations, tax maps, zoning descriptions and other relevant information to understand the current assessment system.
- b. The Contractor shall analyze up to three (3) years of sales information, verifying the sales

¹ Inability to complete interior inspections must be beyond control of the reviewer and noted on the record

information and correcting, as needed, the associated assessment information.

- c. The Contractor shall review and refine neighborhood delineations, analyze vacant and improved property sales and develop land-pricing schedules that result in accurate estimates for land values for every property in the City. The new land schedules must also produce current Homestead and Housesite site values, where applicable.
- d. The Contractor shall solicit and analyze income and expense and market rental information from applicable commercial and industrial properties.
- e. The Contractor shall review existing CAMA property descriptions to assure compliance with new market models for valuation using the ProVal software.
- f. The Contractor shall produce new models in the ProVal system for cost and depreciation, sales comparison, MRA, income and any other applicable valuation methods for all types of real property in the City of Barre.
- g. The Contractor shall test the various computer models against the existing sales data to verify the reliability and accuracy of the models for estimating fair market values.
- h. The Contractor shall produce, review and verify fair market value estimates for every property in the City of Barre.
- i. The Contractor shall measure all physical improvements and give a listing of interior and exterior construction details. Quality of construction, age, effective age and condition will be shown. Additional area above or below the first floor of buildings shall be accurately measured where the square footage cannot otherwise be precisely determined based on first floor areas.
- j. The Contractor shall provide a sketch of buildings drawn to scale with dimensions given utilizing the ProVal software program.
- k. The Contractor shall take a minimum of two (2) digital photographs of each residential property and one photograph of each structure greater than 40 square feet on non-residential properties. Photographs shall be able to be incorporated into the CAMA database.
- l. The Contractor, working with the City, shall produce a Change of Assessment Notice including every assessment change to be mailed to every taxpayer as the official notification.
- m. The Contractor shall defend values at the grievance level, and at the Board of Civil Authority level. The City reserves the right to hire the Contractor to defend values at the State Board of Appraisers or Superior Court. Contractor shall provide a price for defense at State Board and Superior Court.
- n. The Contractor shall produce manuals clearly explaining the valuation methods, the data and the processes to aid the City in defending the new assessments, and valuing new properties, subdivisions and changes to existing properties. This includes a thorough description of land

grading values as well as how peculiarities in construction that are not described in Marshall & Swift are appraised.

- o. The Contractor shall supply a plan of action for inspections, specifically outlining how inspections will be scheduled and how interior inspections shall be scheduled.
- p. All data, maps, reports, forms and worksheets used or developed for this reappraisal shall belong to the City of Barre.

DELIVERABLES

The final work product will be the 2023 completed Grand List, and will include the Change of Assessment Notices, updates to the ProVal CAMA software that reflect the new land schedules and updated cost, income and market models and the successful completion of the informal appeals. The documentation produced for this project shall include: a new land valuation manual that includes neighborhood delineations, land schedules and descriptions of adjustments, a copy of the sales file and adjustments made to create the land schedule, copies of any data collection or review manuals developed for, or used during this project, and copies of any other manuals, tables or reference materials developed or used during this project. All materials related to this project shall become the property of the City of Barre, Vermont.

PROPOSED PROJECT SCHEDULE

Proposal Issued	January 13, 2021
Pre-Proposal Briefing	February 26, 2021
Proposals Due By	Wednesday, March 10, 2020
Selection of Firm – City Council Award	March 23, 2021
Issue Notice of Award	March 24, 2021
Execution of Contract (no later than)	March 31, 2021
Work Plan and Approach	April 7, 2021
100 percent inspections complete	September 1, 2022
Reappraisal Notifications	June 1, 2023

If additional information or consultation are needed from any Contractor during this window, the Contractor(s) will be notified by the City of Barre.

PAYMENT SCHEDULE

One hundred percent (100%) payment will be made monthly upon approval of submitted invoices for work only between lodging the Grand List and the BCA (Board of Civil Authority) hearings typically held in the fall. A holdback amount equal to 10% will be paid after any BCA hearings.

ADMINISTRATIVE INSTRUCTIONS

The proposals are due by **4:00 PM, March 10, 2021**. Proposals may be submitted in electronic form (delivery confirmation required) to PPADirector@barrecity.org, or three (3) complete proposals shall be submitted in a sealed envelope, clearly marked **2021 BARRE CITY REAPPRAISAL** and

addressed to:

**Janet E. Shatney, Planning Director
Planning, Permitting and Assessing Services
6 N. Main Street, Suite 7
Barre, VT 05641**

The work shall not be assigned or sublet without previous consent of the City of Barre and the Contractor shall not either legally or equitably assign any of the moneys payable under this agreement, unless by and with consent of the City of Barre.

This Request for Proposal is intended to be explanatory, but should any discrepancy appear or any misunderstanding arise as to the intent of anything contained therewith, the interpretation and decision of the City of Barre shall be final and binding. Any corrections of errors or omissions in the Request for Proposal may be made by the City of Barre when such correction is necessary for the proper fulfillment of their intention as constructed by the City of Barre.

ADDITIONAL REQUIREMENTS

Equal Employment Opportunity

The Contractor shall comply with the applicable provisions of Title VI of the Civil Rights Act of 1964 as amended, Executive Order 11246 as amended by Executive Order 11375 and as supplemented by the Department of Labor Regulations (41 CFR Part 60). The Contractor shall comply with all requirements of Title 21 V.S.A Chapter 5, Subchapters 6 and 7 relating to fair employment practices to the extent applicable. A similar provision shall be included in any and all subcontracts.

Insurance

The Contractor shall take out and maintain during the life of this project, such Comprehensive General Bodily Injury Liability Insurance and Property Damage Liability Insurance as shall protect them and any employee for personal injury, including accidental death, as well as, from claims for property damage, which may arise from operations under this project, whether such operations by themselves or by any employee or by anyone directly or indirectly employed by them. The Contractor shall have minimum umbrella coverage of \$1,000,000 per occurrence.

Indemnification

The Contractor shall and hereby agree to indemnify, save harmless and defend the City of Barre from the payment of any sum of money to any person whomsoever on account of claims or suits growing out of injuries to persons, including death, or damages to property caused by the Contractor, the Contractor's employees, agents of sub-contractors or in any way attributable to the performance and prosecution of the work herein contracted for, including (but without limiting the generality of the foregoing), all claims for service, labor performed, materials furnished, provisions and supplies, injuries to persons or damage to property, liens, garnishments, attachments, claims,

suits, costs, attorney's fees, costs of investigation and of defense.

AVAILABLE INFORMATION

- Current tax map and parcel data, identification numbers and acreage
- Current zoning maps
- Surveys where available
- Examples of current land schedules and ProVal manuals
- Property descriptions from the current CAMA system

CITY INVOLVEMENT (SUCH AS, BUT NOT LIMITED TO)

- The Department Director and selected staff will take an active role in assisting in the selection process for the successful Proposer
- The City will be responsible for printing and mailing of postcards announcing reappraisal and requesting appointments
- The City will be responsible for the cost of supplies such as paper, post cards, postage and the mailing of the official notification to every taxpayer showing the new values
- The City will provide workspace in the form of one (1) office with telephone that has access to copy/print/scan during regular business hours at the City Hall, as well as for pre-hearings and formal hearings
- Providing an available copy of parcel maps with 911 locations for in-office use and to data collectors for assistance in the location of properties – these are available via the mapping software used currently as well
- Scheduling of appointments for interior inspections and grievance hearings
- Copies of property transfer tax returns for sales review
- Implementation of the parcel map values and appeals resulting from this project
- Planning, Permitting & Assessing office will keep values current for properties with building and/or subdivision permits
- The City will provide a computer with read-only access to the ProVal system for use.

QUALIFICATIONS AND EVALUATION

The proposal should include the following:

- A. Scope of services
- B. Professional qualifications and names of the principals of the firm
- C. The qualifications of the project manager and key staff assigned to the project
- D. Description of the proposed methodologies for assessing values on each class of property
- E. Description of quality control and testing results
- F. The cost proposal
- G. Schedule of work by task
- H. List of all municipal reappraisals currently underway or completed within the last five years including client contacts and references
- I. Number of Inspectors to be employed

The evaluation of the proposal will be based on:

- A. Firm's understanding of the scope
- B. Proposed methodology for completing work
- C. Qualifications of the firm and personnel dedicated to the project
- D. Work on similar projects
- E. Cost proposal
- F. In-house availability of all necessary equipment to perform required services

CITY CONTACTS

Janet E. Shatney, Director
Planning, Permitting & Assessing Services
6 N. Main Street, Suite 7
Barre, VT 056041
Telephone:(802) 476-0245
Email: PPADirector@barrecity.org

Kathryn H. Bramman, Assessing Clerk
Planning, Permitting & Assessing Services
6 N. Main Street, Suite 7
Barre, VT 056041
Telephone: (802) 476-0244
Email: KBramman@barrecity.org

Carolyn S. Dawes, City Clerk/Treasurer
City Clerk's Office
PO Box 418; 6 N. Main Street, Suite 6
Barre, VT 056041-0418
Telephone: (802) 476-0242
Email: CDawes@barrecity.org

ATTACHMENT

- Copy of 2020 Vermont Form 411 Summary pages

Attachment – Form 411 Summary

01/06/2021
02:08 pm

Barre City 2020 Billed Grand List
Form 411 - (Town code: 036)
Main District

Page 1 of 10
kbramman

(Taxable properties only - State and Non-tax status properties are not listed below)

REAL ESTATE Category/Code	Parcel Count	Municipal Listed Value	Homestead Ed Listed Value	Nonhmsd Ed. Listed Value	Total Education Listed Value
Residential I R1	2,316	328,056,051	223,400,910	104,655,141	328,056,051
Residential II R2	4	1,046,300	858,800	187,500	1,046,300
Mobile Homes-U MHU	1	10,300	0	10,300	10,300
Mobile Homes-L MHL	43	4,078,990	2,837,410	1,241,580	4,078,990
Seasonal I S1	0	0	0	0	0
Seasonal II S2	0	0	0	0	0
Commercial C	245	94,681,180	993,760	93,687,420	94,681,180
Commercial Apts CA	89	33,001,220	387,620	32,613,600	33,001,220
Industrial I	60	17,882,610	0	17,882,610	17,882,610
Utilities-E UE	2	16,645,700	0	16,645,700	16,645,700
Utilities-O UO	0	0	0	0	0
Farm F	2	293,700	0	293,700	293,700
Other O	74	10,237,200	9,088,100	1,149,100	10,237,200
Woodland W	0	0	0	0	0
Miscellaneous M	309	6,588,930	0	6,588,930	6,588,930
TOTAL LISTED REAL	3,145	512,522,181	237,566,600	274,955,581	512,522,181
P.F. Cable	1	1,055,500		1,055,500	1,055,500
P.F. Equipment	0	0			
P.F. Inventory	0	0			
TOTAL LISTED P.F.	1	1,055,500		1,055,500	1,055,500
TOTAL LISTED VALUE		513,577,681	237,566,600	276,011,081	513,577,681
EXEMPTIONS					
Veterans 10K	45/45	450,000	380,000	70,000	450,000
Veterans >10K		1,350,000			
Total Veterans		1,800,000	380,000	70,000	450,000
P.F. Contracts	0	0			
Contract Apprv VEPC	0/0	0	0	0	0
Grandfathered	0/0	0	0	0	0
Non-Apprv(voted)	4/4	5,813,360			
Owner Pays Ed Tax	0/0	0			
Total Contracts	4/4	5,813,360	0	0	0
FarmStab Apprv VEPC	0/0	0	0	0	0
Farm Grandfathered	0/0	0	0	0	0
Non-Apprv(voted)	0/0	0			
Owner Pays Ed Tax	0/0	0			
Total FarmStabContr	0/0	0	0	0	0
Current Use	3/3	405,500	0	405,500	405,500
Special Exemptions	8		0	603,800	603,800
Partial Statutory	3/3	1,080,900	0	1,080,900	1,080,900
Sub-total Exemptions		9,099,760	380,000	2,160,200	2,540,200
TIF 1 Exemption	151 see footnote		46,771	5,542,027	5,588,798
Total TIFs			46,771	5,542,027	5,588,798
Total Exemptions		9,099,760	426,771	7,702,227	8,128,998
TOTAL MUNICIPAL GRAND LIST		5,044,779.21			
TOTAL EDUCATION GRAND LIST			2,371,398.29	2,683,088.54	5,054,486.83
NON-TAX	216 NON-TAX PARCELS ARE NOT INCLUDED ON THE 411 EXCEPT EDUCATION TIF BASE TOTALS				

01/06/2021
02:08 pm

Barre City 2020 Billed Grand List
Form 411 - (Town code: 036)
Main District

Page 2 of 10
Khrannan

(Taxable properties only - State and Non-tax status properties are not listed below)

REAL ESTATE Category/Code	Parcel Count	Municipal Listed Value	Homestead Ed Listed Value	Nonhmstd Ed. Listed Value	Total Education Listed Value
------------------------------	-----------------	---------------------------	------------------------------	------------------------------	---------------------------------

Status on Personal Property					
1) Has inventory been exempted by vote of town/city? Yes ___ No <u>XX</u>					
2) Has machinery and equipment been exempted by					
vote of your town/city? Yes ___ No <u>XX</u>					
3) If yes for #2, what portion is now exempt?					
(include percentage) _____					
4) If no for #2, please indicate below how your town/city is					
assessing business personal property (Place "X" by option used)					
a) at fair market value <u>XX</u> b) at depreciated value _____					

Summary of Adjustments to Taxable Values (Local Agreements Etc.)					
Approved (VSPC) Contracts/Exemptions 0					
Grandfathered Contracts/Exemptions 0					
Non-Approved (Voted) Contracts/Exemptions 5,813,360					
Homestead Non-Approved (Voted) Contracts/Exemptions 0					
Nonhmstd Non-Approved (Voted) Contracts/Exemptions 5,813,360					
Municipal Contracts (Owner Pays Ed Tax) 0					
Special Exemptions 603,800					
Current Use (Use Value Appraisal Program) 405,500					
Veteran Exemptions 450,000					
Homestead Veteran Exemptions beyond 10K 1,140,000					
Nonhmstd Veteran Exemptions beyond 10K 210,000					
Partial Statutory Exemptions 1,080,900					
Homestead TIF Exemptions 46,771					
Nonhmstd TIF Exemptions 5,542,027					
Nonhmstd TIF Makeup (Local Agreement?) 0					

* Municipal TIF payments should be included in the municipal budget when calculating tax rates.



City of Barre, Vermont

“Granite Center of the World”

Lucas J. Herring
Mayor, City of Barre

Steve Mackenzie
Manager, City of Barre

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

January 12th, 2021

To Whom It May Concern:

The Barre City Council wishes to indicate its support of the Better Places Grant being submitted by the Barre Historical Society. The grant request addresses many of the facets of the Barre City Plan of 2020 as well as the Regional Development Plan of 2016.

Barre Historical Society’s proposal is to landscape around Rise Up Bakery. Rise Up Bakery is a perfect fit for the City’s plan for renovating Barre’s historic district and for its economic development plan. Many people and foundations came together to renovate the bakery. These people will be invited to participate in the landscaping project, particularly YouthBuild who have been a partner in the renovation project.

The grant proposal highlights goals that the Barre City Council supports: construct a patio with Barre City’s recycled historic street granite cobble stones; have benches at social distancing as a public space that encourages citizens to come to the bakery; and adding flowers and signage to artistically beautify the area in front of the bakery.

The Regional Development Plan adopted in 2016 states that “small, new businesses are the backbone of economic development and job creation.” Barre City’s Plan highlights access to healthy food.

These goals also help support the Socialist Party Old Labor Hall by giving an outdoor gathering space when events can once again happen in the Hall. Benches in front of the bakery will make a safe social environment that is an easily accessible free public space.

The City of Barre looks forward to having these visual and environmental improvements to the space between the Labor Hall and in front of Rise Up Bakery. We appreciate your consideration of this grant proposal.

Very Truly Yours,

Lucas J. Herring

Lucas J. Herring
Mayor, City of Barre

Steve Mackenzie

Steve Mackenzie
Manager, City of Barre

Included in the grant will be the following:

Letters of Support: Barre City Council, YouthBuild, CapStone, Barre Area Development

Notarized letter from Barre Historical Society saying it approves of the grant's use of the property in front of Rise Up Bakery.

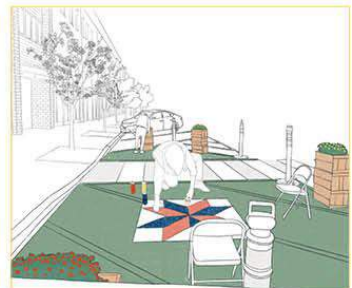
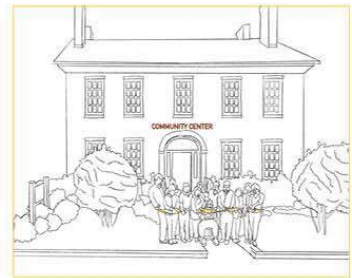
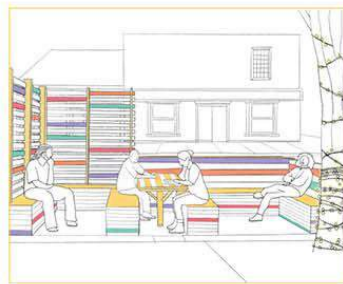
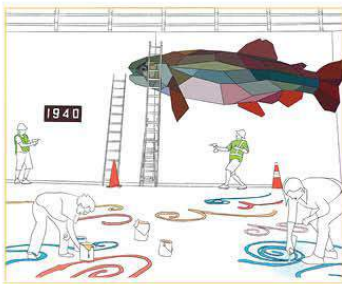
Photographs of the site

Site Plan

Budget to be finalized. Cost will be somewhere between \$ 6000 and \$8000.

Better Places Application

December 2020



Applications due January 22, 2021

Vermont Community Foundation | Vermont Department of Housing and Community Development
Vermont Arts Council | Preservation Trust of Vermont | National Life Group Foundation

Program Overview

The Better Places program provides “placemaking” grants ranging from \$5,000 to \$20,000 that improve the vitality of [state designated downtowns, village centers, new town centers, or neighborhood development areas](#). The Vermont Community Foundation, Department of Housing and Community Development, Vermont Arts Council, National Life Group Foundation, Preservation Trust of Vermont, and the Better Place Partners are collaborating to launch the Better Places pilot grant program.

Program Timeline

- Notice of funds – December 9, 2020
- **Grants Due – on January 22, 2021 at 4pm**
- Application review period – until February 12, 2021
- Grant Awards announcement – week of February 15, 2021
- Project completed – August 31, 2021

Instructions

Read the [Better Places Program Guidelines](#) to ensure the project is eligible for grant funding and for additional information about program requirements. All applicants are strongly encouraged to contact Richard Amore (Richard.Amore@vermont.gov) to discuss project ideas before starting an application.

Grant Application Package

A complete grant application package shall include the following documents:

- 1.) **Grant Application Form** (12-page limit) – Complete application form below
- 2.) **Site Control documentation** (1 page) – Resolution or a signed legally binding agreement authorizing grant use from the owner of the project location (i.e., one of the following - municipal owned property with selectboard or city council approval, private lease or ownership of the property or building, or MOU granting permission from the property owner, etc.).
- 3.) [Fiscal sponsorship agreement](#) (1 page) – If applicable, for community groups who are using a fiscal sponsor
- 4.) **Project Area Map** (1 map) – Include a clearly annotated map that delineates the project area
- 5.) **Photographs** (1-3 pages) – Include photographs of the project area showing key features and conditions
- 6.) **Appendices** (8-page limit) – To include additional supporting documents: letters of support; relevant previous planning studies and/or projects, project site plans or illustrations, local volunteer or community initiatives, capital projects, implementation and revitalization efforts that have occurred or are planned in the future in relation to this project

2021 Grant Application Form

Project Overview

Nonprofit Organization Name Barre Historical Society
Project Name Pocket park for a public gathering space at Rise Up Bakery
Amount of Grant Funds Requested ???
Total Project Cost CLICK HERE TO ENTER TEXT????
Project Site Ownership – please check the appropriate box below. Municipal Owned <input type="checkbox"/> Nonprofit owned <input checked="" type="checkbox"/> or Privately Owned <input type="checkbox"/>

Primary Contact

Local project manager (name and title) Carolyn Shapiro, Project Director, Member of Barre Historical Society	
Mailing address 160 White Rock Drive, Montpelier, Vt. 05602	
Phone 802 229-5676	Email address carolyn@energybalance.us

Fiscal Information

Accounting System (CHECK ONE) AUTOMATED <input type="checkbox"/> MANUAL <input checked="" type="checkbox"/> COMBINATION <input type="checkbox"/>
EIN/TAX ID number 03-6010615

Local or State Permits

Most projects require some type of local or state approval or permit. For projects proposed in the State (VTrans) ROW, applicants must provide a letter of support or similar communication from their

applicable [VTrans District Office](#) demonstrating that the district is aware of and in support of the proposed project, as well as communication from the [VTrans Permitting Services](#) unit demonstrating where the applicant stands in the highway access permit, also called a Section 1111 permit, which is required by State Statute for all work within the State Highway Right-of-Way. In addition, the project will need to be in compliance with [VTrans demonstration projects guidance document](#), application, and permitting process.

Please list any permits and/or approvals required for your project, their status, and when they will be approved. [150-word max]

None needed. Heather Grandfield, Planning Officer at Barre City said as long as it is landscaping and no change in elevation with the patio, no permits will be needed.

Project Description

Concisely describe the project and explain the project's expected outcomes. [100-word max]

The pocket park will be a landscaping project that beautifies the area in front of the bakery and makes it inviting for the public to come use as a public space. The outcome is that people use and enjoy the pocket park. The project includes: constructing a patio with Barre City's recycled historic street granite cobble stones that the Barre Historical Society procured when Barre repaved some of its streets; installing benches to encourage citizens to gather or rest in the park as well as visit the bakery; have flower boxes and signage to artistically beautify the area. A metal or granite plaque will tell the significance of the building and its history.

Project Location

Describe the project's location, ownership and site control, site conditions, and why this location was selected. Please include site maps or site plans, illustrations, and images to illustrate the project's location in the appendices to the application. [300-word max]

The project is located in front of Rise Up Bakery at 48 Granite Street behind the Old Socialist Labor Party Hall. The bakery building is owned and controlled by the nonprofit Barre Historical Society and is on the National Register of Historical Places. The Vermont Preservation Trust has an historic preservation easement on the exterior of the building. This project has no impact on the easement. The project will focus on the small piece of land that is in front of the bakery. This location was selected because it will provide a comfortable resting space for those in the neighborhood as well as those coming to the bakery to purchase healthy, locally made bread. It also encourages the public to rest outside while waiting for events to happen when the Old Labor Hall once again offers public programming making a safe social environment that addresses the social isolation many are feeling as a result of COVID 19. This patio area will be an easily accessible free public space and the land alterations will be permanent.

Award Criteria

Applications may receive a total of 100 points based on an applicant's responses to five (1-5) required criteria.

1. Project Purpose, Need, and Impact (25 points)

a. Project Purpose and Community Need (10 points)

Explain the project's purpose, relationship to COVID recovery efforts, and the community need that the project will address. [300-word max]

A Pocket Park at Rise Up Bakery is a perfect fit for Barre City's plan for renovating Barre's historic district and for its economic development plan. The Pocket Park will beautify an area of Granite Street that is primarily pavement and concrete. It will soften the environment by including benches, a patio and flowers. There is no other place in the area where benches are available for the public to sit. This will be a contribution to the livability of the neighborhood where laborers in the granite shed, nearby businesses and residents will have a place to rest.

The city plan highlights access to healthy food. It states that every time money changes hands within a community, it boosts income and economic activity and fuels job creation. One of the project's goals is to encourage the public to come to the bakery. The pocket park provides a public space that is a safe social environment that addresses the social isolation many have been feeling because of COVID 19. The public can wait here when coming to purchase bread at the bakery window or when taking a break from doing a bakery workshop.

The project creates more "places", spaces designed for people to be in and to enjoy. In this respect, the project addresses social, economic and cultural concerns. Being a gathering space for events at the Old Labor Hall provides a place while waiting for cultural events at the Old Labor Hall. The Regional Development Plan of 2016 states that it is "essential to a high quality of life to have dynamic and varied cultural experiences." The Old Labor Hall has a long history of providing these dynamic exchanges.

Bringing more people to the pocket park will provide a social space that helps people feel less isolated; will help the bakery be successful, and will give a waiting space when coming to attend the Old Labor Hall's programming once events can again be offered.

There are few public spaces in the Granite Street area of Barre. This is a spot that is central to businesses, residents and social organizations such as the ReStore, CapStone Community Action and YouthBuild.

The neighborhood will benefit from this free and open public space.

b. Community Impact (10 points)

Describe the intended economic, social, and community impact of the proposed project. Explain the overall impact of the project on local community revitalization and community development efforts. [300-word max]

The intended economic impact is to help Rise Up Bakery become a permanent feature of Barre City. Rise Up Bakery opened its window to the public in October and was only operating for several months before COVID began to shut everything down. It has been very difficult for this new bakery to survive along with so many other established artisan bakeries. Having a place for the public to rest as they wait to purchase their bread will be a welcomed addition.

But Rise Up Bakery is special and unique. The granite workers built it in 1913 to provide wood fired bread to the community and as of today, no one in the area is doing a wood fired bakery. Rise Up sells its bread at the bakery window as well as offers bakery classes with safe COVID restrictions. Now that New England Culinary School is closing, the bakery classes will be even more desirable. Outdoor seating during breaks from these classes will be an additional benefit.

The social benefits of the project will be to provide a safe gathering place for the public. It will also be a place they can be while they visit the bakery and/or the Labor Hall. The space will be safe and outdoors and in an interesting area where a granite shed, Pepin's Granite, is still an ongoing business. The overall impact of this project is that this pocket park can be a stepping stone to a larger concept of landscaping the area between the Old Labor Hall and the bakery with such features as future sculpture and a workers' memorial for the granite workers of Barre. The focus of this project and future projects is to have the community of Barre City learn more about their history and to have pride in what the residents of the City have accomplished in the past and will continue to accomplish in the present and future as local community revitalization and community development continue in this historic district. This pride was very evident in the celebration of the reopening of Rise Up Bakery when the community came together with much pride at what they had accomplished.

c. Building off Past Efforts and Partnerships (5 points)

Explain past activities at this location, and how the project implements the ideas and actions identified in prior community efforts, planning initiatives, or other community-driven activities (such as Vermont Council of Rural Development community visit, the town plan, parks and recreation plan, bicycle and pedestrian study, capital plan, or other planning or community engagement process). [300-word max]

In 2015 Barre Historical Society began fundraising to renovate the 1913 wood fired bakery that they owned and that is on the National Register of Historical Places. A successful Kickstarter fundraiser involved the community in the prospect of renovating the bakery building and provided necessary funds for the work. Professional architects, engineers, builders, YouthBuild, numerous state and private foundations and volunteers all made it possible to open the bakery on October 2019. This October 2020, Rise Up Bakery was awarded the League of Local Historical Societies & Museums Achievement Award from the Vermont Historical Society. This award recognizes the exceptional work being done by individuals and community heritage organizations to collect, preserve, and share Vermont's rich history. In receiving this award, Vermont Historical Society stated that they felt the project serves as an example of how historical societies, community, and business can work together to create a positive impact. Barre City's plan of 2020 emphasizes the renovating of Barre's historic district and its impact for economic development. Landscaping the area in front of Rise Up Bakery will encourage this renovation of the historic district as well as provide economic development.

2. Alignment with Program Priorities (25 points)

The project and application must support the goals of the Better Places partners (as described on pages 3 and 4 of the [program guidelines](#)). Please check one or more of the boxes below on what the

project will address.

- Supports and furthers place-based, resident-led, economic and community development efforts
- Spurs entrepreneurship, business development, and job growth
- Improves public health, reduces social isolation, and builds social capital
- Stimulates the creative economy and/or supports public art that integrates artists and designers in the creation and development of local projects
- Improves safe and efficient multimodal (bicycle/pedestrian/transit) connectivity for all users
- Creates opportunities for intergenerational activities and supports age-friendly community-based projects
- Increases access to healthy food and/or community-driven local food markets in partnership with local producers

a. Alignment with Better Places program priorities (10 points)

Describe how the project will advance one or more of the priorities of the Better Places program as checked above. [300-word max]

This project supports and furthers place-based, resident-led, economic and community development efforts as well as spurs entrepreneurship, business development and job growth. Jim Hass, when he opened the bakery on October 2019, could not foresee that five months later he would have to deal with COVID 19 restrictions. He felt the decline of sales in wholesale where local businesses had to change how they worked. He states that he is confident the bakery will survive because his customers are more confident in locally produced bread. They know personally each hand that the bread passes through so there is an appreciation of food safety. The pocket park's landscaping at the bakery will encourage the public to come to the bakery to support its place-based healthy bread. Jim frequently comments on how much he appreciates the local people, firemen, school bus drivers, laborers, coming to the bakery to buy their bread. There are often conversations that begin at the window over the bread. These conversations can continue in the pocket park outside the window. Jim sees the bakery as an important component of Barre's economic landscape. The community will also be able to take workshops offered by Jim Haas and have the public space as a place to rest during breaks. Jim is hopeful that the bakery will grow to the point where he can employ a youth to assist him and be trained in wood fired bread making. The space is also helpful in reducing social isolation. People will be able to wait outside on the benches while waiting to purchase their bread or to attend programs offered at the Old Labor Hall. People can also come use the park as a resting spot and a place to meet others with COVID appropriate distancing. There is no other pocket park in the neighborhood. The Barre Historical Society sees this pocket park as an example of how other nearby similar spaces can become little parks in an "urban concrete jungle." These spaces soften the entire environment and give folks who can't escape the city by car, a quiet place to sit.

b. Community Capacity and Readiness to Implement (10 points)

Describe the organization and community's capacity, support, and readiness to manage and implement a community-driven placemaking project within six months. This must include a description of the organization and project manager's experience rapidly implementing community-driven projects. [300-word max]

Carolyn Shapiro, who was the project manager for the renovation of the bakery, will oversee the landscaping of the public space at the bakery. She was able to raise all the money needed for the bakery renovation and made sure contractors met their timelines. The Barre Historical Society Board is an all volunteer organization and has a board that has overseen numerous projects in renovating the Old Labor Hall on an ongoing basis. Each project requires making sure the budget and the timeline are met.

c. Site Maintenance and Management (5 points)

If applicable, identify the responsible party for the project's ongoing maintenance, management of the public space or activities, and how it will be maintained and managed in the short and long-term. [300-word max]

The Barre Historical Society is responsible for the bakery and the landscaping around the bakery. There is a committee on the board that is responsible for upkeep of the Barre Society's properties. This committee will be the responsible party for making sure the flower planters, benches and patio stones are kept in good condition. This will be an ongoing maintenance and management program because of the ownership of the property by the Barre Historical Society.

3. Project Scope, Schedule, and Budget (25 points)

a. Project Scope (15 points)

Please briefly describe the scope of your project. What changes or improvements will be made to accommodate the new/expanded/improved public space uses or programming? [300-word max]

Currently the space where the pocket park will be is a grassy area that has two small rough planter boxes along the back side of the bakery brick walls. This project will cover the grassy area by constructing a patio using some of Barre City's recycled historic street granite cobble stones and granite pavers. There will be two benches at social distancing for a public space that encourages citizen to come to the bakery as we to use the park as well as a place to rest; and there will be four new planter boxes with flowers to artistically beautify the area. There will be a granite marker with a plaque giving some of the history of the bakery.

Explain how the project will attract people to the project location, what investments, and activities the project will promote to bring people to the site? [300-word max]

Jim Haas and his wife, Larissa, have a list of participants in the workshops and others who have purchased bread. They will send out notice of the pocket park to these participants. They also have Instagram, facebook and a website where they can post this information. The Barre Historical Society will contact CapStone, YouthBuild, ReStore and other businesses in the vicinity to let them know about the park so they can put it in their notices. Posters can also be placed around Main Street and the neighborhood. Newspapers have been very generous in

writing articles about the bakery. There can be an article about the pocket park once it is finished. If the project is approved, there can be a small celebration after the pocket park is completed.

There has been much community-wide enthusiasm for the bakery. At the soft opening in October more than 100 people came to the event. With this community spirit already around the bakery, the addition of a patio will be a welcomed space for gathering.

b. Budget (5 points)

Provide a budget narrative below with a detailed budget sheet (see sample budget on page 8) that includes all funding sources for the project and expected expenses and costs including labor, material, contingencies, and other eligible project expenses. [300-word max]

CLICK HERE TO ENTER TEXT

c. Schedule (5 points)

Provide a list of tasks with dates for key project activities like public outreach, partner organization activities, permitting, design, construction, programming, and other timeline details. [300-word max]

Contracts for construction will be finalized within 30 days of receipt of funds. Construction will be completed prior to August 31, 2012.

4. Project Outreach and Partnerships (20 points)

Placemaking projects are more successful: 1) when there is sustained public outreach and community engagement throughout the project, 2) when they begin with strong community support and leadership, and 3) when they are done in partnership with organizations outside the municipal government.

a. Project Outreach, Inclusion, and Equity (10 points)

Explain how this project engages and serves community members in an equitable and inclusive process connecting with diverse socioeconomic groups, under-served, and under-represented populations in the community. [300-word max]

This pocket park is located near several organizations that work with low income and with youth who are not in traditional schools but doing the YouthBuild program. The ReStore has all levels of the economic spectrum coming to the store. These places are situated several blocks from the pocket park.

There is no place nearby in the neighborhood where people can come to rest. Since the park is free and open to the public, everyone will be encouraged to use the park as a resting place.

Businesses near the bakery also have no place to come rest during noon time breaks. The

office of transportation has relocated several blocks from the bakery. For those wishing to be outdoors, the park will provide a place to rest. Often the workers at Pepin Granite shed are standing outside next to the building during their breaks because there is no place to sit.

Jim Haas, baker, is particularly interested in having the blue collar workers of Barre enjoy his bread. Having a place for them to rest that is near the bakery window and the good smells of baking bread will perhaps encourage those who haven't tried the bread to purchase a loaf.

b. Project Partnerships (10 points)

Describe the project team, the community partnerships, and partnering organizations working together to help advance this project. Please include a list of partnering organizations and their role in the project. Please attach letters of support in the appendices. [300-word max]

Many people and foundations came together to renovate the bakery. These people will be invited to participate in the landscaping project, particularly YouthBuild who have helped the bakery every step of the way. The Barre Historical Society will also reach out to the Master Gardeners' Program to help with selecting the plants for the boxes. As much as possible, local businesses will be contracted to do the work needed for the patio. As the grant application recommends, this project will continue "to empower these participants to play an active role in furthering the shaping of their communities, building social capital and local pride."

5. Application Quality (5 points)

The application submission is complete, well-written, clearly identifies the project, and is internally consistent. *No response necessary.*

Certifications

Please check each box indicating that you understand and will comply with the following provisions.

- that all named key project leaders and organizations have agreed to be included in this project
- that documentation of site control is included in the application, including a signed resolution, or signed legally binding agreement from the owner of the project site (municipal resolution, private lease, and/or MOU) is attached to the application

- that the applicant understands that no information contained in this submission shall be deemed confidential and such information may be shared with other governmental entities or Better Places partners
- that the applicant has the permission and hereby grants to the Vermont Community Foundation and the Department of Housing and Community Development an unrestricted license to use and publish your submitted photographs in any and all manners of communications and media.
- that the applicant emailed one (1) required electronic copy of the application to accd.cpr@vermont.gov and it constitutes an official submission of your application. No signature is required.

I, **(ENTER YOUR NAME)** certify that the statements in this application are true and the information provided is complete and correct. There have been no misleading statements or omission of any relevant facts.

Appendices - Additional Supporting Documents [8-page limit]

In order to help Vermont Community Foundation, the Department of Housing and Community Development (DHCD), and the Better Places partners understand the status, context and local commitment to the proposed project, the application may provide additional support documents and information:

- 1. Previous local efforts.** Include a list of all prior and current community development efforts, including but not limited to capital improvements, public space programming, events, and activations, placemaking initiatives, and private investment that has occurred in the project site, area, and relates to the project scope. [300-word max]

Over the last six years, the building housing Rise Up Bakery was renovated with the help of numerous professionals, private and state foundations and organizations and private adults and youth who have volunteered their time. Starting with a structure that was basically a deteriorating shell, these participants have made the bakery a very desirable space for baking wood fired bread. The bakery is designed to be a small commercial bakery as well as an educational space. Jim Haas, baker, has had workshops and invited bakers, such as Randy George of Red Hen Bakery, Jules and Helen Rabin of Upland Bakery to give workshops open to the public. Dave Dickson of Woodbelly pizza was invited to bake bread for the opening celebration of the bakery. Rise Up Bakery has baked bread for other Old Labor Hall events sponsored by the Barre Historical Society.

- 2. Letters of Support.** Attach letters of support from local, regional, or state partners to illustrate strong community and partner support for the project.

List attached letters of support
1. CLICK HERE TO ENTER TEXT
2. CLICK HERE TO ENTER TEXT
3. CLICK HERE TO ENTER TEXT

Application Submission

Application materials MUST be submitted electronically. Electronic applications are **due 4:00PM, January 22, 2021**. Email them to accd.cpr@vermont.gov. If your materials exceed 10MB, please divide them into separate emails. Include the municipality's name and project in the subject line, along with 1 of 2 and 2 of 2.

Better Places Program Contacts

For questions regarding the Better Places Program, contact the Program Managers:

Better Places “Sample Budget”

Placemaking projects can seem quick and easy, but the reality is they need careful planning and resourcing to ensure they are successful, participatory, and have positive community impacts. Use the ‘insert row’ function if you wish to add more project costs.

Project cost description	Supplier if known	Budget Cost
artist fees	Rock of Ages to inscribe text on granite plaque	
Celebration for completion of patio	Rise Up Bakery	
Materials: grey granite pavers, under laying materials for patio stone, benches, planters; soil and plants for planters; granite stone for plaque	Swenson Granite for pavers; Roger brothers for under laying materials; Home Depot; Pottery Barn; Jail House Nursery; Rock of Ages (or Pepin Granite)	12”x6” 150 for \$750.00; Roger Brothers ; 4 benches at \$180 ea \$720; 4 metal planters at \$200 ea \$800; soil and plants for 4 planters \$300; granite stone for plaque
Construction of patio	Roger Brothers	
Traffic Management/Control	None	
Marketing and Communication; posters	Capital Copy	
Community Engagement: Master Gardners ‘ Program, YouthBuild; Rock of Ages		
Total costs		
<i>Contingency 15%</i>		
Total costs including contingency		
Additional Funding Resources		
Other additional local or partner funds for project		

Other resources – such as internal and in-kind

Please list other resources that will be used to deliver the project such as the internal staff time, in-kind (volunteer time from community groups etc). Use the 'insert row' function if you wish to add more resources.

	Other resources	Position description	Brief description of how it will contribute to the project	Hours or proportion of FTE time
1	Internal Staff Time	Project Director	Oversee contractors and delivery of materials	
2	YouthBuild	Volunteer assistants in constructing patio	Help contractor with grunt work	
Total estimated hours of internal resources and in-kind contributions				



City of Barre, Vermont

"Granite Center of the World"

Lucas J. Herring
Mayor, City of Barre

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

January 13, 2021

The Honorable Governor Phil Scott
109 State Street, Pavilion
Montpelier, VT 05609

Subject: CARES ACT Funding Request for use of Barre City Auditorium Complex

Dear Governor Scott:

Barre City is appreciative of the COVID induced CARES Act funding assistance we have been receiving through the State of Vermont, as well as the administrative and technical support received from numerous State agencies and personnel to access that funding. In your Third Inaugural Address, you mention in that in your time in public service, you have served the minority and given a voice to municipalities with shrinking populations. The City of Barre is one of the communities that needs your attention. While many of the City's COVID related expenses have been covered by CARES Act funding, not all have. Specifically, a significant unreimbursed expense (\$146,075) is the rental cost of the Barre City Auditorium, which has been accessed by the State of Vermont for multiple COVID related functions (Med-Surge, Department of Health Testing, VTANG Testing). The specifics are addressed in the attached November 2, 2020 letter from our Fire Chiefs to the Vermont Department of Health.

We wish to note that Dan Batsie and Chris Herrick have been receptive to and supportive of that November 2nd reimbursement request. But as yet, they have been unable to identify a reimbursement funding source for this unique expense. Accordingly, we have been encouraged by multiple parties to forward this communication in order make your office aware of this reimbursement need in the hope that your office is able to assist in identifying a funding source. We appreciate any assistance and success you may have in doing so.

Thank you for your consideration of and attention to this request.

Sincerely,

Lucas J. Herring

Lucas J. Herring
Mayor, City of Barre

Att: November 2, 2020 BCFD Letter
Cc: Barre City Council
Peter Anthony, Representative, Washington-3
Tommy Walz, Representative, Washington-3
Dan Batsie, Director, DoH
Chris Herrick, Dpty Commissioner, DPS

Chief Doug Brent, Chief - BCFD
Joe Aldsworth, DC- BCFD
Jeff Bergeron, Director, BCS

DRAFT



CITY OF BARRE FIRE DEPARTMENT

Chief Douglas Brent
15 Fourth Street
Barre, VT 05641
www.barrecity.org

November 2, 2020

Dan Batsie, Director
Division of Emergency Preparedness, Response, and Injury Prevention
Vermont Department of Health
108 Cherry St. Burlington, VT 05401

Dear Dan:

We hope this letter finds you well. Relative to our recent conversations we have put together the following information in hopes of your support.

As you know, COVID 19 has dramatically impacted Vermont municipal governments and disrupted our operations in a manner very similar to the interruptions in service seen at the State Government level. It has severely interrupted life as usual and has changed our normal day to day routines.

An important component and function of municipal government here in Barre City is the Barre Municipal Auditorium Complex. Even prior to the COVID 19 pandemic, the Auditorium complex has played a significant role in emergency response in Central Vermont and throughout the last 20 years has been the host site for many state and regional events to include; Mass Care / Medical Surge, Regional POD site, Vermont Food bank services, American Red Cross Blood Donations, Vermont Army National Guard, Central Vermont Medical Center, Central Vermont Home Health & Hospice Flu clinics, Emergency alternative location for the Vermont Legislature, FEMA & SBA to name a few.

The COVID 19 Pandemic has highlighted how vital of a facility the Auditorium complex is. The availability of our facility for use by the general public has been significantly impacted and the expense of being in a constant state of readiness for this public health emergency has been borne by the city taxpayers. We have broken down what the usage has been by the State of Vermont and local non-profits since the Pandemic on or about March 1, 2020.

1. The **Vermont Health Department** notified the City of Barre of their intention to set up the Medical Surge facility effective March 23, 2020. It was set up and the facility was secured and all access was denied during this period of time to keep the facility in a state of readiness in anticipation of accepting Medical Surge patients. The standby medical facility was not used and was subsequently taken down on May 26, 2020. This constituted a total of **65 days** that the facility was occupied by the State of Vermont Health Department for the purposes of COVID19 response.

65 days –

65 X \$1,475 = \$95,875

2. The **Vermont Department of Health** hosted a weekly COVID19 testing site started May 28, 2020 to the present, and currently will be testing through the end of December 2020. Without any changes in schedule, this will equal **31 days** that the facility was occupied by the State of Vermont Department of Health for the purposes of COVID19 testing.

31 days

$$31 \times \$1,475 = \$45,725$$

3. The **Vermont Army National Guard** hosted 3 testing sites here during the period of May 28, 2020 to the current date of October 29, 2020. This constitutes **3 days** that the facility was occupied for the purposes of COVID19 testing.

3 days –

$$3 \times \$1,475 = \$4,475$$

Summary

Med-Surge - \$95,875
DOH Testing Site - \$45,725
VTANG Testing Site - \$4,475

Summary of Costs - \$146,075

The City remains committed to the State of Vermont and the Central Vermont community and will continue to offer the use of the Barre Auditorium Complex for the COVID19 Emergency Disaster Declaration response in support of the Vermont Department of Health and other State of Vermont agencies.

The City of Barre respectfully requests consideration of a grant funding request from the Federal CARES ACT in the amount of \$146,075 to offset the costs associated with continued access and use of the Barre City Auditorium Complex.

If you need any further information on this please feel free to contact us.

Respectfully,

Douglas S. Brent
Emergency Management Director

Joseph Aldsworth
Deputy Emergency Management Director



City of Barre, Vermont

“Granite Center of the World”

Janet E. Shatney, Planning Director
Planning, Permitting & Assessing
PPADirector@barrecity.org

6 N. Main St., Suite 7
Barre, VT 05641
Office Telephone (802) 476-0245
Direct Line (802) 477-1465

MEMORANDUM

TO: Mayor, Councilors, Manager, Clerk, Finance Director

FROM: Janet E. Shatney, Planning Director;
Nicola Andersen, Downstreet Housing Associate Director of Real Estate Development

DATE: January 7, 2021

RE: Downstreet Housing – 31 Keith Avenue purchase to become transitional housing
Request to approve opening a grant application in the Vermont GEARS portal

Downstreet Housing and Community Development is in the process of purchasing 31 Keith Avenue, currently a 3-unit apartment building with commercial beauty salon. Under the City’s Unified Development Ordinance, 3 residential units are allowed, therefore, this structure will be renovated for 3 units of transitional housing as a Recovery Residence. They will be applying for a VCDP (Vermont Community Development Program) grant for \$500,000 toward this endeavor.

There will be three units: two transitional units for individual families, and a larger transitional unit with the capability of supporting multiple families. The larger transitional unit will have a shared kitchen, dining, bathrooms, laundry, and meeting/multi-function space. This shared common space is to allow the Recovery Residence 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.

ACCD (Agency of Commerce and Community Development) guidelines for grants requires an electronic grant application be opened in their portal. The request today under the Consent Agenda is the approval to open a grant application. This will allow Downstreet and the City to front-load documentation, narratives, plans, etc. in support of an application, that is due no later than February 9, 2021.

There will be a required Public Hearing in front of the Barre City Council on January 26th. At this time, this will be the request for approval to actually apply for the grant, thereby submitting officially all the information uploaded into the portal.

This is **EXHIBIT K**, consisting of 5 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated when signed by Owner.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1

The Effective Date of this Amendment is: December 18, 2020

Background Data

Effective Date of Owner-Engineer Agreement: February 28, 2020

Owner: City of Barre, Vermont

Engineer: DuBois & King, Inc.

Project: City of Barre Wastewater Treatment Facility Biosolids Improvements Project

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- Additional Services to be performed by Engineer
- Modifications to services of Engineer
- Modifications to responsibilities of Owner
- Modifications of payment to Engineer
- Modifications to time(s) for rendering services
- Modifications to other terms and conditions of the Agreement

Description of Modifications:

Background:

The Engineer has previously prepared an engineering planning study [Preliminary Engineering Report (PER) and Environmental Report (ER)] that outlined three improvements to the municipal wastewater treatment facility generally described as:

- 1) Replacement of an outdated sludge boiler
- 2) Replacement of a Primary Digester No. 2 cover and internal piping
- 3) Replacement of the waste gas flare

The Owner passed a bond for \$900,000 to fund these improvements. Given the relative priorities and the trades involved during the construction phase, the Owner intends to advance these improvements as two separate design and construction contracts. The first and highest priority was to replace the sludge boiler. For that project, the design and construction is completed. The second priority is to replace the primary digester cover and waste gas flare. The Step II design phase for replacing the primary digester cover and waste gas flare is completed. The Step III bid and construction phase for replacing the primary digester cover and waste gas flare is included herein.

The Engineer has identified the following scope of services:

A1.01 *Study and Report Phase (Step I)*

Study and Report Phase Services were previously provided and therefore, are not included in this agreement.

A1.02 *Preliminary Design Phase (Step I)*

Preliminary Design Phase Services were previously provided and therefore, are not included in this agreement.

A1.03 *Final Design Phase (Step II)*

Final Design Phase Services were previously provided and therefore, are not included in this agreement.

A1.04 *Bidding or Negotiating Phase (Step III)*

- Notify Disadvantaged Business Enterprises (DBEs) of the project by providing them the Bid Advertisement information at least 30 days prior to advertising the project for bid.
- Assist the Owner in advertising the project for bidding by placing the project on the State bid site (vermontbidsystem.com), on the Engineer's web site, and in a newspaper (if requested by the Owner). Any costs associated with advertising the project will be billed directly to the Owner.
- Prepare and distribute copies of the bidding documents and maintain a plan holders list.
- Conduct one (1) Pre-Bid Meeting with interested Contractors, representatives from the funding agency, and Owner at the project site. Provide meeting notes from the Pre-Bid meeting in an addendum (see next bullet).
- Respond to bidders' questions and issue two (2) addenda: one (1) addendum providing a list of interested DBEs to planholders; and one (1) addendum providing answers to questions from prospective bidders.
- Attend the Bid Opening, administer the receipt of bids, and prepare a bid tabulation. Perform a due diligence review of the apparent low bid and make a recommendation to the Owner regarding contract award.

- Provide a DBE certification package to the Funding Agency for documentation of compliance with the Federal Funding DBE Participation best efforts.
- Modify the Contract Documents to incorporate information included in the bid addenda and issue a conformed set of plans and documents "Issued For Construction".

A1.05 Construction Phase (Step III)

A.1.05.a Construction Administration

Throughout the construction period, the Engineer will act as the Owner's representative and liaison to the Contractor as defined and authorized under the Construction Contract Documents. As the Owner's representative, the Engineer will:

- Conduct a Pre-Construction and Contract Signing Meeting with the Owner, representatives of the regulatory and funding agency, and the Contractor.
- Review submittals for general conformance with the design plans and specifications. The Contract Documents are expected to require the Contractor to submit evidence of compliance with American Iron and Steel requirements.
- Review monthly payment requests received from the Contractor and make recommendation for payment to the Owner. The budget is based on review of up to four (4) monthly payment requests.
- Prepare Change Orders for review and approval by the Owner and Contractor, and forward them to the Funding Agency for approval.
- Coordinate and attend bi-weekly (every two weeks) meetings with representatives of the Owner, Contractor, and funding agency. Take meeting notes and distribute to the participants. It is assumed bi-weekly meetings will be in the form of video conference calls. The budget is based on attending up to eight (8) bi-weekly meetings.
- Conduct Substantial and Final Completion review with the Owner and Funding Agency and issue associated certifications.
- Oversee, receive, review and file weekly Certified Payroll from the Contractor as evidence that the Contractor is complying with the requirements of applicable Federal Wage Rates.
- Attend Substantial and Final Completion meetings and prepare related certifications.
- Review Contractor and Subcontractor release and waiver of lien certifications (to be submitted by Contractor for Final Completion).
- At the conclusion of the construction phase, prepare a final project cost summary.

A.1.05.b Resident Project Representative (RPR)

Throughout the active construction period, the Engineer will provide RPR services to assist the Owner in reviewing the work of the Contractor. Given the nature of the work, the Owner has requested periodic construction observation services. Accordingly, the Engineer has provided a budget for half-time oversight for the assumed duration of active construction. The RPR will:

- Conduct on-site observations of the work to determine whether it is in accordance with the Contract Documents.
- Interpret the Contract Documents to address questions raised by the Contractor.
- Make recommendations to the Owner regarding work not meeting the requirements of the Contract Documents.
- Witness equipment and material testing (to be provided by the Contractor), and evaluate for compliance with the Contract Documents.
- Prepare regular field reports to document the progress of the work.
- Review work quantities submitted for payment by the Contractor and make recommendations to the Owner.
- Prepare working lists of items requiring completion or correction by the Contractor.
- The project budget assumes half-time RPR services for an estimated 10-week active construction period.

The RPR will observe the Contractor's schedule, staffing, quality of workmanship, and progress during the construction period. If the Contractor is permitted to work outside the specified work hours or a proposed Contractor Change Order will add or delete Contract Time, the Engineer will review the approved budget for RPR services and advise the Owner in writing of any impact the modification will have on the RPR budget.

A.1.06 Post-Construction (Step III)

A.1.06.a Record Drawings

The Engineer will either revise or annotate the contract plans, as appropriate, to prepare the Construction Record Drawings. The information contained in the Record Drawings will be based primarily on input from the Contractor, with other input from the Engineer's periodic observations. One (1) hard copy and one (1) electronic (pdf) copy of the Record Drawings will be provided to the Owner, and one (1) electronic (pdf) copy provided to the funding agency.

A.1.06.b Operations and Maintenance (O&M) Manual

The Engineer will review and comment on the O&M Manual that is prepared by the equipment manufacturer. Once questions/comments have been addressed by the equipment manufacturer, the Engineer will forward the O&M Manual to the Owner. The budget provided herein does not allow for the Engineer to create a separate O&M Manual.

Part 2 – ADDITIONAL SERVICES

A.2.01 Warranty Inspection (Step III)

The Engineer will conduct an 11-month performance/contract warranty inspection with the Contractor, Owner, and the Funding Agency. Following the walkthrough, the Engineer will prepare a project close-out certification for the Owner to submit to the Funding Agency.

Agreement Summary:

Original agreement amount:	\$ 17,242.00
Net change for prior amendments:	\$ 56,741.00
This amendment amount (lump sum):	\$ 57,965.00
Adjusted Agreement amount:	\$131,948.00

Change in time for services (days or date, as applicable): The intent is to initiate the bid phase in January 2021 and complete construction during the 2021 construction season. With this anticipated schedule, and in order to account for the 11-month warranty site visit, the intent is to complete all services provided herein by December 31, 2022.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C. The "Exhibit C, DEC Certification Page" has been updated to reflect the above agreement summary, as well as a labor-hour estimate is attached and made a part of this agreement.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

City of Barre, Vermont

By: _____

Print name: _____

Title: _____

Date Signed: _____

ENGINEER:

DuBois & King, Inc.

By: 

Print name: Charles K. Goodling, P.E.

Title: President

Date Signed: 12-22-20

**ATTACHMENT C-1
RUS CERTIFICATION PAGE (MODIFIED from RUS BULLETIN 1780-26, EXHIBIT C)
DEC CERTIFICATION PAGE**

PROJECT NAME: City of Barre, Wastewater Treatment Facility, Biosolids Improvements Project
 PROJECT LOCATION: City of Barre, VT
 APPLICANT & LOAN/GRANT NUMBER: RF1-253

The Engineer and Owner hereby concur in the Funding Agency required revision to E-500 (2014). In addition, the Engineer certifies to the following:

All modifications required by DEC and RUS Bulletin 1780-26 have been made in accordance with the terms of the license agreement, which states in part that the Engineer "must plainly show all changes to the Standard EJDCD Text, using 'Track Changes' (redline/strikeout), highlighting, or other means of clearly indicating additions and deletions." Such other means may include attachments indicating changes (e.g. Supplementary Conditions modifying the General Conditions).

SUMMARY OF ENGINEERING FEES

Note that the fees indicated on this table are only a summary and if there is a conflict with any provision of Exhibit C, the provisions there overrule the values listed on this table. Fees shown will not be exceeded without the concurrence of the Agency.

Description of Steps and Services	Fee Amount	Basis of Payment (Lump Sum or NTE)
1. Step 0 – Feasibility Study	<u>Services not provided herein</u>	LS/NTE
2. Step I – Preliminary Engineering	<u>\$17,242 (Previously completed)</u>	
a. Preliminary Engineering Report Services	<u>Previously completed</u>	LS/NTE
b. Environmental Information Document Services	<u>Previously completed</u>	LS/NTE
c. Additional Services included in Step I (Include additional lines and itemize each item separately)	<u>Not Applicable</u>	LS/NTE
3. Step II – Final Design	<u>\$9,176 (Sludge Boiler - Previously completed)</u> <u>22,900 (Digester Cover and Waste Gas Flare – Previously completed)</u>	
a. Basis of Final Design and Final Design Plans and Contract Documents	<u>Previously completed</u>	LS/NTE
b. Additional Services included in Step II (include additional lines)	<u>Not Applicable</u>	LS/NTE
4. Step III	<u>\$ 24,665 (Sludge Boiler – Previously Completed)</u>	

a. Bid Phase Services	<u>\$ 8,599 (Digester Cover and Waste Gas Flare)</u>	LS/NTE
b. Construction Phase Services (Administration)	<u>\$ 22,306 (Digester Cover and Waste Gas Flare)</u>	LS/NTE
c. Resident Project Representative Services	<u>\$ 21,041 (Digester Cover and Waste Gas Flare)</u>	LS/NTE
d. Post Construction Phase Services	<u>\$ 4,577 (Digester Cover and Waste Gas Flare)</u>	LS/NTE
e. Additional Services included in Step III (include additional lines) 11 Month Warranty	<u>\$ 1,442 (Digester Cover and Waste Gas Flare)</u>	LS/NTE
5. Total Engineering Costs	<u>\$131,948 (Total)</u>	
6. Construction Costs		
a. Contract 1 (Sludge Boiler)	<u>\$173,373 (2-19-2020 bid price)</u>	
b. Contract 2 (Digester Cover & Flare)	<u>\$752,950 (OPCC 12-18-20)</u>	
c. Small Purchase		
d. Additional Items (include additional lines)		
7. Total Project Cost	<u>\$1,058,271</u>	
8. Total Bond Amount	<u>\$900,000</u>	

SCOPE OF SERVICES

The scope of services can be found in the following pages of the contract: Exhibit A.

PROGRESS MEETING AND DELIVERABLES

DEC places funding holds on projects at the 30%, 60%, and 90% of engineering Step I & II (planning and final design) services pending a project meeting and deliverables. Holds may be negotiated to add or delete holds based on the needs of the project. This contract involves the following Step III deliverables and meetings:

Percent Complete	Approximate Meeting Schedule	Deliverables
30%	<u>N/A (no meeting)</u>	
60%	<u>N/A (no meeting)</u>	
90%	<u>N/A (no meeting)</u>	
Final	<u>N/A (no meeting)</u>	

Any adjustments to engineering fees or changes to maximum estimated values must be approved by the Agency and must include a table of what specific category or categories of fees are being changed, what fees were before and are after the change, and the resulting total fee.

CONSULTING FIRM NAME

DuBois & King, Inc.

12/18/2020

Engineer

Date

Charles K. Goodling, P.E., Project Manager

Name and Title

Town of City of Barre, Vermont

12/18/2020

Owner

Date

William E. Ahearn, P.E., Director of Public Works and Engineering

Name and Title

Agency Concurrence:

As lender or insurer of funds to defray the costs of this Contract, and without liability for any payments thereunder, the Agency hereby concurs in the form, content, and execution of this Agreement.

Agency Representative

Date

Name and Title

Last Revised: 3/26/19

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Bidding and Construction Phase (Step III) Fees Summary
224216

Project Phases & Tasks	Labor Fees	Direct Expenses	Total Fee
Bid and Construction Phase (Step III)			
Bid Phase (Lump Sum)	\$8,282	\$317	\$8,599
Construction Administration (Lump Sum)	\$22,066	\$240	\$22,306
Resident Project Representative (NTE)	\$19,000	\$2,041	\$21,041
Post-Construction (Lump Sum)	\$4,450	\$127	\$4,577
Additional Services (Lump Sum)	\$1,380	\$62	\$1,442
TOTAL FEE	\$55,178	\$2,787	\$57,965

Opinion of Probable Construction Costs (12-18-20; without contingency) = \$684,500
Fee Curve Eng. Allowance = \$90,164

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Bidding Phase
224216

Project Phases & Tasks	Labor Categories								Total Hours	
	Principal	Project Manager/Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/Technician	Senior Proj. Eng.	Resident Project Rep.		Admin. Support
BID PHASE SERVICES										
1. DBE Notification Assistance			4	2					2	8
2. Prepare and Assist in Advertisement			2	4					8	14
3. Provide copies									6	6
4. Pre-bid Meeting & Notes		4	6	2					2	14
5. DBE Addendum and Technical Addendum		2	4	6						12
6. Attend Bid Opening/Review Bids/Recommendation		2	8	8					4	18
7. DBE Certification Package			2	4					4	10
8. Confirmed Contract Documents and Plans			2	8					4	14
Total Hours:	0	8	28	34	0	0	0	0	26	96

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Bidding Phase
224216

Project Phases & Tasks	Labor Categories						Total Hours			
	Principal	Project Manager/Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/Technician		Senior Proj. Eng.	Resident Project Rep.	Admin. Support
Direct Labor	0	8	28	34	0	0	0	0	26	96
Hourly Rates	\$150.00	\$140.00	\$95.00	\$85.00	\$120.00	\$72.00	\$115.00	\$95.00	\$62.00	\$8.282
Labor Fee:	\$0	\$1,120	\$2,660	\$2,890	\$0	\$0	\$0	\$0	\$1,612	\$8,282
Direct Expenses										
I. Subsistence										
Transportation:	Vehicles	250	Miles @	\$0.575	/ Mile =	\$144				
Meals:	Partial Per Diem	0	Days @	\$8.00	/ Day =	\$0				
Rooms & Lodging:	Full Per Diem	0	Days @	\$17.50	/ Day =	\$0				
	Hotel	0	Days @	\$80.00	/ Day =	\$0	Subsistence Total = \$144			
II. Support Expenses										
	Telephone/Fax =	\$25								
	Postage =	\$25								
	Reproduction =	\$75								
	Copying =	\$25	Support Total = \$150							
III. Subcontractors										
	Topo Survey & Reurvey	\$0	Subcontractor Total = \$0							
	Hydrogeology/ Study	\$0								
IV. Miscellaneous Expenses										
	Computer Charges =	\$0	Miscellaneous Total = \$0							
	Plotting Charges =	\$0								
	Special Equipment =	\$0								
	Miscellaneous =	\$0								
	Total Direct Expenses =	\$294								
	Administrative Fee =	\$23.50								
	Total Cost =	\$317								
Fee Summary										
	Total Labor Fee	\$8,282								
	Direct Expenses	\$317								
	Total Fee \$8,599									

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Construction Administration - Construction Phase
224216

Project Phases & Tasks	Labor Categories										Total Hours	
	Principal	Project Manager/ Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/ Technician	Senior Proj. Eng.	Resident Project Rep.	Admin. Support			
Construction Administration												
1. Preconstruction Meeting/Contract Signing/Notes		3		8								23
2. Submittals		1	2	16			8	4				27
3. Payment Certifications (assume 4 Payment Requests)		3	16	16								35
4. Change Orders (assume 3)		2	6	10								18
5. Progress Meetings (assume 8 conference calls)		12		12				12				36
6. Substantial & Final Completion		8		8				8				24
7. Certified Payroll Review		4	20									40
8. Release and Waiver of Liens		1	6									7
9. Final Project Cost Summary		1	6	8				16				15
Total Hours:	0	35	56	78	0	0	8	40	8	8	8	225



Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2

Construction Administration - Construction Phase
224216

Project Phases & Tasks	Labor Categories						Total Hours			
	Principal	Project Manager/Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/Technician		Senior Proj. Eng.	Resident Project Rep.	Admin. Support
Direct Labor	0	35	56	78	0	0	8	40	8	225
Total Hours:	\$150.00	\$140.00	\$95.00	\$85.00	\$120.00	\$72.00	\$115.00	\$95.00	\$62.00	\$22,066
Hourly Rates:	\$0	\$4,900	\$5,320	\$6,630	\$0	\$0	\$920	\$3,300	\$496	
Labor Fee:										
Direct Expenses										
I. Subsistence										
Transportation:	Vehicles	125	Miles @	\$0.575	/ Mile =	\$72				
Meals:	Partial Per Diem	0	Days @	\$8.00	/ Day =	\$0				
Rooms & Lodging:	Full Per Diem	0	Days @	\$17.50	/ Day =	\$0				
	Hotel	0	Days @	\$80.00	/ Day =	\$0	Subsistence Total = \$72			
II. Support Expenses										
	Telephone/Fax =	\$25	Postings =	\$50	Reproduction =	\$50	Support Total =	\$150		
III. Subcontractors										
	Topo Survey & Resurvey	\$0	Hydrogeology Study	\$0	Subcontractor Total =	\$0				
IV. Miscellaneous Expenses										
	Computer Charges =	\$0	Plotting Charges =	\$0	Special Equipment =	\$0	Miscellaneous Total =	\$0		
	Miscellaneous =	\$0	Total Direct Expenses =	\$222	Administrative Fee =	\$17.75	Total Cost =	\$240		
Fee Summary										
	Total Labor Fee	\$22,066	Direct Expenses	\$240	Total Fee	\$22,306				

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Resident Project Representative - Construction Phase
224216

Project Phases & Tasks	Labor Categories							Total Hours		
	Principal	Project Manager/ Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/ Technician	Senior Proj. Eng.		Resident Project Rep.	Admin. Support
RESIDENT INSPECTION I. RPR Project Observation 10 Weeks - Half-Time Observation								200		200
Total Hours:	0	0	0	0	0	0	0	200	0	200

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Post-Construction
224216

Project Phases & Tasks	Labor Categories							Total Hours							
	Principal	Project Manager/ Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/ Technician	Senior Proj. Eng.		Resident Project Rep.	Admin. Support					
SPECIAL SERVICES 1. Record Drawings 2. O&M Manual		1	4	16						21					
		2	8	18						28					
Total Hours:							0	3	12	34	0	0	0	0	49

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Post-Construction
224216

Project Phases & Tasks	Labor Categories					Total Hours				
	Principal	Project Manager/ Senior Engineer	Project Engineer	Staff Engineer	2-Persona Survey Crew		Designer/ Technician	Senior Proj. Eng.	Resident Project Rep.	Admin. Support
Direct Labor	0	3	12	34	0	0	0	0	0	49
Total Hours:	\$150.00	\$1,400.00	\$95.00	\$85.00	\$120.00	\$72.00	\$115.00	\$95.00	\$62.00	\$4,450
Hourly Rate:	\$0	\$420	\$1,140	\$2,890	\$0	\$0	\$0	\$0	\$0	\$0
Labor Fee:										
Direct Expenses										
I. Subsistence										
Transportation:	Vehicles	100	Miles @	\$0.575	/ Mile =	\$58				
Meals:	Partial Per Diem	0	Days @	\$7.50	/ Day =	\$0				
Rooms & Lodging:	Full Per Diem	0	Days @	\$25.00	/ Day =	\$0				
	Hotel	0	Days @	\$70.00	/ Day =	\$0	Subsistence Total = \$58			
II. Support Expenses										
	Telephone/Fax =	\$20								
	Postage =	\$20								
	Reproduction =	\$0								
	Copying =	\$20	Support Total = \$60							
III. Subcontractors										
	Compaction & Concrete Testing =	\$0								
	Hydrogeology Study =	\$0	Subcontractor Total = \$0							
IV. Miscellaneous Expenses										
	Computer Charges =	\$0								
	Plotting Charges =	\$0								
	Special Equipment =	\$0								
	Miscellaneous =	\$0	Miscellaneous Total = \$0							
	Total Direct Expenses =	\$118								
	Administrative Fee =	\$9.40								
	Total Cost =	\$127								
Fee Summary										
	Total Labor Fee	\$4,450								
	Direct Expenses	\$127								
	Total Fee	\$4,577								

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
City of Barre, Vermont
Attachment C-2



Additional Services
224216

Project Phases & Tasks	Labor Categories								Total Hours	
	Principal	Project Manager/ Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew	Designer/ Technician	Senior Proj. Eng.	Resident Project Rep.		Admin. Support
11 MONTH WARRANTY CHECK 1. 11-Month Warranty Site Visit With Operator 2. Compile Closeout Docs. And Town Certification Letter	0	1	4	2	0	0	6	0	0	6 7
Total Hours:	0	1	4	2	0	0	6	0	0	13

Biosolids Improvement Project - Digester Cover and Waste Gas Flare Replacement
 City of Barre, Vermont
 Attachment C-2



Additional Services
 224216

Project Phases & Tasks	Labor Categories					Total Hours				
	Principal	Project Manager/Senior Engineer	Project Engineer	Staff Engineer	2-Person Survey Crew		Designer/Technician	Senior Proj. Eng.	Resident Project Rep.	Admin. Support
Direct Labor	0	1	4	2	0	0	6	0	0	13
	\$150.00	\$140.00	\$95.00	\$85.00	\$120.00	\$72.00	\$115.00	\$95.00	\$62.00	\$1,380
	\$0	\$140	\$380	\$170	\$0	\$0	\$690	\$0	\$0	
Direct Expenses										
I. Subsistence										
Transportation:	Vehicles	100	Miles @	\$0.575	/ Mile =	\$58				
Meals:	Partial Per Diem	0	Days @	\$7.50	/ Day =	\$0				
Rooms & Lodging:	Full Per Diem	0	Days @	\$25.00	/ Day =	\$0				
	Hotel	0	Days @	\$70.00	/ Day =	\$0				
							Subsistence Total =		\$58	
II. Support Expenses										
	Telephone/Fax =	\$0								
	Postage =	\$0								
	Reproduction =	\$0								
	Copying =	\$0								
	Support Total =	\$0								
III. Subcontractors										
	Completion & Testing	\$0								
	Hydrogeology/ Study	\$0								
	Subcontractor Total =	\$0								
IV. Miscellaneous Expenses										
	Computer Charges =	\$0								
	Printing Charges =	\$0								
	Special Equipment =	\$0								
	Miscellaneous =	\$0								
	Miscellaneous Total =	\$0								
	Total Direct Expenses =	\$58								
	Administrative Fee =	\$4.60								
	Total Cost =	\$62								
Fee Summary										
	Total Labor Fee	\$1,380								
	Direct Expenses	\$62								
	Total Fee	\$1,442								



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

MEMO

TO: Barre City Council
FR: The Manager
CC: DATE: 01/08/21

SUBJECT: Council Agenda 01/12/21: Consent Agenda Items 3.H and 3/I

Councilors:

This is brief packet cover memo transmitting the Consent Agent Items above. These two documents are related to the next (Bid and Construction) Phase (Step III) of the Wastewater Treatment Facility Digester Upgrade (Biosolids) Project. These documents are standard administrative documents required by and meeting the State ANR DEC Environmental Engineering Division administrative procurement and funding requirements. I have placed these on the Consent Agenda as I believe they warrant perfunctory Council approval. That said, I will provide by Sunday evening a Briefing Memo with more background information by Sunday evening.



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

MEMO

TO: Barre City Council
FR: The Manager
CC: Bill Ahearn, Steve Micheli, Dawn Monahan
DATE: 01/10/21

SUBJECT: Council Agenda 01/12/21: Consent Agenda Items 3.H and 3.I
Background Memo re: WWTF Biosolids (Digester) Upgrade Project

Councilors:

Background:

The preparation of Biddable Construction Documents for the WWTF Digester Upgrade project is complete, and the project is ready to advance to the final (Step III) Bid/Construction Phase. It is currently undergoing the final technical and administrative review by the ANR Facilities Engineering Division (FED), which we anticipate will be complete this week. Part of that administrative process is for the Council to authorize submission of the Construction Phase State Revolving Loan (SRF) Application and the Step III Engineering Services Agreement for routine technical/administrative support during the Bid and Construction Phases.

The timing of this step is optimum to take advantage of the prime, mid-winter bidding market by advertising the project for bidding as soon as possible (by February 1). A second advantage is that by early bidding, and subsequent award of the **construction** contract as soon as possible, we will be able to take advantage of the pre-construction season for the contractor to order the long-lead items (5 months +/-) to allow actual construction to occur in the late summer/early fall during a suitable construction climate. Both documents before you for authorization are **standard ANR FED administrative documents**, customized of course, for the specifics of this actual project.

Step III Engineering Services Agreement (ESA):

DuBois and King, Inc., is the Engineer of Record for this digester project having completed both the Step I (Planning) and Step II (Design) phases under an existing engineering services agreement with the City as previously approved by Council. It is standard "industry" and FED practice to continue with same consultant through the bidding/construction phases,

which we will also do for this digester project. Rather than a new agreement, the attached services document is an **Amendment** to the existing planning/design services agreement. This amendment addresses the standard services required by both Owner and the FED. The total Step III fee (\$82,990) for both the new dual-fired boiler (completed spring, 2020) and this digester upgrade in the attached amendment is very competitive and cost-effective, as it represents 76.7% of the FED Standard Fee Curve guidance (\$196,812).

State Revolving Loan Application

The attached SRF Application is also a standard State document. The City has used this program numerous times before, including the design phase of this project under a previously approved application. The specific amount of this loan application for this phase of the project is \$810,915.

Total Project Costs and Financing

In August, 2018, prior to the design phase, the voters approved a \$900,000 Wastewater Improvements Bond specifically for this upgrade project. That said, you may note from the Project Costs Summary included in the Council packet (and attached) that the current Total Project Cost **Estimate**, inclusive of the \$173,373 construction cost for the Boiler Replacement Project spent to date, is \$1,058,271. This total cost estimate is inclusive of a 10% contingency. The cost estimate has increased, in part, due to greater component and costing detail arising from the hard design phase, as well as allowances for cost inflation, due in part to the impacts of the COVID pandemic on the manufacturing industry.

The above is intended to be a conservative (i.e. high-side) estimate, with the goal noted above of taking advantage of the near-term prime bid market bidding process to try to bids better than estimated. But as you will recall, that doesn't always happen as in last year's Pool Project bid process. Accordingly, we need to plan for the worst contingency, to the extent we can.

Based on conversations and working sessions with the design team and the State funding staff, I am confident we can do so. We are in the process of finalizing options and recommendation(s) to fund the estimated \$150,000 gap. We will be prepared to make specific contingency funding recommendations to the Council at your next meeting on the 19th. That said, by approving these administrative documents, no commitment is made to incurring cost beyond the critical and essential bid phase (\$8,600). I recommend your approval of the two Agenda items in your packet to facilitate the bid process as "fast-track" as possible.

Project Cost Summary
City of Barre, Biosolids Improvements
CWSRF Loan# RF1-195 (estimate date: 12-18-20)

Item No.	Description of Item	Total Estimated		Unit	Unit Price ENR 11538.93	Total Cost	Preliminary CWSRF Loan Eligible Cost	Preliminary PC Grant Eligible Cost	Ineligible Costs		
		CWSRF Quantity	LOCAL						Local Share		
Construction Costs											
1) WASTEWATER TREATMENT FACILITY DIGESTER BOILER REPLACEMENT											
1	Digester Boiler Replacement	1	0	L.S.	\$ 173,373.00	\$ 173,373.00	\$ 173,373.00	\$ 173,373.00	\$ -	\$ -	
2) DIGESTER COVER AND WASTE-GAS BURNER REPLACEMENT											
2A	Stainless Steel Digester Cover & Accessories	1	0	E.A.	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ -	\$ -	
2B	Stainless Steel Digester Cover Installation	1	0	L.S.	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ -	\$ -	
2C	Digester Internal Piping Replacement	1	0	L.S.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	
2D	Gas Safety Accessories	1	0	E.A.	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -	\$ -	
2E	Gas Safety Accessories Installation	1	0	L.S.	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ -	\$ -	
2F	Waste-Gas Burner Assembly with Control Panel	1	0	E.A.	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -	\$ -	
2G	Waste-Gas Burner Contractor Installation	1	0	L.S.	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ -	\$ -	
2H	4" Stainless Steel Waste-Gas Pipe	90	0	L.F.	\$ 150.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ -	\$ -	
2I	Digester Building Piping Adjustments and Cleanouts	1	0	L.S.	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	
2J	1/2" Plastic Coated Copper Propane Gas Line	25	0	L.F.	\$ 20.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	
2K	Concrete Structure for Waste-Gas Flare	1	0	L.S.	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	
2L	6'x6' Concrete Pad for Control Panel	1	0	L.S.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	
2M	Relocate Propane Tanks	2	0	E.A.	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	
CONTINGENCY 10%											
						\$ 68,450.00	\$ 68,450.00	\$ 68,450.00	\$ -	\$ -	
Small Purchases (None)											
Engineering Costs											
Biosolids Improvements Project - Study and Report Phase											
						\$ 17,247.00	\$ 17,247.00	\$ 17,247.00	\$ -	\$ -	
Biosolids Improvements Project - Sludge Boiler Replacement Step II & III											
						\$ 33,841.00	\$ 33,841.00	\$ 33,841.00	\$ -	\$ -	
Biosolids Improvements Project - Digester Cover & Flare Replacement Step II											
						\$ 22,900.00	\$ 22,900.00	\$ 22,900.00	\$ -	\$ -	
Biosolids Improvements Project - Digester Cover & Flare Replacement Step III (see Note 1)											
						\$ 57,965.00	\$ 57,965.00	\$ 57,965.00	\$ -	\$ -	
Other Costs											
TOTAL ESTIMATED PROJECT COST											
						\$ 1,058,271.00	\$ 1,058,271.00	\$ 1,058,271.00	\$ 1,058,271.00	\$ -	

Water Infrastructure

FINANCING PROGRAMS



State Revolving Loan Programs

FUNDING APPLICATION

IMPORTANT: Please select the Type of Entity and Loan Type(s) before completing the application. This information is used to set up the rest of the form. This form **MUST** be completed electronically, handwritten applications will not be accepted.

Select the Type of Entity this application is for:

- Municipality, Fire District, or other similar entity
- Homeowners Association, LLC, Proprietorship, 501(c)3 Non-Profit, or other similar entity

LOAN TYPE

This section may be completed by engineer or applicant

Please submit a draft Engineering Services Agreement with this application if applicable

This loan will be used for (select all that apply):

- Step I Drinking Water Loan (Feasibility & Planning)
- Step II Drinking Water Loan (Final Design)
- Step III Drinking Water Loan (Construction)
- Drinking Water Loan Amendment
- Municipal Source Water Protection Loan
- Planning Advance (uncommon; requires State legislative approval)
- Step I Clean Water Loan (Feasibility & Planning)
- Step II Clean Water Loan (Final Design)
- Step III Clean Water Loan (Construction)
- Clean Water Loan Amendment
- Pollution Control Grant
- CWSRF Interim Financing

APPLICANT INFORMATION

This section may be completed by engineer or applicant

LOAN APPLICANT				DATE OF APPLICATION			
City of Barre				Jan 5, 2021			
SYSTEM NAME			WSID NUMBER		WASTEWATER PERMIT NUMBER		
City of Barre Wastewater Treatment Facility					3-1272		
MAILING ADDRESS		TOWN		STATE		ZIP	
PO Box 418				VT		05651	
PHONE		CELL PHONE		TAX ID		DUNS NUMBER	
(802) 476-0250		(802) 279-8953		03-6000356		0 9 2 0 6 1 2 6 6	

CONTACT PERSON - AUTHORIZED REPRESENTATIVE

This section may be completed by engineer or applicant

CONTACT NAME			TITLE				
William E. Ahearn, P.E.			Director of Public Works and Engineering				
MAILING ADDRESS		TOWN		STATE		ZIP	
PO Box 418		Barre City		VT		05641	

PHONE	CELL PHONE	EMAIL ADDRESS
802-476-0250	(802) 279-8953	pwdirector@barrecity.org

ALTERNATE AUTHORIZED REPRESENTATIVE(S)

This section may be completed by engineer or applicant

AUTHORIZED REPRESENTATIVE NAME		TITLE	
Steve Micheli		Assistant DPW Director	
MAILING ADDRESS	TOWN	STATE	ZIP
PO Box 418	Barre City	VT	Assistant DPW Director
PHONE	CELL PHONE	EMAIL ADDRESS	
(802) 476-0250	(802) 793-4718	smicheli@barrecity.org	

Add Alternate Representative

ENGINEERING FIRM & REPRESENTATIVE (or Legal Firm and Attorney's Name if this is a Source Protection Loan)

This section may be completed by engineer or applicant

FIRM NAME		CONTACT NAME	
DuBois & King, Inc.		Charles K. Goodling, P.E.	
MAILING ADDRESS	TOWN	STATE	ZIP
28 North Main Street PO Box 339	Randolph	VT	05060
PHONE	CELL PHONE	EMAIL ADDRESS	
802-728-3376 ext. 1480	802-777-5258	cgoodling@dubois-king.com	

LOAN REQUEST

This section may be completed by engineer or applicant

Project Title: City of Barre Wastewater Treatment Facility, Sludge Boiler Replacement

Total amount requested for this loan: \$ 810,915

Total projected project cost: \$ 810,915

Please describe the history of the project:

The City of Barre is advancing a biosolids improvement project. The overall improvement project includes three items: 1) new sludge boiler, 2) Primary Digester No. 2 cover replacement, 3) new waste gas flare. The City has prioritized the new sludge boiler replacement, and construction of that portion of the project has recently been completed. Step I and Step II have been completed for the digester cover and waste gas flare replacement, and this portion of the project is ready to proceed to Step III. This funding application is specific to the Step III engineering services and estimated construction costs associated with the digester cover and waste gas flare replacement.

Please describe who will benefit from the proposed project:

The City of Barre Wastewater Treatment Facility will operate more efficiently with less emergency maintenance and odor complaints. The new digester cover and waste gas flare will restore the proper operation of the biosolids treatment system at the facility.

Do current and potential customers have alternative sources of water and is the proposed project the best and most cost-effective alternative?

The current and potential customers will continue to be connected to the municipal wastewater collection system. Replacement of the outdated digester cover and waste gas flare are the best and most cost-effective alternatives.

Please provide a description of the project as it relates to this loan. Include specifications and materials used, water sources, and treatment facilities (attach sheets if necessary):

See previously prepared Preliminary Engineering Report for additional details.

Please include estimated or actual project cost summary/estimate of probable project costs.

Is the Applicant interested in sponsoring a Water Infrastructure Sponsorship Program (WISPr) project?

Yes No

LOCAL FUNDING AUTHORIZATION (not applicable to planning-only loans)

This section may be completed by engineer or applicant

Has a legal vote on the authorization to borrow for an SRF loan occurred?

Yes No Number of Registered Voters:

Attach a copy of the legal warning and recorded vote or resolution authorizing such debt and attach bond counsel opinion letter. The clerk must certify these as true copies.

SITE INFORMATION

This section may be completed by engineer or applicant

An attorney's legal opinion may be required regarding the site or sites where the project will be located. The Facilities Engineering Division's Construction Section will make this determination for the project.

Do you own all land or possess all the easements or rights-of-ways for project sites?

Yes No

ESTIMATED PROJECT SCHEDULE

This section should be completed by the engineer

Estimated Project Initiation Date:

Estimated Project Completion Date:

ESTIMATED SPENDING SCHEDULE OF LOAN PROCEEDS

This section may be completed by engineer or applicant

Quarter	Year	Amount
January - March	2021	\$5,000
April - June	2021	\$5,915
July - September	2021	\$400,000
October - December	2021	\$400,000
<input style="width: 100px;" type="button" value="Add Another Quarter"/>		
TOTAL -->		\$0

FISCAL SUSTAINABILITY PLAN

This section should be completed by the applicant

Does the applicant currently have, maintain, and implement a Fiscal Sustainability Plan (FSP) or its equivalent (See the [FED website for FSP information](#))?

Yes No

If no, please note that the loan recipient must complete the Fiscal Sustainability Plan Certification as required by Section 603(d)(1)(E) of the Federal Water Pollution Control Act (FWPCA). By acceptance of this Agreement, the loan recipient agrees to complete the Fiscal Sustainability Plan Certification on or before 90% disbursement of project funds and send to the Vermont Facilities Engineering Division.

REVENUES

This section should be completed by the applicant

What is the Applicant's fiscal year?

User Rate Revenue Table

	Current FY - 2	Current FY - 1	Current FY (estimated)	Current FY + 1 (estimated)	Current FY + 2 (estimated)
Amount Billed	\$1,069,396	\$1,083,190	\$1,126,839	\$1,216,986	\$1,265,666
Amount Collected	\$1,057,118	\$1,069,135	\$1,108,021	\$1,196,662	\$1,244,529
Amount Uncollected/Outstanding	\$12,278	\$14,055	\$18,818	\$20,324	\$21,137
Estimated Amount of Commercial Revenue	\$2,010,538	\$1,924,196	\$2,009,545	\$2,170,308	\$2,343,933

Does the system use tax revenue to support any utility related activities, including capital projects?

Yes No

EXPENDITURES / SYSTEM OPERATION & MAINTENANCE EXPENSES

This section should be completed by the applicant

Current Fiscal Year O&M Costs (exclusive of debt and reserve fund payments):

Post Project Fiscal Year O&M Costs (exclusive of debt and reserve fund payments):

Please attach a copy of your actual YTD revenue and expenses, and projected budget.

EXPENDITURES / SYSTEM DEBT

This section should be completed by the applicant

What is the applicant's total long-term outstanding debt?

What is the applicant's total annual long-term debt payment?

Direct Debt

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4	Current FY + 5
Total Payment	\$139,853	\$222,311	\$226,017	\$229,865	\$231,570	\$371,423

Long-Term Debt Schedule

Purpose of Long-Term Debt	Direct or Self-Supporting	Year of Maturity	\$ Amount Outstanding
Wastewater Treatment Facility	Self-Supporting	2027	\$885,896
HVAC System at WWTF	Self-Supporting	2032	\$128,450
WW Portion of N. Main St Recon	Self-Supporting	2031	\$513,280
WW Biosolids (begin FY20)	Self-Supporting	2041	\$1,058,271
WW Capital Projs (begin FY20)	Self-Supporting	2051	\$1,165,000
<input type="button" value="Add Another Long-Term Debt"/>		Total As of -->	Jun 30, 2019
			\$0

Does the system have any authorized but unissued debt (excluding the debt requested in this application)?

Yes No

Purpose of Authorized but Unissued Debt	Amount
Capital projects, water, WW & stormwater, voter approved 3/5/19 (WW portion)	1,165,000

Does the Applicant have any future borrowing plans over the next 5 years?

Yes No

Are there other capital projects in the near term (5 years)?

Yes No

Please describe those other capital projects planned for the near term (5 years)?

Replace N. Main St pump station, improvements to River Street sanitary sewer, replace membrane roof

Does the Applicant have an annual or cumulative deficit?

Yes No

Does the Applicant anticipate an increase in revenues as a result of these improvements?

Yes No

Does the Applicant anticipate a reduction in operating expenses as a result of these improvements?

Yes No

Please explain the reduction in operating expenses you anticipate will result from these improvements.

Reductions in heating fuel oil anticipated due to capture of methane for heating WW facility, and reduction in annual maintenance costs.

What are the economic trends in your service area - jobs, population increases/decreases, housing starts, property values, etc.? For Mobile Home Parks, please provide an occupancy history for the past five (5) years.

The population of Barre City has been slowly decreasing. 2010 census was 9,052, while 2017 census estimates put the City's population at 8,659. The surrounding Barre Town area's population is just under 10,000, and Barre Town accounts for approximately 25% of the customers of the Barre City water & wastewater systems. Housing starts in the City are hampered by the limited space available, as the City is essentially built out. However, housing values are holding steady and are

comparable to other Vermont properties. There has been a significant amount of private corporate development in the Barre City downtown, with a net increase of 100+ jobs associated with the Vermont Department of Transportation moving into the downtown.

List any current or potential connections using greater than 5% of demand or provide a general description of service area.

The service area includes all of Barre City, and portions of Barre Town. The Barre Town portions are predominantly new housing developments located near the City, which allows for the City to provide both water and wastewater to the properties.

SYSTEM RESERVE FUNDS

This section should be completed by the applicant

Does the Applicant have any reserve funds?

Yes No

Is the Applicant actively contributing to reserve funds in accordance with a short-term Asset Replacement Table (START)?

Yes No

What does the Applicant do with surpluses, if any?

No current surplus. On the occasions there are surpluses, the funds are used for deferred maintenance.

Reserve Funds

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4
Amount Available					

Financial Documentation & Controls

This section should be completed by the applicant

Please submit 3 years audit financial statements. If not available, submit:

- 3 years statement of revenue and expenditure, AND*
- 3 years year-ending cash balance (checking, savings, and investment accounts)*

Has anything occurred since the date of your last annual financial report or financial statement that would have a significantly negative effect on your revenues, expenditures, or ability to pay future debt service?

Yes No

Did the Applicant have more than one budget defeat in the last two years?

Yes No

Does the Applicant have any pending litigation in excess of \$10,000 on the system and/or the municipality?

Yes No

Does the Applicant offer a retirement plan to its employees (including VMERS)?

Yes No

Please describe your plan, your estimated proportionate share of unfunded pension liability:

As per our FY18 audit, Barre City's proportionate share of the unfunded VMERS pension liability is \$2,634,616. This is for all employees, not just those in the sewer department or enterprise funds.

If the Applicant has its own retirement plan separate from VMERS, does it have any unfunded pension liabilities?

Yes No

Describe the Applicant's budget control system. Does the Applicant use multi-year forecasting or interim (quarterly or monthly) financial reports to monitor your status?

The Sewer Department has a 5 year proposed budget, with the current year measured against actuals on a weekly basis.

Are all account records currently maintained for:

Checkbook Yes No Don't Know

By Whom: Finance Director/Accounting Department

Comments:

Receipts Yes No Don't Know

By Whom: Departments that issue receipts

Comments:

Disbursements Yes No Don't Know

By Whom: Finance Director/Accounting Department

Comments:

Deposit Slips Yes No Don't Know

By Whom: Treasurer/Assistant Treasurer

Comments:

Are bank statements reconciled on a regular basis?

Yes No Don't Know By Whom: Accounting Department

Comments:

Are bank accounts and ledger balances reconciled on a monthly basis?

Yes No Don't Know By Whom: Accounting Department

Comments:

Are financial records maintained in a computerized system?

Yes No Don't Know By Whom: Accounting Department

Comments:

Are any financial records maintained in manual form?

Yes No Don't Know By Whom: Accounting Department

Comments:

Does the applicant maintain separate reporting for this utility?

Yes No Don't Know By Whom: Accounting Department

Comments:

Does someone other than the treasurer receive unopened bank statements and review bank reconciliations?

Yes No Don't Know By Whom: Accounting Department

Comments:

Does the same individual open the mail and deposit checks?

Yes No Don't Know By Whom: Treasurer/Assistant Treasurer/Water & Sewer Billing Department

Comments:

Does the organization receive payments in cash?

Yes No Don't Know By Whom: Treasurer/Assistant Treasurer/Water & Sewer Billing Department

Comments:

Does the Applicant have pre-numbered receipt books for cash payments?

Yes No Don't Know By Whom: All who collect cash payments

Comments:

Are checks always written to specified payees and not to cash?

Yes No Don't Know By Whom: Accounting Department

Comments:

Are pre-numbered checks used for all bank accounts?

Yes No Don't Know By Whom: Accounting Department

Comments:

Are checks written by the same individual who approves payments?

Yes No Don't Know By Whom: Accounting Department

Comments:

Have there been any changes in authorized signatures during the fiscal year?

Yes No Don't Know By Whom: Treasurer/Assistant Treasurer

Comments:

Change in staffing - new Assistant Treasurer hired during FY19.

Has a signature stamp ever been used for any account?

Yes No Don't Know By Whom: Treasurer

Comments:

Digital, password protected signature used for AP and payroll checks.

Is the organization professionally audited by a CPA?

Yes No Don't Know By Whom: Sullivan, Powers & Co., P.C.

Comments:

Does the Authorized Representative assist in the audit planning process?

Yes No Don't Know By Whom: City Manager

Comments:

Is a specific individual responsible for correcting audit findings?

Yes No Don't Know By Whom: Finance Director

Comments:

Are regular financial reports prepared for the board?

Yes No Don't Know By Whom: Finance Director

Comments:

Are budget to actual reports prepared for each department?

Yes No Don't Know By Whom: Accounting Department

Comments:

Has the Authorized Representative borrowed money from the utility?

Yes No Don't Know By Whom:

Comments:

Has the organization had a theft, embezzlement or wire fraud in the last 5 years?

Yes No Don't Know By Whom:

Comments:

Has the Treasurer or CFO participated in any business which does business with the system/utility?

Yes No Don't Know By Whom:

Comments:

Does the Applicant loan money to employees?

Yes No Don't Know By Whom: Finance Department

Comments:

Employees may take out payroll loans at the beginning of the calendar year for the health savings accounts. Repayment is through payroll deduction.

Have board members attended financial trainings?

Yes No Don't Know By Whom:

Comments:

Has the Treasurer/CFO attended trainings on recordkeeping?

Yes No Don't Know By Whom: City Manager/Treasurer

Comments:

Does the Applicant have written financial policies and procedures?

Yes No Don't Know By Whom:

Comments:

Does each employee have copies of these policies and procedures?

Yes No Don't Know By Whom:

Comments:

KEY PERSONNEL

Please list the names and qualifications of the following key personnel including areas of expertise, years of experience in similar programmatic work, years at current position, and/or any relevant qualifications.

Please include all personnel related to the loan. Authorized Rep, Alternative Authorized Rep(s), Clerk, Board Members, Financial Manager, etc. Failure to include all key personnel will result in the application considered incomplete.

NAME	POSITION (select from the list or enter another value)
<input style="width: 95%;" type="text" value="Carolyn S. Dawes - Clerk/Treasurer"/>	<input style="width: 95%;" type="text"/>
QUALIFICATIONS:	
<input style="width: 95%;" type="text" value="Served as Clerk/Treasurer for 12+ years."/>	

NAME	POSITION (select from the list or enter another value)
<input style="width: 95%;" type="text" value="Dawn Monahan - Finance Director"/>	<input style="width: 95%;" type="text"/>
QUALIFICATIONS:	
<input style="width: 95%;" type="text" value="Started with City January 2019. Prior municipal-related accounting experience."/>	

NAME	POSITION (select from the list or enter another value)
<input style="width: 95%;" type="text" value="Steven E. Mackenzie, P.E. - City Manager"/>	<input style="width: 95%;" type="text"/>
QUALIFICATIONS:	
<input style="width: 95%;" type="text" value="Former engineer & partner in engineering firm. Served as City Manager for 7+ years."/>	

NAME	POSITION (select from the list or enter another value)
<input style="width: 95%;" type="text" value="Cheryl Metivier - Assistant Clerk"/>	<input style="width: 95%;" type="text"/>
QUALIFICATIONS:	
<input style="width: 95%;" type="text" value="In position 4+ years."/>	

NAME

POSITION (select from the list or enter another value)

Sherry - Assistant Treasurer

QUALIFICATIONS:

New to position. Previous banking experience.

NAME

POSITION (select from the list or enter another value)

Steve Micheli - Assistant Public Works Director

QUALIFICATIONS:

Worked for the City for 40+ years in various capacities.

NAME

POSITION (select from the list or enter another value)

Lucas Herring - Mayor

QUALIFICATIONS:

Barre City Councilor 8+ years.

NAME

POSITION (select from the list or enter another value)

Michael Boutin - Ward 2 City Councilor

QUALIFICATIONS:

Barre City Councilor 9+ years

NAME

POSITION (select from the list or enter another value)

Jake Hemmerick - Ward 1 City Councilor

QUALIFICATIONS:

Barre City Councilor recently elected.

NAME

POSITION (select from the list or enter another value)

Erica Reil - Ward 3 City Councilor

QUALIFICATIONS:

Barre City Councilor recently elected.

NAME

POSITION (select from the list or enter another value)

Rich Morey - Ward 3 City Councilor

QUALIFICATIONS:

Barre City Councilor 2+ year

NAME

POSITION (select from the list or enter another value)

John Steinman - Ward 1 City Councilor

QUALIFICATIONS:

Barre City Councilor 2+ year

NAME

POSITION (select from the list or enter another value)

Teddy Waszazak - Ward 2 City Councilor

QUALIFICATIONS:

Barre City Councilor 2+ year

NAME

POSITION (select from the list or enter another value)

Bill Ahearn - Public Works Director

QUALIFICATIONS:

Former engineer with State of Vermont Department of Transportation. Has served as Barre City DPW Director for 3+ years.

Add Another Key Person

ADDITIONAL COMMENTS

Provide any additional comments for your application here:

Certification

The Applicant certifies that it possesses the legal authority to apply for the SRF loan, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed as an official act of the Applicant's Legislative Body authorizing the filing of the application. A resolution, motion, or similar action has been duly adopted or passed authorizing the person identified herein as the authorized representative of the Applicant in connection with the project for the purpose of furnishing information, data and documents pertaining to the project as required by the State of Vermont.

Authorization Date:

REPRESENTATIVE SIGNATURE

Lucas Herring, Mayor

PRINT NAME

REPRESENTATIVE SIGNATURE

Michael Boutin, Councilor Ward 2

PRINT NAME

REPRESENTATIVE SIGNATURE

Jake Hemmerick, Councilor Ward 1

PRINT NAME

REPRESENTATIVE SIGNATURE

John Steinman, Councilor Ward 1

PRINT NAME

REPRESENTATIVE SIGNATURE

Rich Morey, Councilor Ward 3

PRINT NAME

Clerk Certification

Clerk Signature Date:

SIGNATURE OF CLERK

Carolyn S. Dawes

PRINT NAME

Authorized Representative Certification

Authorized Representative Signature Date:

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Steve E. Mackenzie, PE, City Manager

PRINT NAME

Submit completed application and all attachments via email to:



Tom Brown, CWSRF Project Lead

[phone] 802-622-4205 [email] thomas.brown@vermont.gov

Department of Environmental Conservation
Facilities Engineering Division





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

MEMO

TO: Barre City Council
FR: The Manager
CC: Chief Bombardier, DC Eastman, Dawn Monahan, Rikk Taft
DATE: 01/08/21

SUBJECT: FY22 General Fund Budget - DRAFT #4 (Council Changes)

Councilors:

You were provided with a concise summary on Jan. 5th of DRAFT #3 which only restored the 2nd COPS position to the budget. The impact of adding back the 2nd COPS position was that it added (net) \$18,515 to Amount to be Raised by Taxes. That resulted from an increase in Grant Revenue (\$41,666) for the 2nd position and an increase in expenses of \$60,181, also for the 2nd position.

Other changes were suggested and discussed at the Jan. 5th Council Meeting and have been listed below. The impact of adding back the 2nd COPS position (net +\$18,515) and the other changes (net -\$27,956) resulted in a net decrease of **(\$9,441) to Amount to be Raised by Taxes**. These other changes are as follows:

- Voter approved assistance – added to both revenue and expense \$10,000 for WCMHS
- City Council Expenses – added \$12,500 for Manager’s search (\$15k total for search)
- Manager Transition - removed \$12,500 and related FICA of \$956
- Ped-way/Keith Ave Parking Lot Lights – reduced by \$2,000
- Traffic Light Maintenance – reduced by \$10,000
- Tree Removal – reduced by \$5,000
- Pre-Cast Catch basin’s and grates – reduced by \$10,000.

For comparison to the DRAFT #3 Budget proposal, DRAFT #4 represents a **2.46%** (D#3: 2.60%) increase in General Fund expenditures over FY21. The revised Projected Municipal Tax Rate increase is **3.60%** (D#3: 3.78%).

CITY OF BARRE, VERMONT
PROJECTED TAX RATE CALCULATION AND STATISTICS
FOR THE FISCAL YEAR ENDING JUNE 30, 2022

10/05/20: Per SEM: Use \$6,651,023 as initial
 (conservative) figure based on the average of last 3
 years annual increase (per K. Braham)

	§	Tax Rate (\$/100 of Assessment)
AMOUNT TO BE RAISED BY TAXES		
2022 General Fund Budget	9,363,311	\$1.8681
SUMMARY OF BALLOT ITEMS:		
Streets/Sidewalks/Equipment Fund	380,000	\$0.0758
Voter Approved Assistance Requests (Allowance)	149,601	\$0.0298
	<hr/>	
	9,892,912	\$1.9738
GRAND LIST CALCULATION:		
Current Municipal Grand List		
Anticipated increase as of April 1, 2020	4,945,666	
Adjusted Grand List	66,510	
	<hr/>	
	5,012,176	
Calculated Municipal Tax Rate	1.9738	
Allowance for Errors and Appeals	0.0100	
Base Rate ST:	<hr/>	
	1.9838	
Local Agreement Tax Rate	0.0234	
Total Projected Municipal Tax Rate:	<hr/>	
	2.0072	

Standard Allowance

From CSD 10/02/20;
confirmed 12/28/20

Per CSD 10/05/20;
confirmed 12/28/20

Base Rate + LAR

	MUNICIPAL
PRELIMINARY 2021/2022 TAX RATE	\$2.0072
2020/ 2021 TAX RATE	\$1.9375
PRELIMINARY INCREASE (IN CENTS)	6.97
PRELIMINARY INCREASE (IN PERCENTAGE)	3.60%

COMPARATIVE STATISTICS:

January 1, 2021 Increase In Social Security Benefits	1.30%
Inflation (CPI-All Items) - CY 20 (thru Nov. 2020)	1.20%

CITY OF BARRE, VERMONT
PROJECTED TAX RATE CALCULATION
FOR THE FISCAL YEAR ENDING JUNE 30, 2022

PROJECTED TAX CHANGE BASED UPON PROPERTY VALUE

	<u>Annually</u>	<u>Quarterly</u>	<u>Monthly</u>
EFFECT ON \$125,000.00 HOME	87.13	21.78	7.26
EFFECT ON \$150,000.00 HOME	104.55	26.14	8.71
EFFECT ON \$200,000.00 HOME	139.40	34.85	11.62

1/4/2021 DM

Recon of FY22 Budget Changes from Draft #1 to Draft #2 to Draft #3 to Draft #4

1/8/2021

	Draft #1 to #2	Draft #2 to #3	Draft #3 to #4
Voter Approved - Heritage Fest (\$5k); WCMHS (\$10k)	5,000		10,000
COPS Grant	(41,666)	41,666	
Auditorium Rental	9,173		
Alumni Hall (Rentals & DMV Lease)	12,893		
BOR Rental	53,369		
Custodial Fees	1,049		
Misc. Rents/Leases	500		
SRO	(56,205)		
Total Revenue Change from D1 to D2	(15,887)	41,666	10,000
Gen Admin Dues	3		
Council Expenses			12,500
Contract Negotiations	10,000		
Mgr Transition Salary & FICA	13,456		(13,456)
Meter Coin Handling Fee	1,000		
Fire Vehicle Fuel	3,330		
TJB VMERS	(17,000)		
COPS Grant	(49,404)	49,404	
PD FICA adj	(5,080)	3,780	
PD Life, Dental, VMERS (1 COP)	(5,085)	6,997	
Ped-way/Keith Ave Parking Lot Lights			(2,000)
Traffic Light Maintenance			(10,000)
City Hall LP	7,945		
Wheelock LP	634		
Facilities Vehicle Fuel	837		
Aud/Alumni LP	710		
Aud Fuel	4,750		
BOR Water & Sewer	1,300		
BOR LP	3,786		
PSB LP	6,844		
Tree Removal			(5,000)
Pre-Cast CB's & Grates			(10,000)
DPW Garage Fuel	1,226		
DPW Vehicle Fuel	11,327		
Unemployment Ins	8,940		
Special Projects - Custodial/FICA	1,130		
Voter Approved - Heritage Fest (\$5k); WCMHS (\$10k)	5,000		10,000
MVP	(37,228)		
Total Expense Change from D1 to D2	(31,579)	60,181	(17,956)
Total Difference D1 to D2	(15,692)		
Total Difference D2 to D3		18,515	
Total Difference D3 to D4			(27,956)



City of Barre, Vermont

“Granite Center of the World”

Carolyn S. Dawes
City Clerk/Treasurer

6 N. Main St., Suite 6
P. O. Box 418
Barre VT 05641
Telephone (802) 476-0242
FAX (802) 476-0264
cdawes@barrecity.org

To: Mayor, Councilors, Manager
From: Carol Dawes, clerk/treasurer
Date: January 8, 2021
Re: Annual Town Meeting elections

Due to the pending emergency legislation surrounding town meeting elections, I met with Barre Unified Union School District Superintendent David Wells and Barre Town Clerk/Treasurer Donna Kelyt. Typically we hold joint elections on Town Meeting Day, with Barre City holding its annual meeting elections, and BUUSD holding its annual meeting elections, with all articles printed on the same ballot. Barre Town, as a member of the supervisory union, holds school elections that day, also, but holds its annual meeting elections in May.

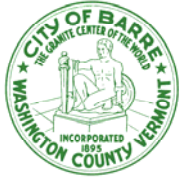
Emergency legislation is being considered that would allow the following:

- Moving annual meetings to another date.
- Mailing absentee ballots to all active voters.

Because of the coordination and cooperation necessary to hold the BUUSD election across both member communities, David, Donna and I felt it was important to meet to make sure we're all on the same page before bringing our thoughts to our respective governing boards.

- We agreed the Barre City annual meeting and BUUSD annual meeting elections should be held via Australian ballot on March 2, 2021.
- We agreed we will collaborate on a post card mailing to all voters in Barre City and Barre Town, encouraging them to sign up and have an absentee ballot mailed to them. This would be in lieu of mailing ballots to all active voters.

It is my recommendation the Barre City Council agree with the coordinated post card mailing.



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cdawes@barrecity.org

To: Mayor, Councilors, Manager
From: Charter Review Group (Mayor Herring, Councilor Reil, Clerk/Treasurer Dawes)
Date: January 7, 2021
Re: Proposed charter changes for March 2021 Annual (Town) Meeting ballot

This memo expands on the discussion Council had a few weeks ago, when warning the first and second public hearings on proposed charter changes. The proposed language was reviewed by City Attorney Oliver Twombly, who suggested a few additional changes, either related to recent voter-approved changes or to those changes being proposed for this year. His comments are incorporated into **Original Plan A** below. It is unlikely that all of the proposed revisions included in Plan A will fit on the ballot, so the Council would need to choose which sections to include.

Additionally the language has been run by Public Works Director Bill Ahearn. Mr. Ahearn says it’s important for the City to keep the engineer position and the building inspector position, and his comments have been incorporated into **Plan B** below. (Bill’s comments are attached.)

2021 Proposed charter changes to be considered at March 2, 2021 Annual Town Meeting

Original Plan A

Note: [--] Brackets/strikethrough indicate deletions

Sec. 105. Ordinances – Subject Matter.

~~[(g) to Adopt and enforce ordinances related to the medication of landlord tenant issues by the Housing Board of Review.]~~

Sec. 111. Bonding of city officials.

The Mayor, councilors, members of the Police Department, City Manager, ~~[First Constable,]~~ Superintendent of Public Works, Tax Collector, and Clerk and Treasurer shall annually be bonded to the City for the faithful discharge of their respective duties, as provided by state statute and the expense of said bonds to be paid by the City.

Sec. 205. Officers elected.

(a)(1) the legal voters shall elect biennially a Mayor, [~~a First Constable,~~] and one person to serve as Clerk and Treasurer.

Sec. 407. Appointments.

Any provision of general law conferring the appointing power or other power upon the Mayor, the Mayor and City Council, the City Council or other executive heads of a municipality, shall be construed as meeting the City Manager and the appointments or power exercised by the City Manager, in accordance with such provision, shall be given the same force and effect as if executed by the official named therein, except as herein otherwise provided. (Amend of 5/8/12)

There shall be appointed by the City Manager after the annual City election in the manner as hereinafter provided a superintendent of streets, superintendent of waterworks, recreation director, [~~a City engineer, building inspector,~~] an inspector of electric wiring, [~~an inspector of plumbing,~~] a tree warden, three (3) members of the board of health (see board of health). All officers shall hold their offices respectively for one year or until their successor shall be appointed and qualified. The City Manager may also appoint such other subordinate officers as may be elected or appointed in towns. Members of the various boards shall be appointed in the same manner, who shall hold office as otherwise herein provided or until their successor shall be appointed and qualified. (Amend. of 11/3/98, 11/07/00)

ARTICLE VIII. [~~CONSTABLE.~~] Reserved.

[~~Sec. 418. Duties.~~] (Reserved)

[~~The City constable shall have the same powers and be under the same duties and liabilities as are prescribed by state statutes for constables of the towns.~~]

ARTICLE IX. [~~CITY ENGINEER.~~] Reserved.

[~~Sec. 419. Duties.~~] (Reserved)

[~~The City engineer shall make all public surveys of the streets and public grounds of the City and shall perform such other services as he may be required by the City Manager.~~]

Sec. 501. Creation and organization

For the purpose of coordinating and integrating the inspection services and allied services of the city, and to provide proper and effective administration of building, electrical, fire prevention, housing and zoning laws of the city and state within the city, the city council shall, by ordinance, create a department to be designated the department of buildings and housing, and prescribe its powers, duties and functions. Within the department shall be:

- (a) The building inspector who shall be the administrative head of the department subject, at all times, to the control and direction of the city manager
 - (b) The inspector of electrical wiring;
 - ~~[(c) The plumbing inspector;]~~
 - (c) Any other inspector or officer of the city designated by the city council.
-

Plan B

Note: [--] Brackets/strikethrough indicate deletions

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~~[(g) to Adopt and enforce ordinances related to the medication of landlord tenant issues by the Housing Board of Review.]~~

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[Sec. 418. Duties.] (Reserved)

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Carol Dawes

To: Bill Ahearn; Lucas Herring; Douglas Brent
Cc: Ericka Reil; Robert Howarth; Robbie Strachan
Subject: RE: City Charter

From: Bill Ahearn
Sent: Wednesday, January 06, 2021 4:20 PM
To: Lucas Herring; Douglas Brent
Cc: Carol Dawes; Ericka Reil; Robert Howarth; Robbie Strachan
Subject: RE: City Charter

Lucas,

Thank you for the reminder- you had sent it earlier. You can read the bolded statements only for the action items

Succinctly, I recommend that you keep the City engineer position

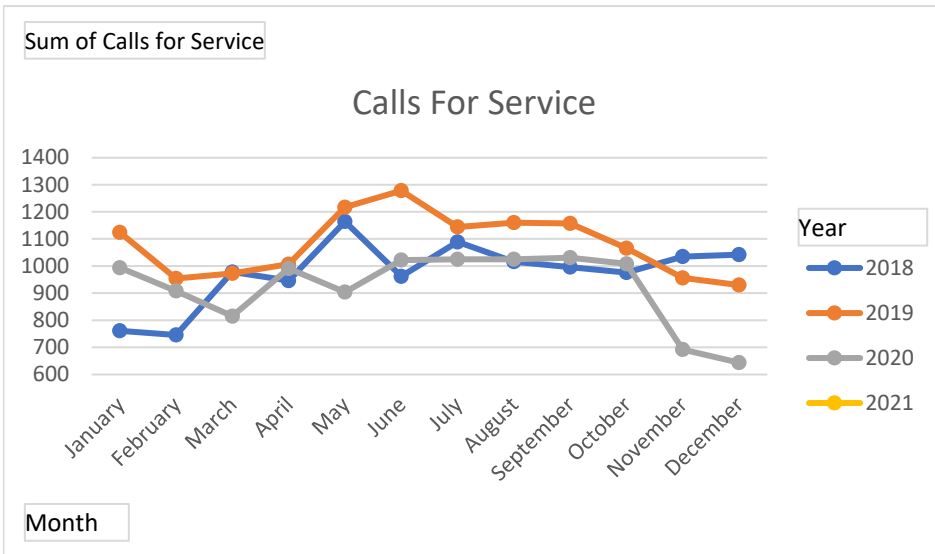
I recommend that as the proper operation of the City 's infrastructure requires Engineering training – and presuming that that infrastructure can be supported by consulting services I believe to be not only ineffective – but laden with risk to the public as the opinion is delayed and only occurs if the engineering issue is recognized by a non-engineer.

There is a widespread belief among our society that you don't have to be a "profession" to manage a "profession". While I subscribe to the notion that good managers do not have to own the knowledge of operations if subordinate staff have that knowledge, it is not true that the city holds broad professional engineering expertise in any position by description. We have professionals that matured in their positions and fulfill some parts of the City's professional engineering needs. But there are many areas of civil engineering that are not covered and should remain in the domain of the City engineer. More specifically traffic operations, piping network behavior, open channel flow, water chemistry, street design, construction materials etc. The City is statutorily exempt from the requirement for licensure, but it is not exempt from qualification of its employees, I urge you to retain the position title and consider merging those duties with the Public Works Superintendent. I would also recommend revising the Water and Sewer superintendents to report to the Public Works Director/City Engineer.

Regarding inspection, I know we only do electrical now. But that doesn't mean it should be our only focus. **I recommend that you retain the building inspector title and revise the other building inspection requirements** (plumbing and electrical (if not structural) to be included the building inspector's duties. As an example of why we need to address this – the City of Barre has needlessly been requiring expansion tanks since requiring backflow prevention. In short, the expansion of water from 50 to 125 degrees in a hot water heater was considered to be equivalent to the heating system expansion where it is typically 60 -200 for the entire heating system volume. The City now has hundreds of expansion tanks aging in place to create future leaks. A building inspector that responded to the professional advice of the trades could have saved the City both the costs and risk. The broader title with specific areas of authority better serves the city. BillA

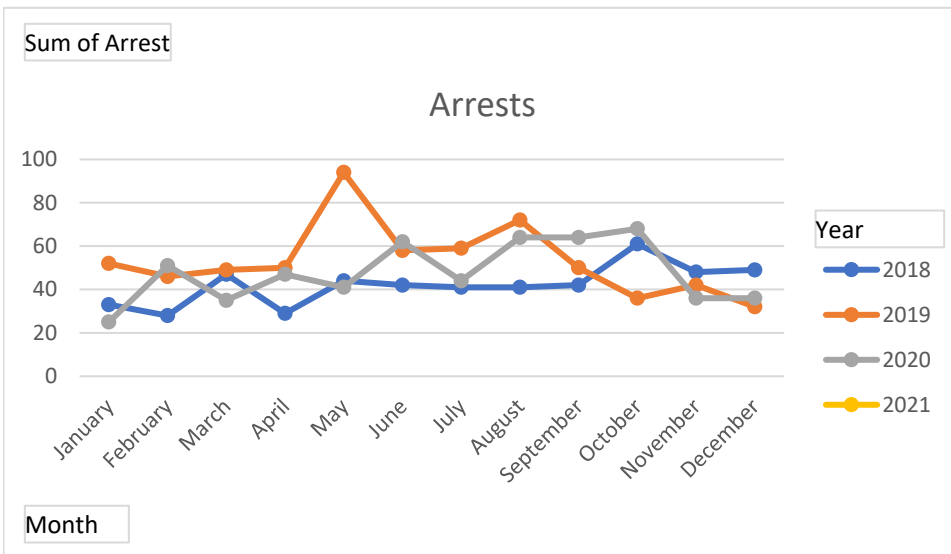
If I have some time I'll try to supply language – not sure how to reconcile with other sections yet... still owe you the plumbing ordinance language for sprinkler tests too.

Sum of Calls for Service	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	761	1124	994		2879
February	746	954	908		2608
March	978	973	815		2766
April	946	1007	991		2944
May	1164	1217	904		3285
June	962	1278	1022		3262
July	1089	1144	1025		3258
August	1016	1160	1025		3201
September	996	1157	1031		3184
October	976	1066	1008		3050
November	1035	956	692		2683
December	1042	930	644		2616
Grand Total	11711	12966	11059		35736

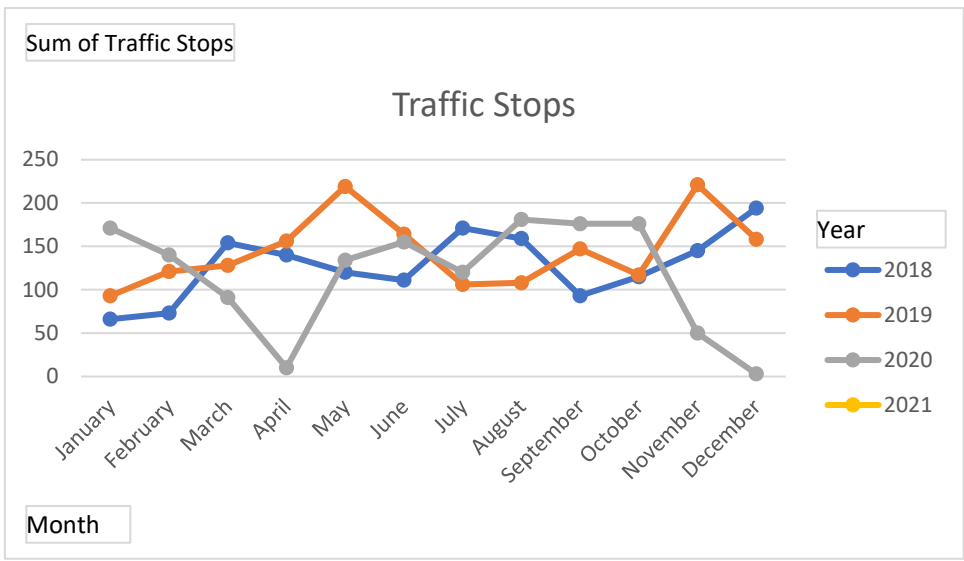


Note: this is raw data used for informational purposes only

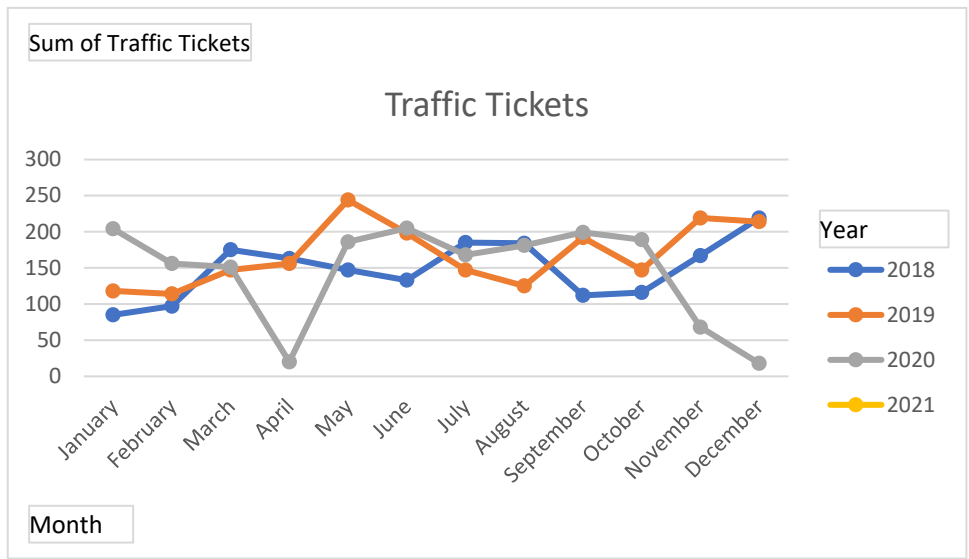
Sum of Arrest	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	33	52	25		110
February	28	46	51		125
March	47	49	35		131
April	29	50	47		126
May	44	94	41		179
June	42	58	62		162
July	41	59	44		144
August	41	72	64		177
September	42	50	64		156
October	61	36	68		165
November	48	42	36		126
December	49	32	36		117
Grand Total	505	640	573		1718



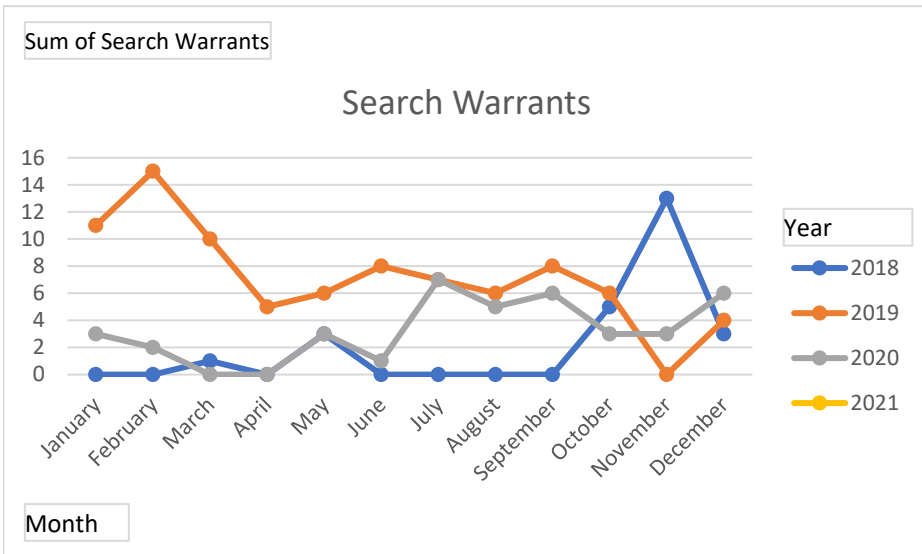
Sum of Traffic Stops	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	66	93	171		330
February	73	121	140		334
March	154	128	91		373
April	140	156	10		306
May	120	219	134		473
June	111	164	155		430
July	171	106	120		397
August	159	108	181		448
September	93	147	176		416
October	115	117	176		408
November	145	221	50		416
December	194	158	3		355
Grand Total	1541	1738	1407		4686



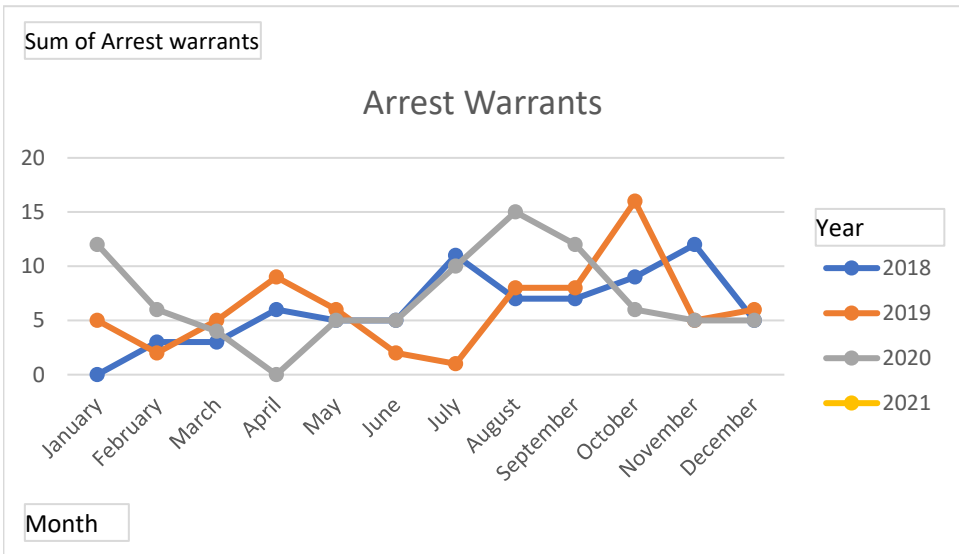
Sum of Traffic Tickets	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	85	118	204		407
February	97	114	156		367
March	175	147	151		473
April	163	156	20		339
May	147	244	186		577
June	133	198	205		536
July	185	147	168		500
August	184	125	181		490
September	112	192	199		503
October	116	147	189		452
November	167	219	68		454
December	219	214	18		451
Grand Total	1783	2021	1745		5549



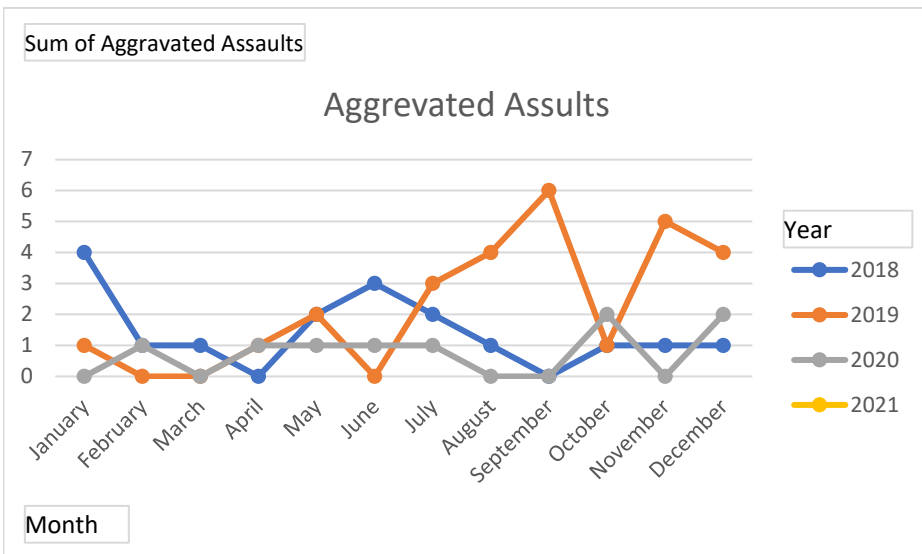
Sum of Search Warrants	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	0	11	3		14
February	0	15	2		17
March	1	10	0		11
April	0	5	0		5
May	3	6	3		12
June	0	8	1		9
July	0	7	7		14
August	0	6	5		11
September	0	8	6		14
October	5	6	3		14
November	13	0	3		16
December	3	4	6		13
Grand Total	25	86	39		150



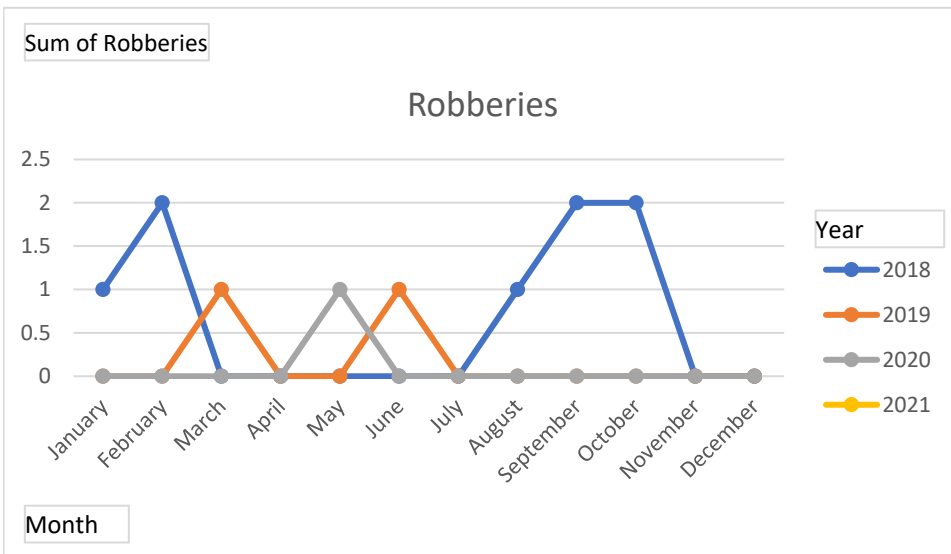
Sum of Arrest warrants	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	0	5	12		17
February	3	2	6		11
March	3	5	4		12
April	6	9	0		15
May	5	6	5		16
June	5	2	5		12
July	11	1	10		22
August	7	8	15		30
September	7	8	12		27
October	9	16	6		31
November	12	5	5		22
December	5	6	5		16
Grand Total	73	73	85		231



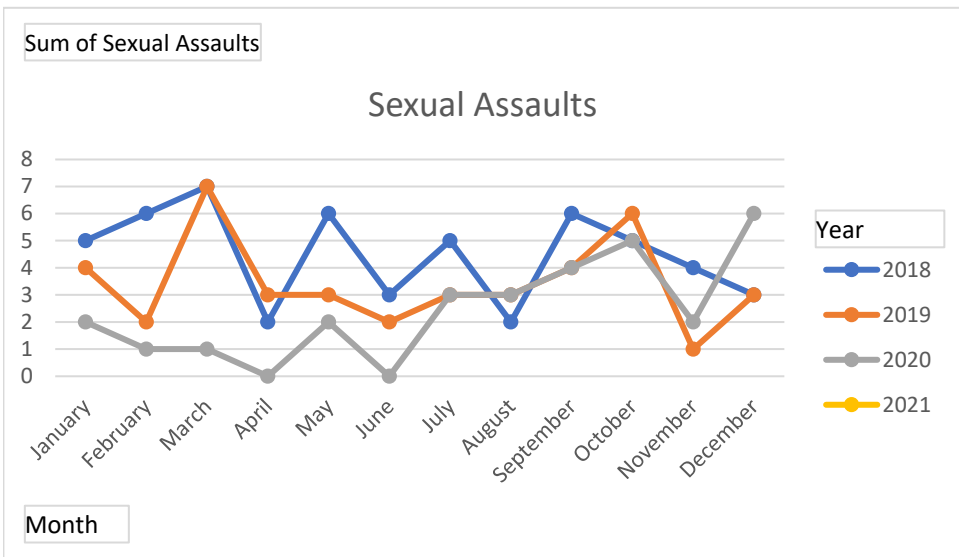
Sum of Aggravated Assaults	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	4	1	0		5
February	1	0	1		2
March	1	0	0		1
April	0	1	1		2
May	2	2	1		5
June	3	0	1		4
July	2	3	1		6
August	1	4	0		5
September	0	6	0		6
October	1	1	2		4
November	1	5	0		6
December	1	4	2		7
Grand Total	17	27	9		53



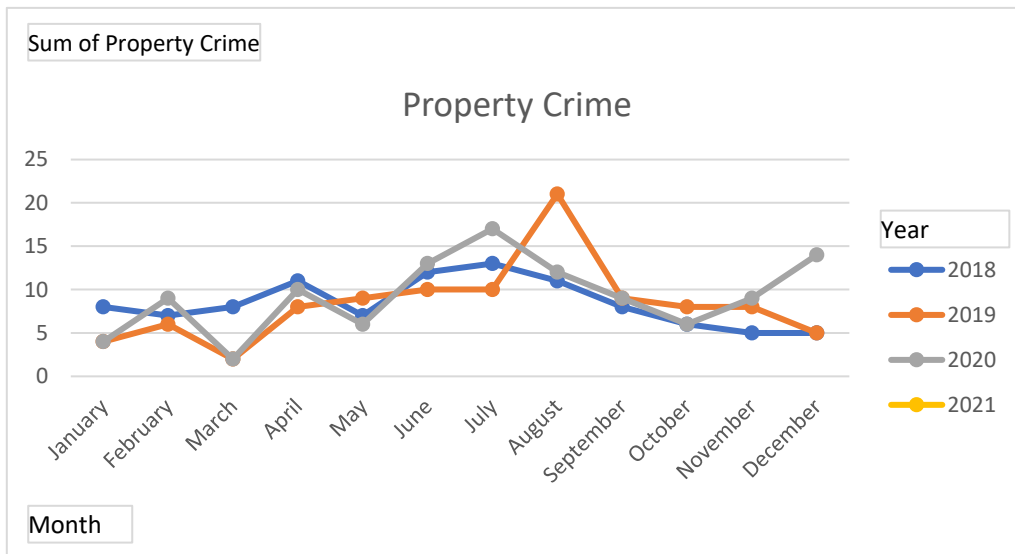
Sum of Robberies	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	1	0	0		1
February	2	0	0		2
March	0	1	0		1
April	0	0	0		0
May	0	0	1		1
June	0	1	0		1
July	0	0	0		0
August	1	0	0		1
September	2	0	0		2
October	2	0	0		2
November	0	0	0		0
December	0	0	0		0
Grand Total	8	2	1		11



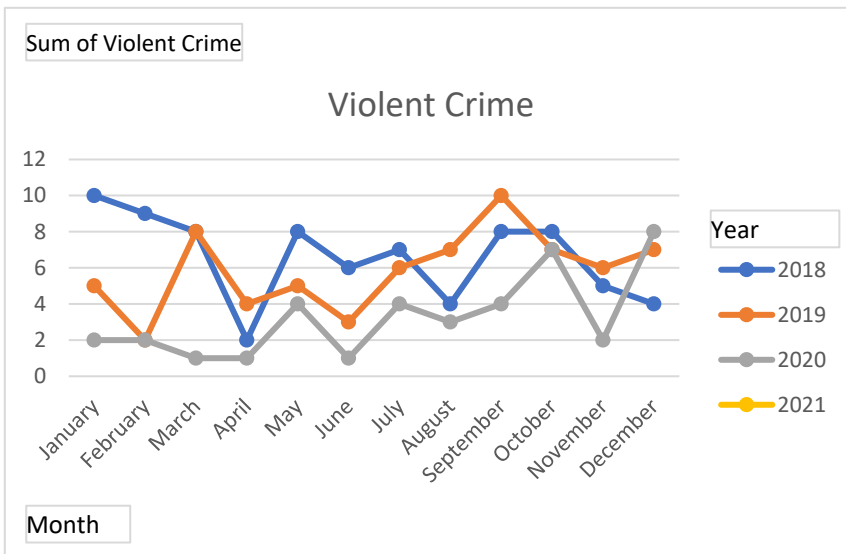
Sum of Sexual Assaults	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	5	4	2		11
February	6	2	1		9
March	7	7	1		15
April	2	3	0		5
May	6	3	2		11
June	3	2	0		5
July	5	3	3		11
August	2	3	3		8
September	6	4	4		14
October	5	6	5		16
November	4	1	2		7
December	3	3	6		12
Grand Total	54	41	29		124



Sum of Property Crime	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	8	4	4		16
February	7	6	9		22
March	8	2	2		12
April	11	8	10		29
May	7	9	6		22
June	12	10	13		35
July	13	10	17		40
August	11	21	12		44
September	8	9	9		26
October	6	8	6		20
November	5	8	9		22
December	5	5	14		24
Grand Total	101	100	111		312



Sum of Violent Crime	Column Labels				
Row Labels	2018	2019	2020	2021	Grand Total
January	10	5	2		17
February	9	2	2		13
March	8	8	1		17
April	2	4	1		7
May	8	5	4		17
June	6	3	1		10
July	7	6	4		17
August	4	7	3		14
September	8	10	4		22
October	8	7	7		22
November	5	6	2		13
December	4	7	8		19
Grand Total	79	70	39		188



**Barre City Fire Department
Office of the Fire Chief
15 Fourth Street
Barre, Vermont 05641**

To: Mayor Lucas Herring, Member of the City Council

From: Douglas Brent, Chief of Fire and EMS

Date: January 7, 2021

Re: Annual Run Report Data

Attached please find per your request the Incident and Inspection data from our in-house record management system. I have included the last 3 fiscal years' worth of data to help put some of the numbers into perspective. After analyzing these figures there appears to be no glaring trends on either the Fire or EMS side of the house. Unfortunately, Fire and EMS data and the associated operations and incidents are so unpredictable that any type of trending is difficult at best.

Often we are asked what days of the week do most fires happen? That is an easy query to do a search for, but when you get the answer and drill down there is no definable cause and effect it just ends up being an interesting historical fact. There is nothing substantive that in any way predicts that is the day you should have more people on duty because that is when the next fire will happen.

For the year ending June 30, 2020 two of the notable decreases in numbers are behold to the Coronavirus pandemic. March, April, May and June contributed to a decrease in the numbers. Those are: ambulance transports and apartment inspections. Of those two areas we truly are expecting them to bounce back. We followed the rules for inspection set out by Vermont Department of Public Safety, Fire Prevention Division. So when DFS started up doing in-person inspections again, so did we. This was in early June so the current year numbers when we look back at them next year should show an increase in July and August as we started to get caught up again. As I reported during my summary I gave during budget discussions we are down by around 200 responses or so when comparing time frames with last year at this time. I thoroughly expect (I hope for many reasons) as the COVID pandemic ends and people start getting out and about again that we will see those numbers rise to "normal" levels.

I will be signed in to the meeting and will be available to answer any questions or concerns which you may have. Or feel free to pick up the phone and call me and if I don't have the answer I will find it and report back to you.

Stay Safe.

Barre City Resolution #2021-01

A RESOLUTION CONDEMNING THE VIOLENT INSURRECTION AT THE NATION'S CAPITOL & CALLING FOR
THE REMOVAL OF THE PRESIDENT

Whereas, the City of Barre is a political subdivision of the State of Vermont, a state within a constitutional democratic federal republic, the United States of America; and

Whereas, the Federal Constitution is the highest law of the land to which the President of the United States, members of Congress and the Judiciary (the three co-equal branches of government) are sworn to protect and defend -- as are members of this City Council; and

Whereas, the United States of America is one of nearly 200 sovereign nation states on planet Earth, a country whose national security and idealistic standing on the world stage is built upon the rule of law, free and democratic elections, and peaceful transitions of power; and

Whereas, any attempt to overturn the results of a free, fair and legal election to remain in power by coup or hostile takeover of the government is a threat to American democracy and therefore a threat to individual, household, local, state and international security; and

Whereas, the City of Barre and the city's voters participated in America's sacred democratic exercise this past November -- alongside cities, towns and villages across the state of Vermont -- holding a general election and casting ballots for President and Vice President of the United States of America and thereby determining a slate of electors who vote for the federal executive candidates receiving the greatest number of votes in the state; and

Whereas, Barre voters, Vermont voters, and American voters cast ballots in the November general election, resulting in a decisive victory in both the popular vote and the electoral college for President-elect Joe Biden and Vice President elect Kamala Harris; and

Whereas, at the prompting of and with the support of President Donald J. Trump, seditious members of Congress sought to assert their individual judgement, political ambitions and partisan interests by challenging the certification of the election results in Congress over that of the US Department of Justice, federal courts, the states, state courts, state and local election officials, independent observers, and (most importantly) American voters -- many of whom took exceptional personal risks to exercise and protect this fundamental right during a deadly pandemic; and

Whereas, on January 6, 2021 in a premeditated address, President Donald J. Trump addressed thousands of supporters, urging them to go to the U.S. Capitol in support of his false claim that he won the 2020 presidential election; and

Whereas, Congressional proceedings to certify the election in the US Capitol building on January 6, 2021 were stopped by a violent, criminal, and lawless mob of Trump's supporters, who stormed,

rioted, ransacked, terrorized, and assaulted the People's house; attacked police officers; and supplanted the American flag for that of Trump's; and

Whereas, the Capitol's law enforcement was not able to hold the Capitol, and four people died;

Whereas, the world witnessed an attack on America -- enabled by the self-interests of extreme domestic ideologues who put lies before truth and self before country -- exposing the fragility of American democracy to domestic terrorists and foreign despots; and

Whereas, it is clear that President Donald J. Trump has chosen his personal desire to remain power before the American people; he is indisputably responsible for these tragic and preventable events by attempting to overturn a free, fair and legal election through an orchestrated and seditious insurrection campaign -- based on misinformation, incited with hate, and resulting in an assault on law enforcement and unprecedented carnage on the institutions of a free American society; and

Whereas, there is no doubt that the President's enablers and the President's delusion, fabrication, self-interest, and ego have led us -- step by step -- to this low and very dangerous moment in American history -- when the fabric of our democracy and the principles of our republic are under attack by President Donald J. Trump; now therefore be it

Resolved, that:

1. The City and its officers will support and defend the Constitution of the United States against all enemies, foreign and domestic;
2. The City condemns this violent and seditious insurrection and calls upon jurisdictional law enforcement agencies to prosecute crimes committed by the rioters and terrorists to the full extent of the law;
3. The City calls upon Vermont's Congressional Delegation to ask for an audit of Capitol security preparedness, any undue political interference, and new protocols to ensure that far-right armed violent extremists receive a comparably effective and just law enforcement response to that of other mass gatherings -- irrespective of race, religion or background;
4. The City requests the Vermont Congressional Delegation to direct new funding to the State of Vermont or municipalities for special domestic terrorism law enforcement;
5. The City of Barre values and appreciates the Governor Scott's quick leadership and statement on these grave events, as well as the statements of many other public officials who have condemned the events of January 6, 2021 -- putting country before self or party;
6. The City calls upon the Governor and the Vermont Department of Health to protect vulnerable people, front-line workers, and others who may be infected by Vermonters who did not follow Center for Disease Control and State of Vermont Department of Health protocols and participated in the Washington D.C. mass-gathering, potentially super-spreading event; and foremost of all,
7. The City calls upon the Cabinet or Congress to immediately remove President Donald J. Trump from office to protect American democracy and prevent further harm to our nation.

By order of the City Council of the City of Barre, Vermont this 12th day of January, 2021.

Lucas Herring, Mayor

City of Barre, Vermont

Barre City Resolution #2020-06

RESOLUTION SUPPORTING THE BARRE CITY POLICE DEPARTMENT

Whereas the Police Department of the City of Barre and its officers provide an essential service to the citizens and businesses; and

Whereas police officers are faced with difficult decisions and sometimes life-threatening situations on a daily basis; and,

Whereas police officers must regularly deal with disturbing and traumatic events, are often at risk of assault and abuse themselves, and can work long hours under constant physical and mental strain; and

Whereas the Barre City Council recognizes that its officers serve our community 24 hours a day, seven days a week, 365 days a year, so our citizens can live, work, raise their families, and enjoy all Barre City has to offer, and without whom the quality of life for Barre citizens and businesses would deteriorate substantially; and,

Whereas many Barre City police officers are community members themselves and chose the City of Barre to raise their families; and,

Whereas it is recognized that data supports no evidence of systemic racism or use of excessive force by the officers who serve our community; and,

Whereas the Barre City Council of the City of Barre in the strongest words possible denounces the idea of defunding its police department; now therefore be it

Resolved, that

1. The City Council of the City of Barre unequivocally supports its police department, officers, leadership and support staff; and
2. The City of Barre will continue to enforce the laws of the City of Barre and State of Vermont on a consistent and equal basis.

By order of the City Council of the City of Barre, Vermont this 14th day of July, 2020.

Lucas Herring, Mayor

City of Barre, Vermont



● *City of Barre, Vermont*

“Granite Center of the World”

Steven E. Mackenzie, P.E.
City Manager

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

To: Mayor Lucas Herring and the Barre City Council

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

Re: Department Head Reports

Report Date: January 8, 2021

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

1. CLERK/TREASURER'S OFFICE:

- City Hall remains closed to the public. The land records vault in the Clerk's office is open by appointment on Tuesdays, Thursdays and Fridays. We are considering offering some open hours in the two weeks leading up to Town Meeting Day to offer in-person early voting.
- Working with the Buildings and Community Services Department on a disinterment request to remove remains buried at Hope Cemetery for transfer to another cemetery in the area. Such a disinterment requires written authorization from all surviving family members. We finally received the last family authorization form, and can now move forward with the disinterment. Likely won't happen until the spring.
- Annual license renewal applications will continue to come to the Council for approval through the rest of December and into January. City policy is a license is considered still valid even if not approved yet, as long as the application is received by December 31st. After that date, the application fee goes up by 50%. However, I have offered a moratorium on license renewals for those businesses that are closed due to COVID. They can renew their licenses when they reopen with no late fees.
- Next TIF audit meeting with the state auditor's office is January 13th and will focus on the grand list and assessor's office.
- Working on TIF annual report, which is due to the VT Economic Progress Council (VEPC) by January 15th.

- Have received the last of the funding through the VT COVID Arrears Assistance Program, which provided payment assistance for delinquent water/sewer bills. arrearage assistance through the COVID relief program being administered by the state to help with payment of delinquent bills. Funds received totaled \$18,869.99.
- Office staff is busy issuing 2021 parking permits and dog licenses.
- Met with BUUSD superintendent David Wells and Barre Town Clerk/Treasurer Donna Kelty to discuss town meeting election coordination. Will be working together on voter outreach.

2. BUILDING AND COMMUNITY SERVICES:

- The BOR re-opened on Saturday, January 2. The first week was slow as rental hours were anywhere from two hours to six hours per day through the weekend of January 9 – 10. Things look better beginning the week of January 11 as Spaulding High School begins practicing. We are also offering “small group” rentals at \$100 per hour on a half sheet of ice (half the rink).
- On Tuesday, I participated in the Department Head conference call.
- On Wednesday, I met with a family regarding the design and placement of a military grass marker for their lot at Hope.
- On Thursday, I met with representatives from the Vermont Health Department, Central Vermont Medical Center and Central Vermont Home Health and Hospice at the AUD. This was a site/logistical meeting regarding the vaccination clinics to be held in the near future.
- On Friday, I met with a representative from r.k. Miles regarding a door at the Public Safety Building that needs replacing.
- We had one entombment this week in the Elmwood vault.
- The Facilities crew is now split up with two staff dedicated to the BOR. With low rental numbers on the weekends, I have assigned one person from the rink to the weekend disinfection duty at the Public Safety Building. This eliminates the four hours of weekend overtime. The crew also worked on removing office furniture and cleaning the area in the Assessing/Permitting Department.

2a. RECREATION:

- Special rentals were set up for the weekend, hoping to sell ½ sheets of ice for \$100 an hour. Still learning the Sign Up Genius software but it was set up to make selecting times easier. Payment is online only through the City portal. We are monitoring the demand, etc. Emails and phone calls with groups renting the ice as well as those adding ice. Communications with the SHS AD on the high school hockey rental times.
- Attended a Department Head meeting
- Attended the City Council meeting
- Prepared for next week’s Paths/Routes/Trails committee meeting
- Prepared report for next week’s Civic Center Committee meeting

- Accepted the final shipment of ladders for the pool
- Time was spent working on summer programming. Emails to confirm times, details, etc. were sent out. At this time looking at USTA Tennis Lessons, Vet Camp, Science Camp, Robotics Camp, Learn To Play Chess Camp, Tiny Tykes & ½ day soccer camp.
- Emailed potential Instructor for Lifeguard Training certification course.
- Worked on swimming pool manual.

3. DEPARTMENT OF PERMITTING, PLANNING AND ASSESSING:

Planning – Janet:

- Attended CVRPC Executive Committee meeting Monday evening;
- Attended City Council meeting Tuesday evening;
- Attended Barre City Energy Committee meeting Wednesday evening;
- Prepared and issued energy committee meeting minutes, and filed for recording previous month's approved meeting minutes;
- LGER grant wrap up – met with Finance Director and City Manager to explain how the grant has ended and what were the next steps. The Finance Director prepared a summary memo of financials regarding the COVID grant, for the Manager to issue. Finished scanning EMS timesheets, and making e-files for wrap up;
- Cleaned out the Assessor area Monday through Wednesday by going through all paper and files in and around the desk; made a pile of files that the clerk could put away in the file drawers; asked that Facilities remove the old, dirty desk and the carpet area was cleaned Friday morning. Once our needed storage room comes to fruition, old assessing files can be boxed up and put in storage to free up room;
- Worked with Downstreet Housing on request to open a VCDP grant and prepared a memo for this request under the Consent Agenda;
- Finished final edits to the City-wide Reappraisal RFP so that it could be included in the Council packet under the Consent Agenda;
- Scanned files to attorney for use rather than them coming in to do a file review on 57 Sixth Street;
- Received most, but not all responses back from DH's on CIP, and working on inputting them so that the Finance Director can begin the next phase by working on the financial part of it;
- Attended TIF audit meeting Thursday afternoon with Clerk, Manager, Finance Director and state audit team;
- Attended Assessing assistance meeting (software configurations) Friday afternoon with Manager, Assess Clerk and HR Director;
- Answering questions, phone calls, sent lister cards, assisted fellow staff, etc.

Permitting – Heather:

- Issued 2 Building Permits;
- Issued 4 Electrical Permits;
- Issued 1 zoning Permit;
- Continued the archiving effort of old zoning/building files;

- Reconciled monthly accounts for December (permitting files matching clerk's NEMRC files);
- Answered all phone messages, emails, filed, picked up paperwork from the office twice weekly, and updated Zoning & Fire Dept. databases.

Assessing Clerk – Kathryn:

- Regular office tasks: permit copies from Heather, address changes, mapping updates, filing, checking Grand List items, Street numbers, corrections, e-mail messages, phone calls, etc.;
- Processed 2 PTTRs (property transfer returns) for updating all property records in NEMRC, Proval, and mapping software;
- Processed 1 change of assessment card to update files;
- Sent out the two corrected tax bills from the result of the E&O's by Council;
- No download of Homestead filings, and the year-to-date total is still 1743;
- Sent out 2 map copies and 5 lister cards as requested via email or by telephone;
- Working on moving, purging and rearranging files in the cabinets to create more space in each drawer to create a better filing system in preparation for the 2021 Tax year;
- E&O final report finished to be given to the Clerk to be filed in the back of the 2020 Grand List;
- Final Grand List 411 form completed and ready to be submitted to the state for the January 15, 2021 deadline (Janet will sign and submit as Interim Acting Assessor);
- At the Director's request, began doing a lot of filing and clearing with the recent termination of the Assessor.

4. DEPARTMENT OF PUBLIC WORKS:

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

5. FINANCE DIRECTOR:

- Finalized COVID-19 LGER & FEMA Grant reconciliations; met with Manager Mackenzie and PPIS Director Shatney to review expenditures, approve payout of hazard pay, and develop a plan for future expenditures
- Drafted a memo for Manager Mackenzie to review and send to DH's regarding the end of all available COVID funds and any future COVID expenditures will still be tracked as COVID but will become part of the department budget
- Updated FY21 Civic Center Fund Summary for the committee meeting
- Attended DH meeting
- Attended City Council via Zoom
- Attended TIF audit meeting via Teams
- Hosted FY20 audit closeout discussion via Zoom with Sullivan Powers, Manager Mackenzie and Clerk Dawes

- Met with DPW Director Ahern on the interview process for the upcoming DPW Campus Consultant Interviews and received a copy of the finalists' proposals to review & prepare
- Reviewed FY21 Budget to Actual and sent to DH's with my "watch" list
- Updated FY22 Budget Draft to include changes suggested by council
- Working on FY21 Capital fund recon to provide an update for planning of FY22 Streets/Sidewalks/Equipment ballot item breakdown
- Reviewed AP Invoices

6. DEPARTMENT OF PUBLIC SAFETY:

6a. FIRE DEPARTMENT:

Weekly Fire Activity Report to follow this memo.

6b. POLICE

Police Media Logs to follow this memo.

BARRE

Copy of Departmental Activity Report

Current Period: 12/31/20 to 01/06/21, Prior Period: 12/24/20 to 12/30/20

00:00 to 24:00

All Stations

All Shifts

All Units

All Activity Types

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Dispatch/Remote Station Incidents*				
EMS Incidents	0	0.00	0	0.00
NFIRS Incidents	0	0.00	0	0.00
	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0.00</u>
Fire Alarm Situations				
Combustible/flammable spills & leaks	1	1.76	0	0.00
Dispatched and cancelled en route	1	0.51	1	0.10
Electrical wiring/equipment problem	0	0.00	1	0.94
Emergency medical service (EMS) Incident	34	62.61	26	60.16
Rescue, emergency medical call (EMS), other	2	1.36	2	1.75
Service call, Other	1	1.20	0	0.00
Structure Fire	1	1.92	0	0.00
System or detector malfunction	1	2.40	0	0.00
Unintentional system/detector operation (no fire)	2	7.06	2	3.22
Wrong location, no emergency found	1	0.52	0	0.00
	<u>44</u>	<u>79.34</u>	<u>32</u>	<u>66.17</u>
Hydrant Activities				
Flow Tests	0	0.00	0	0.00
Inspections	0	0.00	0	0.00
	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0.00</u>
Non-Incident Activities				
BAY FLOOR WASH	0	0.00	3	2.25
COVID 19 SCREENING COMPLETED	32	2.29	30	2.19
DAY SHIFT COVERAGE	1	12.00	0	0.00
FD VEHICLE FUELING - DIESEL	6	24.93	0	0.00
FIRE ALARM TEST WITH ACTIVATION	0	0.00	2	1.00
NIGHT SHIFT COVERAGE	1	12.00	0	0.00
ON DUTY	31	673.50	29	624.00
SICK TIME USED	2	48.00	1	24.00
VACATION USED	1	12.00	4	96.00
WASH VEHICLES	0	0.00	3	0.75

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

BARRE

Copy of Departmental Activity Report

Current Period: 12/31/20 to 01/06/21, Prior Period: 12/24/20 to 12/30/20

00:00 to 24:00

All Stations

All Shifts

All Units

All Activity Types

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Non-Incident Activities				
	74	784.72	72	750.19
Testing/Maintenance of Equipment				
PUMP REPAIR	1	0.00	1	0.00
Pump Test	1	0.00	0	0.00
	2	0.00	1	0.00
Training				
EMS EQUIPMENT & AMBULANCE FAMILIZATION	3	5.49	4	9.00
BASEMENT FIREFIGHTER ESCAPE & RESCUE (PROP)	0	0.00	2	1.50
CHEST PAIN	4	2.12	0	0.00
CODE 99	3	7.50	0	0.00
DRIVER TRAINING (DRIVING STREETS)	0	0.00	4	4.00
FF DRAGS AND CARRIES	0	0.00	5	5.00
HIGH RISE OPS	0	0.00	2	0.00
HOSE HANDLING	2	2.00	0	0.00
METER	0	0.00	5	0.00
PULLING HOSE LINES	0	0.00	5	10.00
RAPID INTERVENTION TEAM	0	0.00	2	2.00
ROLL IN DRILL	2	4.00	0	0.00
Spinal Motion Restriction	4	0.00	0	0.00
STANDARD OPERATING GUIDELINES	0	0.00	6	6.00
TRAINING ON COMPLETION OF VEHICLE CHECKS	2	4.00	8	11.66
TRUCK 30 EQUIPMENT/ MECHANICAL REVIEW	0	0.00	2	3.00
TRUCK 30 SET UP AND OPERATIONS	0	0.00	3	8.50
TRUCK 30 WATER WAY OPERATIONS / PUMPING	1	4.50	0	0.00
VEHICLE EXTRICATION	0	0.00	2	7.00
VENTILATION (VERTICAL)	5	7.50	0	0.00
WATER RESCUE	5	5.00	0	0.00
WINDOW RESCUES / DENVER DRILL	0	0.00	5	5.00
	31	42.11	55	72.66

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

By check number for check acct 01(GENERAL FUND) and check dates 01/13/21 thru 01/13/21

Vendor

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

01064	ABSOLUTE SPILL RESPONSE LLC						
	674	transportation,disposal	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	525.00	139412
01031	ACCURA PRINTING						
	70532	business cards-B Hoar	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	55.00	139413
01088	AFSCME COUNCIL 93						
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0007	UNION DUES PAYABLE	0.00	181.07	E67
01150	AIRGAS USA LLC						
	9107932067	oxygen	003-8330-320.0740	EQUIPMENT MAINT	0.00	109.82	139414
01136	ALLEGIANCE TRUCKS						
	123020	muffler assy exhaust	001-8050-320.0743	TRUCK MAINT - STS	0.00	782.49	139415
01060	AMAZON CAPITAL SERVICES						
	X76V-121620	generator	001-6040-370.1380	COVID-19 MATERIALS	0.00	92.99	139416
	X76V-121620	generator	001-6050-370.1380	COVID-19 MATERIALS	0.00	92.99	139416
					-----	-----	
					0.00	185.98	
01093	AMERICAN ROCK SALT CO LLC						
	0652126	salt	001-8050-360.1184	SALT - SNO	0.00	5,916.00	139417
	0653430	salt	001-8050-360.1184	SALT - SNO	0.00	4,177.24	139417
					-----	-----	
					0.00	10,093.24	
23018	AUBUCHON HARDWARE						
	497790	window kits	001-7020-320.0729	ANNEX MAINT	0.00	13.48	139418
	497806	numbers	001-8050-350.1061	SUPPLIES - GARAGE	0.00	4.49	139418
					-----	-----	
					0.00	17.97	
02117	BARRE COMMUNITY JUSTICE CENTER						
	010721	COVID grant funds	024-5400-360.1170	TRANSFER TO JUSTICE CTR	0.00	55,557.50	139419
02047	BARRE ELECTRIC & LIGHTING SUPPLY I						
	235270	ballast,wire stripper	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	62.81	139420
02027	BOUND TREE MEDICAL LLC						
	83881938	medical supplies	001-6040-350.1054	MEDICAL SUPPLIES	0.00	533.83	139421
02217	BROOK FIELD SERVICE						
	35242	labor,coolant,mileage	003-8330-320.0740	EQUIPMENT MAINT	0.00	380.41	139422
03066	CAI TECHNOLOGIES						
	10864	tax map maint	001-5020-210.0311	EQUIP PURCH & SW LICENSES	0.00	155.00	139423
	10864	tax map maint	018-6000-490.1320	REAPPRAISAL EXPENSES	0.00	620.00	139423
					-----	-----	
					0.00	775.00	
03082	CHA						
	35472-12	services through 11/27/20	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	14,791.93	139424

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Vendor

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

03145 CHAMPLAIN VALLEY EQUIPMENT							
	CB41105	rear light, freight	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	417.86	139425
	CB41197	credit-light, lens	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	-179.63	139425
					-----	0.00	238.23
03205 CITY OF BARRE PENSION PLAN & TRUST							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	431.38	139466
03012 CLARKS TRUCK CENTER							
	441622	regulator	001-8050-320.0743	TRUCK MAINT - STS	0.00	40.96	139426
	441742	fittings, tubing	001-8050-320.0743	TRUCK MAINT - STS	0.00	85.95	139426
	441775	light, screws	001-8050-320.0743	TRUCK MAINT - STS	0.00	104.02	139426
					-----	0.00	230.93
03337 COMMUNITY BANK NA							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0001	FEDERAL TAX PAYABLE	0.00	16,855.08	139468
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0004	FICA PAYABLE	0.00	23,668.84	139468
					-----	0.00	40,523.92
03308 COMMUNITY BANK NA							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	235.00	139467
03185 CONTROL TECHNOLOGIES INC							
	103168	labor	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	440.00	139427
04071 DEAD RIVER CO							
	122120	fuel oil, lic fee, fuel tax	001-6043-330.0833	FUEL OIL	0.00	284.31	139428
	122120	fuel oil, lic fee, fuel tax	001-7015-330.0831	WHEELLOCK BLDG FUEL	0.00	269.70	139428
	122820	fuel oil, lic fee, fuel tax	001-8050-330.0829	FUEL OIL - GARAGE	0.00	426.99	139428
	122820	fuel oil, lic fee, fuel tax	002-8200-330.0829	FUEL OIL - GARAGE	0.00	193.48	139428
	122820	fuel oil, lic fee, fuel tax	003-8330-330.0825	FUEL OIL	0.00	823.53	139428
	56562	fuel oil, lic fee, fuel tax	001-6043-330.0833	FUEL OIL	0.00	1,738.78	139428
					-----	0.00	3,736.79
05069 EDWARD JONES							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	201.00	139469
05059 ENDYNE INC							
	352775	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	55.00	139429
	353768	lab services	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	100.00	139429
	357520	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	55.00	139429
	357521	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	55.00	139429
	357697	lab services	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	120.00	139429
					-----	0.00	385.00
05007 EVERETT J PRESCOTT INC							
	5813235	flanges	003-8330-320.0740	EQUIPMENT MAINT	0.00	9.60	139430

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

06009 F W WEBB CO		69898296	filters,plugs	003-8330-320.0740	EQUIPMENT MAINT	0.00	28.98	139431
		69920022	nipples,unions	003-8330-320.0740	EQUIPMENT MAINT	0.00	56.46	139431
						-----	85.44	
06065 FISHER AUTO PARTS		647567	winter blades	001-8500-320.0720	VEHICLE/BACKHOE MAINT	0.00	12.85	139432
		647902	retainer,fuse	001-8500-320.0720	VEHICLE/BACKHOE MAINT	0.00	8.79	139432
						-----	21.64	
07073 G D MACHINES		424479	labor,wire,gas	003-8330-320.0740	EQUIPMENT MAINT	0.00	668.75	139433
		424480	labor,washers,bearings	003-8330-320.0740	EQUIPMENT MAINT	0.00	1,335.43	139433
		424481	labor	002-8220-320.0740	EQUIPMENT MAINT	0.00	382.50	139433
						-----	2,386.68	
07016 GALLS LLC		017023752	pants,freight	001-6040-340.0940	CLOTHING	0.00	88.94	139434
07187 GARNET TRANSPORT MEDICINE LLC		1707	COVID testings	001-1000-120.0150	MISC A/R	0.00	1,800.00	139435
07149 GREEN MOUNTAIN POWER CORP		515018	pole rent	001-6060-200.0210	ELECTRICITY	0.00	8.00	139436
07006 GREEN MT POWER CORP		19335-1120	Merchants Row ev station	001-6045-200.0210	EVCS ELECTRICITY-MERCH RO	0.00	29.81	139437
07008 GUYS REPAIR SHOP LLC		35592	chains,gear,oil,screw	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	123.74	139438
07074 GW LOCKSMITH LLP		8531	labor,travel	001-7020-320.0729	ANNEX MAINT	0.00	75.00	139439
08053 HOLLAND CO INC		6945	chemicals	002-8220-320.0755	PCH180	0.00	777.40	139440
09021 IRVING ENERGY		1719	propane	001-7035-330.0836	BOTTLED GAS	0.00	448.21	139441
		300454	propane	001-7035-330.0836	BOTTLED GAS	0.00	545.33	139441
		307109	propane	001-7020-330.0836	BOTTLED GAS	0.00	206.31	139441
		307538	propane	001-7030-330.0836	BOTTLED GAS	0.00	209.07	139441
		308385	propane	001-7030-330.0836	BOTTLED GAS	0.00	242.50	139441
		308812	propane	001-7030-330.0836	BOTTLED GAS	0.00	119.37	139441
		986003	propane	001-7030-330.0836	BOTTLED GAS	0.00	82.38	139441

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					0.00	1,853.17	
12099	LEAF						
	11389740	copier leases	001-5010-210.0312	OFFICE MACHINES MAINT	0.00	784.50	139442
13189	MILES SUPPLY INC						
	123120	liners,towels,tissue	001-7020-350.1049	CUSTODIAL SUPPLIES	0.00	259.28	139443
	123120	liners,towels,tissue	001-7020-470.1270	MACHINES/EQUIPMENT OUTLAY	0.00	18.95	139443
	123120	liners,towels,tissue	001-7030-350.1053	SUPPLIES/EQUIPMENT	0.00	18.95	139443
	123120	liners,towels,tissue	001-7035-350.1049	CUSTODIAL SUPPLIES	0.00	429.78	139443
					0.00	726.96	
13134	MOUNTAIN VIEW SECURITY SYSTEMS						
	689060	monitoring 1/1-6/30/21	001-7015-320.0730	POOL & BLD MAINT	0.00	210.00	139444
14016	NELSON ACE HARDWARE						
	122620	freezer bags	002-8220-320.0737	LAB MAINT	0.00	12.58	139445
	122720	filter,brush,rollers	001-8050-320.0742	SNOW EQUIP MAINT	0.00	130.92	139445
	122720	filter,brush,rollers	001-8050-350.1061	SUPPLIES - GARAGE	0.00	19.99	139445
	122820	conduit,staples	002-8200-320.0727	BLDG & GROUNDS MAINT	0.00	7.18	139445
					0.00	170.67	
14154	NORTH COUNTRY FEDERAL CREDIT UNION						
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	75.00	139470
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	112.00	139470
					0.00	187.00	
14121	NORTHFIELD AUTO SUPPLY						
	329413	v-belts,pwr steering flui	003-8330-320.0740	EQUIPMENT MAINT	0.00	18.40	139446
	329413	v-belts,pwr steering flui	003-8330-320.0743	TRUCK MAINT	0.00	12.49	139446
	329437	boxed miniature	003-8330-320.0743	TRUCK MAINT	0.00	0.95	139446
	329528	pins,antiseize	002-8220-320.0740	EQUIPMENT MAINT	0.00	12.78	139446
	329528	pins,antiseize	002-8220-320.0743	TRUCK MAINT	0.00	4.49	139446
	329590	switch,charger	001-8050-320.0742	SNOW EQUIP MAINT	0.00	14.99	139446
	329590	switch,charger	001-8050-350.1061	SUPPLIES - GARAGE	0.00	22.79	139446
	329595	fuel filter	001-8050-320.0743	TRUCK MAINT - STS	0.00	86.66	139446
	329601	switch	003-8330-320.0740	EQUIPMENT MAINT	0.00	39.99	139446
	329602	battery,terminal	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	99.05	139446
	329629	battery cable lug,cable	003-8330-320.0740	EQUIPMENT MAINT	0.00	21.86	139446
	329660	battery	001-8050-320.0742	SNOW EQUIP MAINT	0.00	76.79	139446
	329711	ice blades	001-8050-320.0743	TRUCK MAINT - STS	0.00	23.00	139446
	329850	hose,fittings	001-8050-320.0742	SNOW EQUIP MAINT	0.00	74.95	139446
	329866	clamps	001-8050-320.0742	SNOW EQUIP MAINT	0.00	3.69	139446
	329897	elbow connectors	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	5.55	139446
	329904	blister pack capsules	001-8050-320.0743	TRUCK MAINT - STS	0.00	25.88	139446

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	329946	tubing,clamps,u-bolts	001-8050-320.0743	TRUCK MAINT - STS	0.00	166.90	139446
					0.00	711.21	
14089 NORTHFIELD SAVINGS BANK							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	1,276.39	139471
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0013	HSA PAYABLE	0.00	381.00	139471
					0.00	1,657.39	
14059 NOVUS BECKLEY HILL SOLAR LLC							
	40	est monthly generation	002-8220-200.0212	BECKLEY HILL SOLAR PROJ	0.00	6,042.00	139449
15046 OFFICE OF CHILD SUPPORT							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	152.31	139472
15051 ONE CREDIT UNION							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0009	SAVINGS PAYABLE	0.00	1,353.48	139473
16077 PERSHING LLC							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	225.00	139474
16102 PRUDENTIAL RETIREMENT							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0006	ANNUITY PAYABLE	0.00	210.00	139475
17010 QUADIENT FINANCE USA INC							
	120220	meter postage	001-5010-360.1163	POSTAGE FOR METER	0.00	2,000.00	139450
17002 QUILL CORP							
	13291467	ribbon,storage boxes	001-5020-350.1053	OFFICE SUPPLIES	0.00	56.09	139451
	13291467	ribbon,storage boxes	002-8200-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	7.09	139451
	13291467	ribbon,storage boxes	003-8300-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	7.09	139451
					0.00	70.27	
18051 RADIO NORTH GROUP INC THE							
	24142726	labor	001-6040-320.0724	RADIO MAINT	0.00	142.50	139452
	24142727	batteries	001-6040-320.0724	RADIO MAINT	0.00	120.00	139452
	24142742	chargers,knobs	001-6040-320.0724	RADIO MAINT	0.00	127.50	139452
					0.00	390.00	
18053 RECREONICS INC							
	849269	credit-ladders	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	-4,522.45	139453
	849560	ladders,freight	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	5,372.99	139453
					0.00	850.54	
18004 REYNOLDS & SON INC							
	3383015	compressor,valve,labor	001-6040-310.0612	BREATHING APPARATUS	0.00	124.61	139454

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	3383158	lens, labor, test	001-6040-310.0612	BREATHING APPARATUS	0.00	431.26	139454
	3383159	charger cradle, batteries	001-6040-340.0941	EQUIPMENT - SAFETY	0.00	301.54	139454
	3383795	gloves	003-8330-370.1381	COVID-19 MATERIALS	0.00	217.85	139454
					0.00	1,075.26	
19019	STATE OF VERMONT						
	010621	stormwater operating fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	1,801.60	139455
19146	STOWE PEST CONTROL LLC						
	122820	pest control	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	90.00	139456
19160	SWISH WHITE RIVER						
	W413866	cleaner, truck wash	001-8050-350.1061	SUPPLIES - GARAGE	0.00	264.25	139457
	W413866	cleaner, truck wash	003-8300-320.0743	TRUCK MAINT	0.00	80.25	139457
					0.00	344.50	
20002	TIMES ARGUS ASSOC INC						
	5155	advertise agenda 12/29/20	001-5010-230.0510	ADVERTISING/PRINTING	0.00	121.80	139458
	5593	advertise agenda 1/5/21	001-5010-230.0510	ADVERTISING/PRINTING	0.00	275.73	139458
					0.00	397.53	
20005	TOWN OF BARRE						
	021121	23 Pierce Rd prop tax	002-8220-230.0534	PROPERTY TAX EXP	0.00	872.66	139459
	021221	E Barre Rd prop tax	002-8200-230.0534	PROPERTY TAX EXP	0.00	246.40	139459
	021321	302 E Cobble Hill Rd tax	002-8200-320.0726	BLD,GRD,MAINT FIRE DIST 8	0.00	155.47	139459
	021421	S Barre Rd prop tax	002-8200-230.0534	PROPERTY TAX EXP	0.00	560.26	139459
	021521	Access Rd prop tax	002-8200-230.0534	PROPERTY TAX EXP	0.00	467.86	139459
	021621	220 Taplin Rd prop tax	002-8200-320.0726	BLD,GRD,MAINT FIRE DIST 8	0.00	323.40	139459
	21-080	intercept-Tatro	001-6040-120.0171	CONSULTANT FEES	0.00	250.00	139459
	21-092	lawn waste site Fall 2020	001-7015-320.0721	FIELD MAINTENANCE	0.00	2,254.34	139459
					0.00	5,130.39	
21002	UNIFIRST CORP						
	4547988	uniform rental	001-7020-340.0940	CLOTHING	0.00	56.32	139461
	4547988	uniform rental	001-7030-340.0940	CLOTHING	0.00	50.92	139461
	4547988	uniform rental	001-6043-340.0940	CLOTHING	0.00	21.72	139461
	4547988	uniform rental	001-7015-340.0940	CLOTHING	0.00	10.58	139461
	4547988	uniform rental	001-8500-340.0940	CLOTHING	0.00	21.02	139461
	4549973	uniform rental	001-7020-340.0940	CLOTHING	0.00	56.32	139461
	4549973	uniform rental	001-7030-340.0940	CLOTHING	0.00	50.92	139461
	4549973	uniform rental	001-7035-340.0940	CLOTHING	0.00	21.72	139461
	4549973	uniform rental	001-7015-340.0940	CLOTHING	0.00	10.58	139461
	4549973	uniform rental	001-8500-340.0940	CLOTHING	0.00	21.02	139461
	4549974	uniform rental	001-8050-320.0743	TRUCK MAINT - STS	0.00	69.00	139461
	4549974	uniform rental	001-8050-340.0940	CLOTHING	0.00	214.32	139461

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	4549974	uniform rental	002-8200-340.0940	CLOTHING	0.00	90.73	139461
	4549974	uniform rental	003-8300-340.0940	CLOTHING	0.00	56.84	139461
	4549978	uniform rental	002-8220-340.0940	CLOTHING	0.00	70.13	139461
					0.00	822.14	
22100 VERMONT DEPT OF TAXES							
PR01:211	PR-01/13/21	Payroll Transfer	001-2000-240.0002	STATE TAX PAYABLE	0.00	5,280.83	139476
22142 VERMONT DOOR COMPANY							
	29975	labor,rollers,hinges	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	208.50	139463
22094 VMCTA							
	010821	3 memberships	001-5070-130.0180	TRAINING/DEVELOPMENT	0.00	75.00	139464
22095 VMERS DB							
	CHDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	35,856.89	139465
	CHDEC20	employer contribution	002-8200-110.0155	PENSION	0.00	3,094.48	139465
	CHDEC20	employer contribution	002-8220-110.0155	PENSION	0.00	3,569.65	139465
	CHDEC20	employer contribution	003-8300-110.0155	PENSION	0.00	2,799.67	139465
	CHDEC20	employer contribution	003-8330-110.0155	PENSION	0.00	4,517.74	139465
	FDDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	27,283.38	139465
	MGMTDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	7,403.45	139465
	PDDEC20	employer contribution	001-9030-110.0154	CITY PENSION PLAN	0.00	47,708.39	139465
					0.00	132,233.65	

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	Number	Number	Description	Number	Description	Amount	Amount	Check

Report Total

300,934.45
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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 \$ ***300,934.45
Let this be your order for the payments of these amounts.

