

SPECIAL COUNCIL MEETING

Tuesday, March 14, 2023 5:00pm

Council Chambers

1. Call to Order – 5:00 p.m.
2. Executive Session – real estate
3. Adjourn

REGULAR COUNCIL MEETING

Tuesday, March 14, 2023 7:00pm

Council Chambers or Zoom

<https://us06web.zoom.us/j/88982525535?pwd=VzlxOU5tald0YkgySUDTcldqSUVGQT09>

Meeting ID: 889 8252 5535 Passcode: 675736

One tap mobile: 929-205-6099

Page	Item
	1. Call to Order – 7:00 pm
	2. Adjustments to the Agenda
	3. Visitors and Communication
	4. Consent Agenda
5.	A. Approval of Minutes
10.	i. Regular City Council Meeting of Tuesday March 28, 2023
	B. City Warrants
	i. Ratification of the Warrants from Week of April 5, 2023
	ii. Approval of City Warrants from Week of April 12, 2023
20.	C. Clerk’s Office Licenses and Permits
	D. Ratify approval of American Legion August 5 th coin drop
21.	E. Ratify application for an AARP microgrant for community gardens
29.	F. Approve the 2023 local emergency management plan
68..	G. Authorize application for PACIF safety and training grants
71.	H. Authorize execution of a contract with Sullivan Powers as the City’s independent auditor
72.	I. Accept Transit-Oriented Development grant award
73.	J. Approval of amendments to staff and committee appointments
84.	K. Appoint the Manager as the City’s representative to the board of Prospect Heights Development, Inc.
	5. City Clerk & Treasurer Report
85.	6. Liquor/Cannabis Control Boards
	7. City Manager’s Report
	8. New Business
	A. Presentations by the prospective purchasers of the Wheelock House (Manager)
89.	B. Approval of the 2023-2025 Strategic Plan (Council and Manager)
108.	C. Approval of 2023-2024 fees (Manager)
114.	D. Approval of 2023-2024 paving bid and assign undesignated fund balance to expand the paving program (Manager)
	E. Set dates for Ward barbecues (Mayor)
	F. Discussion of a letter to the Governor regarding GMT service cuts (Councilor Deering)
	9. Upcoming Business
	10. Round Table
	11. Executive Session – real estate, Litigation
	12. Adjourn

Nicolas Storrellicastro, City Manager

The portion of this meeting starting at 7:00pm will be taped for re-broadcast on Channel 192 CVTV and will be re-broadcast on Wednesday at 9:00 a.m. and 12:00 noon CVTV Link for meetings online – cvtv723.org/

Monday April 10

Police Advisory Committee 6:00 PM Public Safety Building

Thursday April 13

Planning Commission 6:30 PM Virtual Only

Ground Rules for Interaction with each other, staff, and the general public

- Rules may be reviewed periodically
- Practice mutual respect
 - Assume good intent and explain impact
 - Ask clarifying questions
 - If off course, interrupt and redirect
- Think, then A.C.T.
 - Alternatives – Identify all choices
 - Consequences – Project outcomes
 - Tell your story – Prepare your defense
- Ethics checks
 - Is it legal?
 - Is it in scope (Charter, ordinance, policy)?
 - Is it balanced?
- “ELMO” – Enough, Let’s Move On
 - Honor time limits
 - Be attentive, not repetitive
- Be open-minded to different solutions or ideas
 - Remarks must be relevant and appropriate to the discussion; stay on subject
 - Don’t leave with “silent disagreement”
 - Decisions agreed on by consensus when possible, majority when necessary
 - All decisions of Council are final
- No blame
 - Articulate expectations of each other
 - We all deeply care about the City in our own way
 - Debate issues, not personalities
- Electronics
 - No texting, email, or videogames during the meeting



City of Barre, Vermont

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R. Nicolas Storellicastro
City Manager
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citymanager@barrecity.org

MEMO

TO: City Council
FR: The Manager
DATE: 4/7/2023
SUBJECT: Packet Memo re: 4/11/23 Council Meeting Agenda Items

Councilors:

As a reminder, there will be a **Special City Council meeting on Tuesday, April 11, 2023 at 5:00 PM** immediately prior to our usual meeting for Council to meet and hear from the prospective purchasers of the Wheelock House. The only agenda item for that meeting is executive session and there will be no Zoom option for the Special Meeting. Also, there is no Council meeting on April 18, 2023. The next Council meeting is April 25, 2023.

The following notes apply to packet support materials for the Subject Council Meeting Agenda. There are no memos associated with the following agenda items:

- 4-D Ratify approval of American Legion August 5th coin drop
- 8-A Presentation by the prospective purchasers of the Wheelock House
- 8-E Set dates for Ward barbecues
- 8-F Discussion of a letter to the Governor regarding GMT service cuts

Item 4-J: Approval of amendments to staff and committee appointments

This action item requests Council's approval of changes to committee assignments to conform with the committee re-set that was approved at the March 28, 2023 meeting. If approved, this list of appointments will also inform the vacancies that we will advertise to be filled in June, pursuant to the [City's policy on municipal bodies and appointments](#). In addition, this item requests conforming changes to staff appointments to account for new hires and promotions since August 9, 2022, when this was last revisited by Council.

Item 8-A: Presentation by the prospective purchasers of the Wheelock House (Manager)

There is no memo associated with this agenda item. Our real estate agent, Michelle Hebert, has communicated with the prospective purchasers and they have been instructed to deliver an up to 15 minute presentation to the Council and the public.

Item 8-D: Approve the 2023-2024 paving bid and assign undesignated fund balance to expand the paving program (Manager and Public Works Director)

After publicly opening and reviewing the paving bids on March 29, 2023, the City is proposing a \$1 million paving program in 2023-2024, and seeking Council's approval to: (1) execute a contract with FreshCoat Asphalt Services for the 2023-2024 paving contract, and (2) designate \$125,000 in FY23 undesignated fund balance to help support the cost of the expanded paving program. If approved, the \$125,000 will be part of a financial plan that contributes 3.79 miles of additional overlay than initially planned.

**Regular Meeting of the Barre City Council
Held March 28, 2023**

The Regular Meeting of the Barre City Council was called to order in person and via video platform by Mayor Jake Hemmerick at 7:00 PM at Barre City Hall, Barre, Vermont. In attendance in person or virtually were: From Ward I, Councilors Emel Cambel and Thom Lauzon; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Michael Deering and Samn Stockwell. City staff members present were City Manager Nicolas Storellicastro, Assistant Manager Dawn Monahan, Buildings and Community Services Director Jeff Bergeron, BCS Assistant Director Stephanie Quaranta, Planning Director Janet Shatney, Deputy Fire Chief Joe Aldsworth, Human Resources Director Rikk Taft, BOR Foreperson Rowdie Parker, and Clerk/Treasurer Carol Dawes.

Absent: NONE

Others Present: NONE

Adjustments to the Agenda:

Manager Storellicastro asked to move new agenda items A & B to immediately follow these adjustments to accommodate those in attendance.

New Business –

A) Resolution honoring the Spaulding High School girls hockey team on the occasion of winning the 2022-2023 state division I championship.

Councilor Deering read the resolution, and official copies were given to all members of the championship hockey team, along with several standing ovations. Coach David Lawrence said this is a special group of kids, and they treat each other as a family. Rep. Peter Anthony said the team will be honored with a legislative resolution next Friday at the statehouse. Councilors enthusiastically adopted the resolution on motion of Councilor Waszazak, seconded by Councilor Boutin. **Motion carried.**

B) Resolution recognizing the service of Rowdie Parker on the occasion of his retirement.

Clerk Dawes read the resolution, and an official copy was presented to Mr. Parker, along with a standing ovation. The SHS girls' hockey team presented Mr. Parker with a hockey jersey in honor of his decades of service to the BOR ice rink and the teams who call that space home. Council adopted the resolution on unanimous consent.

Visitors and Communications – NONE

Approval of Consent Agenda:

Mayor Hemmerick asked the acceptance of the FY24 municipal planning grant be taken up separately, as he will recuse himself during discussion and approval due to conflict of interest.

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

- A. Approval of Minutes:
 - i. Regular meeting of March 14, 2023.
- B. City Warrants as presented:
 - 1. Ratification of Week 2023-12, dated March 22, 2023:
 - i. Accounts Payable: \$205,438.48
 - ii. Payroll (gross): \$129,560.62
 - 2. Approval of Week 2023-13, dated March 29, 2023:
 - i. Accounts Payable: \$232,454.67
 - ii. Payroll (gross): \$180,574.97

C. 2023 Licenses & Permits:

1. Food Establishment:
 - i. Mulligan’s, 9 Maple Ave
2. Fireworks:
 - i. Barre Partnership, Heritage Festival, July 29, 2023
3. Entertainment:
 - i. Mulligan’s, 9 Maple Ave, annual license
 - ii. Barre Partnership, annual license
 - iii. Baked With Love (Barre Pride), June 10, 2023, City Hall Park 9AM-3PM
 - iv. The ReHab Gym, May 20, 2023, private parking lot behind gym, strength meet

- D. Authorize contract with Televate for dispatch staffing and training study
- E. Authorize contract with White + Burke for TIF consulting services
- F. Ratify application for Fall 2022 VTrans Transportation Alternatives Grant
- G. Authorize planned purchase of two Public Works vehicles
- H. Accept FY24 municipal planning grant (moved to separate action below)

Councilor Boutin assumed chairing the meeting as Mayor Hemmerick stepped aside due to conflict of interest. Council approved acceptance of the FY24 municipal planning grant on motion of Councilor Stockwell, seconded by Councilor Cambel. **Motion carried, with Mayor Hemmerick recused.**

Mayor Hemmerick resumed chairing the meeting.

City Clerk & Treasurer Report –

Clerk/Treasurer Dawes reported on the following:

- The BUUSD budget revote is scheduled for May 9th to coincide with Barre Town’s town meeting elections. Voting in Barre City will take place at the Old Labor Hall on Granite Street. Ballots will be mailed out automatically to all those who voted early absentee for the March 7th elections.
- Water/sewer bills are due by March 31st.
- The Manager and Clerk are testifying tomorrow before House Ways & Means on the City’s request for TIF extensions, S.94. The bill passed out of the Senate before crossover.

Liquor Control Board/Cannabis Control Board – Council approved the following license renewals on motion of Councilor Lauzon, seconded by Councilor Waszazak. **Motion carried with Councilor Boutin abstaining.**

License holders	1st class	2nd class	3rd class	outside consumption permit	tobacco	tobacco substitute
Asian Gourmet	yes		yes	yes		
Bella Campo Food Products		yes				
Beverage Baron		yes			yes	yes
Champlain Farms - 169 Washington St		yes			yes	yes
Champlain Farms - 15 S. Main St		yes			yes	yes
Cumberland Farms- 524 N. Main St		yes			yes	yes
Cumberland Farms - 132 S. Main St		yes			yes	yes
Dente's Market		yes				
Dollar General #15340 - 540 N. Main St		yes			yes	
Dollar General #11046 - 74 S. Main St		yes			yes	
Jiffy Mart		yes			yes	yes
The Meltdown LLC	yes			yes		
Mr Z's	yes					
Mutuo	yes		yes			

North End Deli Mart		yes			yes	yes
Walgreens		yes			yes	

City Manager’s Report –

Manager Storellicastro noted the following:

- There were three water main breaks over the past several days. All have been repaired. Customers in South Barre are on a boil water order until the samples are declared safe.
- Met with representatives from USDA – Rural Development for an informational meeting on the federal earmarks allocated for improvements at the auditorium.
- There will be an informational meeting on the Garfield playground on April 4th on zoom to discuss plans for bringing the playground back to life.
- Street cleaning has started.
- Paving bids are due by tomorrow, with the contract scheduled to come to Council for approval on April 11th.

New Business, continued –

C) Presentation and acceptance of an AED donation.

Buildings and Community Services director Jeff Bergeron said the City has purchased AED defibrillators from Reynolds & Son for City facility buildings. Brad Morse from Reynolds donated an AED to the City for use at the pool. Deputy Fire Chief Joe Aldsworth said Reynolds has been working with the City on special pricing to provide AEDs for a number of non-City facilities throughout the area. Councilors thanked Mr. Morse and Reynolds & Son for their generosity.

D) Approval of 2nd round application form for the ARPA Community Innovation Fund.

Manager Storellicastro reviewed the final version of the application form, and said it will be shared with those individuals and organizations that submitted preliminary letters of interest earlier this year. The completed 2nd round applications are due back by May 1st. Councilors suggested some edits and corrections. Councilor approved the application as amended on motion of Councilor Lauzon, seconded by Councilor Stockwell. **Motion carried.**

E) Request to have Barre City placed on the next GMT agenda to discuss service cuts.

Councilor Waszazak said several Councilors, the Manager and other community members attended last week’s GMT board meeting to follow up on concerns around Barre area service changes that went into effect last summer. He said they were unable to be heard at the meeting because GMT process requires municipal request for placement on the agenda. Councilor Waszazak is seeking Council approval to request being placed on the April GMT board meeting agenda to discuss service restoration, Barre City board representation, and working towards common goals.

GMT general manager Clayton Clark thanked the Council for raising these issues, and noted joining the board requires a larger financial contribution than what is currently being provided by Barre City. Mr. Clark said the service reductions are tied to staffing losses due to retirements and the inability to hire new drivers. There was discussion on fixed routes vs. demand response services, the recent hiring of a rural operations director, what’s involved in being a volunteer driver, and how board members are selected. Mr. Clayton said routes will be restored as drivers are hired.

Washington County board member Christian Meyer introduced himself and said he’s new to the GMT board, and also the new executive director of the Central Vermont Regional Planning Commission.

Jesse Rosado asked if there could be additional local representation on the board. He said his empathy is with the riders at the bus stops who aren’t getting service. He suggested the Council stand in solidarity with riders, write to Governor Scott to inform him and the administration of the circumstances, and raise public awareness. Mr. Rosado said GMT prioritizes demand response services over bulk transport.

Connor Dwyer said while searching for work he wasn't able to take some of the available jobs because of the lack of a reliable bus system. Mr. Dwyer asked for a concrete plan for restoring services? He asked about the drivers working the Mountain Road route in Stowe, and why they couldn't be reassigned to this area now that the skiing season is coming to an end. Mr. Clark said those drivers are hired on temporary seasonal contracts and not part of the union that oversees the local drivers. Most of the seasonal drivers work to enjoy the benefits associated with being near the ski areas, and aren't interested in continuing to drive after the season is over.

There was discussion on benefits and starting wages for drivers, and hearing from people who are affected by the service reductions.

Councilors voiced unanimous consent to request placement on GMT's April agenda for further discussion with the GMT board.

F) Discussion on next steps in the prospective sale of the Wheelock House.

Manager Storellicastro said the deadline for accepting offers for the Wheelock House was March 10th, and said realtor Michelle Hebert is here to work with the Council to prepare a list of questions to be posed to prospective buyers for discussion in an upcoming executive session. Councilors suggested questions to be included.

There was discussion on incorporating public presentations from all prospective buyers, keeping financial information private as per exemptions allowed by statute, and reflections on the process used when the City sold the old firehouse. Craig Durham said he is the realtor for one of the prospective buyers, and Mr. Durham said his client would be happy to participate in a public presentation.

Councilors agreed informally to have private conversations with the prospective buyers and then host public presentations before making any decisions.

G) Committee Re-Set.

Manager Storellicastro and Mayor Hemmerick reviewed the proposed revisions to the current committee structures. There was discussion on placing the ADA duties with the Diversity & Equity Committee and whether the duties are more closely aligned with facilities or transportation committees. D&E Committee chair Joelen Mulvaney said there are no ADA committee members who would be joining the D&E Committee to advocate on behalf of ADA-related issues. There is currently an open seat on D&E, and perhaps that could be reserved for an ADA representative. Former ADA Committee member Ericka Reil said ADA has five areas of focus, and it would be difficult to place it in any one committee.

The proposal of combining the Animal Control Committee and the Board of Health will require further discussion and charter changes.

The Manager said Council last made annual appointments in August 2022, and will need to clean up the lists and ratify the current committee members in the near future.

Chris Russo Fraysier asked for clarification on the Cow Pasture Stewardship Committee and its conservation duties. There was discussion on other conservation properties in the City, and what committee should assume those responsibilities. Cemeteries and Parks Committee chair Giuliano Cecchinelli said it might be possible for that committee to take on some of the conservation duties, and he will discuss it with the committee at their next meeting.

Council approved the committee resets as presented and amended on motion of Councilor Waszazak, seconded by Councilor Stockwell. **Motion carried with Councilor Deering abstaining.**

H) Approval of the strategic plan.

Manager Storrellicastro reviewed the plan and key goals, and said the document will guide the work of the staff. The plan will be placed on the April 11th agenda for additional discussion and approval.

Upcoming Business –

- Setting dates for the ward BBQ's. Discuss holding a downtown merchants' gathering.
- Garfield Playground discussion.
- Diversity & Equity Committee advisory recommendation on the IDEAL Vermont program.
- Paving contract approval 4/11
- City fee revisions 4/11
- Community investment ordinances draft 4/25
- Reconsider creation of a governance committee

Round Table –

Councilor Deering said it was a pleasure to honor the SHS girls' hockey team and retiring facility foreperson Rowdie Parker.

Councilor Waszazak thanked the Manager for the new Council chairs.

Councilor Stockwell suggested the Council form a team for the bathtub race during the Heritage Festival.

Councilor Lauzon said it's tax season, and encouraged people to sign up for Vermont's child tax credit.

Mayor Hemmerick said he is in Boston attending a great conference.

Executive Session – Councilor Lauzon made the motion to find that premature general public knowledge of litigation, labor and personnel to be discussed would clearly place the City of Barre at a substantial disadvantage should the discussions be public. The motion was seconded by Councilor Stockwell.

Motion carried.

Council went into executive session at 10:10 PM to discuss litigation, labor and personnel under the provisions of 1 VSA § 313 on motion of Councilor Lauzon, seconded by Councilor Stockwell. Manager Storrellicastro was invited into the executive session. **Motion carried.**

Council came out of executive session at 10:47 PM on motion of Councilor Lauzon, seconded by Councilor Waszazak. **Motion carried.**

No action was taken.

The meeting adjourned at 10:47 PM on motion of Councilor Lauzon, seconded by Councilor Waszazak. **Motion carried.**

The meeting was recorded on the video platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

By check number for check acct 01(GENERAL FUND) and check dates 04/05/23 thru 04/05/23

Vendor

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

21010	UNITED STEELWORKERS						
	PR-03032023	PR weekending 03/03/23	001-2000-240.0007	UNION DUES PAYABLE	0.00	139.74	148620
06912	FORMULA FORD OF RUTLAND COUNTY IN						
	03312023	2023 F-250 truck	003-8300-470.1270	MACHINE/EQUIPMENT OUTLAY	0.00	50,694.00	148629
01095	A & L MACHINING INC						
	08019	steel & labor	001-8050-320.0743	TRUCK MAINT - STS	0.00	127.99	148575
01122	ABILITY NETWORK INC						
	23M-0040784	electronic statements	001-6040-340.0948	AMBULANCE BILL MAILERS	0.00	93.01	148576
01088	AFSCME COUNCIL 93						
	PR-04052023	PR weekending 03/31/23	001-2000-240.0007	UNION DUES PAYABLE	0.00	181.98	E292
23018	AUBUCHON HARDWARE						
	494842	metal screws nuts/bolts	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	42.35	148577
01033	AUTO CLINIC LLC THE						
	16568	towing fuel pump PDC	001-8500-320.0730	BLDG/GRND MAINT ELMWOOD	0.00	2,454.86	148578
01209	AVENU INSIGHTS & ANALYTICS						
	INVB-043176	image to film 1/1-1/31/23	001-5070-220.0417	RECORDING OF RECORDS	0.00	18.95	148579
	INVB-043384	land records management	001-5070-220.0417	RECORDING OF RECORDS	0.00	950.00	148579
					-----	0.00	968.95
02047	BARRE ELECTRIC & LIGHTING SUPPLY I						
	348988	5' raceway cover clip	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	93.50	148580
	349137	ballast	001-7020-320.0729	ANNEX MAINT	0.00	42.42	148580
					-----	0.00	135.92
02204	BENOIT ELECTRIC INC						
	7877	testing mixer motor	003-8330-320.0740	EQUIPMENT MAINT	0.00	450.00	148581
02144	BERGERON PROTECTIVE CLOTHING LLC						
	235915	boots & shipping	001-6040-340.0941	EQUIPMENT - SAFETY	0.00	573.82	148582
02027	BOUND TREE MEDICAL LLC						
	84892457	medical supplies	001-6040-350.1054	MEDICAL SUPPLIES	0.00	519.27	148583
03172	CARGILL INC						
	2908078637	deicer salt ice cntrl	001-8050-360.1184	SALT - SNO	0.00	2,743.40	148584
	2908088262	Deicer salt ice cntrl	001-8050-360.1184	SALT - SNO	0.00	5,740.50	148584
					-----	0.00	8,483.90
03145	CHAMPLAIN VALLEY EQUIPMENT						
	CB56322	tensioner	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	309.87	148585

By check number for check acct 01(GENERAL FUND) and check dates 04/05/23 thru 04/05/23

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
03420 CHAMPLAIN VALLEY PLUMBING AND HEAT							
	55512	fuel oil	001-6043-330.0833	FUEL OIL	0.00	1,897.39	148586
	555481	fuel oil	001-8050-330.0829	FUEL OIL - GARAGE	0.00	542.43	148586
	555513	fuel oil	003-8330-330.0825	FUEL OIL	0.00	1,456.26	148586
	556105	fuel oil	001-7020-330.0831	FUEL OIL - AUD/ANNEX	0.00	17,142.57	148586
	556475	fuel oil	001-8050-330.0829	FUEL OIL - GARAGE	0.00	280.76	148586
	556476	fuel oil	003-8330-330.0825	FUEL OIL	0.00	917.50	148586
	562180	fuel oil	003-8330-330.0825	FUEL OIL	0.00	1,491.49	148586

					0.00	23,728.40	
03315 CONSOLIDATED COMMUNICATIONS							
	03182023	radio circuits	001-8020-320.0724	RADIO MAINT	0.00	46.60	148587
	03182023	radio circuits	001-8050-320.0724	RADIO MAINT	0.00	46.60	148587
	03182023	radio circuits	002-8200-320.0724	RADIO MAINT	0.00	46.62	148587
	03182023	radio circuits	002-8220-320.0724	RADIO MAINT	0.00	67.45	148587
	03182023	radio circuits	001-7020-200.0217	IT	0.00	156.58	148587

					0.00	363.85	
05069 EDWARD JONES							
	PR-04052023	PR weekending 03/31/23	001-2000-240.0006	ANNUITY PAYABLE	0.00	67.00	148630
05059 ENDYNE INC							
	440912	WSID 5254 VOC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	130.00	148588
	440992	weekly testing	003-8330-320.0737	LAB MAINT	0.00	340.00	148588
	441409	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	112.50	148588

					0.00	582.50	
05030 ESMI OF NEW YORK LLC							
	468970	3/12-3/18/23 biosolids	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	8,196.25	148589
05007 EVERETT J PRESCOTT INC							
	6143116	20" butterfly Access pck	002-8200-320.0750	MAIN LINE MAINT	0.00	7,343.71	148590
	6143644	adapter flange nipple vlv	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	242.20	148590

					0.00	7,585.91	
07184 GIROUX GENERAL TRANSPORT INC							
	BARRE032023	CDL class R French	001-8050-130.0180	TRAINING/DEVELOPMENT	0.00	3,900.00	148591
07000 GRAINGER							
	9646136623	grating	003-8330-340.0941	EQUIPMENT - SAFETY	0.00	4,252.30	148592
	9646240250	grating	003-8330-340.0941	EQUIPMENT - SAFETY	0.00	1,282.18	148592

					0.00	5,534.48	
07206 GREAT-WEST TRUST COMPANY, LLC							
	PR-04052023	PR weekending 3/31/23	001-2000-240.0006	ANNUITY PAYABLE	0.00	549.86	148631

By check number for check acct 01(GENERAL FUND) and check dates 04/05/23 thru 04/05/23

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
07006 GREEN MT POWER CORP							
	03172023	N Main/Maple Traffic sgnl	001-6070-200.0210	TRAFFIC LIGHT ELECTRICITY	0.00	87.78	148593
	03172023A	Maple/Summer traffic sgnl	001-6070-200.0210	TRAFFIC LIGHT ELECTRICITY	0.00	77.72	148593
	03172023B	N Main St Dente Park	001-8040-200.0210	ELECTRICITY CURRIER/DENTE	0.00	41.48	148593
	03212023	61 Seminary BOR/AUD	001-7020-200.0210	ELECTRICITY	0.00	2,125.36	148593
	03212023	61 Seminary BOR/AUD	001-7030-200.0210	ELECTRICITY	0.00	3,188.03	148593
	03212023A	12 N Main St City Hall	001-6043-200.0210	CITY HALL ELECTRICITY	0.00	690.98	148593
	03212023B	15 Fourth St PSB	001-7035-200.0210	ELECTRICITY	0.00	1,348.14	148593
	03212023C	N Front St WWTP	003-8330-200.0210	ELECTRICITY	0.00	11,290.52	148593
					0.00	18,850.01	
07113 GROSSMAN MARKETING GROUP							
	416325	water/sewer bills	002-8200-230.0543	COMPUTER BILLS/MATERIALS	0.00	463.15	148594
	416325	water/sewer bills	003-8300-230.0543	COMPUTER BILLS/MATERIALS	0.00	463.14	148594
					0.00	926.29	
08064 HOWARD P FAIRFIELD LLC							
	8364630	overnight air charge	003-8300-320.0740	EQUIPMENT MAINT	0.00	109.00	148595
20097 IAFF LOCAL #881							
	PR-04052023	PR weekending 3/31/23	001-2000-240.0007	UNION DUES PAYABLE	0.00	300.00	E293
09021 IRVING ENERGY							
	170674	propane	001-7035-330.0836	PROPANE	0.00	716.80	148596
05091 JOANN'S UNIFORMS							
	E20683	embroidery shirts/parka	001-6040-340.0940	CLOTHING	0.00	781.80	148597
11065 KIDDER HEIDI OR CITY OF BARRE							
	01320	delinq water/sewer refund	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	164.89	148598
	01320-032723	delinq water/sewer refund	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	185.11	148599
					0.00	350.00	
12032 LAKES REGION FIRE APPARATUS INC							
	33456	onsite repair	001-6040-320.0720	CAR/TRUCK MAINT	0.00	691.25	148600
12295 LANE ZEBULYN							
	10682	WW sampling & lab procedu	003-8330-130.0180	TRAINING/DEVELOPMENT	0.00	28.00	148601
12019 LAPERLE MARK R							
	030223107452	pro-link edge starter kit	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	4,790.00	148602
	030223107453	cummins v4 edge SW suite	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	7,790.00	148602
					0.00	12,580.00	
12061 LISSOR RAYLENE							
	03700024-330	refund prop tax	001-4005-405.4005	GENERAL TAXES	0.00	28.13	148603

By check number for check acct 01(GENERAL FUND) and check dates 04/05/23 thru 04/05/23

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
12009 LOWELL MCLEODS INC							
	S75588	USS G8 bolts	002-8200-320.0740	EQUIPMENT MAINT	0.00	0.84	148604
	S75600	steel	002-8200-320.0740	EQUIPMENT MAINT	0.00	45.05	148604
	S75671	Ubolt washers	001-8050-320.0742	SNOW EQUIP MAINT	0.00	6.50	148604
					0.00	52.39	
13923 MOTOROLA SOLUTIONS INC							
	8281582360	charger units	048-8000-490.1328	FD HOMELAND SECURITY	0.00	1,428.68	148605
13895 MUNICIPAL LEASING CONSULTANTS							
	03242023	financing vehilces	001-8050-120.0171	CONSULTANT SERVICES	0.00	933.34	148606
	03242023	financing vehilces	001-6040-120.0171	CONSULTANT FEES	0.00	466.66	148606
					0.00	1,400.00	
14016 NELSON ACE HARDWARE							
	272016	batteries	001-8050-350.1060	SMALL TOOLS	0.00	15.49	148607
	272021	batteries	001-8050-350.1060	SMALL TOOLS	0.00	7.73	148607
	272071	M18 compact hammer drill	001-8050-350.1060	SMALL TOOLS	0.00	149.99	148607
	272076	silcone drill bits bolts	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	56.60	148607
	272081	keys	003-8300-320.0727	BLDG & GROUNDS MAINT	0.00	5.09	148607
	272168	hose htr nipple adptr	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	88.55	148607
	272207	cm 7 combo hose 2.5"	003-8330-350.1060	SMALL TOOLS	0.00	27.54	148607
					0.00	350.99	
16077 PERSHING LLC							
	PR-04052023	PR weekending 03/31/23	001-2000-240.0006	ANNUITY PAYABLE	0.00	125.00	148632
16041 POWERPLAN							
	9884209	fuel filter & freight	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	96.50	148608
16102 PRUDENTIAL RETIREMENT							
	PR-04052023	PR weekending 3/31/23	001-2000-240.0006	ANNUITY PAYABLE	0.00	370.00	148633
	PR-040523	PR weekending 03/31/21	001-2000-240.0006	ANNUITY PAYABLE	0.00	365.00	148633
					0.00	735.00	
17002 QUILL CORP							
	31471045	spotlight	001-8020-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	52.46	148609
	31496682	key tags	001-8020-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	24.30	148609
	31506034	pens paper clips datastic	001-8020-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	76.30	148609
	31506034	pens paper clips datastic	001-5040-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	42.33	148609
	31527277	gld foil value certif sea	001-5070-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	19.53	148609
	31530858	dot matrix labels	003-8300-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	36.52	148609
	31530858	dot matrix labels	002-8200-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	36.53	148609
	31536860	chair	001-5050-350.1053	OFFICE SUPPLIES	0.00	202.74	148609

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	31585548	led flashlight	001-8020-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	12.01	148609
					0.00	502.72	
19418 SANEL NAPA - BARRE							
	379848	multivehiclear	001-8050-320.0743	TRUCK MAINT - STS	0.00	64.14	148611
	380136	comb hitch 2 ball mt	003-8330-320.0743	TRUCK MAINT	0.00	211.29	148611
	380148	55 gal 15w40 Hy tran	001-8050-350.1061	SUPPLIES - GARAGE	0.00	1,716.98	148611
	380150	oil filters fuel filters	001-8050-320.0743	TRUCK MAINT - STS	0.00	189.26	148611
					0.00	2,181.67	
19102 SECURSHRED							
	420487	shredded boxes	001-6040-350.1053	OFFICE SUPPLIES	0.00	35.00	148612
	420487	shredded boxes	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	50.00	148612
					0.00	85.00	
19018 ST OF VT DEPT OF MOTOR VEHICLES							
	02272023	title municipal trailer	002-8200-320.0740	EQUIPMENT MAINT	0.00	32.00	148613
19160 SWISH WHITE RIVER							
	W550922	wash & wax 5 gal	002-8200-320.0727	BLDG & GROUNDS MAINT	0.00	101.00	148614
20050 TEXAS REFINERY CORP							
	256980	grease tubes	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	241.25	148615
	256980	grease tubes	001-8050-320.0743	TRUCK MAINT - STS	0.00	241.25	148615
					0.00	482.50	
20002 TIMES ARGUS ASSOC INC							
	191743	dog/wolf-hybrid lic 3/9	001-5070-230.0510	ADVERTISING (TAXES)	0.00	54.59	148616
	191790	Council Agenda 3/13/23	001-5010-230.0510	ADVERTISING/PRINTING	0.00	275.73	148616
	192183	dog/wolf hybrid licenses	001-5070-230.0510	ADVERTISING (TAXES)	0.00	54.59	148616
	192688	dog/wolf-hybrid lic 3/23	001-5070-230.0510	ADVERTISING (TAXES)	0.00	54.59	148616
	192710	1 Waterman St 3/23/23	001-5070-230.0510	ADVERTISING (TAXES)	0.00	85.80	148616
	192711	85 Smith St 3/23/23	001-5070-230.0510	ADVERTISING (TAXES)	0.00	80.73	148616
	192712	141 Church St 3/23/23	001-5070-230.0510	ADVERTISING (TAXES)	0.00	75.66	148616
	192713	DRB 4/6/23	001-8030-230.0510	ADVERTISING/PRINTING	0.00	51.74	148616
	192739	Council Agenda 3/27/23	001-5010-230.0510	ADVERTISING/PRINTING	0.00	275.73	148616
					0.00	1,009.16	
20146 TWIN STATE FORD INC							
	033123	2022 Ford F-150	050-5150-490.1312	VEHICLES & EQUIPMENT	0.00	38,451.00	148634
21002 UNIFIRST CORP							
	70214698	uniforms	003-8330-340.0940	CLOTHING	0.00	29.03	148618
	70214698	uniforms	003-8330-320.0743	TRUCK MAINT	0.00	15.31	148618

By check number for check acct 01 (GENERAL FUND) and check dates 04/05/23 thru 04/05/23

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	70214698	uniforms	003-8300-340.0940	CLOTHING	0.00	49.57	148618
	70214701	uniforms	003-8300-340.0940	CLOTHING	0.00	73.14	148618
	70214701	uniforms	001-8050-340.0940	CLOTHING	0.00	276.65	148618
	70214701	uniforms	001-8050-320.0743	TRUCK MAINT - STS	0.00	103.17	148618
	70214701	uniforms	002-8200-340.0940	CLOTHING	0.00	114.73	148618
	70214702	uniforms	001-7015-340.0940	CLOTHING	0.00	14.54	148618
	70214702	uniforms	001-7035-340.0940	CLOTHING	0.00	30.14	148618
	70214702	uniforms	001-7030-340.0940	CLOTHING	0.00	68.96	148618
	70214702	uniforms	001-8500-340.0940	CLOTHING	0.00	29.15	148618
	70214702	uniforms	001-7020-340.0940	CLOTHING	0.00	38.24	148618
	70214703	uniforms	002-8220-340.0940	CLOTHING	0.00	71.95	148618
					0.00	914.58	
21014 UNIVAR USA INC							
	50980807	caustic soda	002-8220-320.0765	SODIUM HYDROXIDE	0.00	5,989.41	148621
21034 US BANK							
	03232023	principal & interest	003-8300-500.1400	BOND REPAYMENT I/P	0.00	6,647.99	148622
	03232023	principal & interest	003-8330-500.1400	BOND REPAYMENT I/P	0.00	10,027.12	148622
	03232023	principal & interest	003-8330-500.1400	BOND REPAYMENT I/P	0.00	353.95	148622
	03232023	principal & interest	001-9070-230.0526	PSB INTEREST	0.00	18,018.00	148622
	03232023	principal & interest	003-8330-500.1400	BOND REPAYMENT I/P	0.00	9,917.59	148622
	03232023	principal & interest	049-9070-230.0527	TIF BOND INTEREST	0.00	29,550.40	148622
	03232023	principal & interest	003-8330-500.1400	BOND REPAYMENT I/P	0.00	14,396.43	148622
	03232023	principal & interest	003-8300-500.1400	BOND REPAYMENT I/P	0.00	553.61	148622
	03232023	principal & interest	002-8220-500.1400	BOND REPAYMENT I/P	0.00	79,434.45	148622
	03232023	principal & interest	002-8220-500.1400	BOND REPAYMENT I/P	0.00	15,561.45	148622
	03232023	principal & interest	001-9070-230.0540	\$2.5M BOND INT - GF PORTI	0.00	2,048.40	148622
	03232023	principal & interest	002-8200-500.1400	BOND REPAYMENT I/P	0.00	719.94	148622
	03232023	principal & interest	002-8200-500.1400	BOND REPAYMENT I/P	0.00	2,741.82	148622
	03232023	principal & interest	001-9070-230.0541	1.7M CAPITAL REQ-GF PORTI	0.00	14,320.10	148622
	03232023	principal & interest	001-9070-230.0538	POOL REFUB INT	0.00	9,743.40	148622
	03232023	principal & interest	001-9070-230.0530	MAIN ST RECONST INTEREST	0.00	7,043.18	148622
	03232023	principal & interest	001-9070-230.0539	560K SHORT TERM CAP INT	0.00	3,738.00	148622
	03232023	principal & interest	001-9070-230.0537	1.15 MIL EQUIP & INFRA IN	0.00	9,654.25	148622
					0.00	234,470.08	
22142 VERMONT DOOR COMPANY							
	34938	repair overhead door	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	938.20	148623
	35010	repair amb bay door	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	262.50	148623
					0.00	1,200.70	
22135 VERMONT ELEVATOR INSPECTION SERVIC							
	36356	annual inspections	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	200.00	148624
	36356	annual inspections	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	125.00	148624
					0.00	325.00	
22094 VMCTA							
	03282023	spring training	001-5070-130.0186	TRAINING/DEVELOPMENT	0.00	35.00	148625

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
22124	VT OFFENDER WORK PROGRAMS-SIGN/STE						
	PR12603	business crds K Cushman	001-6040-350.1053	OFFICE SUPPLIES	0.00	27.57	148626
23041	WORK SAFE						
	30488	square post 10'x2x2x12	001-8050-360.1189	STREET SIGNS	0.00	2,998.50	148627
25112	XTREME EXCAVATION LLC						
	1407	mastic around manholes	050-5900-360.1165	PROJECT MATERIALS	0.00	6,000.00	148628
Report Total						450,039.64	

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 \$ ***450,039.64

Let this be your order for the payments of these amounts.

Client ID: 22BA

Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:

4/5/2023

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
1	Abare, Lance R.	1,087.30	60.35	62.28	14.57	21.60	0.00	62.28	14.57
2	Ahearn, William E.	2,041.20	269.59	125.35	29.32	92.44	0.00	125.35	29.32
3	Aldsworth, Joseph G.	1,625.20	82.02	89.68	20.97	33.52	0.00	89.68	20.97
5	Avery, Carroll A.	1,233.08	94.00	71.76	16.78	38.79	0.00	71.76	16.78
163	Baker, Brian L.	1,875.00	127.87	116.25	27.19	49.36	0.00	116.25	27.19
6	Baril, James A.	1,450.75	129.29	78.02	18.24	39.71	0.00	78.02	18.24
7	Benjamin, Kenneth S.	1,062.00	102.60	64.47	15.08	31.70	0.00	64.47	15.08
8	Bennington, William A.	1,570.39	149.32	94.74	22.15	50.47	0.00	94.74	22.15
9	Benson, Nicholas J.	1,341.90	141.85	80.82	18.90	43.47	0.00	80.82	18.90
10	Bergeron, Jeffrey R.	1,402.00	99.10	83.45	19.52	32.42	0.00	83.45	19.52
11	Blackshaw, Brook W.	1,108.80	80.00	67.60	15.81	27.06	0.00	67.60	15.81
122	Bombardier, Timothy	1,416.66	199.21	87.83	20.55	75.68	0.00	87.83	20.55
162	Boudreault, Nicholas J	710.80	63.94	44.07	10.30	17.03	0.00	44.07	10.30
12	Boutin, Michael A.	250.00	0.00	15.50	3.63	0.00	0.00	15.50	3.63
14	Bramman, Kathryn H.	1,053.60	99.10	64.75	15.14	29.95	0.00	64.75	15.14
17	Brown, Anderson C.	1,561.37	153.41	95.82	22.41	57.86	0.00	95.82	22.41
19	Bullard, Don A.	1,265.60	168.98	78.47	18.35	52.71	0.00	78.47	18.35
20	Cambel, Ayse E.	250.00	0.00	15.50	3.63	0.00	0.00	15.50	3.63
21	Carminati Jr., Joel F.	1,302.98	122.40	77.92	18.23	36.94	0.00	77.92	18.23
22	Cetin, Matthew J.	1,365.00	86.03	75.78	17.72	29.12	0.00	75.78	17.72
23	Charbonneau, Michael J.	1,877.40	213.45	104.65	24.48	64.95	0.00	104.65	24.48
24	Chase, Sherry L.	939.60	74.04	52.60	12.30	22.98	0.00	52.60	12.30
25	Clark, Kailyn C.	1,022.80	73.04	63.42	14.83	28.24	0.00	63.42	14.83
26	Collins, April M.	743.20	45.68	45.00	10.52	17.48	0.00	45.00	10.52
27	Copping, Nicholas R.	1,942.79	230.93	110.02	25.73	70.20	0.00	110.02	25.73
28	Cruger, Eric J.	1,426.43	142.43	81.56	19.07	43.65	0.00	81.56	19.07
29	Cushman, Brian K.	1,875.00	141.34	107.83	25.22	44.57	0.00	107.83	25.22
31	Dawes, Carolyn S.	1,300.80	122.69	76.13	17.80	37.03	0.00	76.13	17.80
32	Deering, Michael B.	250.00	0.00	15.50	3.63	0.00	0.00	15.50	3.63
33	Degreenia, Catherine I	1,705.00	232.04	99.96	23.38	69.93	0.00	99.96	23.38
34	Demell, William M.	1,144.00	103.28	64.97	15.20	31.90	0.00	64.97	15.20
35	Dexter, Donnel A.	1,377.60	163.29	77.71	18.18	49.90	0.00	77.71	18.18
36	Dodge, Shawn M.	991.60	74.35	60.72	14.20	28.61	0.00	60.72	14.20
38	Drown, Jacob D.	1,682.84	234.60	103.94	24.31	71.30	0.00	103.94	24.31
39	Durgin, Steven J.	1,778.50	190.78	100.68	23.54	58.15	0.00	100.68	23.54
40	Eastman Jr., Larry E.	1,762.00	200.46	100.20	23.43	61.06	0.00	100.20	23.43
42	Farnham, Brian D.	1,370.25	145.39	82.01	19.18	44.54	0.00	82.01	19.18
43	Fecher, Jesse T.	1,356.73	113.32	83.13	19.44	45.83	0.00	83.13	19.44
44	Fleury, Jason R.	1,790.95	212.69	100.93	23.60	64.73	0.00	100.93	23.60
157	French, Richard B	1,329.84	107.59	82.45	19.28	35.14	0.00	82.45	19.28

Client ID: 22BA

Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:

4/5/2023

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
45	Frey, Jacob D.	2,387.24	291.11	140.26	32.80	86.85	0.00	140.26	32.80
46	Gaylord, Amos R.	1,942.65	267.92	120.44	28.17	81.29	0.00	120.44	28.17
47	Gilbert, David P.	1,078.00	103.58	65.23	15.25	31.99	0.00	65.23	15.25
48	Grandfield, Heather L.	985.20	85.51	56.87	13.30	37.00	0.00	56.87	13.30
49	Guyette, Brandon L.	1,786.05	221.01	110.74	25.90	78.14	0.00	110.74	25.90
50	Hastings III, Clark H.	6,576.00	76.97	51.32	11.98	23.80	0.00	405.50	94.84
156	Hayden, Gregory William	1,089.72	82.25	65.82	15.40	20.79	0.00	65.82	15.40
52	Hedin, Laura T.	1,306.00	119.63	76.40	17.87	36.11	0.00	76.40	17.87
53	Hemmerick, Jacob M.	500.00	0.00	31.00	7.25	0.00	0.00	31.00	7.25
54	Herring, Jamie L.	1,293.90	72.31	79.47	18.58	33.60	0.00	79.47	18.58
55	Hoar, Brian W.	2,098.95	126.00	119.91	28.04	48.59	0.00	119.91	28.04
56	Houle, Jonathan S.	2,543.41	387.67	156.55	36.61	115.98	0.00	156.55	36.61
58	Hoyt, Everett J.	1,443.60	107.24	82.68	19.34	45.05	0.00	82.68	19.34
59	Kelly Jr., Joseph E.	1,755.52	106.67	98.90	23.13	33.82	0.00	98.90	23.13
61	Kosakowski, Joshua D.	1,380.80	162.73	82.58	19.32	49.74	0.00	82.58	19.32
165	LaBarge-Burke, Michelle J	1,000.00	81.76	62.00	14.50	34.31	0.00	62.00	14.50
62	Lane, Zebulyn M.	1,248.72	142.36	76.36	17.85	43.63	0.00	76.36	17.85
63	Lewis, Brittany L.	1,172.00	108.04	70.13	16.41	33.33	0.00	70.13	16.41
64	Lowe, Robert L.	1,258.80	110.93	67.57	15.80	34.91	0.00	67.57	15.80
65	Machia, Delphia L.	6,577.43	77.33	55.88	13.04	23.90	0.00	401.31	93.85
68	Maloney, Jason F.	1,453.60	121.89	85.00	19.88	39.14	0.00	85.00	19.88
70	Martel, Joell J.	1,208.00	110.03	67.72	15.84	33.93	0.00	67.72	15.84
71	McGowan, James R.	1,681.76	252.56	100.24	23.44	61.69	0.00	100.24	23.44
73	Metivier, Cheryl A.	943.60	82.54	54.53	12.75	25.35	0.00	54.53	12.75
75	Monahan, Dawn M.	1,932.00	158.51	110.96	25.94	49.84	0.00	110.96	25.94
77	Morris, Scott D.	1,155.61	126.89	70.39	16.47	52.63	0.00	70.39	16.47
78	Morrison, Camden A.	1,273.17	133.37	77.96	18.23	40.93	0.00	77.96	18.23
79	Morse, Bradley P.	304.80	3.85	18.89	4.42	7.96	0.00	18.89	4.42
80	Mott, John C.	424.71	34.62	26.33	6.16	11.97	0.00	26.33	6.16
81	Murphy, Brieanna E.	2,418.42	0.00	2.98	0.68	0.00	0.00	146.91	34.36
164	Murphy, Michael T	743.20	67.60	46.08	10.78	18.06	0.00	46.08	10.78
82	Noack, Rodney	991.60	70.43	58.70	13.73	27.51	0.00	58.70	13.73
85	Parker, Rowdie Y.	1,167.94	138.04	70.59	16.51	42.33	0.00	70.59	16.51
87	Pierce, Joel M.	1,419.20	108.96	87.99	20.58	35.52	0.00	87.99	20.58
152	Pike, Roxanne L	800.00	53.05	49.02	11.47	22.66	0.00	49.02	11.47
88	Poirier, Holden R.	1,274.33	132.15	77.63	18.15	40.56	0.00	77.63	18.15
89	Pouliot, Brooke L.	1,094.80	81.04	67.88	15.87	27.73	0.00	67.88	15.87
90	Pretty, Alyssa A.	1,022.83	73.05	63.42	14.83	28.24	0.00	63.42	14.83
91	Protzman, Todd A.	575.00	42.73	35.65	8.33	13.88	0.00	35.65	8.33
93	Pullman, David L.	2,855.24	0.00	0.69	0.17	0.00	0.00	176.45	41.27

Client ID: 22BA

Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:

4/5/2023

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
94	Quaranta, Stephanie L.	1,424.40	187.61	77.51	18.13	51.70	0.00	77.51	18.13
95	Reale, Michael R.	1,445.00	170.48	89.59	20.95	52.06	0.00	89.59	20.95
97	Rivard, Sylvie R	943.60	88.51	57.62	13.47	27.02	0.00	57.62	13.47
99	Rubalcaba, David T.	1,615.14	197.75	98.43	23.03	60.24	0.00	98.43	23.03
100	Russell, Paula L.	1,230.89	46.29	69.72	16.31	26.34	0.00	69.72	16.31
101	Ryan, Patty L.	1,341.60	123.85	83.18	19.46	55.99	0.00	83.18	19.46
103	Seaver, Debbie L.	4,795.48	154.20	65.27	15.26	51.68	0.00	288.62	67.50
104	Shatney, Janet E.	1,458.40	99.47	83.85	19.61	32.52	0.00	83.85	19.61
105	Smith, Clint P.	1,053.60	94.31	62.30	14.57	28.28	0.00	62.30	14.57
151	Smith, Michael P	928.40	40.21	52.15	12.20	15.95	0.00	52.15	12.20
106	Southworth, Norwood J.	1,180.80	169.40	72.46	16.95	74.74	0.00	72.46	16.95
154	Starr, Ryan H	940.00	31.41	55.93	13.08	18.45	0.00	55.93	13.08
108	Stockwell, Samn	250.00	0.00	15.50	3.63	0.00	0.00	15.50	3.63
148	Storelicastro, Nicolas R	2,264.62	181.45	131.21	30.69	60.14	0.00	131.21	30.69
109	Strachan, Robbie B.	1,288.40	95.47	79.43	18.58	28.26	0.00	79.43	18.58
110	Strassberger, Kirk E.	1,452.74	94.98	81.00	18.94	31.62	0.00	81.00	18.94
111	Taft, Francis R.	1,508.40	169.43	89.73	20.98	51.75	0.00	89.73	20.98
112	Tillinghast, Zachary M.	1,445.40	148.82	83.49	19.53	45.56	0.00	83.49	19.53
113	Tucker, Randall L.	1,944.04	214.62	110.56	25.86	64.61	0.00	110.56	25.86
114	Tucker, Russell W.	1,287.70	117.89	72.32	16.91	31.53	0.00	72.32	16.91
115	Vail, Braedon S.	1,989.20	139.18	122.87	28.74	77.39	0.00	122.87	28.74
117	Waszazak III, Edward C.	250.00	0.00	15.50	3.63	0.00	0.00	15.50	3.63
REPORT TOTAL		148,842.57	12,138.11	7,615.85	1,781.09	4,008.61	0.00	8,858.50	2,071.78



**Permit List to Council
March 24, 2023 to April 7, 2023**

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

Street #	Street Name	Permit#	Permit Type	Work Description	Issue Date	Owner Name
9	Ladd Street	E23-000028	Electrical Permit	Install new electrical panel	03/28/2023	Gregg Bradley
15	Westwood Parkway	E23-000030	Electrical Permit	EJ# -05141 Change of panel, arc fault & add 3 kitchen circuits	04/03/2023	Brian Anthony & Terry Lyn Bicknell
100	Country Way	B23-000023	Building Permit	Adding 8 solar panels to south side of roof 400W	04/03/2023	Gail M. Stevens (LE)
100	Country Way	E23-000029	Electrical Permit	Install 8 solar panels 400W on south side of roof	04/03/2023	Gail M. Stevens (LE)
11	Hilltop Avenue	B23-000024	Building Permit	Addition of a sun deck & enclosed deck & spa	04/04/2023	James & Gail MacDonald
260	N Main St	Z23-000010	Zoning Permit	Exterior signage & window vinyls	Issued: 3/29/2023 Eff: 04/12/2023	The Housing Foundation Inc. C/O Alliance Property Management
11	Hilltop Avenue	Z22-000053	Zoning Permit	Addition of sun deck and enclosed deck & spa	Issued: 3/31/2023 Eff: 04/15/2023	James & Gail MacDonald
207	Washington Street	Z23-000011	Zoning Permit	Change of use from a 3 family to a 2 family dwelling	Issued: 3/31/2023 Eff: 04/15/2023	Amedee & Louise Arguin



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Consent Item No.: 4-E

AGENDA ITEM DESCRIPTION: Ratify application for an AARP microgrant for community gardens

SUBJECT: Approve grant application and accept the grant, if awarded

SUBMITTING DEPARTMENT or PERSON: Manager Storellicastro

STAFF RECOMMENDATION: Ratify the City’s application for this microgrant and authorize acceptance of \$2,443.50 grant (if awarded)

PRIOR ACTION/STRATEGIC OUTCOME:

Prior action: This grant application was made in March 2023, however the grant application form was not brought to the Council at that time. As a result, and in light of a potential award, we are requesting Council’s ratification of the decision to apply for this grant and authority to accept the grant if it is awarded.

Strategic Outcome: The grant application for funding under AARP’s Community Challenge Microgrant Program was prepared by Ellen Sivret and Stefan Malner for the purpose of expanding the Elmwood Community Garden from 8 plots to 12 plots.

EXPENDITURE REQUIRED: None, no local match is required.

FUNDING SOURCE(S): N/A

LINK(S): [Grant Management Policy](#)

ATTACHMENTS: (1) Grant Application and (2) Manager’s Grant Application review form (Attachment A)

INTERESTED/AFFECTED PARTIES: Barre residents, visitors to Elmwood Cemetery, the bees

RECOMMENDED ACTION/MOTION:

Move to ratify the City’s application for the AARP microgrant to expand Elmwood garden plots and accept the grant, if awarded.

Application: 11005

City of Barre - Elmwood Community Garden

Started at: 3/13/2023 10:58 PM - Finalized at: 3/14/2023 09:17 PM

Page: Basic Information
Category Capacity-Building Microgrant
Capacity-Building Microgrant Application
1. Common name of Applicant Organization City of Barre - Elmwood Community Garden
Legal Name of Applicant Org City of Barre
Street Address 6 North Main Street
Street Address Line 2 Suite 2
City Barre
State Vermont
Zip / Postal Code 05641
Name Jeff Bergeron

Title

Director of Buildings and Community Service

Phone

+1 802-476-0256

Email

jbergeron@barrecity.org

4. Organization Tax/Corporate Status

A municipality/Another unit of government

5. Organization Federal Tax Identification Number

036000356

6. Organization Website

<https://www.barrecity.org/buildings-and-community-service/>

7. Organization Twitter Handle

n/a

8. Organization Facebook name

City of Barre, Vermont

9. Has your organization applied for an AARP Community Challenge previously?

No - Did not apply

10. How did you hear about this grant opportunity?

Word of mouth in the community, State or local government entity

Page: Community Details

Note: This information is for AARP's internal analysis only, and will not be used in award information, etc.

City

Barre

County

Washington

State

Vermont

Zip Code

05641

12. Would you describe this community as:

Urban

Page: Microgrant Project Details**13. Project Category**

Creating Community Gardens – Start or grow a community garden for residents (especially those 50-plus) with support from 880 Cities, using the AARP publication Creating Community Gardens for All Ages.

18. Creating Community Gardens Category Deliverables

Organization will create or improve ## of community gardens that are inclusive, intergenerational and age-friendly public spaces for older adults and all residents.

Community Garden Quantity:

12

14. Project Short Summary

Funds from this grant would make it possible to add four more plots making a total of 12 plots, preparing them for use by the addition of compost and a cover crop. Currently, 11 gardeners are using 8 plots, with 3 being shared. There is a waiting list. Funding would also enable the construction of a three bin compost system. The existing system is undersized and in poor condition. Central Vermont Solid Waste would provide training on use of the composting system to gardeners and the public.

15. The Need

The focus of the grant application is the expansion of the Elmwood Gardens from eight plots to twelve. There is a waiting list for garden spots. Funds will also be used to improve the garden waste composting system.

16. Additional Project Activities

YES

AARP Community Challenge projects should be quick-action in nature and able to be completed by November 30, 2023. Please provide a brief project timeline using the month boxes below. **Be sure to include time to receive any municipal approvals, land-use agreements, request for proposals/contractor bidding process and approvals, impact of potential weather (heat, cold, rain), supply chain lead time, etc.**

NOTE: We anticipate that grantees will receive selection notifications in May and payment in June/July. Projects must be completed by November 30 and After-Action Reports are due December 31. Please see Question #1 in the Frequently Asked Questions (FAQs) for more information on the grant cycle timeline.

June:

Mid June - Till grass 18x75 ft. plot; Incorporate compost into tilled soil; Take University of Vermont soil test

July:

Apply summer cover crop seeding mix

August:

Early August - Construction of 3 bin compost system, followed by CVSWMD workshop of compost system

September:

Mow cover crop and leave residue to provide winter mulch

October:

Provide soil test results on expanded plots to new gardeners; Post season community gathering to share results and review season with gardeners and public.

November:

Record and report results

19. Printed Publications

25

Page: Microgrant Project Narrative and Budget

20. Community Engagement

Elmwood Community Gardens was established by the Barre City Community Garden Committee and the City of Barre in 2017. It started with 6 18'x18' plots and was expanded to 8 plots in 2019. There are 11 gardeners with 3 of the 8 plots being shared. There is currently a waiting list for garden spots. Garden visibility and interaction with the public has increased interests in gardening. The examples shown through these gardens has demonstrated how food can be grown in an urban setting. Therefore our waiting list has continued to grow.

21. Older Adults

Currently 40 percent of our gardeners are over the age of 50. In addition to providing food, the gardens are an opportunity for exercise, recreation, and a social outlet that crosses generations.

22. Role of Volunteers

Yes

Please Describe Role of Volunteers (Yes)

Oversight of tilling
staking plots
spreading compost
taking soil test
spreading summer cover crop mix
organize composting workshop with CVSWMMD open to public
coordinate end of season garden party for season review open to public
welcome new gardeners for next season

23. Diversity and Inclusion

None

Please Describe

The Barre community garden is welcoming and inclusive to all groups mentioned above. There will be no discrimination of any group based on race, gender, or any other characteristic.

24. Project Budget Breakdown

Project Items and Costs Estimates:

1. June or as soon as grant is finalized -Till 18' by 75' g (.03ac) grassed area adjacent to existing Community Garden plots, creating 4 new 18'x8' plots. Plots will need tilling twice to break up sod. Volunteers will be available to pick stocks or heavy sod during tilling. Estimate 5 hours of tilling (includes moving charge) at \$50 per hour =\$250
2. Take UVM Soil test. Make results/recommendations available to 2024 growers \$15
3. June after plots have been tilled, incorporate compost. Compost- 3" depth x 18'x 74' =13 cu yds at \$85 per yd =\$1105 plus \$105 for Delivery = \$1245 plus 2 hours of tilling (includes moving charge) @\$50/hour = \$1345 Volunteers will broadcast seed. Estimate for compost is from Trombley's of Northfield. Compost is from Green Mtn Compost Co.
4. June Cover cropping- Seed** following incorporation of compost to provide summer cover for for erosion control and weed suppression. Plant varieties that will winter kill and provide organic matter in the spring. Seed will be broadcast by volunteers.
Seed cost \$42.50 plus cost to incorporate seed - 2 hours (includes equipment moving costs) @50 = \$100 = \$142.50
5. July and August- Employ local carpenter to construct 3 bin compost system for use by all gardens
Design provided by Central Vermont Solid Waste. Materials: \$411 based on estimate from RK Miles; construction 8 hours @ \$35 per hour = \$280 Total: \$691
6. August/September- Training by Central Vermont Solid Waste on use of compost bins n/c

Total cost estimate for above items: \$2443.50

25. Other Funding

Yes

An opportunity for other possible AARP funding. Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

Page: Notification

When you SUBMIT this application, you will receive a confirmation email within the hour. If you do NOT receive a submission confirmation, you may not have submitted successfully. Please go back and make sure you completed ALL required questions and did not go over the text box character limits.

All applicants will be notified of their funding status by email in May. To receive funding, selected applicants must execute and return a binding Memorandum of Understanding and completed financial forms to the AARP National office in a timely manner.

Attachment A Grant Application Review Form

City Department:	Buildings & Community Service
For further information, contact:	Jeff Bergeron (476-0250), Stefan Malner
Phone Number:	(802-461-7377), or Ellen Sivret (479-0658)

Funding Agency:	AARP Community Challenge Microgrant
Application Deadline:	3/15/2023

Brief Description of project and purpose: Expansion of Elmwood Community Gardens from 8 plots to 12 plots. Grant request includes tilling an 15' x 75' area, purchase & incorporation of 10 compost, purchase of summer cover crop seed - construction of 3 bin compost system for green waste - Bin design obtained from Central VT solid Waste - Training on use will be provided - ~~there are currently 11 gardeners at Elmwood - 3 sharing plots & 1 on a waiting list~~

Amount of Expected Grant Award:	\$ 2,443.50
Amount of local cash match required:	NONE
Amount of local In-kind Match:	NONE

Name any significant partnerships with other organizations (i.e., is an MOU required, intergovernmental agreements, etc.): MOU will be required with AARP Grant Program - City will serve as vendor - Full amount of request will be provided up front - see attached paragraph regarding liability insurance requirement
no partnerships

How does this proposed grant align with the City's strategic priorities and/or Department's Operating Plans? The grant addresses the diversity & equity portion of the city's strategic plan, making gardening activities available to all residents (opportunities)

How does this grant provide for or expand services to address critical need? Eleven gardeners currently use eight plots with three gardeners sharing plots one person is on a waiting list - Jeff Bergeron maintains waiting list

Is the Department capable of administering the financial and administrative aspects of the grant? Explain. If no, state what assistance will be needed: yes
City Manager is aware of the grant application & will provide a final report with the due November 30, 2023

City Manager Received (sign and date): 4/5/23

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

* Grant funds will be received mid June & must be spent by November 30th 2023. Because of short turn around, new plots will be overcropped for use in 2024.



City of Barre, Vermont

"Granite Center of the World"

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Consent Item No.: 4-F

AGENDA ITEM DESCRIPTION: Approve the 2023 Local Emergency Management Plan (LEMP)

SUBJECT: Emergency Management

SUBMITTING DEPARTMENT or PERSON: Keith Cushman, Fire Chief & Emergency Management Director; Janet Shatney, Planning, Permitting & Assessing Services Director

STAFF RECOMMENDATION: Council Approval for us to meet the requirements of Emergency Management

BACKGROUND INFORMATION:

State law requires all municipal jurisdictions to review and update their Local Emergency Management Plan (LEMP) annually and to formally re-adopt them between Town Meeting Day and May 1st." Current LEMPs are also required for municipalities to receive federal preparedness funds and increased state reimbursement through the [Emergency Relief and Assistance Fund](#) (ERAF).

EXPENDITURE REQUIRED & FUNDING SOURCE(S): N/A

LEGAL AUTHORITY/REQUIREMENTS: [20 V.S.A § 6](#)

ATTACHMENTS: Copy of Redacted Plan (un-redacted will be shared with State leaders)

INTERESTED/AFFECTED PARTIES: City Council, Emergency Response Personnel

RECOMMENDED ACTION/MOTION:

Move to accept the 2023 Local Emergency Management Plan as presented, and authorize the Mayor to sign the required pages.

City of Barre, Vermont
6 N. Main Street, Barre, VT 05641

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after Town Meeting Day, and submitted to the appropriate Regional Planning Commission (RPC) by May 1st.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the Local Emergency Management Plan (LEMP) on the date shown at right.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the National Incident Management System (NIMS) on the date shown at right.

If Vermont Emergency Management needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local Points Of Contact (POCs) who should have authoritative local information are listed at right.

Municipality	City of Barre, VT
LEMP Adoption Date	April 11, 2023
NIMS Adoption Date	April 24, 2018
EMD Name	Keith Cushman
Position	Fire Chief , EMD
Primary Phone	[REDACTED]
Alternate Phone	(802) 476-0254
Email	firechief@barrecity.org
POC 2 Name	Joseph Aldsworth
Position	Deputy Fire Chief
Primary Phone	[REDACTED]
Alternate Phone	(802) 476-0255
Email	Joseph.aldsworth@vermont.gov
POC 3 Name	Nicolas Storellicastro
Position	City Manager
Primary Phone	[REDACTED]
Alternate Phone	(802) 476-0240
Email	citymanager@barrecity.org

Mark this block if a readopted plan has no changes since the previous year.

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed* _____

Keith Cushman, Fire Chief

Printed Name; certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP as stated above:

Signed* _____

Honorable Jake Hemmerick, Mayor

Printed Name

Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to Regional Planning Commission.
 *A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. §278

LEMP Required Elements

Municipal Adoption		
<input checked="" type="checkbox"/>	Municipal Adoption Form	
	Municipal adoption of National Incident Management System (NIMS)	<input checked="" type="checkbox"/>
	Contact information for local authorities during an emergency	<input checked="" type="checkbox"/>
	Certification that LEMP meets Vermont NIMS / Implementation Guidance	<input checked="" type="checkbox"/>
	LEMP adoption by local selectboard / city council (annual)	<input checked="" type="checkbox"/>
LEMP Required Elements		Page
<input checked="" type="checkbox"/>	Planners	
	List of people who wrote / maintain the LEMP	1
<input checked="" type="checkbox"/>	Municipal Emergency Operations Center (EOC)	
	Activation authority	1
	EOC staff positions and duties (minimum 1)	1
	List of potential EOC staff members (minimum 1)	1
	Facility information for potential EOC locations (minimum 1)	1
<input checked="" type="checkbox"/>	Resources	
	Emergency purchasing agent and spending limits (if any)	2
	List of municipal contracts that can be used during an emergency (if any)	2
	List of other local resources that could be used during an emergency (if any)	2
	National Incident Management System (NIMS) Typed Resource List	3
<input checked="" type="checkbox"/>	Public Information and Warning	
	VT-Alert contact information	4
	Local website / social media information (if any)	4
	List of local media outlets (if any)	4
	Public notice sites for non-phone/Internet information	4
	Vermont 2-1-1 contact information	4
<input checked="" type="checkbox"/>	Vulnerable Populations	
	List of organizations/facilities that serve local vulnerable populations	4, 5
	Identification and monitoring process	4, 5
<input checked="" type="checkbox"/>	Shelters	
	Spontaneous and regional shelter information	6
	Opening information for local shelters (if any)	6
	Service information for local shelters (if any)	6
<input checked="" type="checkbox"/>	Contact Information	
	Emergency Management personnel	7, 8
	Response organizations	7, 8
	Municipal officials / public works	7, 8
	State, region, and adjacent municipality contacts	7, 8

Local Emergency Management Plan

1. Emergency Management (EM) planners

<i>These are the people who wrote and/or maintain this plan.</i>	
Janet Shatney, Planning Director	Keith Cushman, City Fire Chief
	Joseph Aldsworth, Deputy Fire Chief

2. Municipal Emergency Operations Center (EOC)

<i>The EOC is an organization that coordinates information, support, and response across the municipality for Incident Commanders and town officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.</i>	
Who, by position, can activate the EOC?	Keith Cushman, Fire Chief
<i>Preferred EOC Positions and Duties</i>	
EMD	Supervises and directs all EOC activities coordinating municipal support and response; interacts with state EPC to coordinate City and Staff resources as needed
EMD	Delegate functional work assignments to City Dept. Heads based on nature of disaster
EMD	Calls all City Dept. Heads to the command post
Deputy Fire Chief; Police Chief; Deputy Police Chief; Facilities; DPW; Finance Office; City Administration	Staffs phones and radio; Tracks and answers any Requests For Information (RFI); Tracks and coordinates any Requests For Support (RFS); Produces and posts public information and press releases
<i>Potential EOC Staff Members</i>	
Nicolas Storellicastro	City Manager
Joseph Aldsworth	Deputy Fire Chief, EOC
Braedon Vail	Police Chief
Larry Eastman	Deputy Police Chief
Jeff Bergeron	City Facilities Director
Rikk Taft	Human Resources Administrator
Brian Baker	City Dept. of Public Works Director
Carol Dawes	City Clerk and Treasurer
Dawn Monahan	Assistant City Manager
Janet Shatney	City Planning, Permitting & Assessing Director
CVMC/VTDOH	Medical Advisors
<i>Primary EOC Location</i>	
Facility / Address:	Barre City Public Safety Building, 15 Fourth Street, Barre
Phone Numbers:	(802) 476-6613
Equipment/Notes:	Command Center equipped
<i>Alternate EOC Location</i>	
Facility / Address:	Alumni Hall, 20 Auditorium Hill, Barre, VT
Phone Numbers:	(802) 476-0256
Equipment/Notes:	Generator on site

3. Resources

Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.		
Purchasing agents for emergencies:		All City Department Heads
Emergency spending limits:	At the discretion of the City Manager and/or Mayor and Council	
<i>Businesses with Standing Municipal Contracts</i>		
<i>Type of Contract</i>	<i>Name</i>	<i>Contact Info</i>
Fuel Oil	Champlain Valley Fuels	(802) 388-4975
Propane	Irving Oil	(603) 559-8834
HVAC	New England Air Systems	(802) 864-3800
<i>Other Local Resources</i>		
<i>Type of Resources/Skills</i>	<i>Name</i>	<i>Contact Info</i>
Utilize a City Vendor Resource List		
State support that is usually at no cost to the municipality: <ul style="list-style-type: none"> • Vermont Hazardous Material (HAZMAT) Response Team (VHMRT) • Vermont Urban Search and Rescue (USAR, VT-TF1) • Vermont State Police and Special Teams • Community Emergency Response Teams (CERTs) • Swiftwater Rescue Teams • Regional Shelter Support • State government agency expertise / services • Federal response agency expertise State support the municipality will normally eventually have to pay for: <ul style="list-style-type: none"> • Supplies and equipment (including sandbags) • VTrans Equipment and Personnel • Vermont National Guard Support 		
<i>The State Emergency Operations Center (SEOC, 800-347-0488) will help coordinate any state support teams or other external resources that local responders may need.</i>		

National Incident Management System (NIMS) Typed Resources*												
Type	I	II	III	IV	Other	Type	I	II	III	IV	Other	
Critical Incident Stress Management Team		N/A	N/A	N/A	1	Hydraulic Excavator, Large Mass Excavation	N/A	N/A	N/A	N/A		
Mobile Communications Center			1			Hydraulic Excavator, Medium Mass Excavation	N/A	N/A	N/A	N/A	1	
Mobile Communications Unit			N/A	N/A		Hydraulic Excavator, Compact	N/A	N/A	N/A	N/A		
All-Terrain Vehicles	N/A	N/A	N/A	N/A		Road Sweeper	N/A	N/A	N/A	N/A	1	
Marine Vessels	N/A	N/A	N/A	N/A		Snow Blower, Loader Mounted	N/A	N/A	N/A	N/A	2	
Snowmobile	N/A	N/A	N/A	N/A		Track Dozer	N/A	N/A	N/A	N/A		
Public Safety Dive Team						Track Loader	N/A	N/A	N/A	N/A		
SWAT/Tactical Team	N/A	N/A	N/A	N/A		Trailer, Equipment Tag-Trailer	N/A	N/A	N/A	N/A	1	
Firefighting Brush Patrol Engine	N/A	N/A	N/A	N/A		Trailer, Dump	N/A	N/A	N/A	N/A		
Fire Engine (Pumper)		3				Trailer, Small Equipment	N/A	N/A	N/A	N/A	2	
Firefighting Crew Transport				N/A		Truck, On-Road Dump	N/A	N/A	N/A	N/A	2	
Aerial Apparatus, Fire	1					Truck, Plow	N/A	N/A	N/A	N/A	10	
Foam Tender			N/A	N/A		Truck, Sewer Flusher	N/A	N/A	N/A	N/A		
Hand Crew						Truck, Tractor Trailer	N/A	N/A	N/A	N/A		
HAZMAT Entry Team	N/A	N/A	N/A	N/A		Water Pumps, De-Watering					2	
Engine Strike Team			N/A	N/A		Water Pumps, Drinking Water Supply - Auxiliary Pump						
Water Tender (Tanker)						Water Pump, Water Distribution						
Fire Boat				N/A		Water Pump, Wastewater						
Aerial Lift - Articulating Boom	N/A	N/A	N/A	N/A	1	Water Truck				N/A		
Aerial Lift - Self Propelled, Scissor, Rough Terrain	N/A	N/A	N/A	N/A		Wheel Dozer	N/A	N/A	N/A	N/A		
Aerial Lift - Telescopic Boom	N/A	N/A	N/A	N/A		Wheel Loader Backhoe	N/A	N/A	N/A	N/A	1	
Aerial Lift - Truck Mounted	N/A	N/A	N/A	N/A	1	Wheel Loader, Large	N/A	N/A	N/A	N/A		
Air Compressor	N/A	N/A	N/A	N/A	2	Wheel Loader, Medium	N/A	N/A	N/A	N/A	3	
Concrete Cutter/Multi-Processor for Hydraulic Excavator	N/A	N/A	N/A	N/A		Wheel Loader, Small	N/A	N/A	N/A	N/A		
Electronic Boards, Arrow	N/A	N/A	N/A	N/A		Wheel Loader, Skid Steer	N/A	N/A	N/A	N/A	3	
Electronic Boards, Variable Message Signs	N/A	N/A	N/A	N/A		Wheel Loader, Telescopic Handler	N/A	N/A	N/A	N/A		
Floodlights	N/A	N/A	N/A	N/A		Wood Chipper	N/A	N/A	N/A	N/A		
Generator	N/A	N/A	N/A	N/A	2	Wood Tub Grinder	N/A	N/A	N/A	N/A		
Grader	N/A	N/A	N/A	N/A								

*Information about the NIMS Typed resources can be found at: <https://rtlt.preptoolkit.fema.gov>

4. Public Information and Warning

<i>During a significant emergency, the Emergency Operations Center (EOC) and Incident Command Posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.</i>	
VT-Alert message - State: Other VT-Alert managers:	Vermont Emergency Management: 800-347-0488 VTAlert
Important Local Websites / Social Media channels:	Municipal Website: www.barrecity.org Facebook: www.facebook.com/BarreCityVT Front Porch Forum: barrecity@frontporchforum.com
Local Newspaper, Radio, TV:	<u>Regional Newspapers:</u> Times Argus, The World, Burlington Free Press <u>Local Radio Stations:</u> WORK, WFFY, WSKI, WDEV <u>Television Stations:</u> WCAX, WPTZ, WNNE, WVNY Ability to distribute on DPS.LOCALMEDIANORTH@vermont.gov
Public Notice locations:	City Hall – 3 bulletin boards (Accounting, Assessing office, and City Hall lobby) Aldrich Public Library Public Safety Building Digital Sign messaging board on N. Main Street
<i>Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with a large number of state and local government and community based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary.</i>	
To provide information for 2-1-1	Dial 211 or (802) 652-4636

5. Vulnerable Populations

<i>If necessary, the EOC may contact organizations and facilities, below, that serve vulnerable populations to identify residents who are at risk based on the emergency. If there are residents at risk or in danger, the EOC should monitor their status and if required coordinate support for them until their situation stabilizes.</i>	
<i>Name / Notes</i>	<i>Contact Info</i>
CARE (Citizen Assistance Registration for Emergencies)	(Supporting PSAP)
Spaulding High School	(802) 476-4811 Principal
Barre City Elementary and Middle School	(802) 476-6541 Principal
Central Vermont Catholic School	(802) 476-5015 Principal
Capstone Learning Together @ Brook Street	(802) 477-5203 Supervisor on Duty
Barre City Preschool Programs	(802) 476-6541 Supervisor on Duty
St. Monica Preschool	(802) 476-5015 Supervisor on Duty
Registered Home Daycares (as of April 6, 2023)	See attached list
Senior and Elderly Care Homes and Day Use Programs	See attached list
Barre Housing Authority	(802) 476-5455
Downstreet Housing	(802) 476-4493

Registered Home Daycares in Barre City as of 4/06/23:

Jennifer Bassett 7 Stowe Street (802) 522-3997	Christine Savard 7 Burns Street (802) 479-0382	Linda Otis 31 Palmisano Plaza (802) 476-7154	Pearl Harriman 51 Elmwood Avenue (802) 479-2106
Janelle Anderson 80 Currier Street (802) 476-8702	Heather Silk 5 Beech Street (802) 839-6287	Ashley Durgin 7 Valliere Avenue (802) 461-9912	Tina Priddy 16 Maplewood Avenue (802) 479-7278
Jacqueline Davis 257 Washington Street (802) 473-2335	Jeanine Wixson 17 Jacques Street (802) 355-6427		

Licensed Children Providers in Barre City as of 4/06/23:

Capstone Learning Together Center @ Brook Street 45 Brook Street (802)477-5203	Barre City Preschool Programs 50 Parkside Terrace Barre City Elementary and Middle School (802)476-6541	St. Monica - St. Michael School 79 Summer Street (802)476-5015
Jack's Place 14 Nichols Street (802) 479-7144	Play Learn Grow 17 E. Parkside Terrace Barre, VT 05641 (802) 661-8228	Y School Age Program at Barre City School (802) 310-1723

Senior and Elderly Care Homes and Day Use Programs:

- Barre Area Senior Center, 131 S. Main Street, Suite 4; (802) 479-9512
- Averill Place Care Home, 24 Averill Street, (802) 622-0706
- Arioli Community Care Home (WCMHS), 15 Arioli Avenue, (802) 479-1439
- Hill Street (Assisted Living Facility - WCMHS), 201 Hill Street, (802) 479-1477
- Barre Gardens for Nursing and Rehabilitation, 378 Prospect Street, (802) 476-4166
- Lincoln House Assisted Living Facility - Granite City Housing, Inc., 120 Hill Street, (802) 476-3283
- Roadhouse (Assisted Living Facility - WCMHS), 5 Giudici Street, (802) 479-0534
- Home Intervention, 13 Kynoch Avenue, (802) 479-1339
- WCMHS Group Home, 285 S. Main Street, (802) 476-1480
- WCMHS Care Home – Rivendell – 127 Bailey Street, (802) 461-2503

6. Shelters

<i>During some emergencies, the EOC will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.</i>	
Spontaneous Sheltering	
<ul style="list-style-type: none"> Determine the approximate number of people who need sheltering Call the State EOC / Watch Officer at 800-347-0488 and request support Track the status of residents who need shelter until their situation stabilizes 	
Regional Shelter	
Location / Address:	Barre City Auditorium, 20 Auditorium Hill, Barre, VT
Opening Contact:	State EOC, 800-347-0488; American Red Cross, 802-660-9130
Phone Numbers:	Local number: (802) 476-0256; Jeff Bergeron, Director [REDACTED]
Primary Local Shelter	
Location / Address:	Barre City Auditorium, 20 Auditorium Hill, Barre, VT
Facility Contact(s):	Jeff Bergeron, Facilities Director
Phone Numbers:	Office: (802) 476-0256 [REDACTED]
Shelter Manager:	American Red Cross
Staff Requirements:	American Red Cross supplies staff
Services:	Warm/Cool: Overnight Food Prep Showers Healthcare: 52 bed med-surge capacity with add'l 125 bed identified
Notes:	Warm capacity = 267 Cool capacity = 50 Capacity: 267 Beds Generator? Y / N Pets Allowed? Y / N
Alternate Local Shelter	
Location / Address:	Barre City Elementary & Middle School, 50 Parkside Terrace, Barre, VT
Facility Contact(s):	Jamie Evans, Facilities Director
Phone Numbers:	(802) 476-8119 ext. 2104; [REDACTED]
Shelter Manager:	American Red Cross
Staff Requirements:	American Red Cross supplies staff
Services:	Warm/Cool Overnight Food Prep Showers Healthcare
Notes:	Capacity: Gymnasium = 828 people; Cafeteria = 500 people Generator? Y / N Pets Allowed? Y / N

Annexes (Optional, create and letter as needed)

A: High Hazards and Vulnerable Sites List	I: Community Care, Assisted Living & Nursing Homes Map
B: Barre City Limits Map	J: Places of Concern Map
C: Barre City Floodplain Map	K: Mapped Rivers and Streams Map
D: Local Emergency Shelters Map	L: Tier II Facilities Locations
E: School Locations Map	M: Animal Resources
F: Mass Feeding Locations Map	N: NIMS Executive Order
G: Housing Complex Map (>9 units)	O: NIMS Adoption
H: Government Buildings Location Map	P: Delegation of Authority
	Q: Approval to share with RMC's

See the Vermont Emergency Management (VEM) web site at <http://vem.vermont.gov> for samples and examples of annexes, such as: forms; delegations of authority; debris plans; incident-specific plans, checklists, and matrices; animal disaster references; etc.

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate		
Local Emergency Management Team					
EMD	Keith Cushman	██████████	(802) 476-0254		Firechief@barrecity.org
EM Coordinator	Keith Cushman	██████████	(802) 476-0254		Firechief@barrecity.org
Local Response Organization Contacts					
Fire Chief	Keith Cushman	██████████	(802) 476-0254		Firechief@barrecity.org
Deputy Fire Chief	Joseph Aldsworth	██████████	(802) 476-0255		Joseph.aldsworth@vermont.gov
EMS Chief	Keith Cushman	██████████	(802) 476-0254		Firechief@barrecity.org
Chief of Police	Braedon Vail	██████████	(802) 476-6613		Braedon.Vail@vermont.gov
Deputy Police Chief	Larry Eastman	██████████	(802) 476-6613		Larry.eastman@vermont.gov
State Police or County Sheriff	VSP-MSX	(802) 229-9191	911		
Local Dispatch Center	City of Barre	(802) 476-6613	911		
Local Public Works Contacts					
Public Works Director	Brian Baker	██████████	(802) 476-0250		PWDirector@barrecity.org
Road Foreman	Donnel Dexter	██████████	(802) 479-9298		streetforeman@barrecity.org
Drinking Water Utility	Brian Baker	██████████	(802) 476-0250		PWDirector@barrecity.org
Wastewater Utility	Brian Baker	██████████	(802) 476-0250		PWDirector@barrecity.org
Facilities Director	Jeff Bergeron	██████████	(802) 476-0256		Jbergeron@barrecity.org
Municipal Government Contacts					
City Manager	Nicolas Storrellicastro	██████████	(802) 476-0241		Citymanager@barrecity.org
Mayor	Jake Hemmerick	██████████			J.Hemmerick@barrecity.org
Assistant City Manager; Finance Director	Dawn Monahan	██████████	(802) 477-1488		Asstcitymanager@barrecity.org
City Clerk/Treasurer	Carol Dawes	██████████	(802) 476-0242		Cdawes@barrecity.org
Human Resources	Rikk Taft	██████████	(802) 476-0241		Rtaft@barrecity.org
Public Works Director	Brian Baker	██████████	(802) 476-0250		PWDirector@barrecity.org
Superintendent of Water & Sewer (Interim)	Brian Baker	██████████	(802) 476-0250		PWDirector@barrecity.org
City Facilities Director	Jeff Bergeron	██████████	(802) 476-0256		Jbergeron@barrecity.org
Planning, Permitting & Assessing Director	Janet Shatney	██████████	(802) 476-0245		PPADirector@barrecity.org
Forest Fire Warden	Keith Cushman	██████████	(802) 476-0254		Firechief@barrecity.org
City Health Officer (currently vacant; Mayor appointed by State)	Jake Hemmerick	██████████			J.Hemmerick@barrecity.org
Deputy City Health Officer	Robbie Strachan	██████████	(802) 477-7833		Rstrachan@barrecity.org

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate		
Animal Control Officer	Braedon Vail	██████████	(802) 476-6613		Braedon.Vail@vermont.gov
School Contact #1	Jamie Evans	██████████	(802) 476-8119		JEvanbsu@buusd.org
Spaulding High School - Principal	Marlon Maylor	(802) 476-4811			mmaylshs@buusd.org
Spaulding High School – Asst. Principal	Luke Aither	(802) 476-4811			laithshs@buusd.org
Spaulding High School – Asst. Principal	Mari Goodridge Miller	(802) 476-4811			mmillshs@buusd.org
Barre City Elementary School - Principal	Brenda Waterhouse	(802) 476-6541			bwatebce@buusd.org
Barre City Middle School – Principal	Pierre LaFlamme	(802) 476-6541			plafibce@buusd.org
Barre City Elementary and Middle School – Asst. Principal	Kristin Morrison	(802) 476-6541			kmorrbce@buusd.org
School District Office – Superintendent	Chris Hennessey	(802) 476-5011 ext 1017			chenbsu@buusd.org
BCEMS Bus Coordinator	Nancy LeBlanc	Will be contacted by School officials	(802) 476-6541		nleblbce@buusd.org
St. Monica-St. Michael School - Principal	Robert "Mike" Alford	(802) 476-5015			Principal@stmonica-stmichael.org
Other Contacts					

Annex A: Major High Hazard and/or Vulnerable Sites List (locations to check for damage)	
Site Type: (ex. Dam, culvert, bridges, railway crossing,, low-lying area, Tier II site)	Site Location
	(physical location)
Dam	East Barre Dam
Dam	Thurman W. Dix Reservoir
Large Culvert: Potash Brook	Under Currier Street and a house on Currier Street
Large Culvert: Potash Brook	Underground from Jefferson Street by old Mathewson School to river by Prospect Street bridge
Large Culvert: Potash Brook	Underground from Elm Street by old Mathewson School down Summer Street across the pearl Street parking lot to the river by the old Rouleau Granite Company on Metro Way
Railroad Crossing	Quarry Street
Railroad Crossing	Circle Street
Railroad Crossing	Boynton Street
Railroad Crossing	Ayers Street
Railroad Crossing	Hill Street
Railroad Crossing	S. Main Street
Railroad Crossing	Prospect Street
Railroad Crossing	Williams Lane
Railroad Crossing	Granite Street
Railroad Crossing	Route 62
Railroad Crossing	Blackwell Street
Railroad Crossing	at 460 N. Main Street
Railroad Crossing	Berlin Street
Railroad Crossing	W. Second Street
Railroad Crossing	Willey Street
Bridges over brooks and/or rivers	S. Main Street
Bridges over brooks and/or rivers	Mill Street
Bridges over brooks and/or rivers	Ayers Street
Bridges over brooks and/or rivers	Prospect Street
Bridges over brooks and/or rivers	Granite Street
Bridges over brooks and/or rivers	Blackwell Street
Bridges over brooks and/or rivers	N. Main Street by Blackwell Street
Bridges over brooks and/or rivers	Berlin Street
Bridges over brooks and/or rivers	Willey Street
Bridges over brooks and/or rivers	Route 62
Bridges over brooks and/or rivers	Nelson Street
Bridges over brooks and/or rivers	Camp Street
Bridges over brooks and/or rivers	Onward Street
Bridges over brooks and/or rivers	Cassie Street
Bridges over brooks and/or rivers	Tremont Street
Bridges over brooks and/or rivers	Maple Grove Street
Bridges over brooks and/or rivers	East Street

Site Type: (ex. Dam, culvert, bridges, railway crossing,, low-lying area, Tier II site)	Site Location
	(physical location)
Bridges over brooks and/or rivers	Park Street
Bridges over brooks and/or rivers	Brook Street by Laurel Street
Bridges over brooks and/or rivers	Brook Street by Maple Avenue
Bridges over brooks and/or rivers	N. Seminary Street
Low lying areas for flooding	N. Main Street
Low lying areas for flooding	Granite Street
Low lying areas for flooding	Scampini Square
Low lying areas for flooding	First Street
Low lying areas for flooding	Second Street
Low lying areas for flooding	Third Street
Low lying areas for flooding	Fourth Street
Low lying areas for flooding	Fifth Street
Low lying areas for flooding	W. Second Street
Low lying areas for flooding	Vine Street
Low lying areas for flooding	Keith Avenue
Low lying areas for flooding	Depot Square
Low lying areas for flooding	Pearl Street
Low lying areas for flooding	Eastern Avenue
Low lying areas for flooding	Park Street
Low lying areas for flooding	East Street
Low lying areas for flooding	North Street
Low lying areas for flooding	Cliff Street
Low lying areas for flooding	Maple Grove Street
Low lying areas for flooding	Delmont Avenue
Low lying areas for flooding	Currier Street
Places of Concern	GMP Substation #26 - 45 Burnham Street
Places of Concern	GMP South End Substation #37 - 121 S. Main Street
Places of Concern	GMP North End Substation #63 - 128 Railroad Street
Places of Concern	Irving Oil Propane Storage Tank - 7 Williams Lane
Places of Concern	Irving Oil Bulk Fuel Storage Terminal - 60 Smith Street
Places of Concern	Barre City Place Propane Storage Tank - 219 N. Main St
Places of Concern	Safety Kleen Systems, Inc. - 23 W. Second Street
Places of Concern	Consolidated Communications Bldg. - 46 Elm Street
Places of Concern	Vermont TRANSCO Substation (in the Town of Barre) just over the City limit, Upper Prospect St
Government Bldgs. - Vulnerable Population	VT District Court & Office Complex - 255 N. Main St.
Government Bldgs. - Vulnerable Population	McFarland State Office Bldg. - 5 Perry St.
Housing (>9 units) - Vulnerable Population	Lawrence Holdings Bldg - 185 N Main St (9 units)
Housing (>9 units) - Vulnerable Population	Business Industrial Group Bldg Lance Family - 121 Hill St (10 units)

Housing (>9 units) - Vulnerable Population	Aja Apt. Bldg - 54 Mill St (11 units)
Housing (>9 units) - Vulnerable Population	44 Granite Street Bldg - 44 Granite St (11 units)
Housing (>9 units) - Vulnerable Population	Merchant St Properties Bldg - 35 Merchant St (11 units)
Housing (>9 units) - Vulnerable Population	Citi Properties Apt. Bldg. - 46 Washington St (11 units)
Housing (>9 units) - Vulnerable Population	River St Associates - 96 Beckley St (12 units)
Housing (>9 units) - Vulnerable Population	Downstreet Housing - 1 Bromur St (12 units)
Housing (>9 units) - Vulnerable Population	Bolster House - 114 N. Main St (12 units)
Housing (>9 units) - Vulnerable Population	Eastern Front Holdings Bldg. - 181 Washington St (14 units)
Housing (>9 units) - Vulnerable Population	Housing Foundation - 260 N. Main St (16 units)
Housing (>9 units) - Vulnerable Population	Miles Block - 162 N. Main St (20 units)
Housing (>9 units) - Vulnerable Population	Jefferson St Apts - 25 Jefferson St (24 units)
Housing (>9 units) - Vulnerable Population	Summer St Housing - 22 Keith Ave (27 units)
Housing (>9 units) - Vulnerable Population	Downtown Rentals - 14 & 28 Pearl St (32 units)
Housing (>9 units) - Vulnerable Population	Green Acres - Bergeron & Chatot Sts (50 units)
Housing (>9 units) - Vulnerable Population	Washington St Apts - 14 Washington St (53 units)
Housing (>9 units) - Vulnerable Population	Tilden House - 16 S. Main St (78 units)
Housing (>9 units) - Vulnerable Population	North Barre Manor - 455 N. Main St (120 units)
Housing (>9 units) - Vulnerable Population	Highgate Housing - 301 Prospect St (120 total units)

Locations with Hazardous Substances via Tier 2 Reporting	
4 & 6 Burnham Street	Barre City Water Buildings
5 Perry Street	Verizon Wireless Cell Site Base Station
6 N. Main Street	City Hall
7 Williams Lane	Irving Oil Propane Storage Tank
12 Burnham Street	City of Barre Barricade Building
14 Burnham Street	City of Barre Sewer Dept.
15 S. Main Street	Shell Gas Station
20 Auditorium Hill	Barre City Alumni Hall
20 Auditorium Hill	Barre City Auditorium
20 Auditorium Hill	Cingular Wireless Hub
23 W. Second Street	Safety Kleen Systems, Inc.
24 Smith Street	Irving Energy Distribution Bulk Storage Diesel & Fuel Oil Tanks
25 Auditorium Hill	Barre City BOR Ice Rink Building
38 Vanetti Place	Granite Industries of Vermont
45 Parkside Terrace	Barre City Municipal Pool Chemical Vault
54 Willey Street	Swenson Granite (Anderson-Friberg Plant)
61 Treatment Plant Drive	Barre City Wastewater Bay Garage
62 Treatment Plant Drive	Barre City Wastewater Digester Building
65 Granite Street	Airgas USA, LLC
69 Treatment Plant Drive	City Wastewater Treatment Plant
88 Treatment Plant Drive	Barre City Wastewater Chemical Building
131 S. Main Street	Sherwin-Williams Paint Company
132 S. Main Street	Cumberland Farms Gas Station
169 Washington Street	Westco Gas Station
320 Washington Street	AJ's Sunoco Gas Station
322 N. Main Street	Irving Energy Metro Development
377 N. Main Street	Fast Stop Gas Station
475 N. Main Street	North End Deli Mart & Gas Station
524 N. Main Street	Cumberland Farms Gas Station

Locations with Hazardous Substances via Tier 2 Reporting	
Other Locations known to have Hazardous Substances - no reporting known of	
5 S. Vine Street	Bellavance Trucking Fuel Terminal
167 Boynton Street	Bellavance Repair Garage
109 Boynton	Buttura and Sons, Inc.
46 Elm Street	Fairpoint Server Building
45 Burnham Street	GMP Substation #26
121 S. Main Street	GMP South End Substation #37
128 Railroad Street	GMP North End Substation #63
60 Smith Street	Irving Oil Bulk Fuel Storage Terminal
219 N. Main St	Barre City Place Propane Storage Tank
350 N. Main Street	Jiffy Mart (Champlain Oil)
316 N. Main Street	Level 3 Communications
133 Washington Street	Stone's Service Station (COCO)
411 N. Main Street	Beverage Baron Gas Station
3 S. Main Street	US Post Office
255 N. Main Street	Washington District Court House



Limit of the City of Barre, Vermont

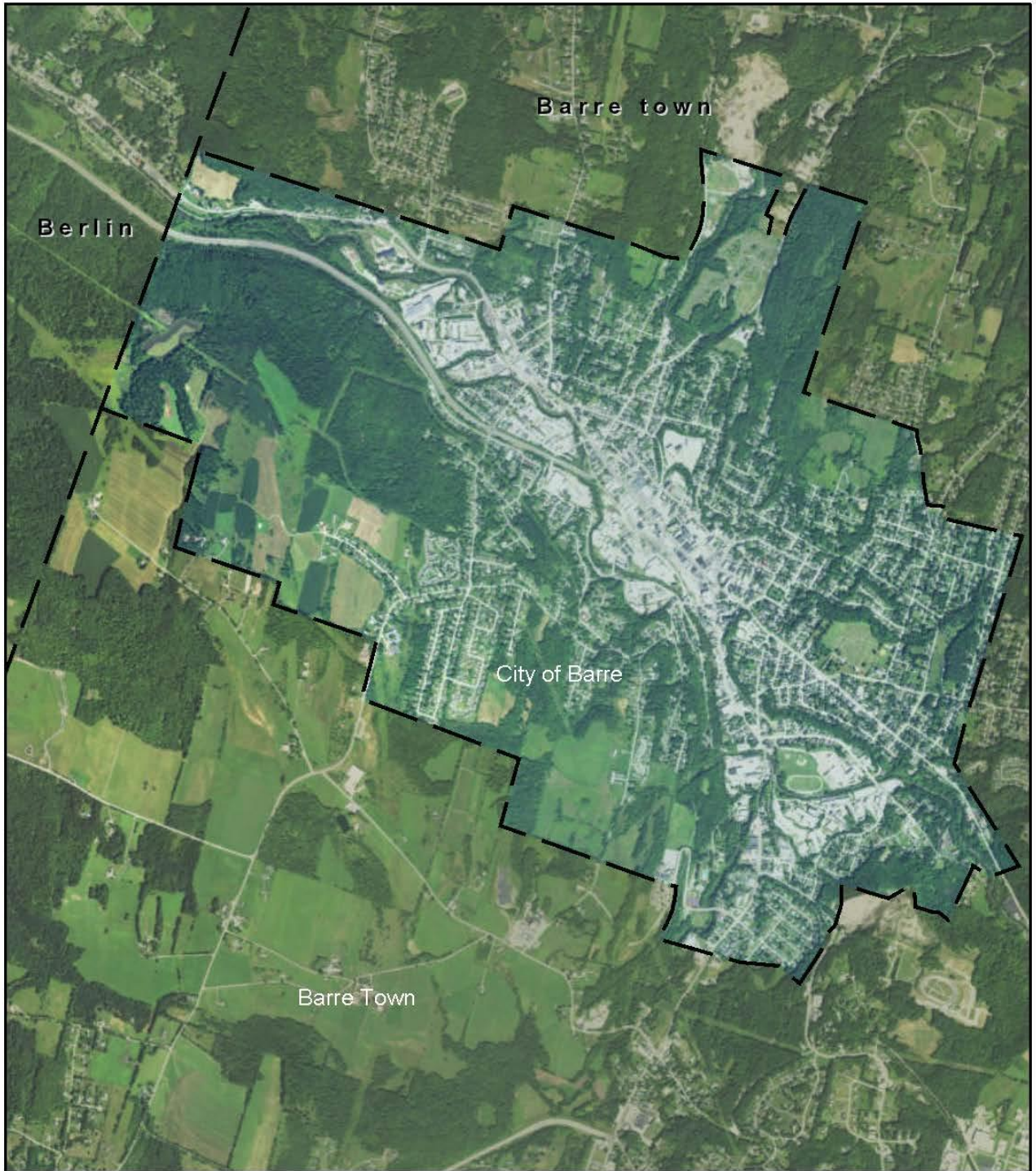
Barre City, VT



June 5, 2017

1 inch = 2151 Feet

www.cai-tech.com



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Floodplain Map for City

Barre City, VT

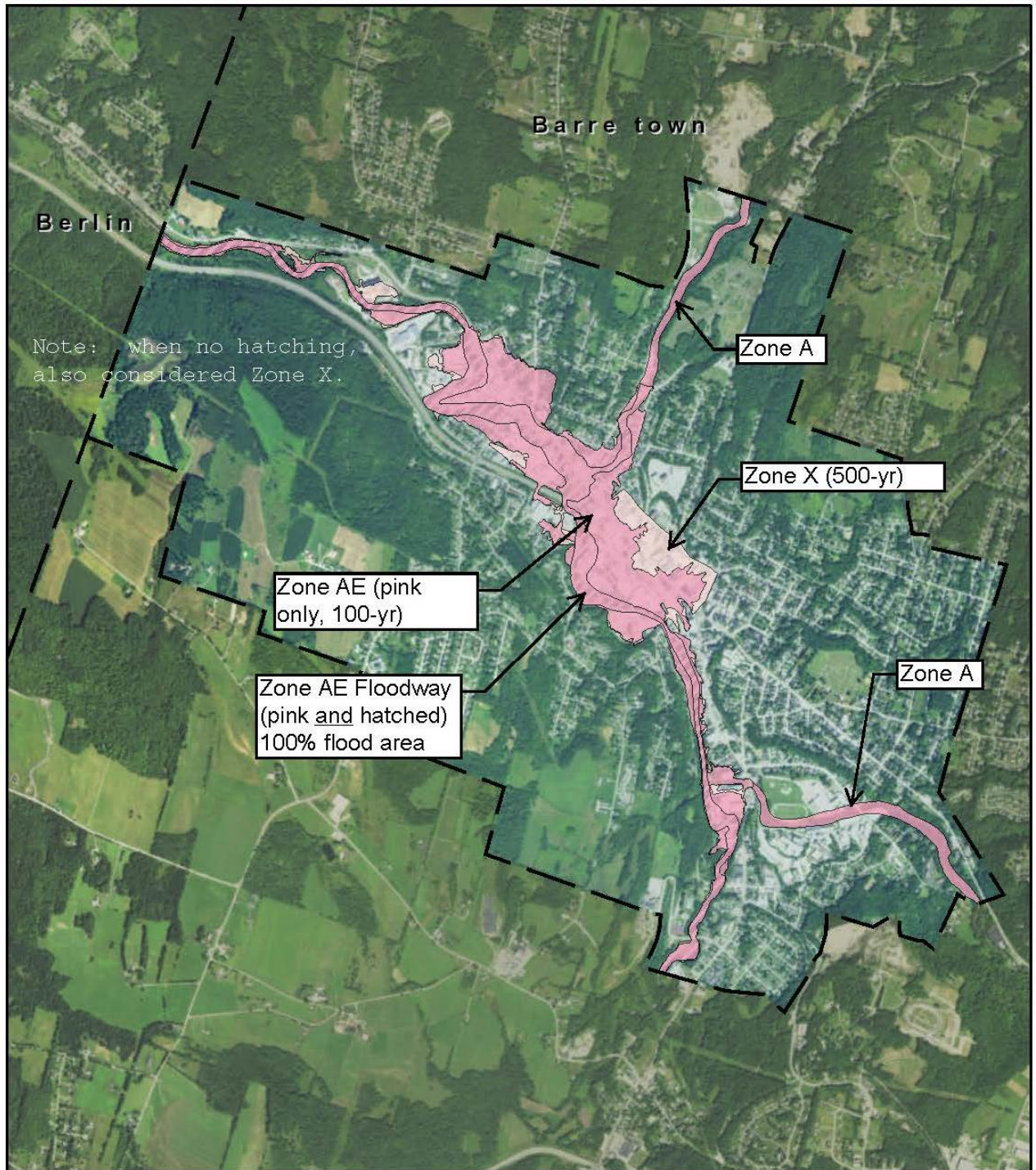
1 inch = 2151 Feet



June 5, 2017



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Note: when no hatching, also considered Zone X.

Zone AE (pink only, 100-yr)

Zone AE Floodway (pink and hatched) 100% flood area

Zone A

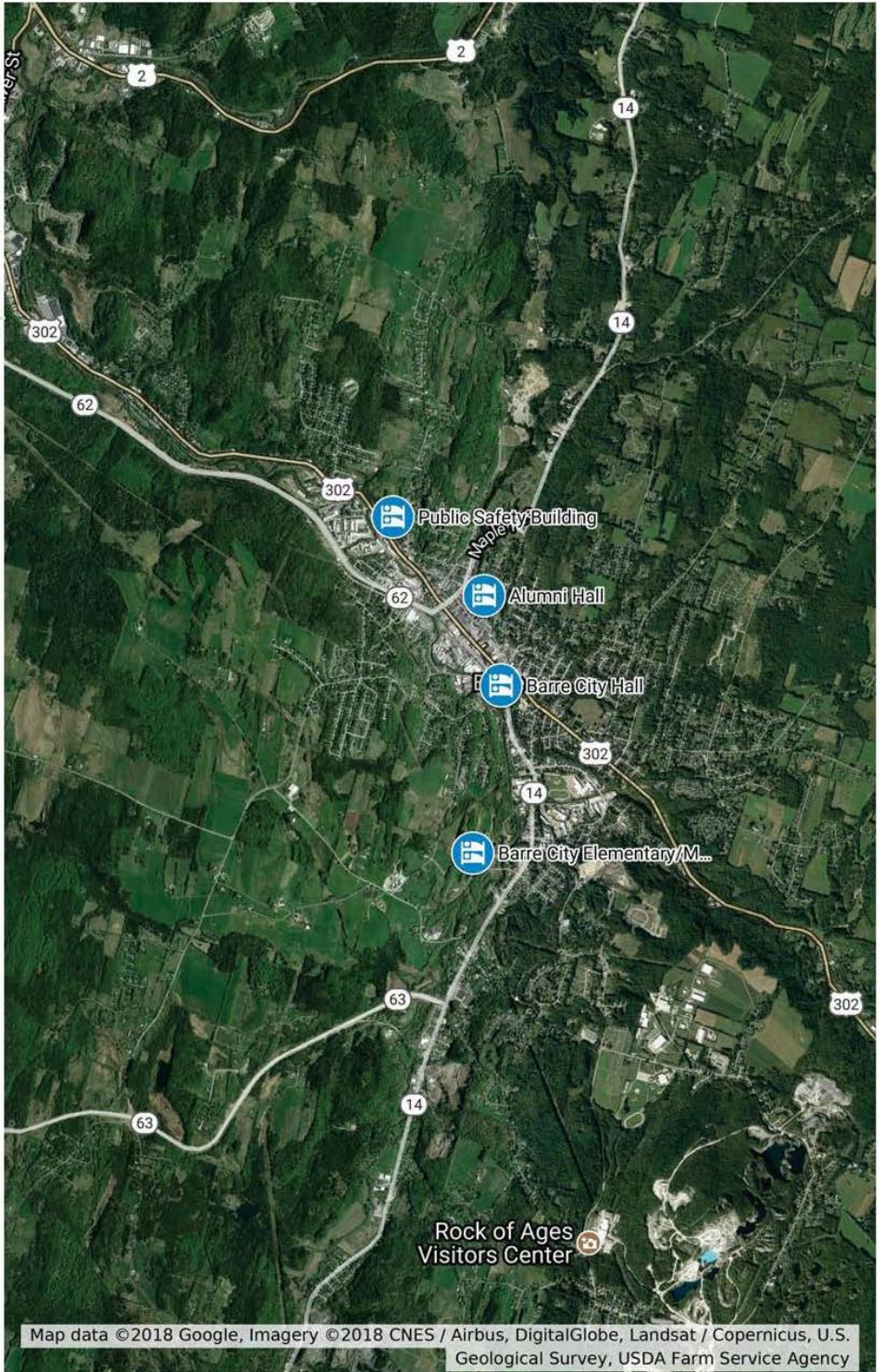
Zone X (500-yr)

Zone A





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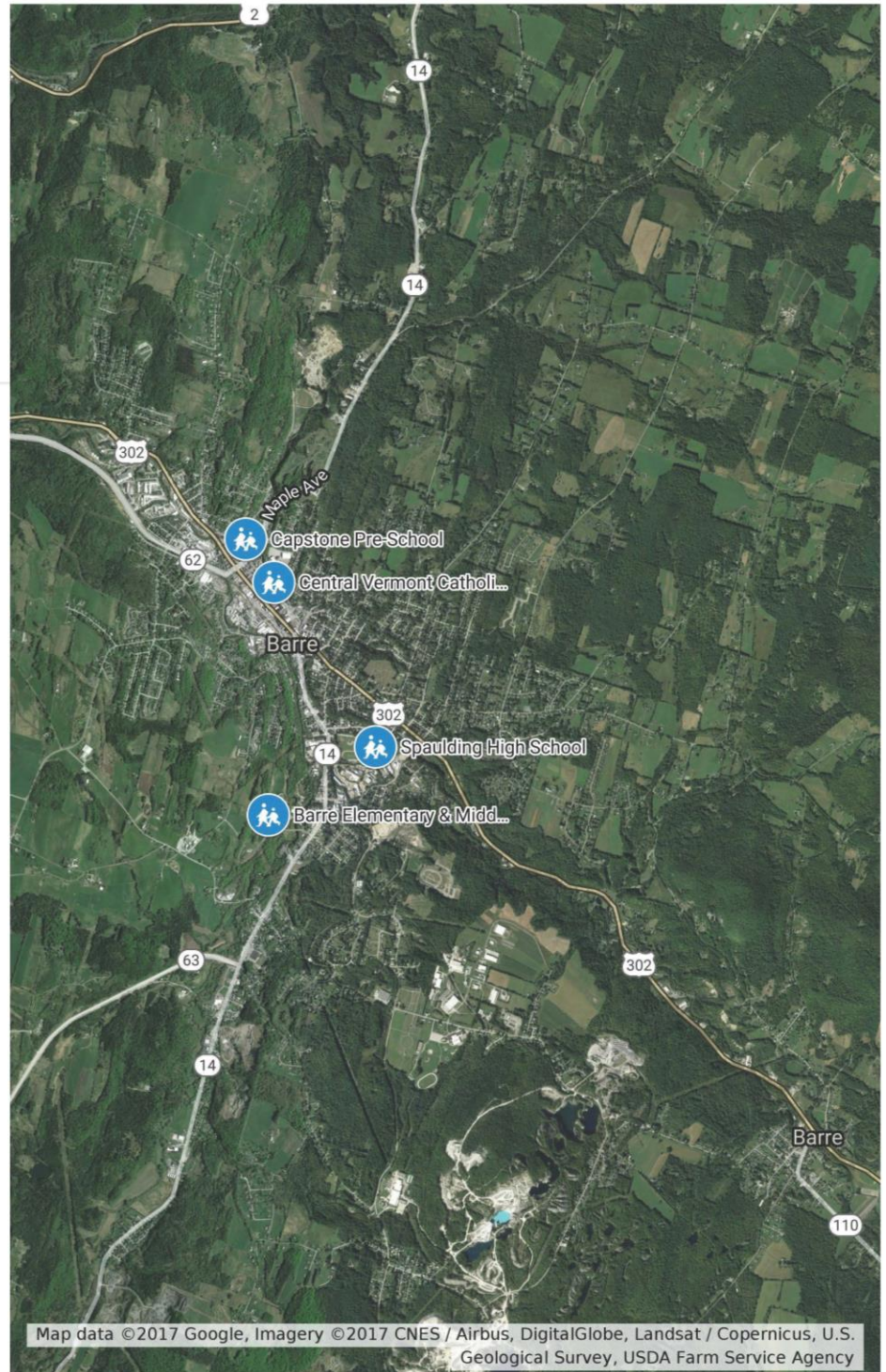
Local Emergency Centers

-  Alumni Hall
-  Public Safety Building
-  Barre City Hall
-  Barre City Elementary/Middle School



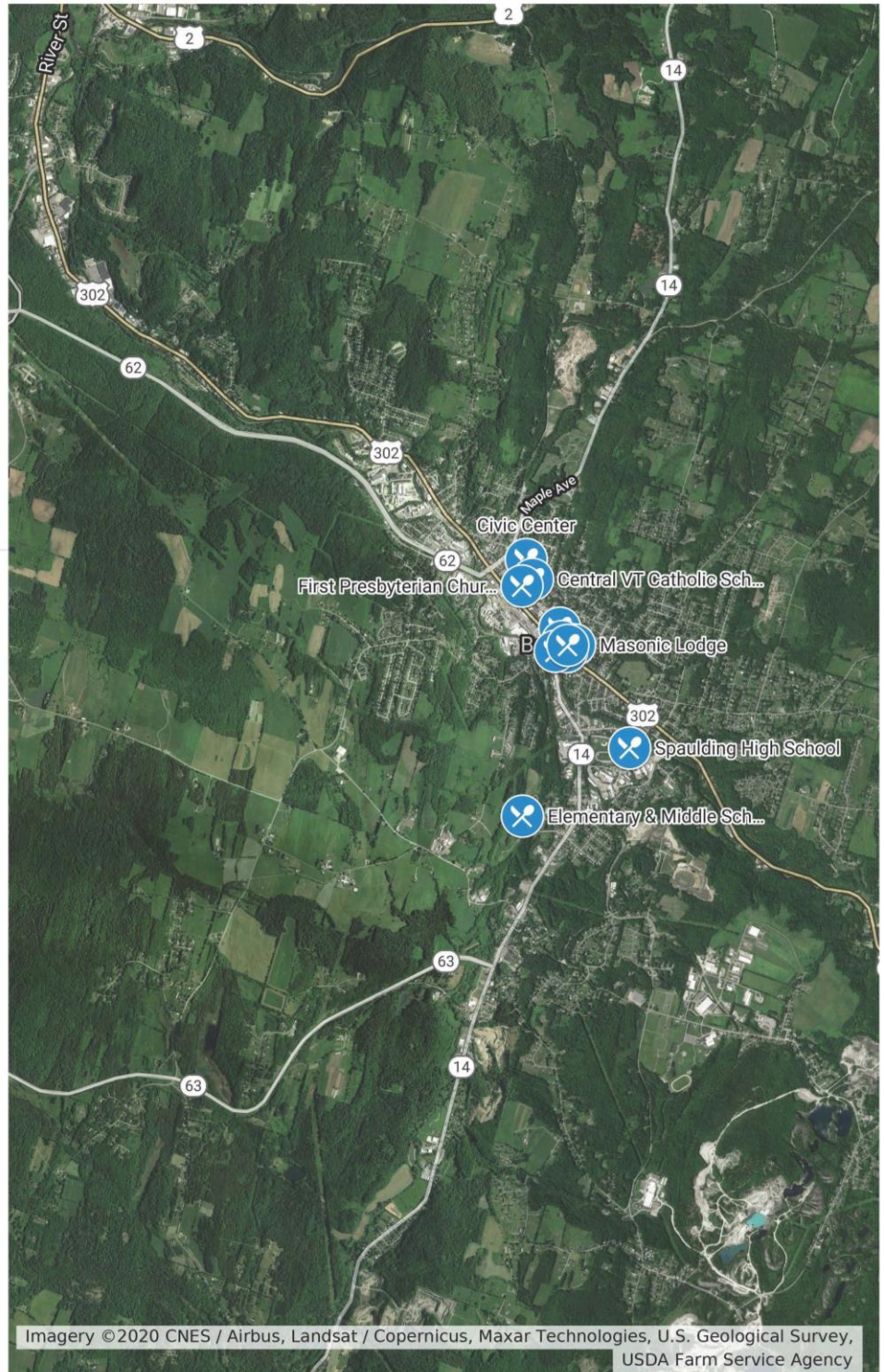
Schools

-  Spaulding High School
-  Barre Elementary & Middle School
-  Central Vermont Catholic School
-  Capstone Pre-School





















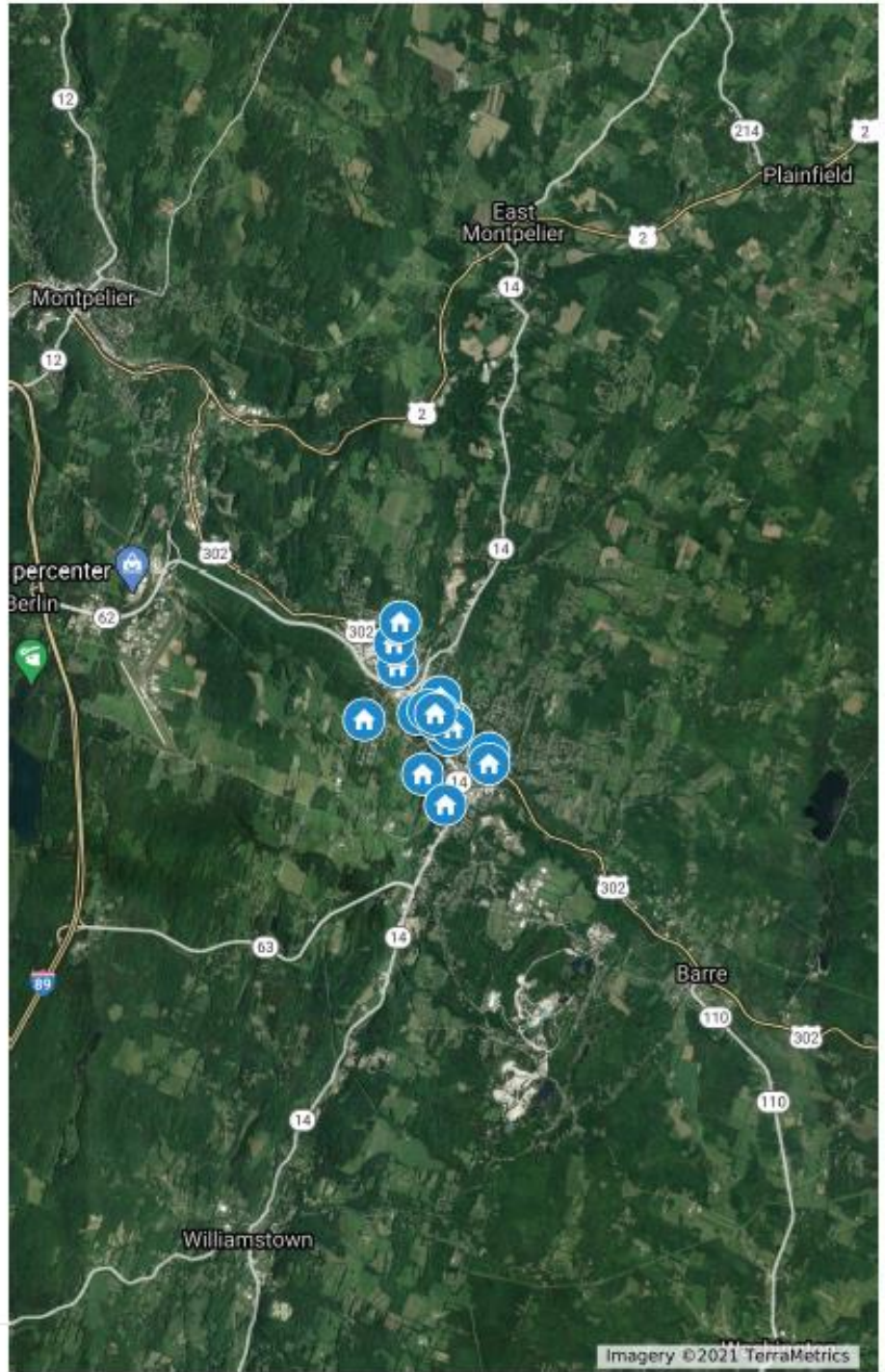
ss Feeding Locations

- ⊗ Civic Center
- ⊗ Elementary & Middle School
- ⊗ Elks Lodge
- ⊗ Masonic Lodge
- ⊗ Spaulding High School
- ⊗ Central VT Catholic School
- ⊗ Church of the Good Shepard
- ⊗ First Baptist Church
- ⊗ Universalist Church
- ⊗ First Presbyterian Church
- ⊗ Hedding Methodist Church



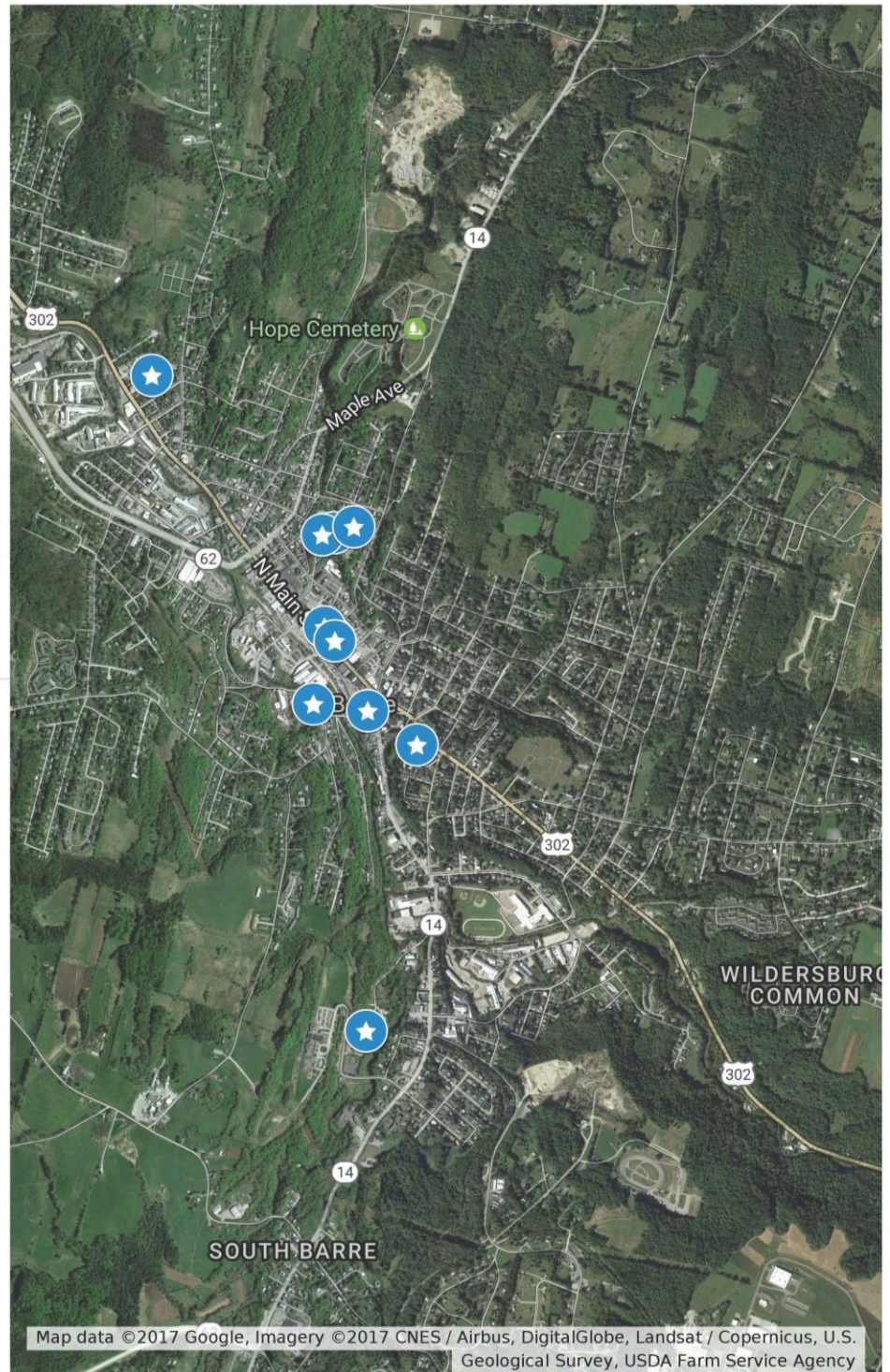
Housing Complexes - >9 units

-  North Barre Manor (Barre Housing)
-  Tilden House (Barre Housing)
-  Washington St. Apts (Barre Housing)
-  Jefferson St. Apts (Barre Housing)
-  Green Acres (Barre Housing)
-  Summer St Housing Complex
-  River St Associates
-  Downstreet Housing
-  44 Granite St LLC Apt House
-  B.I.G. Apt Building
-  Merchant St Properties, LLC Apt Building
-  Aja Apt Building
-  Bolster House, LLC
-  Miles Block
-  Housing Foundation
-  Downtown Rentals
-  Highgate Housing
-  Citi Properties Apt Building
- Eastern Front Holdings Apt Building
- Lawrence Holdings Apt Bldg



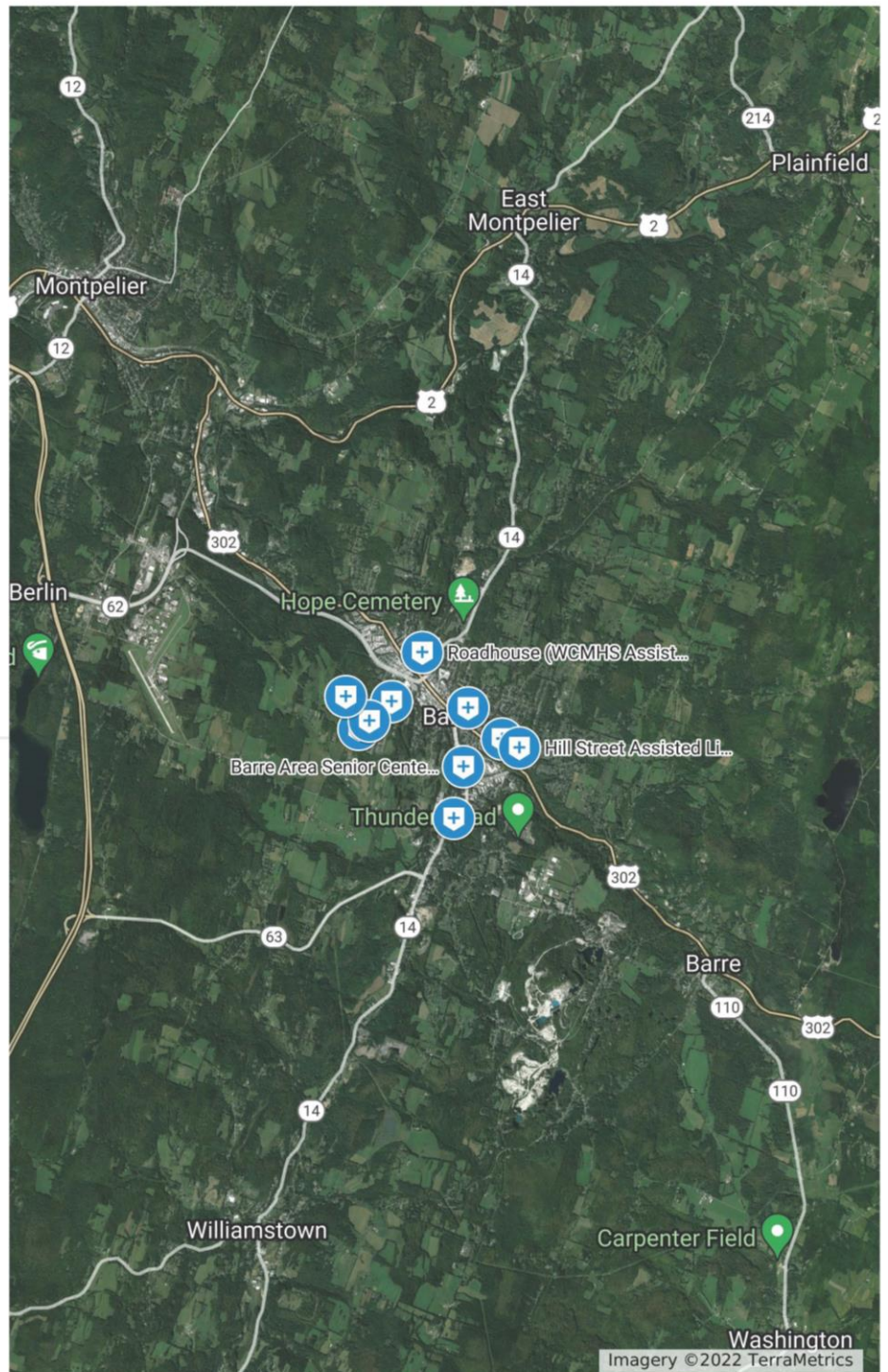
Government Bldgs

- ★ Alumni Hall
- ★ Civic Center Auditorium
- ★ B.O.R. Ice Arena
- ★ Barre City Hall
- ★ Public Works Complex
- ★ Municipal Pool
- ★ Wastewater Treatment Plant
- ★
- VT District Court & Office Complex
- ★ Barre Public Safety Building
- ★
- McFarland State Office Complex
- ★ Barre City Place



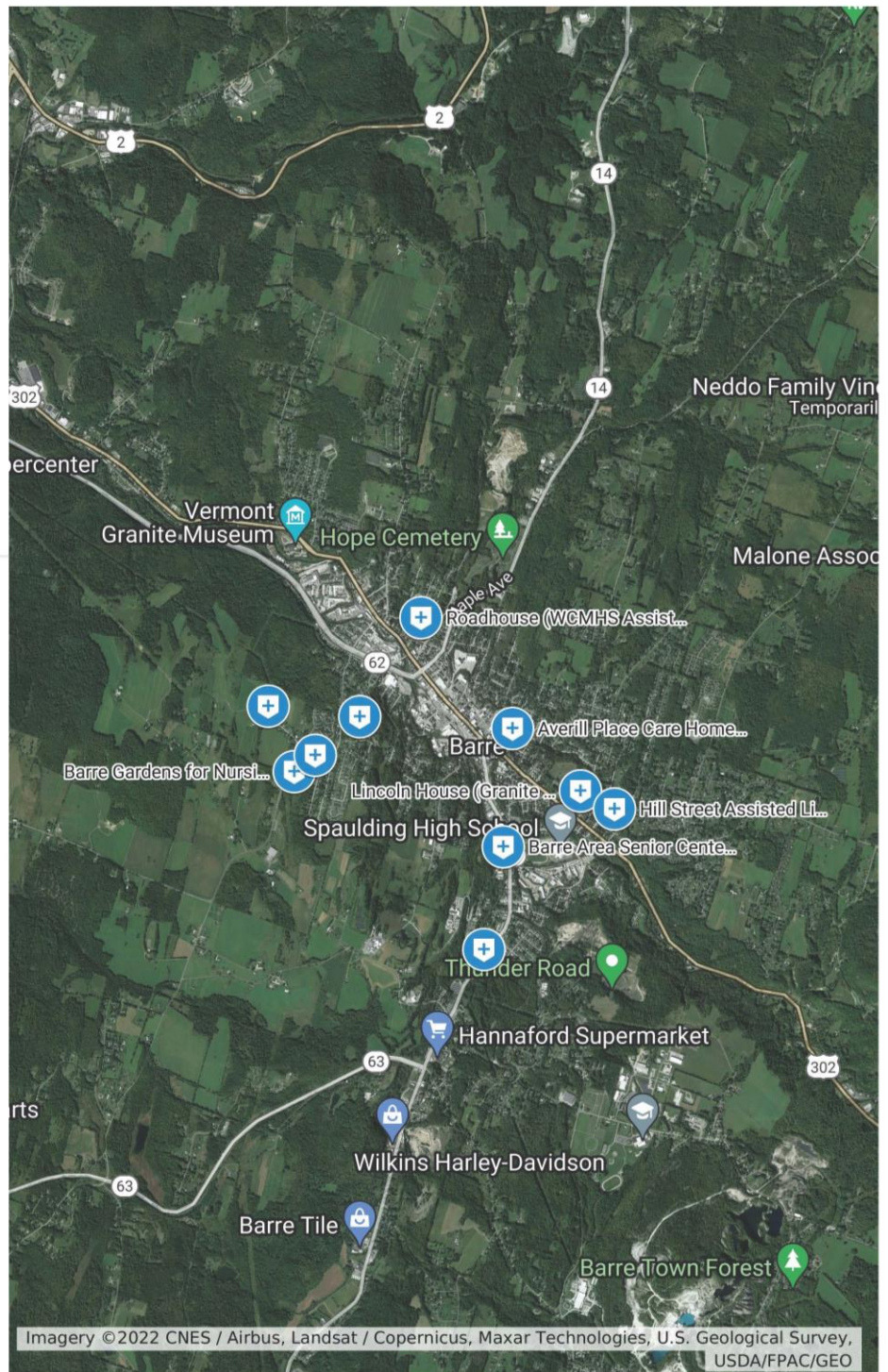
Community Care, Assisted Living and Nursing Homes

- WCMHS - Rivendell
- Averill Place Care Home
- Arioli Community Care Home
- Hill Street Assisted Living
- Barre Gardens for Nursing and Rehabilitation Facility
- Lincoln House (Granite City Housing, Inc.)
- Roadhouse (WCMHS Assisted Living)
- Home Intervention
- WCHM Group Home
- Barre Area Senior Center



Places of Concern

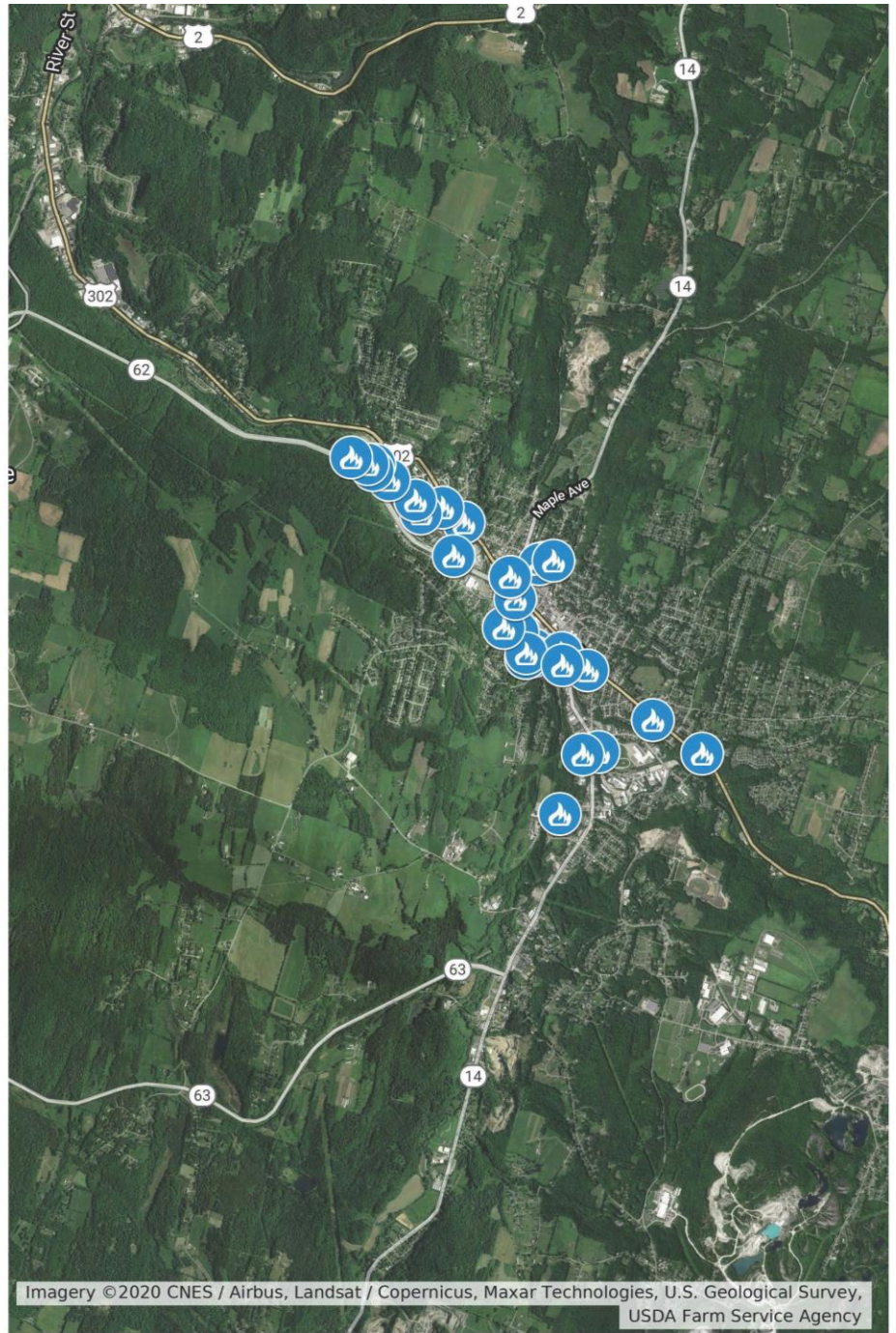
- ▲ GMP Substation
- ▲ GMP South End Substation
- ▲ GMP North End Substation
- ▲ Irving Oil Storage Terminal
- ▲ Irving Oil Bulk Storage Tank
- ▲ Safety-Kleen
- ▲
- Consolidated Communications Bldg
- ▲
- VT TRANSCO Substation (Barre Town)



Barre City Rivers and Streams



- 🔥 AJ's Sunoco
- 🔥 Alumni Hall
- 🔥 City DPW Garage
- 🔥 Irving Energy Bulk Storage Tank
- 🔥 City Water Building
- 🔥 Barre City Hall
- 🔥 North End Deli Sunoco
- 🔥 Cumberland Farms
- 🔥 Verizon Wireless Antenna
- 🔥 City Sewer Building
- 🔥 City Barricade Building
- 🔥 Shell Station
- 🔥 Barre City Auditorium & Antenna
- 🔥 Safety-Kleen
- 🔥 Irving Energy Distribution Plant
- 🔥 City BOR Ice Rink
- 🔥 Granite Industries of Vermont
- 🔥 Barre City Pool Building
- 🔥 Swenson Granite Plant
- 🔥 Barre City Wastewater Building
- 🔥 Barre City Sewer Digester Building
- 🔥 AirGas USA, LLC
- 🔥 Barre City Wastewater Treatment Facility
- 🔥 Barre City Wastewater Chemical Bldg



- Cumberland Farms Gas Station
- Gulf Gas Station
- Irving Energy Metro Development
- Quick-Stop Gulf Gas Station
- Sherwin-Williams Paint Store

BARRE CITY Animal Resources During an Emergency

Directions

- 1) Reach out to emergency contacts. Define responsibilities and how information will be shared.
- 2) Make contact with animal shelters to learn of availability/capacity/needs.
- 3) Make contact with emergency veterinarians.

Name of Person completing this form DURING AN ACTUAL EVENT		Date and Time	
----------------------------------------------------------------------	--	---------------	--

Section I

1. Local Emergency Contacts

Is there a regional Disaster Animal Response Team (DART) that serves your community?

Y N✓

REGIONAL DART CHAIR		
Name	Contact Number	Secondary contact number
Lisa Lemieux, VDART Vice Chair	(primary) Llemieux@gmail.com	(secondary)
LOCAL ANIMAL SHELTER MANAGER		
Name	Contact Number	Secondary contact number
Jen Delaney, Co-Executive Director, Adoption Center and Animal Care Central Vermont Humane Society	802-476-3811 x108	
LOCAL EMERGENCY VET CONTACT		
Name	Contact Number	Secondary contact number
Dr. Thomas Cihocki	Barre Animal Hospital 678 South Barre Road So. Barre, VT 05670 Phone: (802) 476-4151	Types of animals seen in practice: Small Animal (Dogs & Cats)
Dr. J. Nicholas Drolet	Montpelier Veterinary Hospital 403 Barre Street; Montpelier, VT 05602 Phone: (802) 223-3220	Types of animals seen in practice: Small Animal (Dogs & Cats)
See Sections II and III for more contacts		
LOCAL ANIMAL CONTROL OFFICER		
Name	Contact Number	Secondary contact number
Random Rescue, Sam Puchar	(802) 433-5912	

2. Animal Shelter Locations (including citizen volunteer kennels and barns) (extra space in notes section)

Notify the SEOC if additional shelters are needed.				
Contact the Shelter Manager				
Shelter Name	Physical Address/Shelter Location	Shelter Phone # and Name of Contact	Type and Capacity that can be housed	Status
Barre Auditorium & BOR – Pet Friendly	20 Auditorium Hall Barre, Vermont 05641 Phone (802) 476-0256 BOR –25 Auditorium Hill, Barre, VT 05641 802-476-0257	Jeff Bergeron 802-476-0256 or 802-498-3495 jbergeron@barrecity.org	Dogs <input checked="" type="checkbox"/> Cats _____ Exotics/Birds _____ Horses _____ Other Livestock _____	Opened: Closed:
Central Vermont Humane Society	1589 VT Route 14S East Montpelier, VT	Erika Holm, Co-Executive Dir. Programs & Operations 802-476-3811 x103 laurie@centralvermonthumane.org Jen Delaney, Co-Executive Dir.- Adoption Center and Animal Care 802-476-3811 x108 jen@centralvermonthumane.org	Dogs <input checked="" type="checkbox"/> Cats <input checked="" type="checkbox"/> Exotics/Birds _____ Horses _____ Other Livestock _____	Opened: Closed:
Random Rescue	188 Edwards Road Chelsea, VT 05038	Sam Puchar, Owner (802) 433-5912 randomrescue@gmail.com www.facebook.com/randomrescue	Dogs <input checked="" type="checkbox"/> Cats _____ Exotics/Birds _____ Horses _____ Other Livestock _____	Opened: Closed:
See list of Pet Friendly Hotels			Dogs _____ Cats _____ Exotics/Birds _____ Horses _____ Other Livestock _____	Opened: Closed:

3. Locations of large numbers of animals and animals in high risk locations (if additional locations, add to notes section at the end)

High Risk Populations List (for special attention/possible evacuation during an incident)					
Complete this information before an incident				Complete this information during an incident	
High Risk Population Type (shelter, farm, home)	High Risk Population Location (physical location)	Point of Contact	POC Phone Number	Evacuated To (physical location / name / phone number)	Time
Dog Day Care: Holliday Care	8 Circle Street www.holidaycare.com	Jeff Cochran	(802) 622-0474		

4. Emergency Veterinarians – See Sections II and III for Washington and Orange Co. Vets

5. Individuals with Expertise in Animal Handling

Handler Name	Physical Address/Location	Phone #	Type(s) of Animals they can handle
Vermont Large Animal Technical Rescue Coalition - Colchester Technical Rescue Team serves Washington County	Cindy Cross-Greenia 802-433-6010 or 802-355-7219 crossgreenia@gmail.com	911 (in an emergency teams can only be requested by local fire department or local law enforcement)	Large Animals
Vermont Humane Federation	Waterbury, VT http://www.vermonthumane.org	802-244-5895	Pets, small animals, horses

6. Pet Friendly Hotels/Motels/Lodgings – See Section VII for a listing of Pet Friendly Hotels

Facility Name	Address	Phone Number	Vacancy?

7. Businesses with Animal Supplies

Business Name	Address	Phone Number	Willing to donate?
Montpelier Agway Farm and Garden	190 E Montpelier Rd, Montpelier, VT	(802) 229-9187	
One Stop Country Pet Supply	1284 US RT 302 Berlin, VT	(802) 479-4307	
Tractor Supply	352 River St, Montpelier, VT 05602	(802) 223-2246	
Petco Animal Supplies	168 Ames Drive, Barre, VT 05641	(802) 476-1992	
Guys Farm and Yard	19 Barre St, Montpelier, VT 05602	(802) 229-0567	
Central Supplies	839 VT Route 12 S, Randolph, VT 05060	(802) 728-9531	
The Quirky Pet	5 State St, Montpelier, VT 05602	(802) 229-1211	
WalMart	282 Berlin Mall Rd, Berlin, VT	(802) 229-7792	
Farm-Way Inc.-VT Gear	286 Waits River Rd, Bradford, VT 05033	(800) 222-9316	

8. Wildlife Rehabilitation Contacts – See Section V for Wildlife Rehabilitator listing and Map

Facility Name	Physical Address/Location	Phone #	Type of animals accepted	Contact made?
Dr. John Aberth	1961 West Hill Rd Roxbury, VT 05669-9883	802-485-8876	Birds: raptors, crows, ravens and wading birds. Mammals: beaver, coyote, mink, and weasel.	<input type="checkbox"/>

9. State Emergency Contacts

- Vermont Division of Emergency Management and Homeland Security Watch Officer (24/7 helpline for use during an event or after hours) – 1-800-347-0488
- For assistance handling wildlife or to file a report, contact the nearest Vermont State Police dispatcher by calling 911, or contact your local Game Warden
- State Veterinarian - Dr. Kristin Haas, Vermont Agency of Agriculture, Food & Markets – Food Safety & Consumer Protection Division - 802-828-2426 or kristin.haas@vermont.gov
- Asst State Veterinarian - Dr. Katherine McNamara, Vermont Agency of Agriculture, Food & Markets - Food Safety & Consumer Protection Division - 802-828-2426 or katherine.mcnamara@vermont.gov
- VDART Chair – Lisa Lemieux, (802) 363-0919 or llemieux@gmail.com

Section II. 2023 Washington County Veterinary Listing (taken from www.vtvets.org)

<p>Dr. Thomas Cihocki Barre Animal Hospital PO Box 388; So. Barre, VT 05670 Phone: (802) 476-4151 Types of Animals seen in practice: Small Animal (Dogs & Cats)</p>	<p>Dr.'s Laura Audette; Colleen Bloom; Karen Bradley; Ann Culp; Hannah Flynn 2386 Airport Road; Berlin, VT 05641 Phone: (802) 223-7765 Web Site: http://www.onionriveranimalhospital.com Types of Animals seen in practice: Small Animal (Dogs & Cats)</p>
<p>Dr. Roy Hadden Valley Animal Hospital 6969 Main Street; Waitsfield, VT 05673 Phone: (802) 496-3006 Types of Animals seen in practice: Small Animal (Dogs & Cats), Farm/Food Animals (Dairy & Beef Cattle), Swine/Pot Bellied Pigs, Equine (Horses)</p>	<p>Dr. Carol Weyland-Sabourin Marshfield, VT 05658 Phone: (802) 426-2126 Types of Animals seen in practice: Small Animal (Dogs & Cats)</p>
<p>Dr. Laura Ladds VT-CAN! 19A Bailey Meadows Lane; Middlesex, VT 05602 Phone: (802) 505-1293 Web Site: www.vt-can.org Types of Animals seen in practice: Small Animal (Dogs & Cats)</p>	<p>Dr. J. Nicholas Drolet Montpelier Veterinary Hospital 403 Barre Street; Montpelier, VT 05602 Phone: (802) 223-3220 Types of Animals seen in practice: Small Animal (Dogs & Cats)</p>
<p>Dr. Kristin Haas State Veterinarian, Agency of Agriculture 116 State Street Montpelier, VT 05620 Phone: (802) 828-2426 Web Site: http://www.vermontagriculture.com</p>	<p>Dr. Daniel Kelly Stonecliff Animal Clinic of VT 58 State Street; Montpelier, VT 05602 (802) 738-9393 Website: www.stonecliffacnh.com Types of Animals: Dogs & Cats</p>
<p>Dr.'s Emily Crawford; Rebecca Farrell; Miranda Fritz; Haley Harasimowicz Waterbury Veterinary Hospital https://www.waterburyvethospital.com 2597 Waterbury Stowe Rd; Waterbury, VT 05677 Phone: (802) 244-5452 Types of Animals Seen in practice: Small Animal (Dogs & Cats)</p>	

<p>Dr. Karen Anderson Mad River Veterinary Service 637 Millbrook Road Waitsfield, VT 05673 Phone: (802) 496-7272 Web Site: http://www.madriverveterinaryservice.com/ Types of Animals seen in practice: Small Animal (Dogs & Cats), Swine/Pot Bellied Pigs, Equine (Horses), Exotic Species (Reptiles/ Amphibians/ Fish), Pocket Pets (Hamsters/ Gerbils/ Mice/ Rabbits/ Ferrets/ Guinea Pigs), Wildlife</p>	<p>Dr. Sarah Spencer Bobbin Mill Veterinary Services, PLC www.bobbinmillvet.com 209 Bobbin Mill Road Warren, VT 05674 Phone: (802) 505-9639 Types of Animals seen in practice: Farm/Food Animals (Dairy & Beef Cattle), Equine (Horses), Small Ruminant (Sheep & Goats), Swine/Pot Bellied Pigs, Camelids (Llamas & Alpacas)</p>
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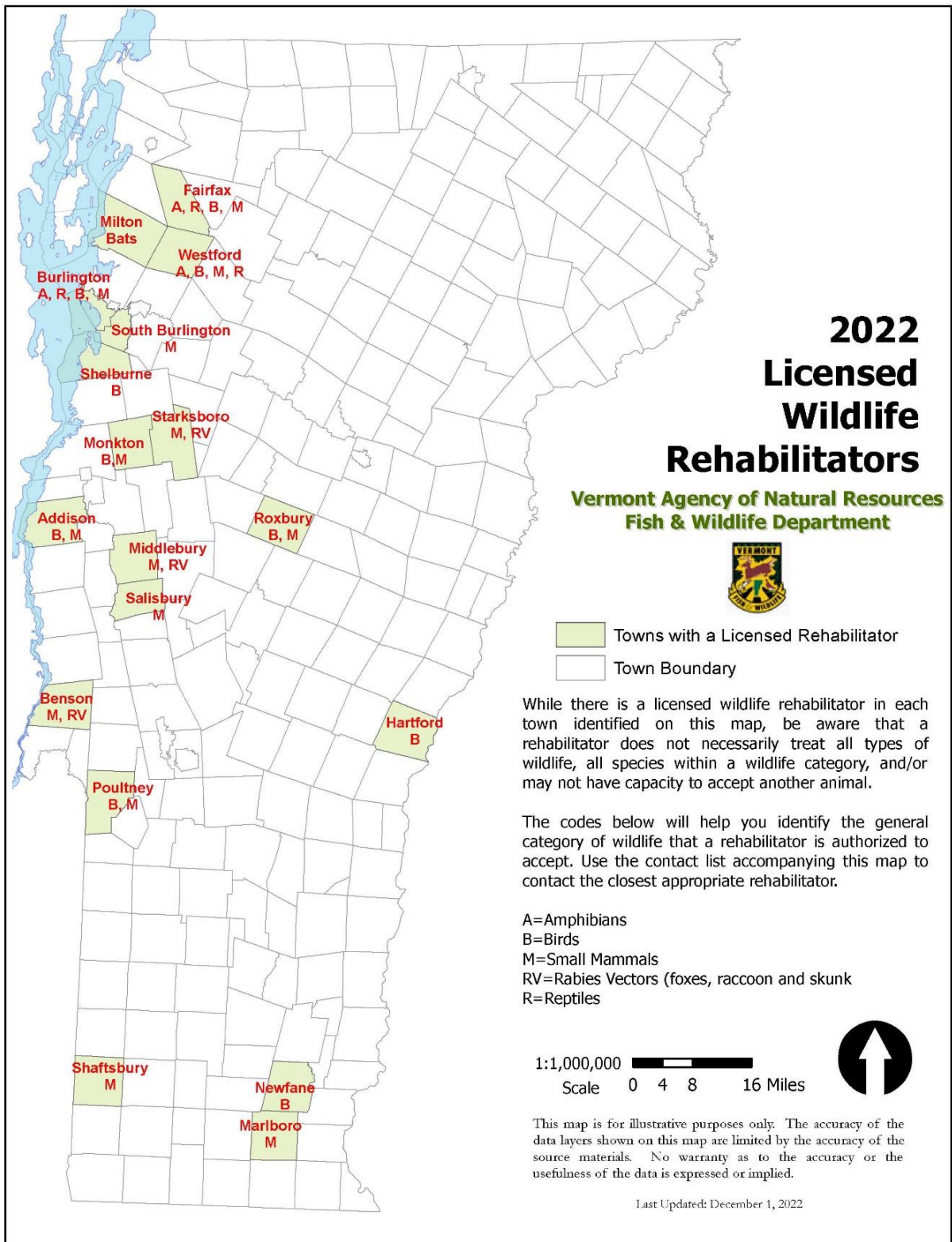
Section III. 2023 Orange County Veterinary Listing (taken from www.vtvets.org)

<p>Dr. William Barry William A. Barry, DVM 474 Dr. Barry Road; Brookfield, VT 05036 Phone: (802) 276-3111 Types of animals seen in practice: Equine (Horses)</p>	<p>Dr. Emma Basham Chelsea Animal Hospital 276 Vermont Route 110 PO Box 277; Chelsea, VT 05038 Phone: (802) 685-3232 Types of animals seen in practice: Small Animal (Dogs & Cats)</p>
<p>Dr. Amy Cook Newbury Veterinary Clinic 3890 Rte. 5 North; Newbury, VT 05051 Phone: (802) 866-5354 Types of animals seen in practice: Small Animal (Dogs & Cats)</p>	<p>Dr. Betty Jo Black Frog Hollow Mobile Veterinary Service 2955 Miller Pond Road; Thetford Center, VT 05075 Phone: (802) 461-6349 Types of Animals seen in practice: Small (dogs & cats)</p>
<p>Dr. Anne Carroll Chelsea Animal Hospital 276 VT Route 110, PO Box 277 Chelsea, VT 05038 Phone: (802) 685-3232 Web Site: http://www.chelseaanimalhospital.com Types of animals seen in practice: Small Animal (Dogs & Cats), Pocket Pets (Hamsters/ Gerbils/ Mice/ Rabbits/ Ferrets/ Guinea Pigs)</p>	<p>Dr. Sarah Murawski Randolph Regional Veterinary Hospital 86 Dylan Drive; Randolph, VT 05060 Phone: (802) 728-3505 Web Site: http://www.randolphregionalvet.com Types of animals seen in practice: Small Animal (Dogs & Cats)</p>
<p>Dr.'s Susan Tullar; Marie Casiere Bradford Veterinary Clinic 176 Waits River Road Bradford, VT 05033 Phone: (802) 222-4903 Web Site: http://bradfordvet.com Types of animals seen in practice: Small Animal (Dogs & Cats), Swine/Pot Bellied Pigs, Avian (Birds & Poultry), Exotic Species (Reptiles/ Amphibians/ Fish), Pocket Pets (Hamsters/ Gerbils/ Mice/ Rabbits/ Ferrets/ Guinea Pigs)</p>	

Section IV.: 2023 Emergency Clinics in VT and surrounding areas:

<p>Burlington Emergency and Veterinary Specialists 1417 Marshall Avenue Williston, VT 05495 (802) 863-2387 www.bevsvt.com</p>	<p>Montpelier Veterinary Hospital 403 Barre Street Montpelier, VT 05602 (802) 223-3220 www.montpelierveterinaryhospital.com</p>
<p>Lamoille Valley Veterinary Service 278 Vermont Route 15 PO Box 41 Hyde Park, VT 05655 (802) 888-7911 www.LVVSonline.com</p>	<p>Rutland Veterinary Clinic and Surgical Center 90 East Pittsford Road Rutland, VT 05701 802-773-2779 www.rutlandvet.com</p>
<p>Small Animal Emergency and Specialty (SAVES) 63 Evans Drive Lebanon, NH 03766 (603) 306-0007 www.ivghospitals.com/hospital/saves</p>	<p>Aeolus Animal Hospital and Equine 145 Harmony Lane Manchester Center, VT 05255 (802) 362-2241 www.aahec.com</p>

Section V. 2023 Licensed Wildlife Rehabilitator Map (updated 2022 Map)



2022 Licensed Wildlife Rehabilitators

updated 12/1/2022

Town	Rehabilitator	Species Code	Species Accepted	Phones
Statewide	Nancy Carey		Contact Nancy to learn about becoming a licensed wildlife rehabilitator	802-899-1027
Addison	Otter Creek Wildlife Rescue (Julianna Parker)	B, M	Small mammals excluding rabies vectors. Birds: special interest songbirds, ravens, crows & woodpeckers	802-759-3148
Benson	Lia McFarline	M, RV	Small mammals including rabies vectors	802-558-8240
Burlington	JoAnn Nichols	A, R, M	Amphibians; reptiles; small mammals excluding rabies vectors. Will provide phone consultation on wildlife exclusion/eviction techniques.	Rehab: 802-999-5360 Exclusion help 802-651-6863
Fairfax	Audrey von Lepel M.D.	A, B, R, M	Amphibians; reptiles; birds; small mammals excluding rabies vectors. Special interest porcupine	802-849-6937 (h) 802-849-2023 (w)
Ferrisburg/ Monkton	North Stream Wildlife Rescue (Helena Nicolay)	M	Small mammals excluding rabies vectors	802-236-3541
Marlboro	Patti Smith	M	Small mammals excluding rabies vectors. Special interest: porcupine	802-254-2918
Middlebury	Donna Perrin	M, RV	Small mammals including rabies vectors	802-349-9798
Milton	Barry Genzlinger	Bats	Bats only	802-891-6667
Poultney	Cheri McDermott	M	Small mammals excluding rabies vectors	518-744-4898
Hartford (Quechee)	VINS Nature Center (Grae O'Toole)	B	Birds: All birds including raptors, waterfowl, songbirds, gamebirds and Threatened & Endangered birds	802-359-5001 X212
Roxbury	John Aberth	B, M	Birds: special interest raptors, crow, raven and wading birds. Small mammals excluding rabies vectors. Special interest beaver, coyote, mink, and weasels.	802-485-8876
Salisbury	Rose Gale	M, RV	Small mammals including rabies vectors	802-352-4448
Shaftsbury	Karen Rose	M	Small mammals excluding rabies vectors	802-753-1151 (H) 802-681-8201 (c)
Shelburne	Outreach for Earth Stewardship (Craig Newman)	B	Birds: special interest hawks, owls, crows, ravens, bird species of special concern and Threatened & Endangered birds	802-985-5612 (w) 802-343-7454 (c)

Town	Rehabilitator	Species Code	Species Accepted	Phones
South Burlington	Onion City Wildlife Rescue (Tanya Carter)	M	Small mammals: cottontail rabbits only (no rabies vector species)	802-324-4989
Starksboro	Howling Mountain Wildlife Rescue (Medora Plimpton)	M, RV	Small mammals including rabies vectors Special interests: bobcat, coyote, mink and otter	802-355-1590
Westford	Vermont Wildlife Rescue Association (Carol Winfield)	A, B, M, R	Amphibians; Reptiles; Birds including raptors; Small mammals excluding rabies vectors	802-879-4449
Williamsville (Newfane)	Fred Homer	B	Birds including raptors, excluding waterfowl	802-348-7889

Vermont Rabies Hotline 800-4-RABIES / 800-472-2437

Rabies Vectors: foxes, raccoon, skunk

Section VI. Pet Disaster Checklist



THE HUMANE SOCIETY
OF THE UNITED STATES

Yes! My family (including pets) is ready for disaster.

My basic disaster kit includes:

- Food and water for at least five days** for each pet, bowls and a manual can opener if you are packing canned pet food. People need at least one gallon of water per person per day. While your pet may not need that much, keep an extra gallon on hand if your pet has been exposed to chemicals or flood waters and needs to be rinsed.
- Medications and medical records** stored in a waterproof container and a first aid kit. A pet first aid book is also a good idea.
- Cat litter box, litter, litter scoop, garbage bags** to collect all pets' waste.
- Sturdy leashes, harnesses, and carriers** to transport pets safely and to ensure that your pets can't escape. Make sure that your cat or dog is wearing a collar and identification that is up to date and visible at all times. Carriers should be large enough to allow your pet to stand comfortably, turn around, and lie down. (Your pet may have to stay in the carrier for hours at a time.) Be sure to have a secure cage with no loose objects inside it to accommodate smaller pets—who may also need blankets or towels for bedding and warmth as well as special items, depending on their species.
- Current photos of you with your pets and descriptions of your pets** to help others identify them in case you and your pets become separated—and to prove that they are yours once you're reunited.
- Pet beds and toys**, if you can easily take them, to reduce stress.
- Written information about your pets' feeding schedules, medical conditions, and behavior issues along with the name and number of your veterinarian** in case you have to board your pets or place them in foster care.

Other useful items include:

- Newspapers
- Paper towels
- Plastic trash bags
- Grooming items
- Household bleach

Visit [humanesociety.org/disaster](https://www.humanesociety.org/disaster) for more resources on staying safe during times of disaster. And remember—if it's not safe for you, it's not safe for your pets.

Section VII.: Pet Friendly Hotels

This is a list in the Central VT area. For further VT Cities and Towns, please go to <https://hotels.petswelcome.com>.

Hotel	Address	City/State	Phone	Pet Policy/Fee
Quality Inn	173 S. Main St.	Barre, VT	(802) 476-6678	\$25/per pet/night. Max 2 pets per room 75 lbs or less; max 7 days with a pet
Pierre Motel	362 N. Main St.	Barre, VT	(802) 476-3188	Dogs Allowed – call for more information
Hilltop Inn	3472 Airport Rd	Berlin VT	(802) 229-5766	Pet Friendly – call for more information

STATE OF VERMONT
EXECUTIVE DEPARTMENT
EXECUTIVE ORDER NO. 07-12

[Designation Of The National Incident Management System (NIMS) As The Basis For
All Incident Management In The State]

WHEREAS, Homeland Security Directive (HSPD)-5 directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS) to provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, Presidential Policy Directive (PPD)-8 describes the approach to national preparedness, including the National Preparedness System, as the instrument the nation will employ to build, sustain, and deliver core capabilities; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources improve the State's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and


WHEREAS, the Incident Command System components of NIMS are integral to various incident management activities, including emergency management training programs.

NOW THEREFORE, I, Peter Shumlin, by virtue of the power vested in me as Governor, do hereby re-establish the National Incident Management System (NIMS) as the State standard for incident management.

This Order supersedes and replaces Executive Order # 03-05 (codified as No. 20-31).



Dated April 12, 2012


Peter Shumlin
Governor

Executive Order No. 07-12

**NIMS Adoption Document for
City of Barre, Vermont**

DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIS FOR ALL INCIDENT MANAGEMENT IN THE **City of Barre, Vermont**.

WHEREAS, Homeland Security Directive (HSPD)-5 directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS) to provide a consistent nationwide approach for federal, state, local, and tribal governments to work together to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, Presidential Policy Directive (PPD)-8 describes the approach to national preparedness, including the National Preparedness System, as the instrument the nation will employ to build, sustain, and deliver core capabilities; and

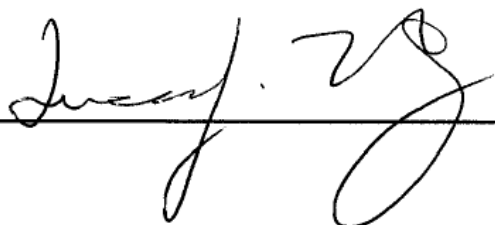
WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources improve the **City of Barre, Vermont** ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are integral to various incident management activities, including emergency management training programs.

NOW, THEREFORE, I, **Honorable Mayor Lucas J. Herring**, of the **City of Barre, Vermont**, by the virtue of the authority vested in me by the Constitution and Laws of the **City of Barre, Vermont**, do hereby establish the National Incident Management System (NIMS) as the **City of Barre, Vermont** standard for incident management.

GIVEN under my hand and the Privy Seal of the **City of Barre, Vermont** this 24th day of April, in the year Two Thousand and **Eighteen**.

BY **Honorable Mayor Lucas J. Herring**

/s/  _____

City of Barre, VT

Delegation of Authority

I, the chief executive officer or chief elected official of the City of Barre, VT, hereby appoint Keith Cushman as Incident Commander for the period during his employment as the Emergency Management Director, and have delegated to this individual the authority to perform the following functions:

- Ensure incident safety
- Provide overall leadership and accountability at the incident scene
- Set the incident objectives, strategies, and priorities
- Delegate authority to others

Signed this 11th day of April, 2023

(Signature of chief executive officer or chief elected official)

Honorable Jake Hemmerick

(Please print name of chief executive officer or chief elected official)

Regional Emergency Management Committee Appointment Form

May 1, 2023 to April 30, 2024

The City of Barre, VT appoints the following Emergency Management Director (or designee) and Emergency Services Representative to represent the City on the Central Vermont Regional Emergency Management Committee for a one-year term starting on May 1, 2023 and ending April 30, 2024.

	Name	Phone	Email	Check if designated as a Proxy Voter*
Emergency Management Director/Designee:	Keith Cushman, Fire Chief	(802) 476-0254	Firechief@barrecity.org	<input type="checkbox"/>
Emergency Services Representative:	Joseph Aldsworth, Deputy Fire Chief	(802) 476-0255	Joseph.aldsworth@vermont.gov	<input type="checkbox"/>

Mayor, City of Barre Council

* the EMD/designee can give the Emergency Services representative their voting proxy for REMC voting issues OR the Emergency Services representative can give the EMD/designee on the REMC their voting proxy.



City of Barre, Vermont

"Granite Center of the World"

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Consent Item No.: 4-G

AGENDA ITEM DESCRIPTION: Authorize application for PACIF safety and training grants

SUBJECT: Approve grant application and accept the grant, if awarded

SUBMITTING DEPARTMENT/PERSON: Rikk Taft, Human Resources Administrator

STAFF RECOMMENDATION: Authorize applications for two Vermont League of Cities and Towns (VLCT) training scholarships and a PACIF loss control grants.

BACKGROUND INFORMATION: Per the requirements of City policy, staff requests authorization to apply for the following VLCT training scholarships: (1) ADA Coordinator Certification Program (ACTCP) and (2) the Society of Human Resources Management – Certified Professional (SHRM-CP) Exam Preparation Program. In addition, the City is also requesting authorization to apply for a PACIF Loss Control Safety Grant to fund the purchase of safety equipment.

If awarded, these grants will produce significant benefits for the City, including ensuring that the City has a certified ADA coordinator, providing training and learning opportunities for our human resources administrator, and providing funding for the purchase of safety equipment across multiple departments.

EXPENDITURE REQUIRED: The VLCT Training Scholarships is a fifty (50) percent reimbursement up to \$500 per person per training.

- The **ADA Coordinator Training Certification Program (ACTCP)** costs \$300, with a \$150 local match.
- The **Society of Human Resources Management – Certified Professional (SHRM-CP)** Exam Preparation program costs \$1,495, and if awarded, VLCT would provide a \$500 reimbursement towards the cost of the course.

The **PACIF Loss Control Safety Grant** is a fully funded grant up to \$7,500 per municipality to purchase or offset the cost of safety equipment. There is no requirement for a local match.

FUNDING SOURCE(S): Department budgeted line items for safety and training.

LEGAL AUTHORITY/REQUIREMENTS: [Grants Management Policy](#)

ATTACHMENTS: Completed Grant Application Review Forms

RECOMMENDED ACTION/MOTION:

Move to authorize the City to apply for two VLCT Training Scholarships applications and a PACIF Loss Control grant application, and, if awarded, accept the grants.

**Attachment A
Grant Application Review Form**

City Department:	City Manager (Human Resources)
For further information, contact:	Rikk Taft, HR Adminsitrator
Phone Number:	802-279-5899

Funding Agency:	VLCT
Application Deadline:	Open until resources are expended
Brief Description of project and purpose: This is a scholarship for training scholarships to offset the cost of training associated with safety and risk management, The VLCT Training Scholarships is a fifty (50) percent reimbursement up to \$500 per person per training. I asking for the authority to submit for two	


Amount of Expected Grant Award:	ADA Coordinator training \$150 / SHRM_CP \$500
Amount of local cash match required:	ADA \$150 / SHRM-CP \$500
Amount of local In-kind Match:	

Name any significant partnerships with other organizations (i.e., is an MOU required, intergovernmental agreements, etc.):
N/A

How does this proposed grant align with the City's strategic priorities and/or Department's Operating Plans?
The City has named an ADA Coordinator and the training will get them certified. The HR Administrator is trying to obtain certification in Human Resources

How does this grant provide for or expand services to address critical need?
The City no longer has an ADA Committee and now has a ADA Coordinator, The HR Certification will protect the City from potential Public Officials Liability suits and

Is the Department capable of administering the financial and administrative aspects of the grant? Explain. If no, state what assistance will be needed:
YES

City Manager Received (sign and date):	4/5/2023 
----------------------------------------	-----------------------------------------------------------------------------------------------

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

**Attachment A
Grant Application Review Form**

City Department:	City Manager (Human Resources)
For further information, contact:	Rikk Taft, HR Administrator
Phone Number:	802-279-5899

Funding Agency:	VLCT PACIF
Application Deadline:	Open until resources are expended
Brief Description of project and purpose: The PACIF Loss Control grant provides up to \$7500 in reimbursement for the purchase of approved safety equipment or equipment that could reduce the potential for a property and casualty claim,	

Amount of Expected Grant Award:	\$7500
Amount of local cash match required:	N/A
Amount of local In-kind Match:	

Name any significant partnerships with other organizations (i.e., is an MOU required, intergovernmental agreements, etc.):

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

Provides safety equipment at no cost to City Departments. Some of the items include, Chainsaw Chaps and Helmets, Puncture resistant gloves, Tri Pod and fall arrest

How does this grant provide for or expand services to address critical need?

Better protects our employees and reduces the possibility of workers compensation claims

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

YES

City Manager Received (sign and date):	4/5/2023 
----------------------------------------	-----------------------------------------------------------------------------------------------

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



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4-11-23

Consent Agenda Item No. 4-H

AGENDA ITEM DESCRIPTION: Authorize execution of a contract with Sullivan Powers as the City’s independent auditor

SUBJECT: Financial Audit

SUBMITTING DEPARTMENT/PERSON: Dawn Monahan, Assistant City Manager

STAFF RECCOMENDATION: Contract with Sullivan Powers for financial audit services for FY23-25

PRIOR ACTION/STRATEGIC OUTCOME:

Prior Action: On March 14, 2023, Council approved a sole-source RFP invitation to Sullivan Powers for financial audit services for FY23-25. An invitation was sent electronically on March 16, 2023 to Fred Duplessis, principal at Sullivan Powers.

Strategic Outcome: A proposal was received March 27, 2023 with the proposed fees and timeline below. For comparison purposes, FY22 audit fees were \$26,931.

Audit Fees:

- FY23: \$27,600 (FY24 budgeted \$28,000 for FY23 audit)
- FY24: \$28,400
- FY25: \$29,200
- Fee for agreed upon procedure (TIF): \$5,800
- Fee for single audit (if required): \$6,000 (1) major program, \$4,000 each additional major program (FY24 budgeted \$9,000)

Timeline:

- Prepared to commence work once formally engaged
- City staff to-do-list and financial package completed by October 1
- Fieldwork will commence after October 1
- Final audit report issued by December 1

EXPENDITURE AND FUNDING SOURCE: General Fund Annual Audit & Single Audit Budget Lines

LEGAL AUTHORITY/REQUIREMENTS: [City of Barre Procurement Policy](#)

RECOMMENDED ACTION/MOTION:

Move to authorize the City Manager to execute a contract with Sullivan Powers for financial audit services for FY23-25.



City of Barre, Vermont

“Granite Center of the World”

COUNCIL AGENDA ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Consent Item No. 4-I

AGENDA ITEM DESCRIPTION: Accept Transit-Oriented Development grant award

SUBMITTING DEPARTMENT/PERSON: Manager Storrellicastro

STAFF RECCOMENDATION: Accept a grant award

PRIOR ACTION/STRATEGIC OUTCOME:

Prior Action:

At its January 10, 2023 meeting, the Council approved the City’s application for a transit-oriented development (TOD) grant program administered by the Central Vermont Regional Planning Commission (CVRPC) and Chittenden County Regional Planning Commission (CCRPC).

Strategic Outcome:

The City was informed on March 31, 2023 that it was awarded up to \$100,000 under this program. The grant scope is intended to allow participating municipalities the opportunity to plan for increased TOD to improve opportunities for convenient public transportation services, more walking and biking, and address climate goals. Up to 12 communities were eligible for awards to collaborate with their regional planning commissions. This collaboration is intended to support municipal efforts to (1) create a TOD Master Plans for municipal downtown and village centers; and (2) draft municipal bylaws/development regulations to implement the TOD Master Plans.

EXPENDITURE AND FUNDING SOURCE: Up to \$100,000 in grant funding, there is no match required.

LEGAL AUTHORITY/REQUIREMENTS: [Grant Management Policy](#)

ATTACHMENT(S): Grant award notification

INTERESTED/AFFECTED PARTIES: Residents of Barre, downtown pedestrians and residents, public transit customers

RECOMMENDED ACTION/MOTION:

Move to authorize the City to accept a \$100,000 grant award for transit-oriented development from the CVRPC and CCRPC.



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Consent Item No. 4-J

AGENDA ITEM DESCRIPTION: Approve amendments to staff and committee appointments

SUBJECT: Align appointments with new staff and committee re-set

SUBMITTING DEPARTMENT/PERSON: Manager Storrellicastro

PRIOR ACTION/STRATEGIC OUTCOME:

Prior Action: At its August 2, 2022 meeting, the Council approved annual appointments and committee assignments for the term of July 1, 2022 to June 30, 2023. At its March 28, 2023 meeting, the Council approved a re-set of non-statutory committees and task forces, following a four-month review process.

Strategic Outcome: The attached proposed update to Council staff and committee appointments will align the membership of non-statutory committees and task forces with the actions taken by the Council at its March 28, 2023, accounts for resignations and other separations by committee members, and incorporates staff appointments necessitated due to staffing changes since August.

ATTACHMENT: Proposed updates to committee and staff appointments

LEGAL AUTHORITY/REQUIREMENTS: [City Charter §307](#)

INTERESTED/AFFECTED PARTIES: Residents of Barre, City staff, volunteers and committees

RECOMMENDED ACTION/MOTION:

Move to:

- *Appoint Dawn Monahan as Assistant City Manager;*
- *Appoint Keith Cushman as Fire Chief, Chief Inspector – Minimum Housing Standards, and Director of Emergency Management;*
- *Appoint Brian Baker as Director of Public Works and Acting Superintendent of Water/Wastewater;*
- *Appoint Deputy Fire Chief Joe Aldsworth as Acting Health Officer;*
- *Appoint Rikk Taft as ADA Coordinator;*
- *Eliminate the appointment of a Finance Director;*
- *Establish 1-year terms for student members of the Diversity & Equity Committee; and*
- *Establish 2-year terms for the Homelessness Task Force and appoint Dr. Steve Finner, Ericka Reil, Philip Moros and one vacant seat to terms through 2024;*
- *Remove Brooke Pouliot as a member of the Homelessness Task Force (she will be assigned as the staff liaison); and*
- *Accept the resignations of Fabienne Pattison (Cow Pasture Stewardship Committee) and Rachel Rudi (Homelessness Task Force).*

Approved by Council 08-02-22

MAYORAL APPOINTMENTS
JULY 1, ~~2021~~2022 – JUNE 30, ~~2022~~2023

BARRE HOUSING AUTHORITY
Five Year Terms*

Dan Molind	Term expires 2023
Mary Ellen LaPerle	Term expires 2025
Linda Long	Term expires 2026
Brian Amones, Esq., Chair	Term expires 2025
Chad Bell	Term expires 2023

Executive Director – ~~Charles W. “Chip” Castle~~Jaime Chioldi

*BHA terms expire on November 24th

CAPSTONE COMMUNITY ACTION COUNCIL
DIRECTOR SEAT*

*(Recommendation by Capstone; Appointment by Mayor)

One Year Term

Jon Valsangiacomo Term expires 2023

BARRE PARTNERSHIP

Councilor Michael Boutin, Council Liaison

BARRE AREA DEVELOPMENT CORPORATION

City Manager
Council Liaison: Councilor Deering

CITY COUNCIL APPOINTMENTS

July 1, 2022 – June 30, 2023 *

One Year Terms

City Manager	Nicolas Storellicastro
City Attorney	Oliver L. Twombly, Esq.
Labor Attorney	J. Scott Cameron, Esq.
Director of Emergency Management	Douglas Brent <u>Keith Cushman</u>
Energy Coordinator	Jeff Bergeron
Library Trustee Council Liaison	Teddy Waszazak
<u>Acting</u> Health Officer†	Robert Howarth <u>Joe Aldsworth</u>
Deputy Health Officer†	Robbie Strachan
Tax Collector	Carolyn Dawes
Administrative Officer for Zoning	Janet Shatney
Central Vermont Internet Board	Greg Kelly
Central Vermont Internet Board - Alternate	Jonathan Williams

*(Unless otherwise provided by an Employment Agreement)

† Vermont Department of Health appoints these officers at the City Council's recommendation.

July 1, 2022 – June 30, 2024

Two Year Terms

Central Vermont Regional Planning Commission	Janet Shatney
Alternate Designate	Vacant
Central Vermont Public Safety Authority	Jim Ward
Central Vermont Public Safety Authority	Emel Cambel
Central Vermont Solid Waste Management Board of Directors	William Ahearn
Alternate	Vacant
Central Vermont Regional Planning Commission – TAC	Michael Hellein

October 9, 2022 – October 9, 2025

Three Year Terms

Board of Health*	Peter Anthony
	Steven Micheli
	Carolyn Dawes

* Vermont Department of Health appoints these Officers at City Council's recommendation.

ACTING MAYOR

July 1, 2022 – ~~July 1~~ June 30, 2023

One Year Term

Councilor Michael Boutin	2023
--------------------------	------

CITY MANAGER APPOINTMENTS

~~One-One-Year Terms~~

Assistant City Manager	Dawn Monahan
Police Chief	Braedon (Brad) Vail
Fire Chief	Douglas Brent <u>Keith Cushman</u>
Chief Inspector – Minimum Housing Standards	Douglas Brent <u>Keith Cushman</u>
Director of Finance	Dawn Monahan
Director of Planning, Permitting & Assessing	Janet Shatney
Director of Public Works	Bill Ahearn <u>Brian Baker</u>
Director of Buildings & Community Services (BCS)	Jeffrey Bergeron
Assistant Director of BCS - Recreation	Stephanie Quaranta
<u>Acting</u> Superintendent of Water/Wastewater	Steven Micheli <u>Brian Baker</u>
Tree Warden	Jeffrey Bergeron
Grants Administrator	Janet Shatney
Building Official	Janet Shatney
Interim Assessor	Janet Shatney
<u>ADA Coordinator</u>	<u>Rikk Taft</u>
City Social Networking Moderator	To be determined <u>Vacant</u>

COMMITTEES*

(MAYOR IS EX-OFFICIO MEMBER OF ALL COMMITTEES
APPOINTED BY THE BARRE CITY COUNCIL)

**Unless otherwise noted, the following
Committee Appointments are effective for
Fiscal Year 2023 (July 1, 2022 – June 30, 2023)*

~~AMERICAN'S WITH DISABILITIES (ADA) COMMITTEE~~

~~Two Year Terms~~

Ericka Reil, Chair	Term expires 2023
Dena Estivill	Term expires 2023
Hilary Cole, BHA, Vice-Chair	Term expires 2024
Bernadette Rose, Chair	Term expires 2023
Marichel Vaught, Secretary	Term expires 2024

~~Primary Staff: Jeffrey Bergeron, ADA Coordinator, Director of Buildings & Community Services
Meets Feb., April, June, Aug., Oct., Dec., 4th Monday, 3pm, Hybrid~~

CEMETERIES, OUTDOOR RECREATION & CONSERVATION AND PARKS

COMMITTEE

Two Year Terms

Giuliano Cecchinelli, Chair	Term expires 2024
Ilene Gillander	Term expires 2023
Norena Zanleoni	Term expires 2023
Starr LeCompte	Term expires 2024
Mark Gherardi, BGA Liaison	Term expires 2024
Heather Ritchie	Term expires 2023
Helen Long	Term expires 2024
<u>Amanda Garland</u>	<u>Term expires 2024</u>
<u>Ellen Sivret</u>	<u>Term expires 2024</u>
<u>Dawn Magnus</u>	<u>Term expires 2023</u>
<u>Hannah Morgan</u>	<u>Term expires 2023</u>

~~Primary Staff Liaison: Stephanie Quaranta Jeffrey Bergeron, Director of Buildings & Community Services (BCS)~~

~~Alternate: — Stephanie Quaranta, Assistant Director of BCS — Recreation~~

~~Meeting time: To be announced~~

~~Meets 3rd Monday of every month (March through Oct) at 11:00 a.m. at Alumni Hall~~

CIVIC CENTER ADVISORY BUILDINGS, FACILITIES & INDOOR RECREATION

COMMITTEE

Two Year Terms

Charlie Atwood, Chair	Term expires 2024
Sue Higby	Term expires 2023
Arthur Dessureau, Vice Chair	Term expires 2024
Richard Dente	Term expires 2023
Brent Gagne	Term expires 2023
Jon Valsangiacomo	Term expires 2023
Paula Dolan	Term expires 2024
Burnie Allen	Term expires 2024
Vacant <u>Linda Couture</u>	<u>Term expires 2024</u>
<u>Kelly Ross</u>	<u>Term expires 2024</u>
<u>Nancy Wolfe</u>	<u>Term expires 2023</u>
<u>Brett Rubinate</u>	<u>Term expires 2024</u>
<u>Janelle Starr</u>	<u>Term expires 2023</u>

~~Primary Staff Liaison: Jeffrey Bergeron, Director of Buildings and Community Services~~

~~Alternate: — Stephanie Quaranta, Assistant Director of BCS — Recreation~~

~~Meeting Time: To be announced Meets the 2nd Tuesday of each month at 8:00 a.m. in the Alumni Hall Conference Room.~~

COMMUNITY GARDEN COMMITTEE

Two Year Terms

Amanda Garland, Chair	Term expires 2024
Ellen Sivret	Term expires 2024
Dawn Magnus	Term expires 2023
Hannah Morgan	Term expires 2023
Vacant	Term expires 2024

~~Primary Staff: Jeff Bergeron, Director of Buildings and Community Services
Meets the 2nd Wednesday of each month, at 4pm, at the Aldrich Library.~~

COW PASTURE STEWARDSHIP COMMITTEE

Two Year Terms

Chris Russo-Fraysier, Chair	Term expires 2024
Janette Shaffer	Term expires 2023
Tim Rapczynski	Term expires 2024
Fabienne Pattison Vacant	Term expires 2023
Jim Deshler	Term expires 2024
Marc Cote	Term expires 2024
Vacant	Term expires 2024

~~Primary Staff Liaison: TBD Nicolas Storellicastro, City Manager
Meeting Time: Meets the 3rd Thursday of every other month at 5:30 p.m. in the Council Chambers.~~

DIVERSITY & EQUITY COMMITTEE

Two Year Terms (Student members serve 1-year terms)

Joelen Mulvaney, Chair	Term expires 2023
Ellen Kaye, Vice-Chair	Term expires 2024
William Toborg	Term expires 2024
Christopher Roberts	Term expires 2023
Gregory Quetel	Term expires 2024
Emily Wheeler	Term expires 2024
Vacant	Term expires 2024
<u>Vacant (Student Seat)</u>	<u>Term expires 2023</u>
<u>Vacant (Student Seat)</u>	<u>Term expires 2023</u>

~~Primary Staff Liaison: TBD Rikk Taft
Meeting Time: Meets the third Monday of the month at 6pm, Virtual until further notice~~

DOG PARK COMMITTEE

(Dissolved July, 2022)

ENERGY COMMITTEE

Two Year Terms

(Committee in Suspended Status Effective Spring, 2022)

(Status to be Re-assessed 1st Quarter, FY 2023)

Vacant	Term expires 2023
Vacant	Term expires 2023
Vacant	Term expires 2023
Vacant	Term expires 2024

~~Primary Staff: Janet Shatney, Director of Planning, Permitting and Assessing, Secretary~~

~~Alternate: Jeffrey Bergeron, Director of Buildings & Community Service~~

~~Meets: 4th Monday of the month at 5:30~~

PATHS, ROUTES AND TRAILS COMMITTEE

~~(Formerly: Charles Semprebou Memorial Bike Path Committee)~~

Two Year Terms

Dan Souza, Chair	Term expires 2023
Mark Martin	Term expires 2024
Vacant	Term expires 2023
Vacant	Term expires 2023
Vacant	Term expires 2024

~~Primary Staff: Stephanie Quaranta, Assistant Director of BCS Recreation (Chair)~~

~~Alternate: Steven E. Mackenzie, P.E., City Manager~~

~~Meets 2nd Wednesday of every month at 5:00 p.m. in the City Council Chamber.~~

POLICE ADVISORY COMMITTEE

Two Year Terms

Bob Nelson, Chair	Term expires 2023
Steve England, Vice Chair	Term expires 2024
Kristin Beaudin, Secretary	Term expires 2024
Sandy Rouse	Term expires 2023
Abby Blum	Term expires 2023

City Council Liaison: Teddy Waszazak

~~Primary Staff Liaison: Police Chief Braedon Vail~~

~~Meeting Time: Meets the 2nd Monday of each month at 6:00 PMpm, Virtual~~

PUBLIC ART COMMITTEE

Two Year Terms

~~Disbanded 2022~~

RECREATION COMMITTEE
Two Year Terms

Linda Couture, Chair	Term expires 2024
Kelly Ross, Co-Chair	Term expires 2024
Nancy Wolfe	Term expires 2023
Brett Rubinate	Term expires 2024
Janelle Starr	Term expires 2023

~~Primary Staff: Stephanie L. Quaranta, Assistant Director of BCS~~
~~Meets the 1st Monday of each month at 5pm, Alumni Hall~~

TRANSPORTATION AND PUBLIC WORKS ADVISORY COMMITTEE
Two Year Terms

Arthur Bombardier	Term expires 2023
Joanne Reynolds	Term expires 2023
Joshua Akers	Term expires 2023
Michael Hellien, Chair	Term expires 2024
Ericka Reil	Term expires 2024
Tina Routhier	Term expires 2024
Alan Burnor	Term e Expires 2024
<u>Dan Souza</u>	<u>Term expires 2023</u>
<u>Mark Martin</u>	<u>Term expires 2024</u>

~~Primary Staff Liaison: Bill Ahearn~~Brian Baker, Director of Public Works

~~Alternate: Larry Eastman, Deputy Police Chief~~

~~Meeting Time: Meets the 3rd Wednesday of the month at 6:30 p.m., City Council Chambers.~~To be announced

TREE STEWARDSHIP COMMITTEE
Two Year Terms

~~(Committee in Suspended Status Effective Spring, 2022)~~
~~(Status to be Re-assessed 1st Quarter, FY 2023)~~

Amanda Garland, Chair	Term expires 2024
Vacant	Term expires 2022
Vacant	Term expires 2022
Vacant	Term expires 2022
Vacant	Term expires 2023

~~Primary Staff: Jeff Bergeron, Director of Buildings and Community Services~~
~~Meets the 1st Monday of each month, 5:30 pm, at The Aldrich Public Library~~

BOARDS, COMMISSIONS AND TASK FORCES

DEVELOPMENT REVIEW BOARD

Four Year Terms

Ward I:	Linda Shambo, Chair	Term expires 2025
	Jeffrey Tuper-Giles, Vice Chair	Term expires 2023
Ward II:	David Hough	Term expires 2023
	Sarah Helman	Term expires 2026
Ward III:	Katrina Pelkey	Term expires 2023
	Vacant	Term expires 2026
At Large:	Pete Fournier	Term expires 2025
	Michael Hellein	Term expires 2025
	Jessica Egerton	Term expires 2026

Primary Staff: ~~TBD~~ [Michelle La Barge-Burke](#), Permit Administrator

Alternate: Janet Shatney, Director of Planning, Permitting, and Assessing

Meets the 1st Thursday of each month at 7:00 p.m. in the Council Chambers and Hybrid.

PLANNING COMMISSION

Three Year Terms

David Sichel	Term expires 2025
Michael Hellein, Chair	Term expires 2023
Rosemary (Lynn) Averill	Term expires 2023
Amanda Gustin, Vice-Chair	Term expires 2023
Joe Reil, Secretary	Term expires 2023
Becky Wigg	Term expires 2025
Raylene Meunier	Term expires 2023

Primary Staff: Janet Shatney, Director of Planning, Permitting, and Assessing

Meets the 2nd and 4th Thursday of each month at 5:30 p.m. in the Council Chambers and Hybrid.

HOMELESSNESS TASK FORCE

~~One-Two~~-Year Terms

Steve Finner

Term expires 2024

~~Brook Pouliot~~ Vacant

Term expires ~~2024~~2023

Ericka Reil, Chair

Term expires 2024

~~Tammy Menard~~ Vacant

Term expires ~~2024~~2023

~~Rachel Rudi~~ Vacant

Term expires ~~2024~~2023

Charles “Chip” Castle

Term expires 2023

Philip Moros

Term expires ~~2023~~2024

~~Vacant~~

~~Primary Staff Liaison: None assigned~~ Brooke Pouliot

~~Meeting Time: Meets the~~ 1st Wednesday of each month, ~~Hybrid (ZOOM) and Council Chambers~~ at 7:00pm

TRASH TASK FORCE

~~One Year Term~~

~~Disbanded~~

March 31, 2023

R. Nicolas Storellicastro, City Manager
City of Barre, Vermont
6 N. Main St., Suite 2
Barre, VT 05641

RE: *Transit-Oriented Development (TOD) Plan for Northwest Vermont*

Dear Mr. Storellicastro,

Thank you for your interest in collaborating with Central Vermont Regional Planning Commission (CVRPC) and Chittenden County Regional Planning Commission (CCRPC) to develop compact, connected, and walkable communities in Northwest Vermont. We are pleased to inform you that the City of Barre has been selected to participate in our federal RAISE planning grant-funded Transit-Oriented Development (TOD) Plan.

At this point in time, estimated grant funding of up to \$100,000 will be made available to Barre over FY24 and FY25 to pay for consultants to create a TOD Master Plan and draft municipal bylaws/development regulations to implement the TOD Master Plan. In addition, the overall scope of work for this TOD Plan includes real estate market research, an evaluation of improved transit services, as well as possible financing and governance opportunities.

Beginning in early FY24, the CCRPC will procure consultant teams that will develop the TOD Master Plans and bylaw/development regulations. The CCRPC will work with CVRPC and Barre to best match consultants with your local needs. These parties will also collaborate to develop a more detailed scope of work and budget.

CCRPC is still working with the Federal Transit Administration (FTA) to execute a grant agreement. This is anticipated to be completed this spring. Once completed, CCRPC and CVRPC will provide more details about the timeline and the planning process.

We look forward to our partnership in this project. For more information on the RAISE grant please visit: <https://www.ccrpcvt.org/our-work/transportation/2022-raise-grant/>

Please contact me at cbaker@ccrpcvt.org or (802) 735-3500 or Christian Meyer, Executive Director of CVRPC at (802) 229-0389 if you have any questions.

Sincerely,



Charlie Baker
Executive Director

cc: Christian Meyer, CVRPC



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Consent Agenda Item No. 4-K

AGENDA ITEM DESCRIPTION: Appoint the Manager as the City’s representative to the board of Prospect Heights Development, Inc.

SUBJECT: Housing

SUBMITTING DEPARTMENT/PERSON: Manager Storrellicastro

STAFF RECCOMENDATION: Approve the appointment

PRIOR ACTION/STRATEGIC OUTCOME:

Prior Action: At its March 14, 2023 meeting, the Council approved the submission of a letter of support for the Prospect Heights Project. The Project consists of completion of engineering, permitting, and infrastructure of a residential mixed housing development. The property under consideration could support over 100 units of housing. Located on Prospect and Jacques Streets, the entrance to the development would be approximately ½ mile from Main Street. Barre Area Development Corporation (BADC) has taken the lead in coordinating the early efforts to bring this project to fruition. Early successes include application for funding from the Northern Borders Regional Commission (NBRC), which resulted in this project being listed as number five on the priorities list.

Strategic Outcome: As part of the next part of the NBRC application process, BADC is preparing a letter of interest that will include the governance structure of the future development, which includes a community of interest that will own the land and operate similarly to a homeowner’s association. This governance structure is required to fulfill the requirements of the NBRC grant, which provide that the land must be owned continuously by the same entity for twenty years.

Prospect Heights Development, Inc. has been incorporated to take on this next role in the project, and its board includes representation from a broad array of stakeholders, including Downstreet Community Action, Central Vermont Medical Center, and BADC. Councilor Lauzon also serves on the board in a private capacity, not in his role as Councilor.

The City has been invited to have representation on the board, and it is in the City’s interest to have a seat at the table as this transformational project continues to take shape.

EXPENDITURE & FUNDING SOURCE: Unknown at this time, however the project is expected to add \$32 million to the grand list when fully constructed.

LEGAL AUTHORITY/REQUIREMENTS: City Charter

INTERESTED/AFFECTED PARTIES: Residents of Barre, City taxpayers, City and regional employers

RECOMMENDED ACTION/MOTION:

Move to appoint the Manager to represent the City on the board of Prospect Heights Development, Inc.



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 04-11-23**

Consent Item No.: ____ **Discussion Item No.** ____ **Action Item No.** **Liquor Control**

AGENDA ITEM DESCRIPTION:

Liquor control

SUBJECT:

Same

SUBMITTING DEPARTMENT/PERSON:

Carol Dawes, clerk/treasurer

STAFF RECOMMENDATION:

Approve those licenses included on the attached list. Also approve list of pending licenses that haven't been completed or submitted yet, under conditions that these approvals will not be submitted to VT DLC until all applications and fees are collected. All licenses expire 4/30, and there is only one more Council meeting before the expiration date. Pre-approval with conditions will allow these renewals to be submitted in the most timely manner possible under the current circumstances.

STRATEGIC OUTCOME/PRIOR ACTION:

Not applicable

EXPENDITURE REQUIRED:

None.

FUNDING SOURCE(S):

Not applicable.

LEGAL AUTHORITY/REQUIREMENTS:

7 VSA § 166. CONTROL COMMISSIONERS

There shall be control commissioners in each town and city. The control commissioners shall be the ...city council members in each city.

7 VSA § 167. DUTIES OF THE LOCAL CONTROL COMMISSIONERS

(a) The local control commissioners shall administer the rules furnished to them by the Board of Liquor and Lottery, as necessary to carry out the purposes of this title. Except as provided in subsection (b) of this section, all applications for and forms of licenses and permits, and all rules, shall be prescribed by the Board of Liquor and Lottery, which shall prepare and issue the applications, forms, and rules.

(b) If the municipality so votes at a meeting duly warned for that purpose, the local control commissioners may, in the exercise of their authority under this title, condition the issuance of licenses and permits upon compliance, during the term of the license or permit, with any

ordinance regulating entertainment or public nuisances that has been duly adopted by the municipality at a meeting duly warned for that purpose.

(c) The local control commissioners may, in the exercise of their authority under section 210 of this title, suspend or revoke a license or permit for a violation of any condition placed upon the issuance of the license or permit under subsection (b) of this section.

BACKGROUND/SUPPLEMENTAL INFORMATION:

Liquor and tobacco licenses require local approval before the licenses can be issued by the VT Division of Liquor Control. The process recently changed with DLC rolling out a new online licensing process. See the process steps included on the attached license list.

LINK(S):

[*Vermont Statutes Annotated Chapter 7. Alcoholic Beverages, Cannabis, And Tobacco*](#)

ATTACHMENTS:

List of Liquor Licenses: those to be approved at this meeting, and those still waiting for entry of application into the online system and/or payment of the local fee.

INTERESTED/AFFECTED PARTIES:

Clerk's office staff, local liquor license-holding businesses and their patrons

RECOMMENDED ACTION/MOTION:

Approval of the completed liquor and tobacco license renewals included on the list, and approval of the listed incomplete license renewals contingent upon successful filing of the renewal applications and receipt of the local portion of applicable license fees.

Barre City 2023 Liquor Licenses – updated 04-07-23

Process for Barre City liquor licenses:

1. License holders register thru the new DLC online portal and submit their renewal applications: 1st class, 2nd class, 3rd class, outside consumption permit, tobacco license, tobacco substitute license
2. License holders pay local fee directly to clerk’s office. Clerk data enters payment in online portal.
3. List of establishments shared with Fire Department for inspection.
4. List of license holders shared with Police Department for background checks and policy activity reports.
5. Clerk brings list of licenses to Council for approval as local liquor control board after all applications have been submitted through the portal, approvals received from FD/PD, and payment of local fees received.
6. Most licenses expire midnight, April 30th. Must be renewed by then. NEW: new licenses will expire one year after they are issued, so as to create a rolling renewal timeline going forward.

Process as approved by Vermont Department of Liquor Control:

1. Council given a list of all applicants;
2. Council asked if they have concerns. If so those applications are discussed and voted on separately;
3. All other applications recommended for approval in one motion;
4. Clerk enters local approval in online portal.

All establishments presented for Council approval have met the criteria included in Council policy.

FOR APPROVAL 04/11/23

License holder	1st class	2nd class	3rd class	outside consumption permit	tobacco	tobacco substitute	local pay?
Delicate Decadence	yes						yes
Dente's Market		yes			yes		yes
Gusto's	yes		yes	yes			yes
Ladder 1 Grill	yes		yes	yes			yes
Mulligan's	yes		yes	yes			yes
Paramount Theater	yes						yes
Quarry Kitchen & Spirits	yes		yes	yes			yes
Reynolds House Inn LLC	yes		yes	yes			yes
Spencer's Discount Tobacco					yes	yes	no local fee

STILL OUTSTANDING (applications and/or fee unreceived):

To be approved 4/11/23 contingent upon submission of applications and receipt of fees.

License holder	1st class	2nd class	3rd class	outside consumption permit	tobacco	tobacco substitute	local pay?
American Legion	yes		yes	yes			no
Cornerstone Burger Co.	yes		yes				no
Elks Lodge	no		no	no			no
Forget-Me-Not Flowers And Gifts		yes					no
Jerry's Sports Tavern	no		no				yes
Morse Block Deli	yes						no
Pearl St Pizza	yes		yes	yes			no
Roscini LLC		no					no



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA: 4/11/23

Agenda Item No. 8-B

AGENDA ITEM DESCRIPTION: Approval of the 2023-2025 Strategic Plan

SUBJECT: Strategic Plan

SUBMITTING DEPARTMENT/PERSON: Manager Storrellicastro

STAFF RECCOMENDATION: Approval of the plan

PRIOR ACTION/STRATEGIC OUTCOME:

Prior Action:

In Spring 2022, the City began a strategic planning process that included several engagements into the Fall, including:

- Creation of a design team consisting of Councilors and City staff to guide the process;
- Conducted interviews with Councilors and Department Heads in May 2022;
- Surveyed City employees and committee volunteers;
- Joint Council and staff Saturday retreat, joined by the then-incoming Manager;
- Staff session to develop strategies and tactics in September 2022;
- One-on-one review between the Manager and Councilors of the draft plan (5 Councilors participated); and
- Presentations at the January 24, 2023 and March 28, 2023 Council meetings.

Strategic Outcome:

After a thorough and engaging process, Council reviewed a 3-year strategic plan that set the following five goals:

- (1) Keep Barre affordable for our residents by developing a strong and diversified financial base that grows the grand list;
- (2) Ensure that our residents and businesses have reliable infrastructure – including roads, water, sewer, and public buildings – that meets their needs through continuing to invest in maintenance, upgrades, and replacements;
- (3) Be a great employer as a City government, attracting, retaining, and developing our workforce to meet and exceed the expectations of our residents;
- (4) Build on community pride to continue to make it an attractive and safer community for all who work, visit, and live in our City; and
- (5) Continue to align the efforts of City government – employees, elected officials, and volunteers – in support of the strategic plan’s goals and priorities.

EXPENDITURE & FUNDING SOURCE: N/A

ATTACHMENT(S): 2023-2025 Strategic Plan

LEGAL AUTHORITY/REQUIREMENTS: City Charter

RECOMMENDED ACTION/MOTION:

Move to approve the 2023-2025 strategic plan.



STRATEGIC PLAN

2023 - 2025

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LETTER FROM THE MAYOR AND CITY MANAGER

To the City of Barre Community:

Our city, like the rest of our state, nation, and the world, has undergone significant changes in the past two years. The global pandemic dramatically altered the way we live, work, and join together in community. Other macro trends, whether they be economic, socio-political, social justice, and racial, to name just a few, are also impacting our lives in dramatic ways.

Closer to home, we are also undergoing great change in our City. Our City Council reflects relatively new leaders and leadership, and we are transitioning from our long-tenured City Manager to a new leader who will manage our City administration. Within our community, we are seeing shifts in our local economy, increased need for housing across many levels of income, and continued strain on our infrastructure -- both the physical infrastructure as well as the capacity of our workforce to meet the many and varied needs of our City

So, at this moment of significant change, the Council and Administration agreed on the need to develop a strategic plan for the City of Barre. This plan sets out a shared vision and mission, along with five priority areas of focus for the next three years. It also provides a framework for priority setting and a way of collaborative work for our collective City Government -- elected and appointed -- to optimize our limited resources to continue to create, as our mission statement describes, an inclusive community where all of our residents have the opportunity to thrive and become part of Barre's rich history and future.

We want to thank the many City employees and volunteers who provided input to this planning process, as well as all of the residents that have shared their perspectives with our elected and appointed officials in both formal and informal ways over the past few years.

Sincerely

Jake Hemmerick
Mayor

Nicolas Storellicastro
City Manager

Members of the Design Team

Bill Ahearn, Director of Public Works
Councilor Michael Deering II
Councilor Emel Cambel
Janet Shatney, Director of Planning, Permitting &
Assessing Services

Carol Dawes, City Clerk/Treasurer
Councilor Samn Stockwell
Steven Mackenzie, Retired City
Manager

OUR PLANNING PROCESS

The planning process was launched in April 2022. The City of Barre engaged Fio Partners, LLC, as its strategic planning consultant partner to develop the City's strategic plan. Information was gathered from several sources to capture perspectives on priorities for the City, including:

- Interviews with City administration leaders and City Councilors
- Review of current City plans, initiatives, and priorities
- Input and updates from City committees regarding current and planned work
- Survey of City committee members and City employees on City assets, needs, and priorities

The information gathered was shared with the City Council and City Administration leadership team members at an in-person retreat in June 2022. At the retreat, the Council and Staff provided input on a vision for City and City Government, criteria for setting priorities for the City, proposed priorities, and a way of work to advance these priorities over the next three years. A situational assessment (Appendix 1) provides additional context for the priorities and strategies outlined in the plan.

VISION AND MISSION

Our Vision for Barre City¹

We envision a Barre City that:

- Is a great place to work, live, and raise a family
- Is vibrant, with an active downtown, diverse businesses, and a range of activities and opportunities for residents of all ages
- Continues to be well run, well managed, and well-led
- Is financially responsible and sustainable
- Continuously maintains and continually invests in its infrastructure
- Has residents that are civically engaged and actively working on the betterment of our City
- Attracts new residents, businesses, and investments.

Our Vision for Barre City Government

We envision a City Government that:

- Is responsive, inclusive, transparent, and respectful to and for all
- Is proactive, high performing, and provides excellent services that sustain and improve our City and its quality of life
- Reflects a true partnership between elected and appointed officials; works as a cohesive team on shared goals and priorities and leverages each others' respective expertise and roles.
- Has a workforce that is supported, collaborative, sufficient, and efficient

Our Mission²

The mission of Barre City Government is to provide high-quality and responsive municipal services in partnership with our residents to ensure an inclusive community where all of our residents have the opportunity to thrive and become part of Barre's rich history and future.

¹ Current Vision: The City of Barre is a diverse and welcoming community that celebrates our small town character, urban energy, economic vitality and environmental stewardship.

² Current Mission: The City of Barre's mission is to provide affordable, high quality municipal services and a responsive, accessible, local governance to ensure all persons the opportunity to enjoy contributing to, and being a part of, the Barre community

SETTING OUR PRIORITIES

The City Council and City Administration have developed an initial set of criteria to set priorities for the City Government. These criteria broadly fall under the categories of value, cost, and implementability. Together, the City Council and City Administration will seek to use these criteria and the corresponding questions to consider when evaluating its priorities and its initiatives.

CRITERIA	QUESTIONS TO CONSIDER
VALUE	<p>Is/Does the project/initiative:</p> <ul style="list-style-type: none"> ● Integrated with the overall goals of the City? ● Reduce our risk exposure or potential liability? Is there a compliance risk to be considered? ● Good for the environment of the City? ● Improve the economy of the City? ● A need or a want? ● Further equity or address the needs and interests of underserved/under-resourced populations? ● Urgent? ● Align with our broader mission and vision? ● Save staff time or increase staff efficiency? ● Likely to have opportunity costs?
COST	<p>Is/Does the project/initiative:</p> <ul style="list-style-type: none"> ● Affordable (what is the cost), both the initial costs and ongoing operational expenses? ● Connect with other funding opportunities (to help offset costs)? ● Likely to have a positive impact on the City (e.g, grow the grand list)? ● Avoid higher costs in the near future?
IMPLEMENTABILITY	<ul style="list-style-type: none"> ● Does the staff have the capacity to do this project? ● Does the staff have the time to do this project? ● Is contracting the project out a viable option? ● Does the project have multiple steps? ● What projects/workstreams will be put aside?
PRIORITIZATION FACTORS	<ul style="list-style-type: none"> ● Funding/financing ● Time frame/urgency ● Ability to engage people to do the work (City employees and/or contracted vendors) ● Importance to community

OUR GOALS FOR OUR CITY AND ALL WHO LIVE, WORK, AND VISIT

- 1. To keep Barre affordable for our residents by developing a strong and diversified financial base that grows the grand list.**
- 2. To ensure that our residents and businesses have reliable infrastructure -- including roads, water, sewer, and public buildings -- that meets their needs through continuing to invest in maintenance, upgrades, and replacements.**
- 3. To be a great employer as a City government, attracting, retaining, and developing our workforce to meet and exceed the expectations of our residents.**
- 4. Build on community pride to continue to make it an attractive and safer community for all who work, visit, and live in our City.**
- 5. To continue to align the efforts of City government -- employees, elected officials, and volunteers -- in support of the strategic plan's goals and priorities.**

Goal 1: To keep Barre affordable for our residents by developing a strong and diversified financial base that grows the grand list.

Strategy 1: Prioritize the development of a wide range of housing options as a core component of our economic development strategy

Tactics to Stimulate Infill Development:

- Advocate for the development of a Tax Increment Financing (TIF) strategy and playbook for the City to stimulate infill housing development
 - Identify core covenants and requirements for TIF related projects
- Assess the City's current bonding capacity and prioritize bonding goals
- Prioritize areas of the City to serve as special tax districts to develop necessary infrastructure
 - Underperforming properties and assets
 - City-owned properties and assets

Tactics to Stimulate Overall Housing Development

- Develop a plan for real estate development by housing development partners that contributes to the grand list to ensure that there is appropriate tax revenue to offset the costs of services that support new housing
- Renegotiate our relationship with Barre Area Development Corporation
 - Review, evaluate, and potentially modify the current governance model of Barre Area Development to ensure that City leadership is effectively represented on the Board
 - Review and enhance contractual oversight and monitoring of deliverables
- Develop a strategy to pursue state funding for affordable housing (\$250M available)
 - Convene housing development organizations and private developers
- Complete the planning and zoning regulation review process
 - Incorporate the implications of changes as it relates to City services and resources
 - Explore opportunities to develop upper-story housing

Tactics to Strengthen the Existing Housing Stock

- Explore sustainable strategies to ensure code compliance in our rental properties, particularly properties that are owned by absentee landlords
- Review and strengthen housing ordinances, as appropriate, to ensure safety and health of residents in rental housing.
- Pursue opportunities and funds to support weatherization and other investments that homeowners can make to improve their property

Strategy 2: Facilitate sustainable economic development that attracts both employers and employees to Barre City

Tactics to Stimulate Overall Economic Development

- Conduct brownfields studies on potentially developable land for future use by developers
- Explore changing our economic development model by bringing economic development responsibilities in-house (rather than shared with the Town of Barre)

Tactics to Stimulate Downtown Development

- Create strategies around underutilized Main St. properties
- Enact policies and practices that encourage Main St. activity (i.e., later restaurant hours, police department foot patrols, improved lighting, planned events/activities with the Barre Partnership, etc)
- Continue to identify potential downtown development opportunities
 - Assess under-utilized sites downtown and prioritize for creating development opportunities

Strategy 3: Equalize and optimize the tax base to ensure equity

Tactics:

- Hire an assessor to complete and maintain accurate inventory descriptions and assessment of the grand list
- Conduct the Citywide reappraisal
- Explore models and opportunities to increase user fees among non-residents
 - Evaluate feasibility of implementing transportation network costs
 - Evaluate the feasibility of establishing tiered rates for other communities that use and benefit from Barre City’s infrastructure and services

Goal 2: To ensure that our residents and businesses have reliable infrastructure -- including roads, water, sewer, and public buildings -- that meets their needs through continuing to invest in maintenance, upgrades and replacements.

Strategy 1: Create a Facility and Infrastructure Maintenance Plan to ensure that our investments in infrastructure upgrades are maintained and have extended life cycles.

Tactics:

- Assess, prioritize, and publicize our infrastructure reinvestment needs and priorities
- Develop and implement process improvement methods to ensure investments provide long-term solutions (rather than short-term patches)

Strategy 2: Develop a resourcing strategy to address the short-term needs of our physical infrastructure.

Tactics:

- Create a mechanism to fund depreciation, including exploration of dedicated funding streams, and private/public partnerships (including naming rights)
- Explore user fees and other innovative funding strategies for non-resident use of City infrastructure and resources

Strategy 3: Establish long term capital resourcing plans to address significant infrastructure upgrades

Tactics:

- Position the City to capitalize on federal infrastructure act funds
- Evaluate bonding capacity and community willingness to borrow capital reinvestment funds
- Establish a long-term capital reinvestment fund as part of the annual budgeting process (e.g., a % of the overall operating budget)
- Commit to use of Fund Balance to reinvest in needed upgrades
- Explore the creation of infrastructure or utility districts as a mechanism to fund infrastructure as part of overall development strategy

Strategy 4: Leverage the capacity of our current infrastructure where possible to support expanded regional use and innovative solutions

Tactics:

- Explore partnerships with neighboring communities related to leased space and other opportunities to provide leased services
- Collaborate with partners to build emerging infrastructure (e.g., build out electric vehicle charging stations), energy conservation, etc.

Strategy 5: Increase our use of partners to address local transportation needs

Tactics

- Advocate with Green Mountain Transit to expand bus transportation and public transportation systems for residents
- Collaborate with the Barre Unified Union School District to support transportation of residents during the summer to the pool and other municipal facilities and resources

Strategy 6: Build Barre City's capacity to successfully project manage our infrastructure projects

Tactics

- Assess the return on investment in hiring or contracting with a project manager to oversee infrastructure projects
- Build in project management costs to proposals and applications for funding that resource infrastructure projects

Goal 3: To be a great employer as a City government, attracting, retaining, and developing our workforce to meet and exceed the expectations of our residents.

Strategy 1: Ensure that City salaries are competitive and that benefits are compelling and valued

Tactics:

- Benchmark our salaries against other communities and, where applicable, the private sector to promote recruitment
- Make equity adjustments where appropriate to promote retention of existing employees

Strategy 2: Promote the value and contributions that City employees make to support the overall quality of life

Tactics:

- Communicate with the public about the current conditions as it relates to the state of the City's workforce
- Identify opportunities to demonstrate and spotlight the value-adds that City employees and services make to the overall quality of life
- Help residents better understand the connection between their tax dollars and the benefits that they and the City receive

Strategy 3: Identify opportunities to generate operational efficiencies in the delivery of City services

Tactics:

- Leverage technology where possible and appropriate to support operational efficiencies
- Evaluate existing mandates/expectations/ordinances and identify opportunities to remove or reduce their burdens on the workforce
- Develop a modern website that can become a hub for basic functions (i.e., payments, permits, etc.)
 - Study other municipal websites and identify templates that can reduce/simplify workload

Strategy 4: Create a human capital pipeline

Tactics:

- Build relationships with area schools and institutions of higher education to identify pools of local qualified and interested candidates.
- Work with institutions of higher education to create internship opportunities to fill in gaps
- Develop succession plans for key staff leadership positions

Goal 4: Build on community pride to continue to make it an attractive and safer community for all who work, visit, and live in our City.

Strategy 1: Optimize the use and enjoyment of our City's natural resources

Tactics:

- Revisit the All in for Barre recommendations and support the completion of their initiatives
- Continue to promote and explore opportunities for walkability and connected communities
- Promote the use of the City's physical assets (open space, public lands, reservoir)
 - Explore feasibility of user fees, rent, etc. to provide sufficient resources to support the maintenance and upkeep of these assets

Strategy 2: Make Barre a destination for events

Tactics:

- Develop partnerships with organization inside and outside of Barre City to attract them to bring events and activities to the City
 - Promote the City's public and other assets as venues to host events (e.g., bike races, basketball tournaments, etc.)
- Consider sponsoring and otherwise supporting community events that build civic pride

Strategy 3: Promote and enhance community safety in Barre City

Tactics:

- Address low level crime and nuisances (e.g., graffiti) promptly to reduce perception of unsafe parts of the City
- Engage community residents in crime prevention and safety efforts
- Promote visibility in public spaces (helps police patrol and see under trees); night time lighting
- Implement walking/bike patrols of Main St. and other high visibility areas to build and strengthen relationships between police and businesses/residents.
- Encourage local businesses to adopt parts of the bike path, etc. and promote community clean ups as part of public service activities
- Work with local businesses to create safe havens for students that are walking to/from school
- Partner with the school district to increase access to Green Mountain Transit services for students

Goal 5: Continue to align the efforts of City government -- employees, elected officials, and volunteers -- in support of the strategic plan's goals and priorities

Strategy 1: Increase communication between and within City administration and the City Council

Tactics:

- Hold quarterly public forums/round table discussions with government employees and officials to review accomplishments, roadblocks to success, and ways forward to accomplish the goals established in the strategic plan.
- Strengthen/standardize the bi-directional flow of communication between residents, Ward Councilors, and City staff to ensure that residents are receiving consistent information and equitable services
 - Leverage existing platforms (e.g., city website)
 - Increase documentation of requests (e.g., telephonic) by City staff

Strategy 2: Implement a clear model that outlines roles and responsibilities of the City Manager, the Mayor, the City Council, and City employees

Tactics:

- Research and review similar models from other communities.
- Review job descriptions to ensure that City employees are clear about their roles, responsibilities, and limitations
- Provide a clear and consistent orientation for new staff and Council members regarding the respective roles and responsibilities of the Council and City administration
- Regularly assess (at least quarterly) degree to which roles and responsibilities are clear and adhered to

Strategy 3: Enhance and align our City Committees to more holistically and comprehensively engage and use our resident volunteers

Tactics: Communication and Support

- Enhance our onboarding for volunteers
- Ensure appropriate committee supports
 - Provide training for staff to support boards and committees
 - Conduct periodic check-ins with and between committee chairs
- Make sure communication is clear and training is available and provided
 - Evaluate the Council member liaison role with respect to regularly attending committee meetings

Tactics: Structure and Role

- Establish and annually review charge and charter of each committee that sets parameters and expectations
- Explore opportunities to combine and consolidate committees to increase efficiency and impact
 - Consider benchmarking array of committees with other communities

MONITORING OUR PROGRESS

Implementation Approach

The Strategic Plan is a living document that is a road map by which the City Administration and the City Council should be held accountable. The plan should be utilized to create an annual plan with annual goals for the City. Progress against annual goals can be monitored by ensuring regular updates on plan progress at City Council meetings and consistent reporting on desired key results noted below.

In addition, an implementation plan will be used to track progress against the selected strategies and tactics for the first year and then updated accordingly for each successive year.

Key Results

The implementation of the Strategic Plan is envisioned to enact a set of measurable key results. For each goal, the table below outlines key areas of measurement and proposed key results.

In some areas, baseline data, as well as the City’s capacity to measure and report on progress, will need to be created as part of the first year of implementation. It is envisioned that a dashboard of key results would be created to track progress against key results and be reported out periodically throughout implementation.

Goal	Area of Impact	Measurable Results
Goal 1: To keep Barre affordable for our residents by developing a strong and diversified financial base that grows the grand list.	Grand List New Housing Stock New Businesses Open	
Goal 2: To ensure that our residents and businesses have reliable infrastructure -- including roads, water, sewer, and public buildings -- that meets their needs through continuing to invest in maintenance, upgrades and replacements.	# of Infrastructure Projects State and Federal Funds Obtained for Infrastructure Projects Local funds budgeted and received to resource ongoing maintenance costs	

<p>Goal 3: To be a great employer as a City government, attracting, retaining, and developing our workforce to meet and exceed the expectations of our residents.</p>	<p>Staff vacancy rate</p> <p>Staff engagement/morale</p> <p>Adoption of technology to provide automated solutions</p> <p>Succession plan in place</p>	
<p>Goal 4: Build on community pride to continue to make it an attractive and safer community for all who work, visit, and live in our City.</p>	<p>“All in for Barre” projects completed</p> <p>Civic events in Barre City</p> <p>Police calls</p>	
<p>Goal 5: Continue to align the efforts of City government -- employees, elected officials, and volunteers -- in support of the strategic plan’s goals and priorities</p>	<p>Council/City Administration relations</p> <p>Committee participation rates/meeting attendance</p> <p>Handling of constituent requests from Councilors</p>	

APPENDIX 1: SITUATIONAL ASSESSMENT

The SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis below is based on the key takeaways from the information gathered during the planning process and the insights shared by Councilors and senior management of the City administration.

STRENGTHS

- *There are significant community assets to draw from to advance the City's priorities. These include a sense of history, community pride, and the skills, talents, and experience of community members. In addition, police and fire, libraries, and public schools are significant public service and resource assets. Parks and recreation are significant natural resource assets. Individual businesses are significant economic assets along with associations of businesses, home-based enterprises, and commercial and industrial structures. Lastly, faith-based organizations are also viewed as significant community assets.*
- *One-time ARPA funding provides a unique opportunity to begin investment in areas that the City has otherwise been unable to invest in. The City has developed some plans to use these funds and is in the process of deploying them.*
- *Council and staff have a shared commitment to the betterment of the City and bring a diverse set of skills, knowledge, and strengths.*

WEAKNESSES

- *There is general agreement that as hard as staff is working, current demands exceed their capacity to fulfill all of their responsibilities on a day-to-day basis. At the same time, there are some differences of perspective as to whether possible solutions are around working differently and/or a need for additional personnel. The City has added four new positions in the current budget but is struggling to fill vacancies in key positions. At the same time, there is recognition that there is an opportunity to increase the City's use of information technology to automate and accelerate work processes to increase efficiency. The lack of a full complement of City employees makes it difficult for City Administration to enact many of the strategies identified in the plan.*
- *There is an inherent dynamic between City Councilors that are elected by the community and members of City Administration, who are employees. Each group brings its own perspectives, experience, priorities, and knowledge to shaping and implementing projects and policies. As such, there is a continued need for mutual sharing and appreciation for these diverse perspectives and interests. The present volume of workload and demand on the City staff members exceeds their current capacity to respond, resulting in the City government finding itself being more reactive than proactive. Open positions in several departments that have been hard to fill have adversely impacted the City's ability to address all of its current priorities.*
- *There are diverse perspectives among members of the Council, which can impede consensus and impede a clear and shared prioritization of community needs and investments.*

OPPORTUNITIES

- *There is an opportunity to increase communication and role clarity within the council, between the Council and City Administration, as well as across and between City Administration Departments.*
- *There is a need for common criteria for determining and agreeing on priorities and a shared way of work for the Council and City Administration to advance the work of the City.*
- *There is an opportunity to redefine the roles and structure of City Committees to further align their work with City priorities.*
- *The City can stimulate economic growth and development through creating a broader range of housing opportunities that attract and retain residents to live and work in the City of Barre.*

THREATS/RISKS

- *There is a potential for significant changes in City Administration as long-time department leaders prepare for retirement. There are some concerns about the depth, or lack thereof, in several areas in the City which may hinder its ability for internal succession planning.*
- *The City's current and anticipated future financial resource needs, particularly regarding infrastructure reinvestment, place a priority on growing the City's grand list, fostering economic development, and growing the overall local economy.*
- *In addition to the traditional responsibilities of City government (infrastructure, safety, quality of life, etc.), the pandemic has highlighted challenges and needs around a range of housing that is affordable for its residents.*



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Agenda Item No.: 8-C

AGENDA ITEM DESCRIPTION: Approval of 2023-2024 fees

SUBJECT: Non-tax revenues

SUBMITTING DEPARTMENT or PERSON: Manager Storellicastro

STAFF RECCOMENDATION: Approve the proposed fee schedule

BACKGROUND INFORMATION:

The recommended fee schedule takes into account several factors, including:

- Conformance with state fees/requirements, such as new fees related to electrical installments;
- Elimination of fees that are duplicative of state or other City requirements (food vendors – licensed by the state), burdensome/unnecessary (movie theatre per screen fee) or outdated (private pools);
- Implementation of the FY24 approved budget (including a \$10 increase in the rental registry and creation of non-resident rates for the pool); and
- Updates of fees that have remained stagnant for many years.

As per ordinance, approved fee changes will be published in the *Times Argus* and go into effect 30 days after publication.

EXPENDITURE REQUIRED & FUNDING SOURCE: The City is estimating approximately \$35,000 in new fee revenue in the FY24 approved budget

ATTACHMENTS: Proposed fee schedule (changes noted in highlighted cells)

RECOMMENDED ACTION/MOTION:

Move to approve the 2023-2024 fee schedule.

**CITY OF BARRE FEE SCHEDULE
Recommended 2023 changes**

History of adoptions

Most recent revisions approved by Council 8/24/21, published 8/28/21, effective 9/27/21

Department	permit/fee/license item	Current Fees/Fines effective 9/27/21	Proposed changes	Notes	Effective date is other than upon passage
assessor	copies - assessment cards	\$1 / each			
assessor	copies - standard GIS maps	\$1/page B&W, \$2/page color			
assessor	copies of recording files of meetings (disk not included)	\$1.00 per disk			
cemetery	guided cemetery tour - busses	\$105.00			
cemetery	guided cemetery tour - per person (small groups)	\$5.00			
cemetery	Interment - adult basic weekday summer	\$1,750.00			
cemetery	Interment - adult basic weekend/holiday summer	\$1,850.00			
cemetery	Interment - adult basic weekday winter	\$2,250.00			
cemetery	Interment - adult basic weekend/holiday winter	\$2,350.00			
cemetery	Interment - cremation basic weekday summer	\$860.00			
cemetery	Interment - cremation basic weekend/holiday summer	\$900.00			
cemetery	Interment - cremation basic weekday winter	\$1,160.00			
cemetery	Interment - cremation basic weekend/holiday winter	\$1,200.00			
cemetery	Interment - infant basic weekday summer	\$650.00			
cemetery	Interment - infant basic weekend/holiday summer	\$750.00			
cemetery	Interment - infant basic weekday winter	\$820.00			
cemetery	Interment - infant basic weekend/holiday winter	\$930.00			
cemetery	Interment - family mausoleum basic weekday	\$825.00			
cemetery	Interment - family mausoleum basic weekend/holiday	\$925.00			
cemetery	Filing interment information - minimum charge	\$150.00			
cemetery	Tent set up	\$150.00			
cemetery	Granite markers & posts installed	\$85.00			
cemetery	Granite markers reset	\$45.00			
cemetery	Foundation installation for monuments (\$200 minimum charge)	\$19/cubic foot			
cemetery	Elmwood Vault Entombment	\$200.00			
cemetery	Elmwood Vault Entombment - additional fee in vault after June 30	\$200.00			
cemetery	Overtime charge for interments that continue after 3:30 PM	\$135/hour			
cemetery	Cemetery lot price - resident - 1 grave	\$1,000.00			
cemetery	Cemetery lot price - resident - 2 graves	\$1,875.00			
cemetery	Cemetery lot price - resident - 3 graves	\$2,752.00			
cemetery	Cemetery lot price - resident - 4 graves	\$3,675.00			
cemetery	Cemetery lot price - resident - 2 grave cremation lot	\$1,452.00			
cemetery	Cemetery lot price - non-resident - 1 grave	\$1,200.00			
cemetery	Cemetery lot price - non-resident - 2 graves	\$2,354.00			
cemetery	Cemetery lot price - non-resident - 3 graves	\$3,447.00			
cemetery	Cemetery lot price - non-resident - 4 graves	\$4,603.00			
cemetery	Cemetery lot price - non-resident - 2 grave cremation lot	\$1,810.00			
city clerk	birth/marriage/death certificate - certified copy (per statute)	\$10.00			
city clerk	taxi ab vehicle for hire driver	\$63.00	change in text only		upon passage
city clerk	taxi ab vehicle for hire company (per vehicle)	\$63.00	change in text only		upon passage
city clerk	copies of city files	.05/sheet, .09/double sided sheet, .25 min.			
city clerk	copies of large scale documents (including recorded documents)		\$15/page		7/1/2023
city clerk	copies of recorded pages, certified (per statute)	\$10.00/page			
city clerk	copies of recorded pages, uncertified	\$1.00 each, \$2.00 minimum			
city clerk	copy of files on disk (disk not included)	\$1/disk			
city clerk	copy of vital record, uncertified/non-certified	\$3.00 each page			
city clerk	recording fees per page (per statute)	\$15.00			
city clerk	recording fees VT Property Transfer Tax Return (per return)	\$15.00			
city clerk	recording fees surveys (per mylar)	\$25.00			
city clerk	vault access fee (per statute)	\$4/hour			
city clerk	animal - dog - neutered/spayed	\$17 (\$5 paid to state)			
city clerk	animal - dog - non-neutered/non-spayed	\$21 (\$5 paid to state)			
city clerk	animal - dog - neutered/spayed - late license	\$20 (\$5 paid to state)			
city clerk	animal - dog - non-neutered/non-spayed - late license	\$24 (\$5 paid to state)			
city clerk	entertainment license per event	\$32.00			
city clerk	entertainment license/annual	\$262.00			
city clerk	movie theater per screen	\$126.00	delete		7/1/2023, already issued licenses will not require renewal. Requires ordinance change.
city clerk	fireworks display	\$37.00			
city clerk	food vendor	\$53.00	delete		7/1/2023, already issued licenses will not require renewal. Requires ordinance change.
city clerk	flower cart, other non-food vendors	\$53.00	delete		7/1/2023, already issued licenses will not require renewal. Requires ordinance change.
city clerk	food establishment - take out	\$53.00	delete		7/1/2023, already issued licenses will not require renewal. Requires ordinance change.

Department	permit/fee/license item	Current Fees/Fines effective 9/27/21	Proposed changes	Notes	Effective date is other than upon passage
city clerk	food establishment - year-round eat-in	\$105.00	delete		7/1/2023, already issued licenses will not require renewal. Requires ordinance change.
city clerk	food establishment - seasonal	\$53.00	delete		7/1/2023, already issued licenses will not require renewal. Requires ordinance change.
city clerk	green mountain passport (per statute)	\$2.00			
city clerk	liquor license 1st class (per statute)	\$115.00			
city clerk	liquor license 2nd class (per statute)	\$70.00			
city clerk	motor vehicle registration renewal (per statute)	\$3.00			
city clerk	parking permits - day - good for calendar year. Permit fee will increase by 2.5% each calendar year until further notices, or as changed by the City Council.	\$214.15 price for 2021/\$219.50 price for 2022	\$219.50 price for 2022/\$225.00 price for 2023		1/1/2023
city clerk	parking permits - overnight - good for 6 months (Jan-June or July - Dec) overnight permits good from 6PM - 8 AM weekdays and all day weekends and holidays. Permit fee will increase by 2.5% each calendar year until further notice, or as changed by City Council.	\$99.35 price for 2021/\$101.84 price for 2022	\$101.84 price for 2022/\$104.40 price for 2023		1/1/2023
city clerk	purchase of both day and overnight permit - discount available if both permits purchased at the same time.	10% discount			
city clerk	electric vehicle charging stations - must pay for all time parked in the space. No separate fee for electricity	thru Chargepoint: \$1.50/hour, \$0.75/additional hours	thru ParkMobile: \$2.00/hour		7/1/2023
city clerk	rubbish - per vehicle (drop-off vehicle)	\$126.00			
city clerk	rubbish - per vehicle (pick-up vehicle)	\$184.00			
city clerk	swimming pool	\$63.00	delete		7/1/2023
city clerk	marriage license (per statute - \$10 city portion) (certified copy additional \$10)	\$60.00			
city clerk	pawn shops (9 VSA sec. 3862)	\$53.00			
civic center	Alumni Hall main room from 4-8 hours	\$170.00			
civic center	Alumni Hall main room up to 4 hours	\$105.00			
civic center	Alumni Hall 3rd floor classroom rental	\$65.00			
civic center	Aud/BOR custodial services	\$65.00	\$70.00		7/1/2023
civic center	Aud/BOR rate per day	\$1,550/day; \$1,000/day M-F June 1 - September 30. First time renters: \$1,750/day	\$1,550/day; \$1,000/day M-F June 1 - September 30. First time renters: \$1,750/day		7/1/2023
civic center	Aud basketball up to 5 hours - charge per hour	\$70.00			
civic center	BOR - ice rental per hour	\$205/hour. Off-peak \$180/hour. (off-peak: before 3:30 PM and after 9:00 PM)	\$215/hour. Off-peak \$180/hour. (off-peak: before 3:30 PM and after 9:00 PM)		7/1/2023
civic center	BOR - non-ice hourly rental	\$45.00	\$50.00		7/1/2023
civic center	BOR - stick & puck, per person	\$5.00			
civic center	BOR Batting/Golf Cages (open) - charge per hour each	\$25.00			
civic center	BOR Batting/Golf Cages (school/BCBB) - charge per hour all	\$35.00			
civic center	BOR - public skating adults	\$4.00	\$5.00		7/1/2023
civic center	BOR - public skating child up to grade 12	\$3.00	\$4.00		7/1/2023
civic center	BOR - public skating season pass - adult	\$125	Delete		7/1/2023
civic center	BOR - public skating season pass - child up to grade 12	\$100	Delete		7/1/2023
civic center	BOR - public skating season pass - family (up to 3 children. \$10 each add'l child)	\$175	Delete		7/1/2023
civic center	dumpster fee for excessive trash	\$175	\$200.00		7/1/2023
civic center	kitchen use fee	part of daily rental charge	Delete		upon passage
civic center	tables/chairs	part of daily rental charge	Delete		upon passage
civic center	Civic Center Improvement Fund Assessment for events that charge booth rental - charge per booth per day	\$20/booth/day			
civic center	Civic Center Improvement Fund Assessment for events with no booth rental fee - charge per day	\$200.00			
civic center	Civic Center Improvement Fund Assessment - Merchandising fee - percentage of all merchandise sales	20% of all sales (gross)			
fire	Release of Fire reports (photo CD only)	\$20.00			
fire	Release of medical reports	\$5.00			
fire	Burn Permits, 3 day permit	\$10.00			
fire	Burn Permits, Seasonal permit	\$20.00			
fire	Personnel responding to an incident (Ord. 22, art. V, sec. J)	\$63/hour			
fire	Apparatus response - Engine Type I	\$250/hour			
fire	Apparatus response - Engine Type II	\$175/hour			
fire	Apparatus response - ambulance	\$75/hour			
fire	Apparatus response - heavy rescue truck	\$175/hour			
fire	Apparatus response - light rescue truck	\$100/hour			
fire	Apparatus response - HAZMAT trucks	\$175/hour			
fire	Apparatus response - water tender (tanker)	\$100/hour			
fire	Apparatus response - water tender (1000-1499 gallons)	\$75/hour			
fire	Apparatus response - water tender (less than 1000 gallons)	\$50/hour			
fire	Apparatus response - ladder trucks	\$300/hour			
fire	Apparatus response - brush trucks	\$75/hour			
fire	Apparatus response - command vehicles	\$75/hour			
fire	Apparatus response - specialty response veh/HAZMAT trailers	\$75/hour			
fire	Apparatus response - pick-ups & utilities	\$75/hour			
fire	Apparatus response - ATVs w/trailer	\$25/hour			
fire	Apparatus response - boats w/trailer	\$25/hour			
fire	Apparatus response - bucket truck	\$50/hour			

Department	permit/fee/license item	Current Fees/Fines effective 9/27/21	Proposed changes	Notes	Effective date is other than upon passage
FD/ambulance	Motor Vehicle Crash Resulting in a criminal or VTC being issued	Total fee assessed for equipment & personnel response			
FD/ambulance	Fire Alarm System Malfunction	1st Offense - No Cost Second Offense - \$60.00 Third Offense - \$75.00 Fourth Offense and additional - \$100.00			
fire	Trench Permit	\$25.00			
fire	Confined Space Permit	\$100 (double the fine if no permit)			
fire	Tent Permits 1200 Sqft or less to 200 sqft	\$50.00			
fire	Tent Permits 1200 Sqft or more	\$100.00			
fire	Master Box Fees	\$175 annually			
FD/ambulance	Outside details	\$70/hour			
FD/ambulance	Outside detail with vehicle	\$70/hour plus vehicle charge			
police	traffic violations as per Ordinance Ch. 17 Traffic (see below)	As allowed by 23 VSA sec.1008 unless noted otherwise			
police	Speeding violations of City Ord. Ch. 17 (a) (c) (d): 1-10 MPH over speed limit	\$5.00 per mph over			
police	Speeding violations of City Ord. Ch. 17 (a) (c) (d): 11-20 MPH over speed limit	\$6.00 per mph over			
police	Speeding violations of City Ord. Ch. 17 (a) (c) (d): 21-30 MPH over speed limit	\$7.00 per mph over			
police	Speeding violations of City Ordinance Ch. 17 (b)	\$220			
police	parking meters (red - 30 minutes max; black - 2 hours max; yellow - 4 hours max; green - 10 hours max)	25 cents / 25 minutes			
police	parking tickets - expired meter	\$12.00			
police	parking tickets - over time limit	\$12.00			
police	parking tickets - obstructing traffic/overnight parking/snow ban/ on sidewalk/obstructing hydrant/all other violations	\$38.00			
police	parking ticket - restricted parking violation (yellow zone/ permit only zone)	\$23.00			
police	parking ticket - late penalty (21+ late)	\$20.00			
police	parking ticket - parking at electric vehicle charging station w/o plug-in	\$23.00			
police	parking ticket - parking in handicap spot	\$150.00			
police	removal of "Denver Boot" or towing for unpaid tickets	All outstanding tickets plus amt equal to contracted towing charge plus \$50 administration fee			
police	Return of towed vehicle	All outstanding tickets plus amt equal to contracted towing charge plus \$50 administration fee			
police	long-term rental of parking meter (requires pre-approval & payment)	2X all-day fee for meter			
police	bagging fee for long-term rental of parking meter	\$20 per bagging job			
police	rental fee for funeral parking meter bags (bags provided by city)	\$20/bag annual fee			
police	overweight truck/fleet permit (state form)		\$5/vehicle; \$10/fleet		July 1, 2023
police	Outside details	\$70/hour			
police	Outside detail with vehicle	\$75/hour plus mileage outside city limits			
police	Release of Police reports	\$20.00			
police	Copy of audio recording (per recording)	\$20.00			
police	Copy of video recording (per recording)	\$45.00			
Permitting	Building- Residential Owner Occupied SFD- New Home Construction. Square footage based on footprint	\$.20/SF; Min. \$150.00			
Permitting	Building- Residential Owner Occupied SFD- All Other Permits. Square footage based on footprint	\$.20/SF; Min. \$30.00			
Permitting	Building - Demolition in all districts	\$10.00			
Permitting	Building - Commercial Structure, New Construction. Square footage based on footprint	\$.25/SF; Min. \$150.00			
Permitting	Building - Commercial Structure, All Other Construction. Square footage based on footprint	\$.25/SF; Min. \$75.00			
Permitting	Electrical Base Fee (includes energizing permit)	\$40.00	\$50	revision in base fee to \$50 with text for clarity	upon passage
Permitting	Electrical- Temporary Service	\$30.00	\$30 each	adding "each" to all	upon passage
Permitting	Electrical- Permanent Service (1&2 Phase through 400 amp) Up to 400 Amps	\$35.00	\$35 each	added text for clarity, and added "each" to all	upon passage
Permitting	Electrical- Permanent Service (401-800 Amps)	\$50.00	\$50 each	adding "each" to all	upon passage
Permitting	Electrical- Permanent Service Up to 801+ Amps	\$100.00	\$100 each	adding "each" to all	upon passage
Permitting	Electrical- Transformers, Solar Panels (1-25 KVA/kW) 1-400-KVA	\$15.00	\$10 each	Text revision and fee reduction to \$10 each	upon passage
Permitting	Electrical - Transformers, Solar Panels (26-75 KVA/kW)		\$15 each	and new fee	upon passage
Permitting	Electrical - Transformers, Solar Panels (76-200 KVA/kW)		\$25.00 each	new line item with text and new fee	upon passage

new

Department	permit/fee/license item	Current Fees/Fines effective 9/27/21	Proposed changes	Notes	Effective date is other than upon passage
Permitting	Electrical- Transformers, Solar Panels (over 200 KVA/kW 401+ KVA)	\$25.00	\$35 each	Text revision and increase in fee to \$35	upon passage
Permitting	Electrical- Motors and Generators (up to 25 hp, KW or KVA) Up to 100 KW	\$20.00	\$10 each	Text revision and reduction to \$10	upon passage
Permitting	Electrical- Motors and Generators (26-100 hp, KW or KVA)		\$15.00 each	new line item with text and new fee	upon passage
Permitting	Electrical- Motors and Generators (over 100 hp, KW or KVA) 401+ KW	\$30.00	\$25 each	Text revision and fee reduction to \$25	upon passage
Permitting	Electrical - Main Panel Replacement		\$50 each	new line item with text and new fee	upon passage
Permitting	Electrical- Sub Panels and Feeders (after the main disconnect)	\$35.00	\$35 each	added text for clarity	upon passage
Permitting	Electrical - Solar Combiners/Inverters		\$35.00 each	new line item with text and new fee	upon passage
Permitting	Electrical- Lights, outlets, Switches, T-Stats Light/Outlet/Switch/Smoke Alarm-Per 50 Devices	\$20.00	\$20 per 50	revised text	upon passage
Permitting	Electrical - AC/DC Smoke Alarms, Carbon Monoxide (CO) Alarms		\$20 per 50	added line breaking out smokes and CO's separate from other	upon passage
Permitting	Electrical - Yard Lights and Sign lights		\$5.00 each	new line item with text and new fee	upon passage
Permitting	Electrical - Fuel Oil, Kerosene, LP, NG and gasoline pumps		\$25.00 each	new line item with text and new fee	upon passage
Permitting	Electrical- Boiler/Furnace/Controls & Stationary Appliances	\$15.00	\$15 each	added text	upon passage
Permitting	Electrical- Elevators and Lifts	\$50.00	\$75 each	Text revision breaking out the elevator from a Lift and new fee to \$75 each	upon passage
Permitting	Electrical- Elevators and Platform Lifts		\$75 each	Text breakout with new fee	upon passage
Permitting	Electrical- Fire Alarm Devices-Per 50	\$30.00	\$30.00 per 50	Text revision for clarity on quantity	upon passage
Permitting	Electrical- Fire Alarm Control Panels and Annunciator Panels	\$50.00	\$50 each	added "each"	
Permitting	Electrical- Fire Pumps	\$50.00	\$50 each	added "each"	
Permitting	Electrical- Energizing Permit	included in Base Fee	remove	remove line - text clarified in base fee	upon passage
Permitting	Time of Sale Inspection - request for initial inspection and one re-inspection (if multi-unit building, inspection good for 1 unit, and an additional \$25 for each additional unit)	\$125			
Permitting	Time of Sale Second Re-Inspection (if multi-unit building, inspection good for 1 unit, and an additional \$10 for each additional unit)	\$50			
Permitting	Minimum Housing - registration (annual) per Ord. 7-13	\$50/unit	\$60/unit		July 1, 2023
Permitting	Minimum Housing - delinquency penalty per Ord. 7-13	8.00%			
Permitting	Minimum Housing - delinquency interest per Ord. 7-13	1% per month or part thereof			
Permitting	Minimum Housing - reinspection fee, 3rd and subsequent reinspections for violations, per reinspection Reinspection fee: 2nd reinspection for violations	\$60.00		changes in text to left - no changes in fee	
Permitting	Minimum Housing - reinspection fee, 3rd and subsequent reinspections for violations, per reinspection	\$100.00			
Permitting	vacant building inspection fee for registration	\$200.00			
Permitting	vacant buildings 6 months registration	\$500.00			
Permitting	vacant buildings 6 months registration renewal	\$500.00			
Permitting	vacant buildings delinquency penalty	Per Charter Sec. 602			
Permitting	Trash Ordinance Inspection Fee, 3rd inspection or greater	\$75.00			
Permitting	First Reinspection for Any Permit	\$125.00		new line item with text and new fee	upon passage
Permitting	Second Reinspection for Any Permit Plus Any Additional Reinspections	\$200.00			
Permitting	Fee for Starting Work Without Permits	Double the Permit Fee	changes in fee: double the fee doesn't seem to make an impact anymore; \$150		upon passage
Permitting	Tax Stabilization Agreement Application	\$250.00			
Permitting	DRB Hearing Fee- All Hearings	\$175.00			
Permitting	Recording fee - all department-issued permits (as per statute)	\$15/permit			
Permitting	Subdivision Permit Fee- Sketch Plan Approval	\$20.00			
Permitting	Subdivision Permit Fee- Final Plat Approval	\$50.00			
Permitting	Flood Hazard Area (FHA)- Non-Substantial Improvement	\$20.00			
Permitting	Flood Hazard Area (FHA)- Substantial Improvement	\$40.00			
Permitting	Flood Hazard Area (FHA)- Certificate of Flood Hazard Compliance (Not Project Related)	\$40.00			
Permitting	Zoning - Floodplain Regulations	\$7.00		Cost of paper; revise to \$15	upon passage
Permitting	Copies of Recording Files of Meetings (disk not included)	\$1.00 per disk			
Permitting	Zoning- Color Prints and Photocopies	\$.50/sheet			
Permitting	Zoning - Master/Municipal Plan	\$35.00			
Permitting	Zoning- Standard GIS Parcel Maps	\$1/page B&W//\$.2/page color			
Permitting	Zoning- Subdivision Regulations	\$7.00	delete		upon passage
Permitting	Zoning- Unified Development Zoning Regulations With Maps	\$7.00		Cost of paper and large document; revise to \$35	upon passage
Permitting	Zoning Permit- Residential 1-4 Units: Up to \$5,000	\$20.00			
Permitting	Zoning Permit- Residential 1-4 Units: \$5,001-\$10,000	\$40.00			
Permitting	Zoning Permit- Residential 1-4 Units: \$10,001-\$25,000	\$75.00			
Permitting	Zoning Permit- Residential 1-4 Units: \$25,001-\$150,000	\$100.00			
Permitting	Zoning Permit- Residential 1-4 Units: \$150,001+	\$150.00			

Department	permit/fee/license item	Current Fees/Fines effective 9/27/21	Proposed changes	Notes	Effective date is other than upon passage
Permitting	Zoning Permit- Commercial, Industrial, Mixed Use, Res. 5+ Units: Up to \$10,000	\$50.00			
Permitting	Zoning-Permit- Commercial, Industrial, Mixed Use, Res. 5+ Units: \$10,001-\$25,000	\$100.00			
Permitting	Zoning Permit- Commercial, Industrial, Mixed Use, Res. 5+ Units: \$25,001-\$150,000	\$200.00			
Permitting	Zoning Permit- Commercial, Industrial, Mixed Use, Res. 5+ Units: \$150,001-\$350,000	\$300.00			
Permitting	Zoning Permit- Commercial, Industrial, Mixed Use, Res. 5+ Units: \$350,001+	\$400.00			
Permitting	Zoning Permit- Sitework	\$40.00			
Permitting	Zoning Permit- Signs	\$40.00			
Permitting	Zoning Permit- Sandwich Board Signs	\$40.00			
Permitting	Zoning Permit- Temporary Signs and Banners Per 30 Days	\$30.00			
Permitting	Zoning Permit- Change of Use	\$40.00			
Permitting	Zoning Permit - Temporary Structure	\$20.00	new line item with text and new fee		upon passage
Permitting	Zoning Permit - Home Occupation	\$40.00	new line item with text and new fee		upon passage
Permitting	Zoning Permit - Boundary Line Adjustment	\$40.00	new line item with text and new fee		upon passage
Permitting	Zoning Permit - Fences / Walls	\$40.00	new line item with text and new fee		upon passage
Permitting	Zoning Permit - Certificate of Compliance	\$30.00	new line item with text and new fee		upon passage
Permitting	Zoning Permit - Temporary Certificate of Compliance (+\$10/mo up to an additional 12 mo.)	\$15.00	new line item with text and new fee		upon passage
Public Works	Excavation permit		TBD	Fee schedules and forms being developed and will be brought to Council at a later meeting.	new
Public Works	Stormwater connection fee		TBD	Fee schedules and forms being developed and will be brought to Council at a later meeting.	new
Recreation	pool daily fees - adult	\$4.00	\$6.00		upon passage
Recreation	pool daily fees - child	\$3.00	\$4.00		upon passage
Recreation	pool season pass - <u>Barre City</u> adult	\$55.00	\$70.00		upon passage
Recreation	pool season pass - <u>Nonresident adult</u>		\$80.00		upon passage
Recreation	pool season pass - <u>Barre City</u> child	\$40.00	\$40.00		upon passage
Recreation	pool season pass - <u>Nonresident child</u>		\$50.00		upon passage
Recreation	pool season pass - <u>Barre City</u> family (up to 3 children-- \$10 each addl child)	\$120.00	\$130.00		upon passage
Recreation	pool season pass - <u>Nonresident family</u>		\$160.00		upon passage
Recreation	<u>Senior Citizen 65+</u>		Free		upon passage
Recreation	pool - swimming lessons BC-resident/non-resident- <u>Barre City resident</u>	\$30/\$55	\$30.00		upon passage
Recreation	pool - swimming lessons - <u>Nonresident</u>		\$55.00		upon passage
Recreation	Rotary Park picnic shelter - per event	\$40.00	\$45.00		upon passage

Permitting was previously known as PPIS (Permitting, Planning & Inspection Services)



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 4/11/23

Agenda Item No. 8-D

AGENDA ITEM DESCRIPTION: Approve the 2023-2024 paving bid and assign undesignated fund balance to expand the paving program

SUBJECT: Infrastructure

SUBMITTING DEPARTMENT/PERSON: Manager Storrellicastro; Brian Baker, Director of Public Works

STAFF RECOMMENDATION: Authorize the Manager to execute a contract with FreshCoat Asphalt Services

PRIOR ACTION/STRATEGIC OUTCOME:

Prior Action: On February 16, 2023, the City posted a [request for proposals for a 2-year paving contract](#). Bids were had to be submitted by 12:00PM on March 29, 2023, and were publicly opened in the City Council Chambers. The RFP included the scheduled projects and locations:

- Warren St beginning at the end of Plain St at Warren St from the lower Warren St to a line along the edge of Merchant St with an estimated length of 905 feet. Completion by November 1, 2023.
- Merchant St beginning at the intersection of Wellington St to a point past the intersection of Warren St with an estimated length of 1,000 feet. Completion by November 1, 2023.
- Nelson St beginning at the curb line of Washington St continuing to the edge of pavement/curb line of Hill St with an estimated length of 765 feet. Completion by November 1, 2024.
- Newton St beginning at the edge of Farwell St and continuing to the end of Newton St with an estimated length of 630 feet. Completion by November 1, 2024.
- Woodland Drive beginning at the southerly property of #57 and extending to the northwesterly property boundary of # 9 with an estimated length of 765 feet. Completion by November 1, 2024.
- Midway St beginning on Quinlan Avenue at a crossing point defined by extending to the intersection with Merchant St with an estimated distance of 300 feet. Completion by November 1, 2023.
- Pleasant St beginning at curb on Beckley St continuing to the western edge of Garcia Ln with an estimated length of 575 feet. Completion by November 1, 2023.
- River St beginning at Granite St continuing to the northwestern edge of the Vanetti Park property with an estimated length of 1,490 feet. Completion date is November 1, 2023.
- South Main St sidewalk east side beginning at the railroad crossing continuing to Ayers St with an estimated length of 1,420 feet. Completion by November 1, 2023.
- South Main St sidewalk west side from Walker St to Parkside Terrace with an estimated length of 2,270 feet. Completion by November 1, 2023.
- Allen St sidewalk and curb an estimated length of 1,900 feet. Completion by November 1, 2024.
- Beckley St beginning at the northwest edge of Olliver St continuing to the City/Town line an estimated length of 1,265 feet. Completion by November 1, 2024.

Strategic Outcome: After [tabulation of the bids](#), FreshCoat Asphalt Services was the lowest bidder as follows:

- Item 1: Pavement bid price as cost per ton applied: \$125.00
- Item 2: Bid price per square yard to “cap” streets with liquid calcium chloride: \$1.50
- Item 3: Optional price for virgin asphalt wearing course per ton: \$136.00

Based on the responses to the bid, the City will trigger a clause in the RFP that provides for extra work to be completed, subject to available resources. The expected cost of the 2023-2024 planned work is estimated at \$412,180. The City has identified an additional \$590,255 in resources that will be used to expand the paving program for a total investment of \$1 million. At an estimated road width of 28-feet with an 1-1/4" overlay, it is estimated we will be able to complete approximately an additional 3.79-miles of streets.

Additional overlay projects will be determined in the following manner:

- Review of FY25 and out-year planned overlay projects to determine which high-priority, high-impact projects can and should be accelerated;
- Identification of high-priority, high-impact segments by the Department of Public Works; and
- Incorporation of public feedback from surveys based on identified prospective projects.

EXPENDITURE AND FUNDING SOURCE:

The total expenditure is up to \$1,002,435 and the funding sources to support and expand the paving project are as follows:

- \$617,435 from the FY23 Capital Fund
 - Supports all planned 2023-2024 projects, plus 1.32 additional miles of overlay
- \$260,000 available from the FY24 Capital Fund
 - Supports 1.67 miles of additional overlay
- \$125,000 available from undesignated FY23 fund balance
 - Supports .80 miles of additional overlay

LEGAL AUTHORITY/REQUIREMENTS: [City Charter §601](#), [City of Barre Procurement Policy](#)

RECOMMENDED ACTION/MOTION:

Move to authorize the City Manager to execute a contract with FreshCoat Asphalt Services for up to \$1,002,435, to be funded through \$877,435 FY23 and FY24 Capital Funds and assign \$125,000 in undesignated FY23 fund balance to expand the paving program by an additional .80 miles of paving.