

REGULAR COUNCIL MEETING

Tuesday, October 24, 2023 6:00pm

Join Zoom Meeting

<https://us06web.zoom.us/j/88982525535?pwd=VzIXOU5taIdoYkgySUDTclldqSUVGQT09>

Meeting ID: 889 8252 5535 Passcode: 675736

One tap mobile 929-205-6099

1. Call to Order – 6:00 p.m.
2. Adjustments to the Agenda
3. Presentation of 2023 Extra Mile Day Mayoral Proclamation (Mayor)
4. Visitors and Communications
5. Consent Agenda
 - A. Approval of Minutes Special City Council Meeting of Tuesday October 17, 2023
 - B. City Warrants:
 - i. Approval of City Warrants from week of October 25, 2023
 - C. Clerk’s Office Licenses and Permits
 - D. Accept volunteer resignations
 - i. David Hough, Ward II, Development Review Board
 - ii. Joanne Reynolds, Transportation & Public Works Committee
 - iii. Ericka Reil, Transportation & Public Works Committee
 - E. Modify Jayme Bauer’s Development Review Board appointment from an At-large seat to the vacant Ward II seat
 - F. Appoint Arthur Young as Deputy Health Officer
6. Clerk & Treasurer Report
7. Liquor/Cannabis Control Boards
8. City Manager’s Report
9. New Business
 - A. North End flood recovery discussion and presentation from State partners (Sec. Moore)
 - B. Volunteer appointments
 - i. Chrysta Murray, Ward I, Development Review Board
 - C. Reduce the size of the Parks & Recreation and Transportation & Public Works Committees from 9 members to 5 members
10. Upcoming Business
11. Round Table
12. Executive Session – As Needed
13. Adjourn

The next meeting of the City Council is scheduled for Tuesday, November 07, 2023.

The portion of this meeting starting at 6:00PM will be taped for re-broadcast on Channel 194 CVTV and will be re-broadcast on Wednesday at 9:00 a.m. and 12:00 noon CVTV Link for meetings online – cvtv723.org/

OTHER MEETINGS AND EVENTS

Wednesday, October 25

Board of Civil Authority 6:00PM, City Council Chambers

Friday October 27,

Justice, Equity, Diversity, Inclusion & Belonging Committee, Special Meeting Friday, 6:30PM

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

6 N. Main St., Suite 2
Barre, VT 05641
www.barrecity.org

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

MEMO

TO: City Council
FR: The Manager
DATE: 10/20/2023
SUBJECT: Packet Memo re: 10/24/2023 Council Meeting Agenda Items

Councilors:

The Council meeting on Tuesday, October 24, 2023 will begin at 6:00 PM. The next scheduled regular Council meeting will be Tuesday, November 7, 2023.

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

5-D Accept volunteer resignations

The resignation emails for Joanne Reynolds and Ericka Reil are in the packet. David Hough's resignation was made orally via a phone call to the Manager. In his phone call, Mr. Hough noted his inability to maintain regular attendance at Development Review Board meetings due to personal issues.

5-E Modify Jayme Bauer's Development Review Board appointment from an At-large seat to the vacant Ward II seat

There is no memo in the packet for this agenda item. With David Hough's resignation, there is now a vacant Ward II seat on the Development Review Board (DRB). I recommend that the Council appoint Jayme Bauer, who was appointed to the DRB at the Council's September 19, 2023 meeting, to the newly vacated Ward II seat. Ms. Bauer's At-large appointed expired in 2025. In the Ward II seat, her term would expire in 2027.

5-F Appoint Arthur Young as Deputy Health Officer

There is no memo in the packet for this agenda item. The City of Barre recently welcomed Arthur Young as the electrical inspector. I am requesting that the Council appoint Mr. Young as Deputy Health Officer, a title that has traditionally been held by the person in this position.

9-A North End recovery discussion and presentation from State partners (Sec. Moore)

There is no memo in the packet for this agenda item. Our State partners will be back to present concepts for North End recovery and redevelopment. We expect to receive a similar panel as the one that presented to the Council at its October 10, 2023 meeting.

**Special Meeting of the Barre City Council
Held October 17, 2023**

The Special Meeting of the Barre City Council was called to order via video platform by Mayor Jake Hemmerick at 6:04 PM at, Barre, Vermont. In attendance 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 and Clerk/Treasurer Carol Dawes.

Absent: NONE

Others Present: City Attorney David Rugh, Stitzel, Page & Fletcher PC; and realtor Michelle Hebert.

Adjustments to the Agenda: NONE

Visitors and Communications

Joelen Mulvaney, chair of the Justice, Equity, Diversity, Inclusion and Belonging Committee, said the committee urges Council to use the equity assessment tool for any development in the North End following the July 2023 flooding. Ms. Mulvaney said she emailed the most recent version of the tool to Councilors, and it should be used to gather information for use in the planning process. She also suggested using a survey to gather information from those impacted by the flooding, in addition to holding public forums.

Bernadette Rose thanked Mayor Hemmerick for waiting to start the meeting until all Councilors had successfully logged into the Zoom platform.

Approval of Consent Agenda:

Council approved the following consent agenda items on motion of Councilor Lauzon, seconded by Councilor Stockwell. **Motion carried on roll call vote.**

- A. Approval of Minutes:
 - i. Regular meeting of October 10, 2023.
- B. City Warrants as presented:
 1. Approval of Week 2023-42, dated October 18, 2023:
 - i. Accounts Payable: \$2,208,726.42
 - ii. Payroll (gross): \$151,123.40
- C. 2023 Clerk's Office Licenses & Permits: NONE
- D. Ratify the Council's 10/10/23 waiver of event and rental fees for the 2023 Veterans Day Parade; and approval to use the auditorium in case of inclement weather

City Clerk & Treasurer Report –

City Clerk/Treasurer Carol Dawes reported on the following:

- Second quarter tax payments are due by November 15th.

Liquor Control Board/Cannabis Control Board – NONE

City Manager's Report –

Manager Storellicastro reported on the following:

- The second Barre Up flood recovery forum is tomorrow evening in the Barre Opera House from 5:30 – 7:30 PM.

New Business –

A) Motion to amend the action that Council approved on October 10th with respect to the sale of the Wheelock Building so as to authorize the Manager to execute a contract amendment with a sale price of \$155,000, a \$45,000 credit to the Purchaser for repairs at closing, and providing that the City shall retain the first \$25,000 of any insurance proceeds received for repair of the building, and authorize the Mayor to execute closing documents and a warranty deed for the sale of the Wheelock Building.

Manager Storrellicastro said on advice of City Attorney David Rugh, the amendment includes six points of clarity:

- 1) The due diligence period has been satisfied;
- 2) Closing shall occur on or before November 7, 2023;
- 3) The purchase price remains \$155,000, and the seller agrees to provide a closing credit of \$45,000 towards repairs to damage to the property;
- 4) Amend clause 24 of the contract to say the City will retain the first \$25,000 of any insurance claim received;
- 5) Reinstate clause 24 in the unlikely event of catastrophic damage to the property between now and the closing; and
- 6) Purchaser agrees to buy the property in as is condition.

Manager Storrellicastro will email the addendum document to Councilors for their records in advance of executing the amendment.

There was discussion on whether the correct action was to rescind or expunge last week's action, or approve the amendment. City Attorney David Rugh said amendment is the proper approach, as warned.

Council approved the amendment as warned on motion of Councilor Lauzon, seconded by Councilor Deering. **Motion carried on roll call vote, with Councilor Boutin voting against.**

Upcoming Business –

The following will be on the 10/24 agenda:

- Presentation on conceptual designs for redevelopment of the North End

Round Table – NONE

Executive Session – NONE

The meeting adjourned at 6:20 PM on motion of Councilor Lauzon, seconded by Councilor Stockwell. **Motion carried.**

The meeting was recorded on the video platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

Permit List to Council



Planning, Permitting & Assessing Services
 6 N. Main Street, Suite 7 ~ Barre, VT 05641
 October 9, 2023 to October 19, 2023

Street #	Street Name	Permit#	Permit Type	Work Description	Issue Date	Owner Name
51	Perry Street	B23-000099	Building Permit	Add a new addition, replacing demolished addition and expanding foot print gaining of 340 sq. ft. on the interior. Add 2 bedroom basement unit, redesign 1st floor, expand 2nd floor kitchen and bathroom.	10/11/2023	61 Perry, LLC
30	Lawrence Avenue	E23-000066	Electrical Permit	Full panel upgrade and new wiring throughout the home	10/13/2023	Laura Grant Davenport
86	N Main Street	E23-000068	Electrical Permit	July 2023 Flood: Moving panels upstairs, 1 foot above base flood elevation	10/16/2023	Granite City Holding Company, Inc.
15	Grant Avenue	E23-000069	Electrical Permit	Replace existing service	10/17/2023	Todd & Serena Wells
240	N Main Street	E23-000074	Electrical Permit	Installation and power to all lighting, outlets, etc.	10/17/2023	240 N Main LLC
27	River Street	E23-000072	Electrical Permit	EM-07533 Relocating electrical panel to first floor 1 foot above base flood elevation and upgrading service.	10/17/2023	Diane Danforth
20	Second Street	E23-000070	Electrical Permit	EM-04799 Replacing existing service and moving electrical panel to the first floor 1 foot above base flood elevation.	10/17/2023	Michael E & Mary Jean Nancy Dutil
149	Washington Street	E23-000071	Electrical Permit	EJ-04232 Upgrading service entry (new meter socket enclosure)	10/17/2023	Terrence A & Martha A LaCroix
1	Bromur Street	B23-000101	Building Permit	Renovation of 12 unit apartment building to incorporate thermal improvements and mechanical upgrades and create a common laundry room. Add a small addition off mechanical room to house new equipment.	10/18/2023	Downstreet Housing and Community Development, Inc.
2	Bromur Street	B23-000102	Building Permit	Renovate existing 6-unit apartment building & incorporate a fully ADA compliant accessible unit, improve thermal envelope and upgrade mechanical. Modify basement to include a laundry room.	10/18/2023	Downstreet Housing and Community Development, Inc.
4	Humbert Street	B23-000100	Building Permit	Renovation of the existing vacant historic school building to contain 9 apartment units.	10/18/2023	Barre Housing Authority
12	Kinney Place	B23-000108	Building Permit	Separating approximately 18 feet of the back barn from the front by 2-4 inches per engineer's suggestion.	10/18/2023	Brian & Elizabeth Paton Estate
82	Maple Avenue	B23-000110	Building Permit	July 2023 Flood: Demolition of 600 sq. ft. detached 2 car garage	10/18/2023	Anne Barkalow
561	N Main Street	B23-000103	Building Permit	July 2023 Flood: Demolition of the single family home	10/18/2023	561-567 North Main Street LLC
84	Railroad Street	B23-000107	Building Permit	July 2023 Flood: Demolish and remove the bedroom, shed, carport and mudroom.	10/18/2023	Trevor Cayia
39	Warren Street	B23-000111	Building Permit	Demolition of existing detached 400 sq ft 2 car garage	10/18/2023	Cassandra S Berner & Brian Jacobsen
6	West Street	B23-000105	Building Permit	Demolition of single family home & garage	10/18/2023	St Monica Parish
224	N Main Street	Z23-000052	Zoning Permit	Paint a sign of the business name on rear of building	Eff. 10/28/2023	224 North Main Street LLC

Permit List to Council

4	Humbert Street	Z22-000062	Zoning Permit	DRB Approved 1/12/2023: Renovation of the existing building to contain 9 apartment units. Site work including paving of the existing parking lot and replacing the existing water and sewer services.	Eff. 11/01/2023	Barre Housing Authority
84	Railroad Street	Z23-000053	Zoning Permit	July 2023 Flood: Demolition of partial home. Change of Use from 2 bedroom to a 1 bedroom	Eff. 11/01/2023	Trevor Cayia
6	West Street	Z22-000030	Zoning Permit	EC Approved: Demolish vacant house and garage and replace with play area surrounded by 8 ft high fencing. Play area for use by the school.	Eff. 11/01/2023	St Monica Parish

Barre City Council Agenda Item
Date: October 24, 2023

5-D Accept Volunteer Resignations

RE: Transportation & Public Works Committee - NO Meeting Wednesday, 10/18 at 6:30 pm

Joanne Reynolds <reynoldsjoanne9@gmail.com>

Mon 10/16/2023 2:40 PM

To: Jake Hemmerick <j.hemmerick@barrecity.org>; Nicolas Storellicastro <citymanager@barrecity.org>; Samn Stockwell <S.Stockwell@barrecity.org>

Hello City Councillors, Mr Mayor and Mr City Manager,

I'm writing today to formally resign from the Transportation and Public Works Committee, with immediate effect.

When I joined this committee two and half years ago, I was excited to be part of a committee that could actually impact the safety of our City streets, making them safer for pedestrians, bicyclists and motorists and to make changes to residential streets that are behaving more like main arteries, with speeding cars that don't stop at crosswalks and slam into resident's homes. We identified inexpensive ways to impact safety and made recommendations which haven't occurred.

The committee reorganization has made this committee much too large and as a result, it is nearly impossible to obtain quorum. It also appears there is a lack of commitment from some committee members, as you can see below - this experience simply matches what drove Michael to resign as chair. The new committee met in April and May, was cancelled due to lack of quorum in June, cancelled in July due to the flood and in August due to lack of quorum. No meetings have occurred in September or October, as our chair resigned. I expected the co-chair to organize the meeting in September so elections could occur and then tried to organize the committee to meet this month. You can read the results below.

Why bother to have this committee if it never meets?

I urge you to either make this committee smaller, and invite/appoint members who are motivated to attend the meetings regularly. I recommend an attendance requirement of 10 out of 12 meetings/year, coupled with a residency requirement for this and all City committees. Alternatively, perhaps this committee should just be abolished.

Thank you for reading this far.

Sincerely,

Joanne Reynolds

Resignation from the TAC

Ericka Reil <ericka_reil@yahoo.com>

Mon 10/16/2023 6:01 PM

To: Samn Stockwell <S.Stockwell@barrecity.org>; Jake Hemmerick <j.hemmerick@barrecity.org>; Nicolas Storellicastro <citymanager@barrecity.org>

Dear Council, Mayor and City Manager,

Please except my resignation of the Transportation Committee. I am unsure after the merger of the committees what is the true name of this committee.

This committee has not met for some time and some members have reached out to the co chair or tried to hold a meeting but have had members not return emails. There has been other stagnation in even before that in this committee. Which has lead to a lot of stress and frustration.

I would like thank all the members of the committee and the council for allowing me to be on this committee but i feel my time is better served elsewhere.

Regards,

Ericka Reil



CITY OF BARRE

VOLUNTEER APPLICATION

Commissions, Committee, Boards and Task Force Application Form

Note to applicants, including incumbents: after submitting a completed application to the City Manager's Office (execassist@barrecity.org) you will be requested to attend a City Council meeting to be interviewed. You will be advised of the date and approximate time of the Council meeting when you will be interviewed and your application considered. Please type or print legibly below.

Legal Full Name: Chrysta Murray Date of Birth: [redacted]

Other Names/Nicknames Used: Chrysta Daniels (Maiden Name)

E-mail: [redacted] Present Mailing Address: [redacted]

Years at Address? 10+ Legal residence:(if different from above)

[redacted]

Home Phone: [redacted]

Business Phone: [redacted]

Cell Phone [redacted]

Position (Commission, Board, Committee or Task Force) applying for

1. Development Review Board

2. [redacted]

Please tell us interests you about the committees you selected. List qualifications which may be beneficial to this position. (Use space below or attach additional sheet.)

See Attached Letter of Interest

By signing below you acknowledge: All information provided is accurate and complete to the best of your ability; and, you understand the City Council has the authority to remove members appointed by them in accordance with the City Charter and Vermont State Statute, as applicable, for misrepresentation of any statement made on this application.

Sign here: Chrysta Murray

Date: 9/14/2023

Submit completed application to the City Manager's Office at: execassist@barrecity.org

City Manager's Office Use Only

Notified by: email phone on ___/___/___ to attend Council Mtg. on ___/___/___

Notified by: [redacted]

Term of Appointment: From [redacted] to [redacted]

Chrysta Murray

September 9, 2023

Nicolas Storellicastro

City Manager

6 North Main Street

Barre, VT 05641

Dear Mr. Storellicastro,

I am writing to express my keen interest in serving on the Developmental Review Board (DRB) in our city, as recently advertised. The prospect of contributing to the growth, development, and overall well-being of our community through this role is truly exciting to me.

As a dedicated resident of City for over ten years, I have had the privilege of witnessing the evolution of our city firsthand. This experience has cultivated in me a deep appreciation for the unique character and identity of our community, and I am committed to playing an active role in preserving and enhancing it. I feel that serving on the DRB is a way for me to fulfill my civic duty and actively engage in decisions that impact our community. I am dedicated to upholding the best interests of our city and its residents. I had the pleasure of talking to Linda Shambo about the DRB so I could get an understanding of the group dynamic and what has been accomplished. She expressed how important the boards' role is in the development of our great city and that the vacancies were huge losses. She raved about your collaboration and leadership.

I am excited about the prospect of contributing my skills and passion to the Developmental Review Board. I believe that my dedication, experience, and commitment to the welfare of our city make me a strong candidate for this position.

Thank you for considering my application. I would welcome the opportunity to discuss my candidacy further and explore how I can contribute to the ongoing success and development of Barre. Please feel free to contact me at 802-839-0749 or Chrysta.Murray@gmail.com to discuss any questions you may have.

Sincerely,

Chrysta Murray



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 10/24/23

Agenda Item No. 9-C

AGENDA ITEM DESCRIPTION: Reduce the size of the Parks & Recreation and Transportation & Public Works Committees from 9 members to 5 members

SUBJECT: City volunteers

SUBMITTING DEPARTMENT/PERSON: Manager Storrellicastro

STAFF RECCOMENDATION: Reduce the size of the subject committees

BACKGROUND:

At its March 28, 2023 meeting, the City Council approved a committee re-set that among other actions did the following:

- Combined the Transportation Advisory Committee and the Path, Routes, & Trails Committee into a new Transportation & Public Works Committee
- Combined the Civic Center Committee and Recreation Committees into a Buildings, Facilities & Indoor Recreation Committee.

Following feedback received from volunteers, the Council subsequently separated the Recreation Committee from the Buildings & Facilities Committee and added it to the newly created Cemeteries, Outdoor Recreation & Conservation Committee. After additional feedback, at its August 8, 2023 meeting, the Council separated the Cemeteries, Outdoor Recreation & Conservation Committees into a Cemeteries Committee and Recreation Committee.

Including the resignations accepted by the Council during the Consent Agenda, the Transportation & Public Works Committee currently has 4 members and 5 vacancies. The Parks & Recreation Committee has 5 members and 4 vacancies.

It is recommended that the Council reduce the size of both Committees to 5 members for two key reasons:

- **Quorums are a challenge.** The Committees, particularly Transportation & Public Works, have struggled to make quorums to meet. With so many vacancies, just a few members being unable to attend result in meetings needing to be cancelled for lack of a quorum.
- **Lack of available recruits to fill seats.** During a recent effort to seek members for all committees with vacancies, only 3 people applied for these committees (one for Transportation & Public Works and two for Parks & Recreation). There are no other applicants interested in serving, which means that unless the committee sizes are reduced, the quorum issues are likely to continue.

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

RECOMMENDED ACTION/MOTION:

Move to reduce the size of the Transportation & Public Works and Parks & Recreation Committees from 9 members to 5 members.

Public Hearing Notice

CVSWMD Hearing on Per Capita Assessment and Preliminary FY 2025 Budget

The Central Vermont Solid Waste Management District (CVSWMD) will hold a hearing to take public comments about the per capita assessment, capital budget, and the preliminary draft budget for fiscal year FY2025 (beginning July 1, 2024).

The proposed FY25 Per Capita Assessment will be \$1 per person. There is no proposed change in the FY25 Per Capita Assessment of member towns.

Copies of the FY2025 preliminary draft budget are available at cvswmd.org or by calling 802-229-9383, ext. 100, or email outreach@cvswmd.org.

Wednesday, October 25, 2023 at 6 pm

Join Zoom Meeting:

<https://us02web.zoom.us/j/82733079673?pwd=RjIYOTV2dmdXcWVhT0dxR3RveEtEz09>

Meeting ID: 827 3307 9673

Passcode: 260574

Dial by your location: +1 929 205 6099 US (New York)

Members of the public do not need a computer to attend this meeting, they may attend in person at CVSWMD's office at 137 Barre Street, Montpelier where a computer (or phone) and online access will be provided.

Written comments on the budget and per capita assessment are welcome until noon, on Friday, October 27, 2023. Comments may be sent by email to administration@cvswmd.org or by mail: 137 Barre St, Montpelier VT 05602.





MEMORANDUM

TO: CVSWMD Member Municipalities
FROM: Dan Casey, General Manager
DATE: October 10, 2023
RE: CVSWMD FY25 Preliminary Budget and Per Capita Assessment – Public Hearing

Central Vermont Solid Waste Management District (CVSWMD) is holding a public hearing remotely and in-person at CVSWMD’s offices on Wednesday, October 25th at 6 PM to take public comments regarding the preliminary FY25 budget and capital assessment. Comments may also be made in writing until noon on Friday, October 27th. Information is attached about attending the public hearing, details about the preliminary budget, and options for offering comments.

Please note that the per capita assessment for member municipalities is set at \$1 for FY25. This rate has been in place for several years, with the exception of FY21, when CVSWMD’s Board reduced the rate to \$.50 for one year in response to anticipated COVID-19 financial challenges:

Year	Per Capita	Year	Per Capita	Year	Per Capita
FY88	\$0.40	FY01	\$1.50	FY14	\$1.00
FY89	\$0.50	FY02	\$2.10	FY15	\$1.00
FY90	\$0.50	FY03	\$2.10	FY16	\$1.00
FY91	\$0.50	FY04	\$2.10	FY17	\$1.00
FY92	\$0.50	FY05	\$2.10	FY18	\$1.00
FY93	\$0.75	FY06	\$2.10	FY19	\$1.00
FY94	\$0.75	FY07	\$3.10	FY20	\$1.00
FY95	\$1.50	FY08	\$3.10	FY21	\$0.50
FY96	\$1.50	FY09	\$3.10	FY22	\$1.00
FY97	\$1.50	FY10	\$3.10	FY23	\$1.00
FY98	\$1.50	FY11	\$2.00	FY24	\$1.00
FY99	\$1.50	FY12	\$2.00	FY25	\$1.00
FY0	\$1.50	FY13	\$2.00		

Municipal officials are encouraged to comment on the municipal per capita assessment or any other aspect of the budget.

Please note that CVSWMD continues to work toward the purchase of land and construction of the Household Hazardous Waste collection facility. The FY25 budget will be adjusted as that project takes shape. (Funding committed by CVSWMD’s Board of Supervisors for the project is reflected in the Capital Plan for FY25). CVSWMD will communicate with member municipalities regarding any budget changes associated with that project.

Please do not hesitate to contact me if you have any questions about the FY25 budget or CVSWMD programming and thank you for your ongoing partnership with CVSWMD!

Dan Casey
General Manager
Central Vermont Solid Waste Management District
Office: 802.229.9383 x 108

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Wednesday, October 25, 2023 at 6 pm

Join Zoom Meeting:

<https://us02web.zoom.us/j/82733079673?pwd=RjIYOTV2dmdXcWVhT0dxR3RveEtEz09>

Meeting ID: 827 3307 9673

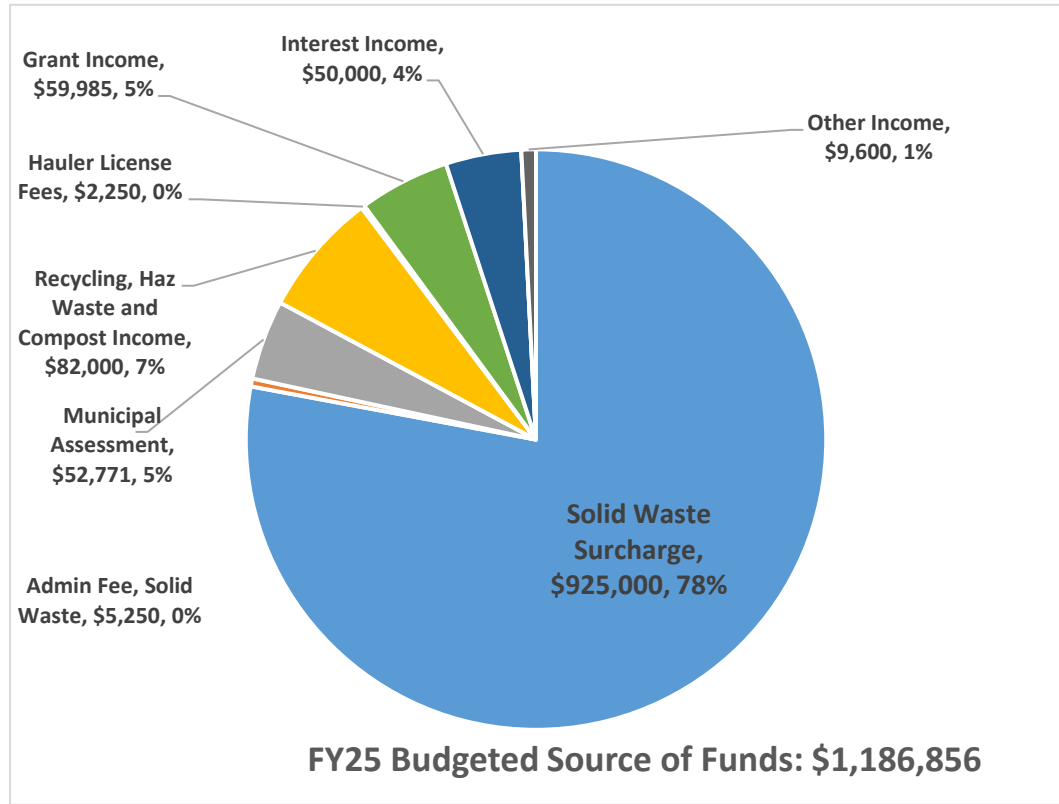
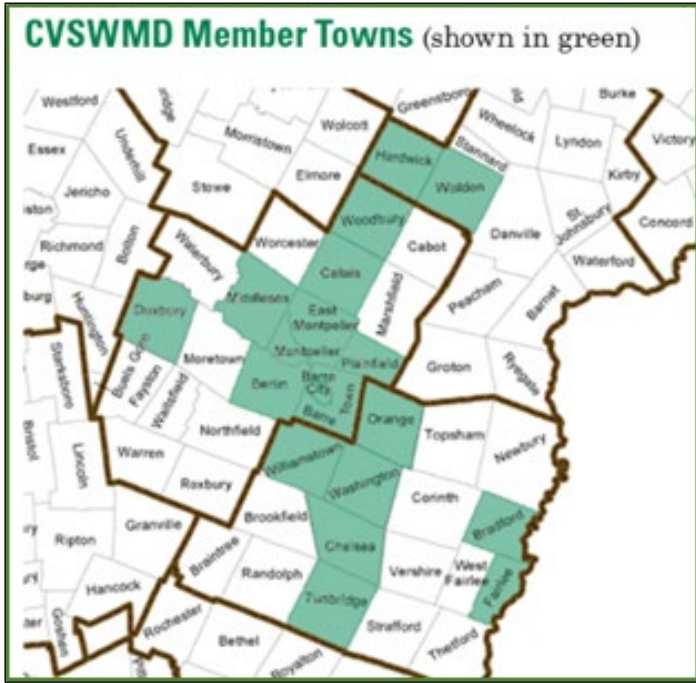
Passcode: 260574

Dial by your location: +1 929 205 6099 US (New York)

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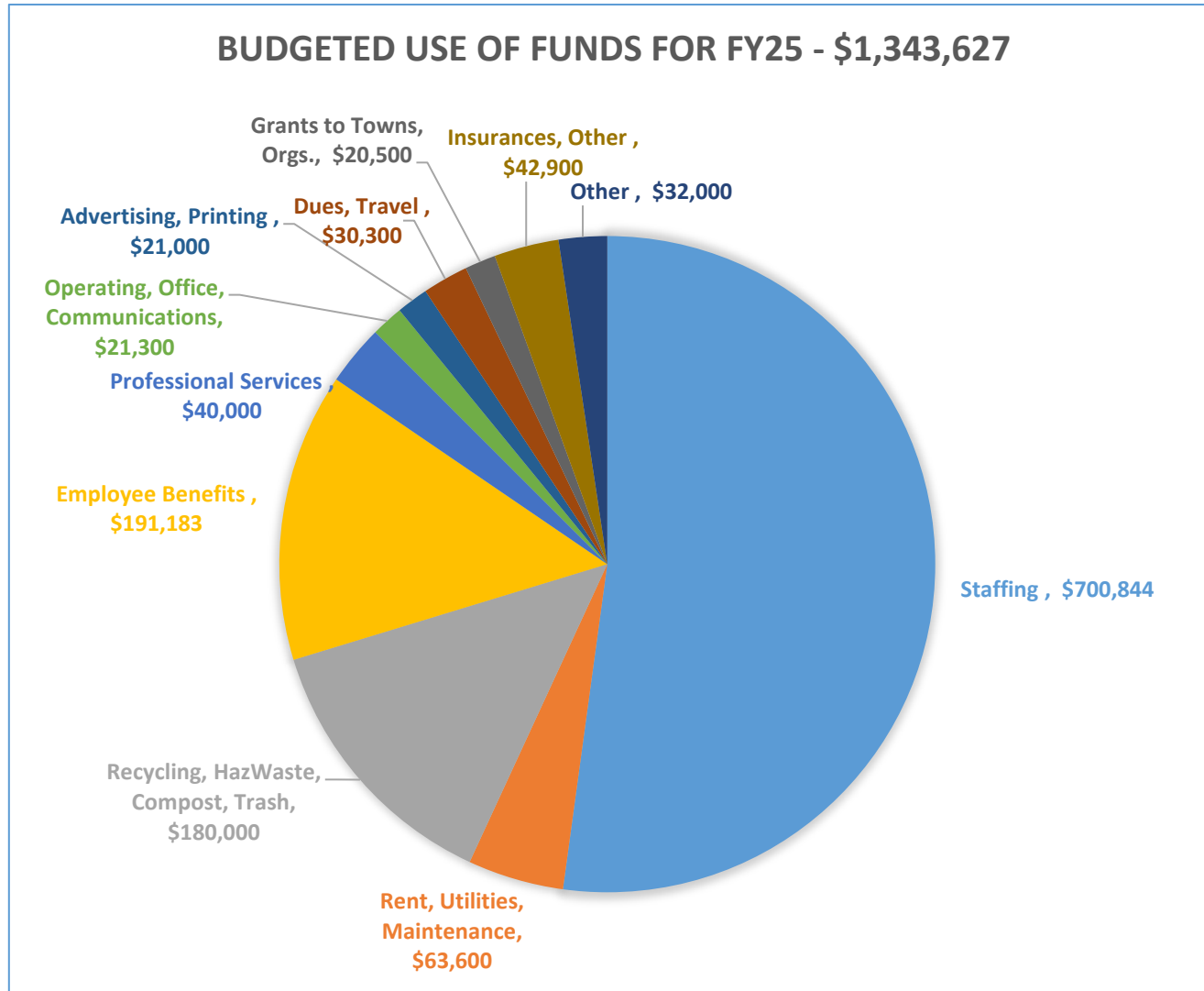
FY2025 Budget Summary

The **Central Vermont Solid Waste Management District** is a union municipality, created by the General Assembly for the “*purpose of providing for disposal of solid waste generated by member municipalities and their residents. The means of disposal may include collection, transportation, resource recovery, recycling, land disposal, or any combination of these¹.*”

CVSWMD is one of more than a dozen solid waste management entities recognized by the State of Vermont, and consists of 19 member municipalities. CVSWMD member municipalities will pay a yearly assessment of \$1 per resident, in FY25, totaling less than 5% of our annual budget.

The largest source of CVSWMD income (78%) comes from the surcharge assessed on all solid waste generated in member communities, and paid through fees charged by commercial haulers.

Other FY25 income sources are administrative fees on solid waste, recycling income from the sale of recyclable materials and user fees for recycling and food scrap drop off (compost income) at CVSWMD’s Additional Recyclables Collection Center (ARCC) and Household Hazardous Waste collections; hauler license fees, grant income, sales of composting equipment, interest income on cash reserves, and miscellaneous other income.



Information shown at the left provides a breakdown of all CVSWMD expenses into traditional financial categories. CVSWMD has 8 FTE (full-time equivalent) and 1 part-time staff; including officers and administrative, communications, and operations staff. CVSWMD provides grants to member municipalities, contracts for a range of professional and material transfer services, and has an active outreach and citizens’ awareness program as part of the District’s **Solid Waste Implementation Plan**, which we are required to submit to the State of Vermont – see <http://www.cvswwd.org/our-plan.html> for details.

The FY25 budgeted use of funds is based on 100% staffing levels (10 FTE Positions), however it is anticipated that the labor shortage may reduce staffing costs if positions remain open and are unable to be filled. Although the budget as presented reflects a deficit of \$156,771, the Board of Supervisors will consider staffing levels, the labor market, and other factors before the FY25 budget is finalized in May of 2024.

Disposal of hazardous waste, recycling of

materials, and other CVSWMD activities all have costs, as does managing the programs administratively. CVSWMD strives to provide the public with high


quality outreach and education. CVSWMD staff work with all the public schools in the District to support environmental education and composting. CVSWMD continuously works to increase our efficiencies and lower cost to District residents for our programs.

CVSWMD is working to develop a permanent, year-round Household Hazardous Waste facility in Berlin, which in time will be part of a CVSWMD “Eco Center,” where our headquarters and all our programs will share the same site and streamline our costs. The project has been awarded \$600,000 in grant funding from the State of Vermont for facility construction and the CVSWMD’s Board of Supervisors has committed another \$1,100,000. Consultants are currently determining whether permits for our operations are able to be secured and are, simultaneously, putting together hard costs for the first phase of the project. Information will be shared with our member towns and their constituents as it becomes available.

ⁱThe CVSWMD charter can be viewed at <http://legislature.vermont.gov/statutes/fullchapter/24APPENDIX/403>



Central Vermont Solid Waste Management District
 137 Barre Street
 Montpelier, VT 05602
 (802) 229-9383
www.cvswmd.org

	CVSWMD FY25 Draft Capital Expenditures Plan approved by Executive Board and Financial Oversight Committee September 2023	FY25	COMMENTS / REVISIONS
	July 1, Beginning Capital Asset Value:	\$ 1,966,610	FY Starting Capital Assets
	Total Income	\$ 60,000	
	Total Expense	\$ (163,500)	Total projected expense from Capital improvements/purchases
	FY capitalized annual assets acquired	\$ 163,500	Total value of assets to be acquired in FY
	FY Net Expense	\$ (103,500)	Expense minus Income (net expense) for assets acquired in FY
	FY ending balance capital assets	\$ 2,130,110	Value of existing assets + planned purchases
	FY Net balance capital assets - Year End	\$ 2,130,110	



Draft Preliminary FY 2025 CVSWMD Budget Approved By CVSWMD Executive Board and Financial Oversight Committee September 2023		
INCOME/REVENUES		
4000	Per Ton Surcharge	\$925,000
4002	Admin Fee (Beneficial Reuse)	\$5,250
4010	Assessments	\$52,771
4030	Recycling Income - ARCC	
	XXXX - Recycling Income, Intake	\$50,000
	XXXX - Recycling Income, Materials	\$12,000
4040	Composting Income	\$4,000
4050	Hazardous Waste Income	\$16,000
4055	Hauler License Fees	\$2,250
4060	Grant Income	\$59,985
4070	Interest Income	\$50,000
4080	Merchandise Sales Income	\$0
4950	Sale of Depreciable Equipment	\$0
4999	Miscellaneous Income	
	4900 - Rent Income	\$9,600
	4999 - Miscellaneous Income	
	TOTAL INCOME	\$1,186,856
COST OF EQUIPMENT SOLD		
5000	Cost of Equipment Sold	\$0
EXPENSES		
6000	Payroll	\$700,844
6003	Retirement Contribution	\$21,183
6004	Employee Benefits	\$170,000
6006	Professional Services	\$40,000
6020	Insurances	
	6021 - Unemployment Insurance	\$1,900
	6030 - Insurance - General Liability	\$17,000
	6040 - Insurance - Workers Comp	\$24,000
	6020 - Insurances - Other	

Draft Preliminary FY 2025 CVSWMD Budget Approved By CVSWMD Executive Board and		
6051 - Operating Expenses		
	6050 - Operating/Office Supplies	\$9,000
	6055 - Grant Equipment Not Sold	
	6080 - Advertising	\$18,000
	6090 - Tel-Comm. Expense	\$10,300
	6100 - Postage Expense	\$2,000
	6110 - Dues & Subscriptions	\$20,000
	6120 - Conferences / Meetings	\$7,000
	6170 - Rent/Leases Expense	\$33,600
	6180 - Printing Expense	\$3,000
	6190 - Utility Expense	\$17,000
	6200 - Travel Expense	\$800
	6210 - Bank Charge Expense	
	6220 - Interest Expense	
6060 - Repair & Maintenance		
		\$13,000
6070 - Vehicle Expense		
		\$2,500
6140 - Recycling Expense		
		\$8,000
6145 - Trash Expense		
		\$10,000
6150 - Hazardous Waste Expense		
		\$160,000
6155 - Composting Expense		
		\$2,000
6230 - Contributions & Match & Grants		
	6231 - School Zero Waste Grants	\$5,000
	6232 - Organizational Waste R&R Grants	\$2,500
	6233 - Green Up Day Grants	\$6,000
	6234 - Municipal Services Grants	\$5,000
	6242 - Emergency Mun. Response Grants	\$2,000
	6230 - Grants Other	
6300 - Taxes & Fees, State and Local		
		\$12,000
6690 - Reconciliation Discrepancies		
7000 - Miscellaneous Expense		
		\$20,000
7100 - Bad Debt		
9000 - Depreciation Expense		
	TOTAL EXPENSES	\$1,343,627
	Net Income	-\$156,771