

REGULAR COUNCIL MEETING

Tuesday, November 1, 2022, 7:00pm

Meetings are Hybrid (Council Chambers and Zoom)

<https://us06web.zoom.us/j/84167678361?pwd=b3FQVFhwd3BZVndvRENQTGV4WU4wZz09>

Meeting ID: 841 6767 8361 Passcode: 425227

One tap mobile: 929-205-6099

Page	Item
	1. Call to Order – 7:00 pm
	2. Adjustments to the Agenda
	3. Visitors and Communications
	4. Consent Agenda
3.	A. Approval of Minutes of the Special City Council Meeting October 25, 2022
3.	B. Approval of Minutes of the Regular City Council Meeting October 25, 2022
7.	C. Approval of City Warrants from Week of Wednesday November 2, 2022
	D. Clerk’s Office Licenses and Permits
	E. Ratification of authorization for the City Manager to execute the Wheelock House lease extension
	5. City Clerk & Treasurer Report
15.	6. Liquor Control Board/Cannabis Control Board
	7. City Manager’s Report
	8. Unfinished Business
	9. New Business
17.	A. Holiday free parking request from The Barre Partnership (Manager)
18.	B. FY24 Budget Department Reviews: Planning, Permitting and Assessing Services, Buildings & Community Services, and Recreation Departments (Manager and Department Heads)
52.	C. Establishment of a Governance Committee (Mayor)
	10. Upcoming Business
	11. Round Table
	12. Executive Session – As Needed
	13. Adjourn

Nicolas Storlicastro, City Manager

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

OTHER MEETINGS AND EVENTS

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

Wednesday November 2nd

Homelessness Task Force – 7:00pm Hybrid (Public Safety Building and Zoom)

Thursday November 3rd

Board of Civil Authority Hybrid (council Chambers and Zoom)

Development Review Board –7pm Hybrid (council Chambers and Zoom)

Monday November 7th

Recreation Committee 5P.M. Alumni Hall/ Zoom



City of Barre, Vermont

“Granite Center of the World”

R. Nicolas Storrellicastro
City Manager

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Barre, VT 05641
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citymanager@barrecity.org

MEMO

TO: City Council
FR: The Manager
DATE: 10/28/22
SUBJECT: Packet Memo re: 11/1/22 Council Meeting Agenda Items

Councilors:

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

General: None.

Adjustments to the Agenda: None at this time.

Consent Agenda: None.

New Business:

Item 9-A: Holiday free parking request from The Barre Partnership (Manager)

There is no action memo for this item, but rather a letter from Tracie Lewis, Executive Director of The Barre Partnership, requesting establishment of free parking in downtown Barre from Thursday, November 24, 2022 through Sunday, January 1, 2023, consistent with past practice.

Item 9-B: FY24 Budget Department Reviews: Planning, Permitting, and Assessing Services, Buildings and Community Services, and Recreation (Manager & Department Heads)

There is no action memo for this item, but rather presentations that Director Shatney, Director Bergeron, and Assistant Director Quaranta will deliver, in addition to line-by-line expense budgets for these departments. These reviews are intended to allow for the Council’s line-by-line review of department budgets for purposes of the development of the FY24 budget. While the presentations provide high-level reviews, we welcome your questions on any portions of the budgets being presented.

Item 9-C: Establishment of a governance committee (Mayor)

Mayor Hemmerick will present a proposal for the establishment of a Governance Committee. I have reviewed his proposal and am supportive of establishing such a committee and of the proposed composition of the body.

Executive Session: None at this time.

**Special Meeting of the Barre City Council
Held October 25, 2022**

The Special Meeting of the Barre City Council was called to order in person and via video platform by Mayor Jake Hemmerick at 6:00 PM at Barre City Hall. In attendance in person or virtually were: From Ward I, Councilors Emel Cambel and Thom Lauzon; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Michael Deering and Samn Stockwell. City staff members present were City Manager Nicolas Storrellicastro and Clerk/Treasurer Carol Dawes.

Absent: NONE

Also present: NONE

Adjustments to the Agenda: NONE

Executive Session – Manager Storrellicastro requested adding a real estate discussion regarding 22 Hill Street to the items to be discussed in executive session. Councilor Cambel made the motion to find that premature general public knowledge of real estat, and personnel issues 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 with Councilor Boutin voting against.**

Council went into executive session at 6:05 PM to discuss real estate and personnel issues under the provisions of 1 VSA § 313 on motion of Councilor Stockwell, seconded by Councilor Lauzon. Manager Storrellicastro and Clerk Dawes were invited into the executive session. **Motion carried with Councilor Boutin voting against.**

Councilor Stockwell recused herself from the real estate discussion around 22 Hill Street due to conflict of interest.

Councilor Stockwell rejoined the executive session for additional discussion on personnel issues.

Council came out of executive session at 7:00 PM on motion of Councilor Waszazak, seconded by Councilor Stockwell. **Motion carried.**

Council authorized Manager Storrellicastro to issue the letter to committees and boards as discussed and edited in executive session on motion of Councilor Waszazak, seconded by Councilor Deering. **Motion carried.**

The meeting adjourned at 7:01 PM on motion of Councilor Waszazak, seconded by Councilor Deering. **Motion carried.**

**Regular Meeting of the Barre City Council
Held October 25, 2022**

The Regular Meeting of the Barre City Council was called to order in person and via video platform by Mayor Jake Hemmerick at 7:02 PM at Barre City Hall. In attendance in person or virtually were: From Ward I, Councilors Emel Cambel and Thom Lauzon; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Michael Deering and Samn Stockwell. City staff members present were City Manager Nicolas Storrellicastro, Police Chief Braedon Vail, Deputy Police Chief Larry Eastman, Interim Fire Chief Joe Aldsworth, Finance Director Dawn Monahan, and Clerk/Treasurer Carol Dawes.

Absent: NONE

Adjustments to the Agenda: Adding a new consent agenda item for approval to execute the Wheelock House lease extension, to be ratified at next week's meeting.

Visitors and Communications – NONE

Approval of Consent Agenda:

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

- A. Approval of Minutes:
 - i. Special meeting of October 11, 2022.
 - ii. Regular meeting of October 11, 2022.
- B. City Warrants as presented:
 1. Approval of Week 2022-43, dated October 26, 2022:
 - i. Accounts Payable: \$228,318.18
 - ii. Payroll (gross): \$141,181.98
- C. 2022 Licenses & Permits:
- D. Acceptance of Vermont Department of Public Safety FY22 State Homeland Security Grant Program Award.
- E. Approval to execute the Wheelock House lease extension.

City Clerk & Treasurer Report –

Clerk/Treasurer Dawes reported on the following:

- Ballots for the November 8th general election are being mailed to new voters as they register. Voters can return the voted ballots before the election, or bring with them to the polls.
- The Board of Civil Authority is meeting tomorrow evening at 6PM to complete this year's property tax assessment appeals.
- The Board of Civil Authority is holding its pre-election meeting on Thursday, November 3rd, at 6:00 PM in the Council chambers.

Liquor Control Board/Cannabis Control Board –

Clerk Dawes noted Councilors will consider a Cannabis Manufacturers Tier 2 license application at next week's meeting for Green Mountain Hash, which is working in conjunction with ForbinsFinest LLC.

City Manager's Report –

Manager Storellicastro noted the following:

- Held a town hall with the Department of Public Works' staff members.
- DPW is doing water main work in the Warren Street neighborhood. Councilors thanked the Manager and DPW for outreach efforts to those who might be effected.
- Semi-annual hydrant flushing will be taking place in the near future.
- Coordinating street lane painting with VTRANS.
- The ice is down in the BOR, and public skating begins on November 8th.
- Met new Barre Area Development Corporation executive director Aimee Green.
- Held final meeting with last group of committee chairs.
- The year's Wheels for Warmth event is being held at the Vermont Granite Museum this coming Thursday – Saturday. The City is working closely with the event to coordinate traffic control.
- There are a number of Halloween activities over the next several days, including a parade and party on Saturday, and downtown trick-or-treating on Monday, October 31st.

Unfinished Business – NONE

New Business –

A) Extra Mile Day Mayoral Proclamation.

Mayor Hemmerick read the profiles for this year's nominees Jason & Ashley Aldrich, Margaret Ferguson, and Renita Marshall, and read the mayoral proclamation. A copy of the proclamation was given to Ms. Aldrich, and copies will be mailed to Ms. Ferguson and Ms. Marshall.

B) FY24 Budget Department Reviews: Police Department & Emergency Medical Services Department.

Police Chief Braedon Vail reviewed the draft FY24 budget and noted the purchase of body cameras will be made with grant funds, or asset forfeiture funds rather than general funds. The Chief said the police, communications, and meter enforcement departments account for 25% of the City's general fund budget. He spoke of call volumes, the embedded mental health clinician, staffing levels, the community outreach specialist, and liability associated with operating a jail. The Chief reviewed revenues from various parking initiatives including meters and permits.

Interim Fire Chief Joe Aldsworth reviewed the draft FY24 budget for fire and emergency medical services. He spoke of calls for service, ambulance revenues, contracts for billing services provided to other towns, phased equipment replacements, mutual aid, and seeking grant funding for radio replacements. The Interim Chief said there will be a separate presentation to Council on code enforcement initiatives. He noted there are 2,600 apartments on the rental registry. There was discussion on the permitting process and fees in comparison with state permits, revamping electrical permits to more closely match the state, and setting aside funds annually for vehicle replacements.

C) Approval to pay remaining Enterprise Aly Acquisition principal.

Manager Storlicastro reviewed his memo regarding use of the fund balance to pay off the note for the 2011 purchase of 16 Enterprise Aly, and noted it would provide a savings of \$15,000 per year in the general fund budget for the next 10 years. The total principal amount due is \$149,153.63. Councilor Lauzon said he has a philosophical difference of opinion with regards to interpretation of sec. 601(b) of the City's charter, and allocating funds for reduction of future property taxes. There was discussion on the use of the undesignated fund balance, and the charter language.

Council authorized the Manager to use the fund balance to pay the \$149,153.63 remaining principal on the purchase of 16 Enterprise Aly, with payment to be made in FY23, on motion of Councilor Cambel, seconded by Councilor Waszazak. **Motion carried with Councilor Lauzon voting against.**

Upcoming Business –

- Consideration of cannabis Manufacturers Tier 2 license application at next week's meeting.
- Presentation of draft FY24 budgets for the Permitting, Planning & Assessing Department, and Buildings and Community Services Department, including recreation, at next week's meeting.
- Presentation of a grant application from the Diversity & Equity Committee.
- Discussion on re-setting committees and boards.
- Creation of a charter working group in advance of 2023 town meeting.
- Presentation of the capital improvement plan.

Round Table –

Councilor Stockwell noted the great Halloween decorations in the Howard Street/River Street neighborhood.

To be approved at 11/01/2022 Barre City Council Meeting

Councilor Deering reviewed the Halloween, school, and recreation activities this weekend.

Councilor Boutin thanked those who made donations to the Barre Partnership for street decorations for Merry Barre Holidays.

Councilor Lauzon reminded people of this weekend's Wheels for Warmth event at the VT Granite Museum, and encouraged people to have their chimneys cleaned before using their fireplaces and woodstoves.

Mayor Hemmerick reminded people to check their smoke detectors, and replace batteries as needed.

Executive Session – NONE

The meeting adjourned at 8:45 PM on motion of Councilor Boutin, seconded by Councilor Waszazak.
Motion carried.

The open portions of this meeting were recorded on the video meeting platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

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

01122	ABILITY NETWORK INC						
	22M-0157249	electronic patient paper	001-6040-340.0948	AMBULANCE BILLIN MAILERS	0.00	122.80	147028
01150	AIRGAS USA LLC						
	9130777865	oxygen cylinder	001-8050-350.1061	SUPPLIES - GARAGE	0.00	154.54	147029
01215	ALLEGIANCE TRUCKS JERICHO						
	X12201170501	wheels	001-8050-350.1061	SUPPLIES - GARAGE	0.00	569.16	147030
	X12201170901	valve tubeless tire	001-8050-350.1061	SUPPLIES - GARAGE	0.00	25.84	147030
	X12201186501	kt cap kit	001-8050-320.0743	TRUCK MAINT - STS	0.00	50.22	147030
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					0.00	645.22	
01005	ALLEN ENGINEERING INC						
	112502518011	sta floc	003-8330-360.1141	POLYMER	0.00	6,653.60	147031
01060	AMAZON CAPITAL SERVICES						
	1JDD6DQK7FGR	disposable towels	001-6050-350.1056	TRAINING SUPPLIES	0.00	28.28	147032
	1KY7QYFW91TG	monthly planner	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	24.87	147032
	1P4TT3X63L4X	screen protector, case	001-6050-310.0616	PAGERS/CELL/AIR CARDS	0.00	24.85	147032
	1WDG9NXV3D6T	screen protector, case	001-6050-310.0616	PAGERS/CELL/AIR CARDS	0.00	58.98	147032
	1YN7NFMG6FKR	key tags, netgear battery	001-6040-350.1053	OFFICE SUPPLIES	0.00	66.03	147032
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					0.00	203.01	
01057	AT&T MOBILITY						
	519X10192022	cell phone	001-7050-200.0214	TELEPHONE	0.00	43.93	147033
	519X10192022	cell phone	001-8050-200.0214	TELEPHONE	0.00	36.03	147033
	519X10192022	cell phone	003-8300-200.0214	TELEPHONE	0.00	43.93	147033
	519X10192022	cell phone	003-8330-200.0214	TELEPHONE	0.00	18.01	147033
	519X10192022	cell phone	002-8200-200.0214	TELEPHONE	0.00	43.93	147033
	519X10192022	cell phone	001-8030-200.0214	TELEPHONE	0.00	43.93	147033
	519X10192022	cell phone	001-5040-200.0214	TELEPHONE	0.00	48.97	147033
	543X10192022	cell phone	001-6040-200.0215	CELL PHONES/AIR CARDS	0.00	505.06	147033
	839X10192022	cell phone	001-8020-200.0214	TELEPHONE	0.00	58.20	147033
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					0.00	841.99	
02047	BARRE ELECTRIC & LIGHTING SUPPLY I						
	340033	light bulbs	001-6070-200.0211	TRAFFIC LIGHT MAINTENANCE	0.00	5.93	147034
02123	BARRE PARTNERSHIP THE						
	FY23CITYNOV	november monthly payment	001-8035-120.0172	BARRE PARTNERSHIP	0.00	5,635.50	147035
02193	BEN'S UNIFORMS						
	105809	badges	001-6040-340.0940	CLOTHING	0.00	151.66	147036
	105922	collar pins	001-6040-340.0940	CLOTHING	0.00	93.09	147036
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					0.00	244.75	
02496	BENDA CHRISTOPHER & BRENDA						
	02846	delq w/s overpayment	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	9.90	147037

10/28/22
03:43 pm

City of Barre Accounts Payable
Warrant/Invoice Report # 23-18

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

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

02183	BENJAMIN KEN						
	10122022	flannel lined shirt	001-8050-340.0940	CLOTHING	0.00	49.99	147038
02204	BENOIT ELECTRIC INC						
	7080	install new starter/heate	003-8330-320.0740	EQUIPMENT MAINT	0.00	1,285.07	147039
02217	BROOK FIELD SERVICE						
	10822-WTP	kohler annual service	003-8330-320.0740	EQUIPMENT MAINT	0.00	1,425.00	147040
	10822-WWTP	wwtp annual service	002-8220-320.0740	EQUIPMENT MAINT	0.00	1,625.00	147040
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					0.00	3,050.00	
02055	BURLINGTON COMMUNICATIONS SERVICE						
	BCS11498	single head remote mount	050-5100-120.0180	EQUIPMENT EXPENSE	0.00	936.78	147041
03293	CARDINAL TRACKING INC						
	131254	ticketrak handheld, print	001-6045-470.1271	METER & HANDHELD REPLACEM	0.00	3,342.67	147042
03145	CHAMPLAIN VALLEY EQUIPMENT						
	WB20019	switch kit, bearing, bolt	001-8500-320.0740	EQUIPMENT MAINT	0.00	2,097.62	147043
	WB20056	belt, bushing, filter	001-8500-320.0740	EQUIPMENT MAINT	0.00	1,154.27	147043
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					0.00	3,251.89	
03420	CHAMPLAIN VALLEY PLUMBING AND HEAT						
	703396	244.4 gallons fuel	001-8050-330.0829	FUEL OIL - GARAGE	0.00	896.95	147044
	704492	500 gallons fuel	003-8330-330.0825	FUEL OIL	0.00	1,835.00	147044
	704614	241.9 gallons fuel	003-8330-330.0825	FUEL OIL	0.00	887.78	147044
	735290	255.2 gallons of fuel	001-7015-330.0831	WHEELLOCK BLDG FUEL	0.00	936.58	147044
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					0.00	4,556.31	
03013	CODY CHEVROLET-CADILLAC INC						
	26423	2023 chevy silverado 1500	050-5600-490.1330	FIRE DEPT VEHICLES	0.00	40,493.00	147045
03315	CONSOLIDATED COMMUNICATIONS						
	10182022	radio circuits	002-8220-320.0724	RADIO MAINT	0.00	66.96	147046
	10182022	radio circuits	001-8020-320.0724	RADIO MAINT	0.00	46.11	147046
	10182022	radio circuits	001-8050-320.0724	RADIO MAINT	0.00	46.11	147046
	10182022	radio circuits	002-8200-320.0724	RADIO MAINT	0.00	46.12	147046
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					0.00	205.30	
05030	ESMI OF NEW YORK LLC						
	446244	biosolids removal	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	2,550.40	147047
	451247	biosolids disposal	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	2,467.19	147047
	451929	biosolids removal	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	5,594.91	147047
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					0.00	10,612.50	
05007	EVERETT J PRESCOTT INC						
	6083642	riser, dirt shield	002-8200-320.0750	MAIN LINE MAINT	0.00	419.55	147048

10/28/22
03:43 pm

City of Barre Accounts Payable
Warrant/Invoice Report # 23-18

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SeniorAcctClerk1

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	6090822	fitting, couplings	002-8200-320.0755	SERVICES MAINT (CURBS)	0.00	285.80	147048
	6095218	macro coupling	002-8200-320.0750	MAIN LINE MAINT	0.00	1,018.38	147048
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					0.00	1,723.73	
06065	FISHER AUTO PARTS						
	291-700016	air filters	001-6040-320.0720	CAR/TRUCK MAINT	0.00	209.08	147049
07016	GALLS LLC						
	022440869	duty boots	001-6040-340.0943	FOOTWARE	0.00	140.76	147050
07207	GENEGA CHRISTOPHER JAMES						
	01502	delq w/s overpayment	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	5.52	147051
07006	GREEN MT POWER CORP						
	10142022	135 n main wheelock	001-7015-200.0210	WHEELLOCK ELECTRICITY	0.00	119.92	147052
	10142022-044	public works garage	001-8050-200.0210	ELECTRICITY	0.00	477.72	147052
	101422	dpw water dept yard lt	002-8200-200.0207	Electricity-Burnham Yd Li	0.00	25.67	147052
	101422-48336	prospect st bridge heat	002-8200-200.0204	ELECTRICITY-PROSPECT BDGE	0.00	20.96	147052
	101422-83423	dpw sewer dept bldg	003-8300-200.0210	ELECTRICITY	0.00	95.02	147052
	10182022	n main st dente park	001-8040-200.0210	ELECTRICITY CURRIER/DENTE	0.00	43.34	147052
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					0.00	782.63	
08053	HOLLAND CO INC						
	18109	pch 180	002-8220-320.0755	PCH180	0.00	11,080.80	147053
08907	HUTCHINS ROOFING CO						
	8647	repair pavilion roof	021-5010-320.0731	CONTRACTED SERVICE	0.00	8,750.00	147054
09043	INGERSOLL LINDA JEAN ESTATE OR CIT						
	0045-0060	delq taxes overpayment	001-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	3,045.43	147055
09021	IRVING ENERGY						
	830922	propane	001-7035-330.0836	PROPANE	0.00	1,154.76	147056
12009	LOWELL MCLEODS INC						
	S73209	spring, u bolt, bolt	001-8050-320.0743	TRUCK MAINT - STS	0.00	1,541.36	147057
12144	LUSSIER BRANDY						
	03087-101822	delq w/s overpayment	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	19.56	147058
11059	LW BILLS COMPANY						
	1020	keltron receiver repair	001-6040-320.0726	MAINT FIRE ALARM/NEW BOX	0.00	2,950.40	147059
13068	MAIN STREET LAW LLP						
	68403	professional svces	001-5030-120.0173	PROF SERVICES - LABOR	0.00	125.00	147060
	68404	usw negotiations	001-5030-230.0517	CONTRACT NEGOTIATIONS	0.00	1,500.00	147060
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					0.00	1,625.00	
13061	MAINE OXY						
	3002585384	propane cylinders	001-7030-350.1053	SUPPLIES/EQUIPMENT	0.00	474.52	147061

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

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

13031	MARTIN PENNY						
	02196-101822	delq w/s overpayment	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	114.19	147062
13898	MCGEE FORD OF MONTPELIER						
	249651	replace crank case	001-6040-320.0720	CAR/TRUCK MAINT	0.00	419.22	147063
14157	NEEDHAM ELECTRIC SUPPLY CORP						
	S5923537.001	port cord, angle plug	001-8050-350.1061	SUPPLIES - GARAGE	0.00	390.86	147064
14134	NORTHEAST DELTA DENTAL						
	11012022	november invoice	002-8200-110.0153	DENTAL INS	0.00	136.78	147065
	11012022	november invoice	002-8220-110.0153	DENTAL INS	0.00	106.86	147065
	11012022	november invoice	003-8330-110.0153	DENTAL INSURANCE	0.00	106.86	147065
	11012022	november invoice	001-2000-240.0018	DENTAL PAYABLE	0.00	2,822.05	147065
	11012022	november invoice	003-8300-110.0153	DENTAL INSURANCE	0.00	170.34	147065
	11012022	november invoice	001-9020-110.0153	DENTAL INSURANCE	0.00	2,581.22	147065
	11012022	november invoice	001-9020-110.0153	DENTAL INSURANCE	0.00	33.22	147065
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					0.00	5,957.33	
14089	NORTHFIELD SAVINGS BANK						
	102122-40603	loan#406034503	001-9050-230.0534	FIRE TRUCK NOTE	0.00	37,499.95	147066
	102122-40603	loan#406034503	001-9070-230.0534	TOWER TRUCK INTEREST	0.00	15,692.72	147066
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					0.00	53,192.67	
14055	NORWAY & SONS INC						
	16842	replace ballasts	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	6,458.42	147067
16058	PENSCO TRUST CO LLC						
	00712	delq w/s overpayment	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	275.13	147068
16003	PIKE INDUSTRIES INC						
	1208891	asphalt-quarry st	003-8300-320.0750	MAIN LINE MAINT	0.00	416.66	147069
	1208891	asphalt-quarry st	002-8200-320.0750	MAIN LINE MAINT	0.00	417.49	147069
	1209160	asphalt	002-8200-320.0750	MAIN LINE MAINT	0.00	1,081.49	147069
	1209160	asphalt	003-8300-320.0750	MAIN LINE MAINT	0.00	415.83	147069
	1209160	asphalt	001-8050-350.1062	SUPPLIES - SW	0.00	828.34	147069
	1209160	asphalt	001-8050-360.1172	BITUMINOUS HOT MIX-ST5	0.00	501.32	147069
	1210274	asphalt	001-8050-360.1172	BITUMINOUS HOT MIX-ST5	0.00	250.66	147069
					-----	-----	
					0.00	3,911.79	
16125	PORTLAND GLASS						
	361-1015783	lamiclear sheet-plow dmge	001-8050-230.0531	SNOW DAMAGE-PLOW	0.00	992.09	147070
17004	QUARANTA STEPHANIE L						
	101222	mileage	001-7050-130.0182	TRAVEL/MEALS	0.00	51.88	147071

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

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

17002	QUILL CORP						
	28387780	dab n seal 4 pack	001-5050-350.1053	OFFICE SUPPLIES	0.00	13.77	147072
18126	R&L ARCHERY INC						
	102-26493	gun cleaners, oil	001-6050-350.1056	TRAINING SUPPLIES	0.00	77.61	147073
	102-26723	bullets	001-6050-350.1056	TRAINING SUPPLIES	0.00	138.48	147073
					-----	-----	
					0.00	216.09	
18051	RADIO NORTH GROUP INC THE						
	24144594	repaired decoder board	001-6040-320.0724	RADIO MAINT	0.00	160.00	147074
18208	ROUTE 2 AUTO						
	3286	remove lights, sirens, ra	001-6050-320.0720	VEHICLE MAINTENANCE	0.00	565.00	147075
19210	S D IRELAND CONCRETE CONSTRUCTION						
	362325	quikrete for mh repairs	003-8300-320.0750	MAIN LINE MAINT	0.00	831.00	147076
	362325	quikrete for mh repairs	001-8050-350.1064	SUPPLIES - SS	0.00	831.00	147076
	362353	pay balance due	001-8050-350.1064	SUPPLIES - SS	0.00	34.00	147076
					-----	-----	
					0.00	1,696.00	
19418	SANEL NAPA - BARRE						
	372157	front conventional-capsul	001-8050-320.0743	TRUCK MAINT - STS	0.00	45.67	147077
19150	SHERWIN WILLIAMS CO						
	2406-0	paint	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	470.50	147078
	2621-4	paint	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	3,999.25	147078
	9033-1	return paint	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	-235.25	147078
					-----	-----	
					0.00	4,234.50	
20133	TIME WARNER CABLE						
	701597011001	cable, internet	001-6040-200.0214	PHONE /LANDLINE/INTERNET	0.00	296.80	147079
20002	TIMES ARGUS ASSOC INC						
	182180	agenda ad 10/25/22	001-5010-230.0510	ADVERTISING/PRINTING	0.00	269.17	147080
20005	TOWN OF BARRE						
	22460	intercept	001-6040-120.0171	CONSULTANT FEES	0.00	250.00	147081
20065	TUCKER RUSSELL						
	101522	work boots reimb	001-8050-340.0943	FOOTWARE	0.00	207.65	147082
	114816480412	safety orange sweatshirt	001-8050-340.0940	CLOTHING	0.00	37.50	147082
					-----	-----	
					0.00	245.15	
21002	UNIFIRST CORP						
	70172525	uniforms	003-8330-320.0743	TRUCK MAINT	0.00	14.77	147083

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	70172525	uniforms	003-8300-340.0940	CLOTHING	0.00	42.59	147083
	70172525	uniforms	003-8330-340.0940	CLOTHING	0.00	61.66	147083
	70172528	uniforms	001-8500-340.0940	CLOTHING	0.00	28.06	147083
	70172528	uniforms	001-6043-340.0940	CLOTHING	0.00	28.93	147083
	70172528	uniforms	001-7030-340.0940	CLOTHING	0.00	66.00	147083
	70172528	uniforms	001-7015-340.0940	CLOTHING	0.00	14.93	147083
	70172528	uniforms	001-7020-340.0940	CLOTHING	0.00	36.58	147083
	70172529	uniforms	001-8050-320.0743	TRUCK MAINT - STS	0.00	95.04	147083
	70172529	uniforms	001-8050-340.0940	CLOTHING	0.00	269.15	147083
	70172529	uniforms	002-8200-340.0940	CLOTHING	0.00	128.74	147083
	70172529	uniforms	003-8300-340.0940	CLOTHING	0.00	89.14	147083
	70172530	uniforms	002-8220-340.0940	CLOTHING	0.00	69.64	147083

					0.00	945.23	
21054 UNITED CONSTRUCITON & FORESTRY LLC							
	9695262	solenoid, bolt, nuts	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	1,743.65	147085
21017 UNUM LIFE INS CO OF AMERICA							
	10172022	november invoice	001-9020-110.0152	LIFE INSURANCE	0.00	3,522.30	147086
	10172022	november invoice	001-9020-110.0152	LIFE INSURANCE	0.00	43.41	147086
	10172022	november invoice	001-2000-240.0017	LIFE PAYABLE	0.00	1,666.78	147086
	10172022	november invoice	002-8200-110.0152	LIFE INS	0.00	177.64	147086
	10172022	november invoice	002-8220-110.0152	LIFE INS	0.00	144.76	147086
	10172022	november invoice	003-8330-110.0152	LIFE INSURANCE	0.00	187.77	147086
	10172022	november invoice	003-8300-110.0152	LIFE INSURANCE	0.00	221.29	147086

					0.00	5,963.95	
22181 VERMONT COMMERCIAL REFRIGERATION L							
	1064	replace tower ret tank	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	10,784.00	147087
	1067	start refrigeration	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	1,068.00	147087

					0.00	11,852.00	
22142 VERMONT DOOR COMPANY							
	34066	rear door repair	001-7020-320.0729	ANNEX MAINT	0.00	85.00	147088
22006 VLCT PACIF							
	INT020100322	adding vehicle to insuran	001-9060-110.0162	PROPERTY & CASUALITY	0.00	124.00	147089
22023 VLCT PACIF CLAIMS							
	20220862-G01	warren st-flooded basemen	002-8200-110.0162	CLAIMS/DEDUCTIBLES	0.00	1,000.00	147090
22124 VT OFFENDER WORK PROGRAMS-SIGN/STE							
	PR12022	index cards	001-6040-350.1053	OFFICE SUPPLIES	0.00	80.54	147091
23050 W B MASON CO INC							
	233717825	battery, face mask, wipes	001-7035-350.1049	CUSTODIAL SUPPLIES	0.00	39.32	147092

By check number for check acct 01(GENERAL FUND) and check dates 11/02/22 thru 11/02/22

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	233717825	battery, face mask, wipes	001-7015-350.1053	OFFICE SUPPLIES	0.00	40.78	147092
	233717825	battery, face mask, wipes	001-7050-350.1053	OFFICE SUPPLIES	0.00	22.04	147092
	233717825	battery, face mask, wipes	001-7015-470.1270	MACHINE/EQUIP OUTLAY	0.00	65.16	147092
					-----	-----	
					0.00	167.30	
23003 WASHINGTON COUNTY TREASURER							
	102722-PMT2	payment #2 county tax	001-9110-220.0422	WASHINGTON COUNTY TAX	0.00	20,209.50	147093
23191 WHITE BIRCH ARMORY							
	0428	holsters	001-6050-340.0941	EQUIPMENT - SAFETY	0.00	95.00	147094
	1782	guns, holsters, magazine	040-0280-360.1165	PROJECT MATERIALS	0.00	19,832.00	147094
					-----	-----	
					0.00	19,927.00	
					-----	-----	
Report Total						257,658.20	
						=====	

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 \$ ***257,658.20

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



**Permit List to Council
October 22, 2022 to October 28, 2022**

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
7	Elliston Street	E22-000121	Electrical Permit	Complete rewire of the house with new panel.	10/21/2022	Jeffrey Mowgli
21	Park Street	E22-000122	Electrical Permit	Installation of air handler furnace, heat pump heaters and service upgrade to 200A.	10/24/2022	Laura J. Cadmus
21	Metro Way	Z22-000050	Zoning Permit	Change of Use: Space sublet from Forbins Finest change from former greenhouse to hash manufacturing by Green Mountain Hash, LLP	11/08/2022	Metro Development One, LLC



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: 11-01-22**

Consent Item No.: _____ **Discussion Item No.** _____ **Action Item No.** 6

AGENDA ITEM DESCRIPTION:

Liquor Control Board/Cannabis Control Board

SUBJECT:

Consideration of Manufacturers Tier 2 cannabis license application from Green Mountain Hash LLC, DBA Low-Key Alchemy, DBA Luna Xochitl; 21 Metro Way

SUBMITTING DEPARTMENT/PERSON:

Carol Dawes, clerk/treasurer

STAFF RECOMMENDATION:

Approve license, contingent upon completing the 15-day waiting period for their recently issued zoning permit, which will become effective on October 8, 2022.

STRATEGIC OUTCOME/PRIOR ACTION:

Not applicable

EXPENDITURE REQUIRED:

None.

FUNDING SOURCE(S):

Not applicable.

LEGAL AUTHORITY/REQUIREMENTS:

Guidance provided previously

BACKGROUND/SUPPLEMENTAL INFORMATION:

Council created the Local Cannabis Control Board on 6/14/22.

LINK(S):

[7 VSA § 863. Regulation by local government](#)

ATTACHMENTS:

Email from VT CCB re. Green Mountain Hash Manufacturers Tier 2 cannabis application

INTERESTED/AFFECTED PARTIES:

Barre City employees, residents, visitors

RECOMMENDED ACTION/MOTION:

Approval of Green Mountain Hash application, to be submitted to VT Cannabis Control Board following the zoning permit 15 day waiting period.

Carol Dawes

From: noreply@salesforce.com on behalf of VCCB Portal No Reply
<ccb.noreply@vermont.gov>
Sent: Thursday, October 20, 2022 2:19 PM
To: Carol Dawes
Subject: VT CCB: Application S-000000923 Approved

The Cannabis Control Board would like to inform you that S-000000923, Manufacturers Tier 2 has been approved. This applicant's proposed cannabis establishment is within your municipality.

Pursuant to state law, most cannabis establishment application materials are confidential. See 7 V.S.A. § 901(h)(1)(A). The Board is sharing some of the application information in this document to facilitate the Local Control Commission's licensing review. The Board asks that you abide by state law and maintain the confidentiality of this information.

The Local Control Commission may request further information about the proposed cannabis establishment directly from the applicant.

Business Legal Name and Registered Alternatives: Green mountain hash llp DBA Low-key Alchemy DBA Luna Xochitl
Address: [REDACTED] (Please note that the address of this establishment is not public information)
Principals and Controlling Entities: Adam Platt, Justin Massie, Hope Aguilera
Primary Contact's Email Address: greenmountainhash@gmail.com
Primary Contact's Phone Number: 518-331-4326

For this license type, the applicant is asked the following questions which may be relevant to your review:

- Do you comply with required inspections or permits from other state and local agencies (for example, certificates of occupancy)?
 - Yes
- Do you comply with applicable municipal ordinances?
 - Yes
- Is your proposed Cannabis Establishment project in a public building?
 - Yes

In order to issue this license, the CCB requires the approval of Barre's Local Control Commission.

Please submit documentation of the Local Control Commission's decision via email to CCB.Applications@vermont.gov

Please note that, pursuant Rule 2.14(d), decisions must be communicated to the Board within 60 days of receipt of request for approval. If the decision is outstanding for over 60 days, the Board will consider it a presumptive approval to grant and will move forward with the applicant as appropriate.

Local Control Commission authority is defined at 7 V.S.A. § 863, and the Board has developed information for municipalities and Local Control Commissions on its [website](#). For a list of upcoming projects proposed in your municipality, [click here](#)

Thank you,

Cannabis Control Board

October 27, 2022

Carol Dawes, City Clerk
City of Barre
5 North Main Street
Barre, VT 05641

RE: Request of Holiday Free Parking

Dear Carol:

The Barre Partnership wishes to request free parking in downtown Barre beginning on Thanksgiving Day, Thursday, November 24, 2022 and ending on Sunday, January 1, 2023. Please let me know if you request further information.

Thank you in advance for your assistance.

Sincerely,

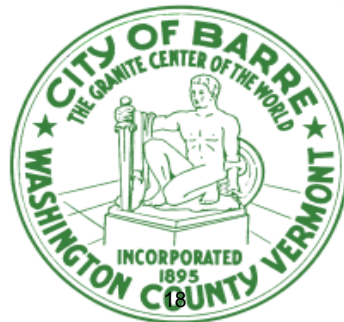
A handwritten signature in blue ink that reads "Tracie A. Lewis". The signature is written in a cursive, flowing style.

Tracie A. Lewis
Executive Director

Planning, Permitting & Assessing Services Budget Presentation

FY24 Proposed Budget

November 1, 2022

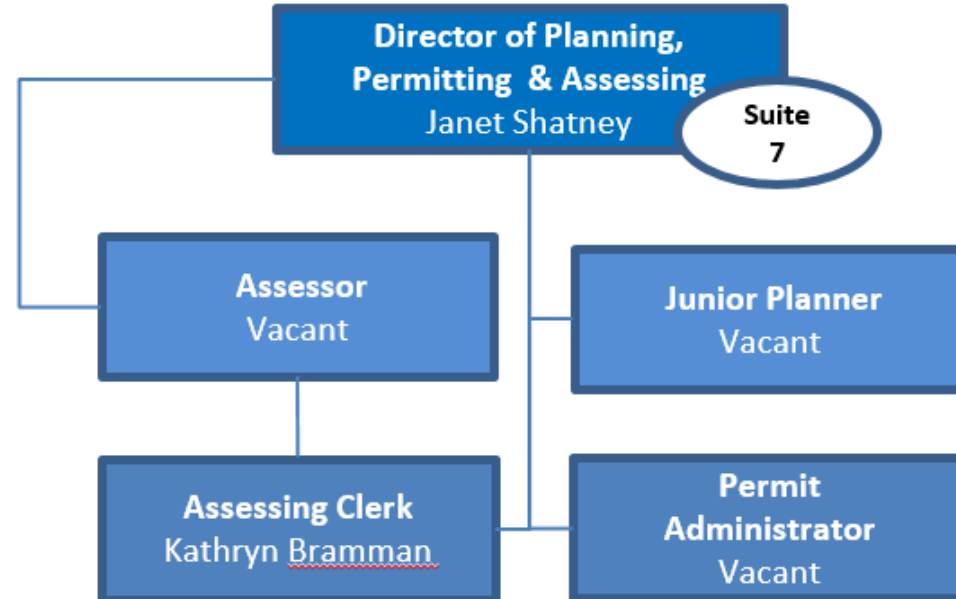


Staffing – Planning/Permitting (8030)

The Planning Department budget consists of 3 FTE: Department Director, Permit Administrator, Junior Planner

Staffing – Assessing (5020)

The Assessing Department budget consists of 2 FTE: Full-Time Assessor; Full-Time Assessing Clerk



Assessing Budget Overview

2 FTE: Assessor; Assessing Clerk
(*accounts for 1.3% of the City budget*)

FY23 Approved	FY24 Proposed	% Increase/(Decrease)
\$ 179,769	\$ 180,484	0.40

Changes attributing to 0.6% of the overall City Budget; 0.9% of Department Budget:

- Salary Adjustments increases
- Reduction of OT allowance
- Reduction of the training & development
- Reduction of the software licensing fees
- Rollups (*removals*) from Department include Telephone; Advertising/Printing; Office Supplies; Office Equipment; Computer Equipment)

Assessing Services

- Maintains the Grand List for the City, including lodging the abstract, sending out change of appraisal notices, receiving grievances, hearing grievances, and lodging the final Grand List [<https://www.barrecity.org/assessment.html>]
 - April 1 Assessor finalizes compiling any last changes to the working grand list, known as the Abstract
 - Homestead Declarations must be filed by April 15 so that they can be used appropriately
 - Deadline to lodge (create) the Abstract (preliminary grand list) is June 24
 - Deadline to send out any changes of appraisal notices is June 24
 - Grievances must be filed with the Assessor no later than July 8, or no later than 14 days from the date the Changes of Appraisal notices went out
 - Grievance hearings MUST end by July 22, and results of the grievances MUST be mailed no later than July 29 (results must be mailed within 7 days of close of hearings)
 - The final Grand List must be lodged no later than August 14. this means the final Grand List is turned over to the City Clerk
- Reviews and approves/denies all tax exemption requests
- Reviews Tax Stabilization Agreements
- Performs the annual Sales/Equalization Study (*equalization, or average*) for the State Department of Taxes which then notifies all municipalities of the official Coefficient of Dispersion (COD) and Common Level of Appraisal (CLA).
 - Results in the annual COD which is the measure of uniformity of appraisal. This gives a broader look at the state of the market values.
 - Results in the annual CLA. This is a measurement to be sure that a municipality is paying their fair share of education property tax to the state's Education Fund (Act 60, passed in 1997)

Assessing Services, continued

- Meets a myriad of statutory deadlines throughout the year (an assessing year runs April 2 to April 1)
- Reviews all Property Tax Transfer Reports (PTTRs) and deeds received in Clerk's Office for input into assessing software
- Completes the monthly homestead downloads
- Reviews and maintains Veterans Exemptions, and applies them properly
- Reviews and maintains, and applies properly any covenant restrictions and subsidized housing forms accordingly
- Tracks state payments
- Maintains the City's GIS mapping program
- Serves the public for questions and requests
- Notifies all departments monthly of changes to property owners for updating all records
- Clerk maintains the 911 map with the State 911 Coordinator
- Completes corrected tax bills when changes occur after first mailing
- Uploads property sales report to the city website [<https://www.barrecity.org/assessment.html>]

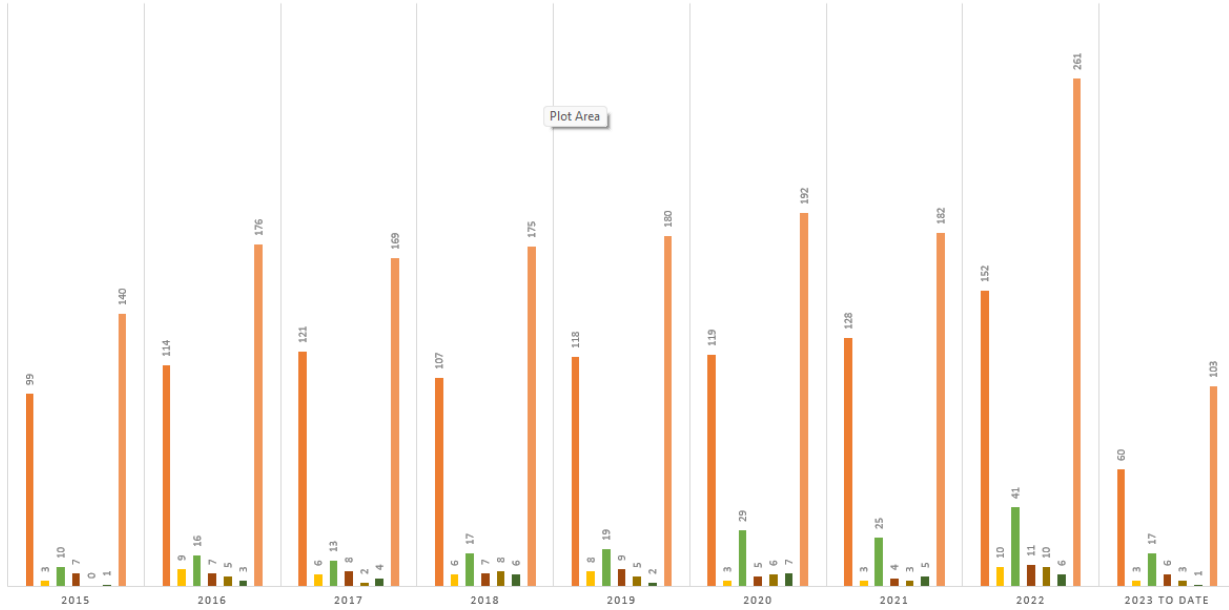
Fun Facts

- Do you really know how to read your tax bill?
<https://tax.vermont.gov/property/tax-bill>
- Homestead means the principal dwelling and parcel of land surrounding it, owned and occupied by the residents of the domicile
- Housesite means that portion of a homestead that includes the principal dwelling and as much of the land surrounding the dwelling as is reasonably necessary for use of the dwelling (cannot be more than 2 acres per dwelling unit)

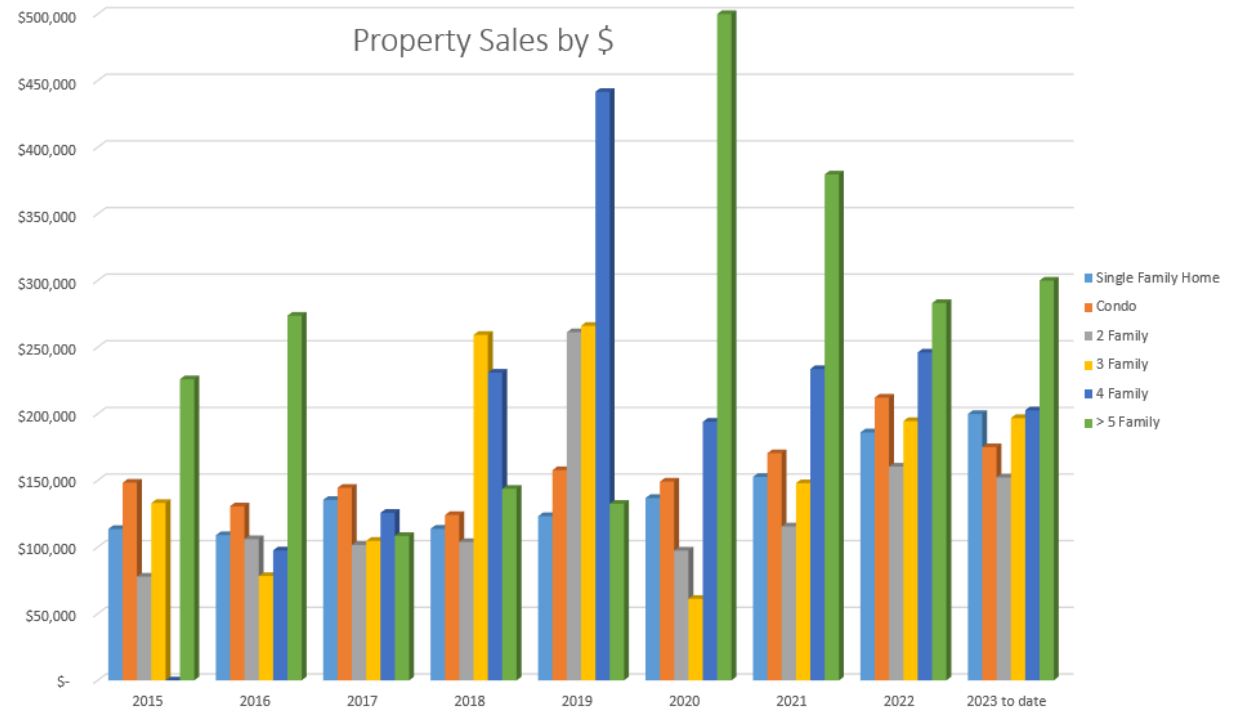
Assessing Statistics

PROPERTY SALES BY NUMBER

Single Family Home Condo 2 Family 3 Family 4 Family > 5 Family Total Property Sales



Property Sales by \$



Planning/Permitting Budget Overview

3 FTE: Department Director; Permit Administrator; Junior Planner
(accounts for 2.2% of the City budget)

FY23 Approved	FY24 Proposed	% Increase/(Decrease)
\$ 289,683	\$ 306,506	5.81

Changes attribute to 4.8% of overall City Budget; 4.3% of Department Budget:

- Salary Adjustments increases
- OT remains static
- Professional Services/Consultant remains static
- Reduction of (cash) Grants Match allowance
- Reduction of Training & Development allowance
- Reduction of Travel & Meals
- Reduction of Dues & Memberships Fees
- Increase in the software licensing fees
- Rollups (*removals to an overall city-wide line*) from Department include Telephones and Mobile phone; Advertising/Printing; Office Supplies)

Planning/Permitting Services

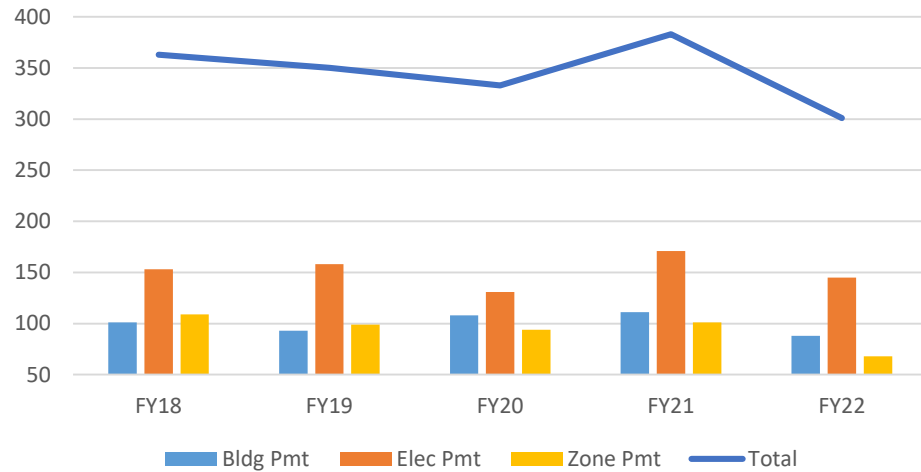
- Staff to the Development Review Board (*statutory requirements apply*)
 - Receives applications
 - Determines completeness
 - Prepares agenda for publishing
 - Prepares review against the Unified Development Ordinance for the members
 - Compiles packet and sends out
 - Attends hearing
 - Drafts the Decision for the Chair to sign and issue
- Staff to the Planning Commission
 - Considered the leaders of the community on planning matters and should represent all members and interests of the community
 - Prepares the Municipal Plan for the City Council
 - Maintains and prepares any amendments to the Unified Development Ordinance
 - Participates in review of any applications for Act 250 or Section 248 (*Certificates of Public Good in front of the Public Service Board*)
 - Conducts various studies related to land development, design, historic preservation, conservation of energy, etc.
 - Recommends codes and standards, including building, fire, electrical and housing codes, and specifications for streets and related public improvements

Planning/Permitting Services, continued

- Grant Administration for the City
 - Manages the five (5) closed grants/deferred loans for Capstone Community Action (ends 2061); Highgate Housing (ends 2034); Lincoln House (ends 2058); Resource (ends 2060); and Downstreet Housing (ends 2046)
 - Managing and/or assisting with various grants in the City and all the various duties that come with that (reporting, special conditions, ensuring proper documentation is completed by the City Attorney and submitted (i.e., mortgage notes, subgrant agreements, etc.))
- Receives, reviews, approves and issues zoning, building, flood hazard & electrical permits
- Helps customers at the counter, on the phone and via email daily
- Assists Code Enforcement with some administrative duties
- Is Point of Contact for initial Time of Sale Inspections requests with fees
- Issues Vacant Building Registrations, receives fees when submitted after Code Enforcement tracks
- Manages the annual rental registry annually by invoicing rentals, receiving monies and tracks registration compliance
- Maintains both the permitting software and the Code Enforcement software
- Is the Central Vermont Regional Planning Commission's Commissioner representative
 - Currently is the Secretary/Treasurer on the Executive Committee
 - Chairs the Brownfields Committee
 - Chairs the Project Review Committee

Permitting Statistics & Fun Facts

Permits Issued FY18-FY22

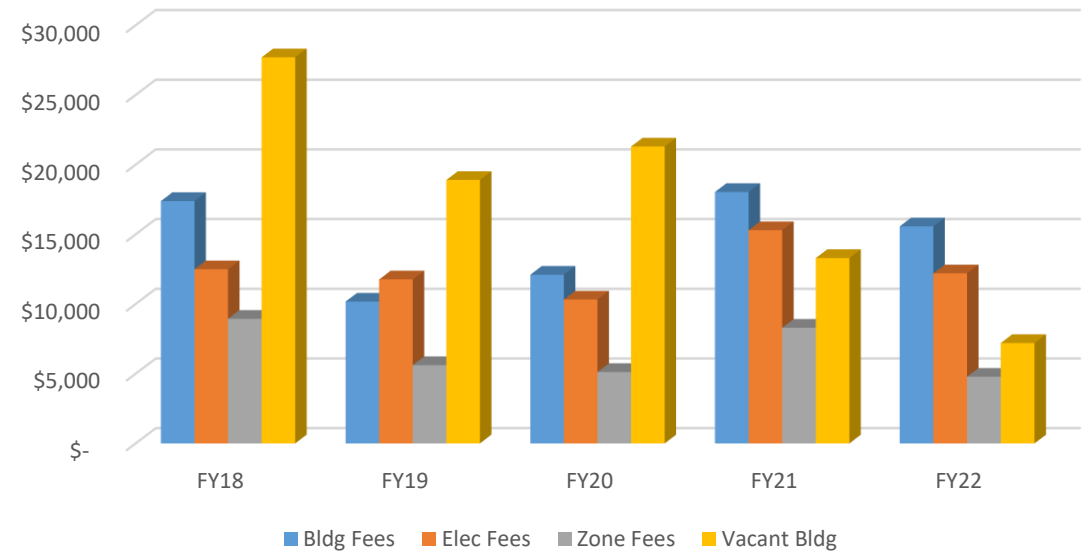


Time of Sale inspections have generated a total of \$7,480 since being enacted in FY20.

Note: On average, 4 flood permits have been issued per year, and those are excluded from the chart above.

Recording fees are included in the amounts in this chart, and account for \$21,372 in revenue since FY18.

Permit Fees FY18-FY22



Note: Flood fees have averaged ~\$102/year and are excluded from the chart above.

Department Review: Savings Achieved

Department	Savings	\$
Assessor	Overtime	\$ 1,500
Assessor	FICA associated w/ OT cuts	\$ 115
PPA	Training	\$ 300
PPA	Travel/Meals	\$ 100
PPA	Dues/Membership	\$ 100
PPA	Grants Match	\$ 12,500
PPA	Training & Dev	\$ 700
	Totals	\$ 15,315

Grants match savings assumes that most grant activity will be related to ARPA. As a result, most matches in FY24 should also be funded through ARPA.



CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDING JUNE 30, 2024

FY24 GF Budget - Template

Line No.	Account No	Account Description	FY 24 Template	FY 23 Approved	FY 22 Unaudited	FY 22 Approved	FY21 Audited
1	EXPENSES						
2	(5020) ASSESSOR						
3	001-5020-100.0110	Base Salary , Longevity (1.0 FTE)	\$ 59,588	\$ 56,355	\$ 55,439	\$ 55,025	\$ 52,611
4		1 FT EMPLOYEE ASSESSOR (This line: <u>TOTAL</u> Compensation allowance-including Benefits)	\$ 84,080	\$ 83,500	\$ -	\$ 85,000	\$ -
5	001-5020-100.0112	Overtime	\$ 1,000	\$ 2,500	\$ 148	\$ 250	\$ -
6	001-5020-110.0150	FICA	\$ 9,204	\$ 8,880	\$ 4,217	\$ 4,209	\$ 3,998
7	001-5020-130.0180	Training/Development	\$ 500	\$ 2,000	\$ 30	\$ 300	\$ -
8	001-5020-210.0311	SW License fees (Proval, 20% CAI GIS SW)	\$ 6,500	\$ 7,500	\$ 3,459	\$ 5,500	\$ 6,016
9	001-5020-340.0944	Vision (1 FTE)	\$ 200	\$ 200	\$ -	\$ 200	\$ 565
10	001-5020-350.1054	Office Equipment	\$ -	\$ 500	\$ 230	\$ 500	\$ -
11	001-5020-440.1241	Contracted Services	\$ -	\$ -	\$ 315	\$ -	\$ 34,043
12	001-9020-110.0151	Health Insurance	\$ 10,872	\$ 10,368	\$ -	\$ 10,368	\$ -
13	001-9020-110.0152	Life Insurance	\$ 564	\$ 550	\$ -	\$ 460	\$ -
14	001-9020-110.0153	Dental Insurance	\$ 450	\$ 436	\$ -	\$ 465	\$ -
15	001-9030-110.0154	Pension	\$ 7,526	\$ 6,980	\$ -	\$ 6,445	\$ -
16	Sub Total		\$ 180,484	\$ 179,769	\$ 63,839	\$ 168,722	\$ 97,233
17			0.40%	6.55%	-34.34%	36.69%	
18	(8030) PLANNING, PERMITTING, & ZONING						
19	001-8030-100.0110	Base Salary , Longevity (2.0 FTE)	\$ 131,600	\$ 120,010	\$ 93,020	\$ 109,200	\$ 108,619
20	001-8030-100.xxxx	JR. PLANNER (TOTAL Comp allowance including benefits)	\$ 87,275	\$ 73,081	\$ -	\$ -	\$ -
21	001-8030-100.0112	Overtime Allowance	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
22	001-8030-100.0115	Professional Services/Consultant Allow.	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -
23	001-8030-110.0150	FICA	\$ 14,360	\$ 13,076	\$ 6,689	\$ 8,430	\$ 7,883
24	001-8030-120.0173	Grants Match (Allowance)	\$ 2,500	\$ 15,000	\$ -	\$ 10,000	\$ -
25	001-8030-130.0180	Training and Development	\$ 500	\$ 1,500	\$ 198	\$ 1,000	\$ 20
26	001-8030-130.0182	Travel and Meals	\$ 150	\$ 250	\$ -	\$ 250	\$ -
27	001-8030-220.0413	Dues and Membership Fees	\$ 150	\$ 250	\$ 80	\$ 250	\$ 80
28	001-8030-340.0944	Vision	\$ 380	\$ 380	\$ -	\$ 380	\$ -
29	001-8030-440.1240	Computer Software (CAI GIS)	\$ 7,800	\$ 7,500	\$ 6,095	\$ 7,000	\$ 7,374
30	001-9020-110.0151	Health Insurance	\$ 39,890	\$ 37,872	\$ -	\$ 29,304	\$ -
31	001-9020-110.0152	Life Insurance	\$ 1,128	\$ 1,096	\$ -	\$ 1,020	\$ -
32	001-9020-110.0153	Dental Insurance	\$ 890	\$ 864	\$ -	\$ 920	\$ -
33	001-9030-110.0154	Pension	\$ 8,883	\$ 7,805	\$ -	\$ 7,055	\$ -
34	Sub Total		\$ 306,506	\$ 289,683	\$ 106,082	\$ 185,809	\$ 123,976
35			5.81%	55.90%	-14.43%	1.26%	
Total PPA			\$ 486,991	\$ 469,453	\$ 169,921	\$ 354,531	\$ 221,209
			3.74%	32.41%	-23.19%		



Thank you.

Questions?



FY24 Budget Department Review: Buildings and Community Services

November 1, 2022

Key Department Activities

- Department personnel (excluding Recreation) includes:
 - Director – Jeff Bergeron
 - 4 Maintenance personnel: Joel Carminati, Clark Hastings, Rowdie Parker and David Pullman.
 - 1 City Hall/Public Safety maintenance person: April Collins (and one vacant maintenance position).
 - 1 Cemetery maintenance person: Don Bullard (Summer months – 8 part time employees).
- Manage maintenance and upkeep of: City Hall, Civic Center, and Public Safety Building.
 - Includes cleaning, maintenance, repairs, and HVAC
- Maintain and landscape seven parks, nine playgrounds/athletic fields and three cemeteries.
- Host community, recreational and athletic activities
 - 15 annual events at The Aud
 - 7 annual events at the BOR, not including the skating season (November – February)
 - Also, a number of one day events at Alumni Hall as well as the weekly Department of Motor Vehicles CDL testing throughout the year.

The proposed FY24 Buildings and Community Services budget increases by 3.73%



Department	FY23 Approved	FY24 Proposed	% Increase/ (Decrease)
City Hall and Public Safety Maintenance	\$ 331,302	\$ 335,778	1.35
Facilities (Incl. Aud, Parks & Trees, and BOR)	\$ 680,949	\$ 706,578	3.76
Cemeteries	\$ 173,572	\$ 187,705	8.14
<u>Totals</u>	<u>\$ 1,185,822</u>	<u>\$ 1,230,061</u>	<u>3.73</u>

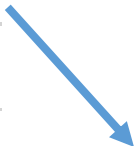
Nearly 2/3 of cost increases (65.7%) driven by projected fuel/propane increases.

Beyond fuel/propane costs, nearly the remainder of the cost increases driven by contractual personnel costs (10.8%) and seasonal staff increases for Cemeteries (22.6%)

Altogether, fuel/propane, personnel, and seasonal staff account for 99.1% of budgeted cost increases.

Department Review: Savings Achieved

Department	Savings	\$
Cemeteries	Annual Mower Replacement	\$ 6,500
Parks/Trees	Tree Removal	\$ 2,500
Facilities	Pool Water & Sewer	\$ 1,500
	<u>Totals</u>	<u>\$ 10,500</u>



Tree removal needs beyond budgeted amounts will be supported by the Shade Tree Fund.

CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDNG JUNE 30,2024

FY24 GF Budget - Template

Line No.	Account No.	Account Description	FY 24 Template	FY 23 Approved	FY 22 Unaudited	FY 22 Approved	FY21 Audited
1		EXPENSES					
2		(6043) BCS: CITY HALL MAINTENANCE					
3	001-6043-100.0110	Base Salary , incl Longevity (-5 FTE)	\$ -	\$ -	\$ 13,396	\$ 23,005	\$ 18,898
4	001-6043-100.0110	NEW MAINTENANCE (TOTAL Comp allowance including benefits)	\$ 51,921	\$ 55,513	\$ -	\$ -	\$ -
5	001-6043-100.0120	Overtime	\$ -	\$ -	\$ 259	\$ -	\$ -
6	001-6043-110.0150	FICA	\$ 2,941	\$ 2,912	\$ 953	\$ 1,760	\$ 1,283
7	001-6043-120.0173	Professional Svcs	\$ -	\$ -	\$ 458	\$ -	\$ -
8	001-6043-200.0210	City Hall Electricity	\$ 8,460	\$ 7,691	\$ 6,927	\$ 6,992	\$ 6,602
9	001-6043-200.0212	City Hall BM Solar Project	\$ 10,813	\$ 9,830	\$ 7,337	\$ 8,936	\$ 7,250
10	001-6043-200.0213	Rubbish Removal	\$ 3,000	\$ 3,000	\$ 2,506	\$ 2,800	\$ 3,059
11	001-6043-200.0215	Water and Sewer	\$ 3,125	\$ 3,125	\$ 2,339	\$ 3,000	\$ 2,769
12	001-6043-320.0731	City Hall Improvements and Repairs	\$ 20,000	\$ 25,000	\$ 76,918	\$ 25,000	\$ 67,006
13	001-6043-330.0833	Fuel Oil	\$ 57,861	\$ 41,000	\$ 36,760	\$ 35,474	\$ 27,493
14	001-6043-340.0940	Clothing (Uniform/Dry Cleaning Service)	\$ 715	\$ 623	\$ 622	\$ 650	\$ 566
15	001-6043-340.0943	Footwear	\$ 100	\$ 100	\$ 83	\$ 100	\$ 70
16	001-6043-340.0944	Vision	\$ 100	\$ 100	\$ 103	\$ 100	\$ 180
17	001-6043-350.1049	Custodial Supplies	\$ 1,500	\$ 2,500	\$ 1,676	\$ 2,500	\$ 1,361
18	001-6043-350.1050	Building and Grounds Supplies	\$ 1,500	\$ 2,000	\$ 1,332	\$ 2,000	\$ 923
19	001-9020-110.0151	Health Insurance	\$ -	\$ -	\$ -	\$ 5,184	\$ -
20	001-9020-110.0152	Life Insurance	\$ -	\$ -	\$ -	\$ 250	\$ -
21	001-9020-110.0153	Dental Insurance	\$ -	\$ -	\$ -	\$ 235	\$ -
22	001-9030-110.0154	Pension	\$ -	\$ -	\$ -	\$ 1,490	\$ -
23		Sub Total	\$ 162,036	\$ 153,394	\$ 151,669	\$ 119,476	\$ 137,459
24			5.63%	28.39%	10.34%	0.87%	

CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDING JUNE 30, 2024

Line No.	<u>Account No</u>	<u>Account Description</u>	<u>FY 24</u> Template	<u>FY 23</u> Approved	<u>FY 22</u> Unaudited	<u>FY 22</u> Approved	<u>FY21</u> Audited
25	(7015) BCS: FACILITIES: (Pool, NB Rink, Charlie's PG, Math, Lincoln)						
26	001-7015-100.0110	Base Salary, incl Long. (1 FTE)	\$ 75,870	\$ 71,545	\$ 74,074	\$ 68,810	\$ 70,579
27	001-7015-110.0150	FICA	\$ 5,804	\$ 5,473	\$ 5,462	\$ 5,264	\$ 5,109
28	001-7015-200.0210	Elect: 135 N. Main St (Wheelock Hse)	\$ 1,000	\$ 1,000	\$ 907	\$ 2,000	\$ 514
29	001-7015-200.0211	Electricity (Includes Pool)	\$ 4,000	\$ 1,500	\$ 6,990	\$ 2,500	\$ 263
30	001-7015-200.0215	Water & Sewer (Includes Pool)	\$ 8,500	\$ 10,000	\$ 10,739	\$ 10,000	\$ 3,377
31	001-7015-320.0720	Fleet Maintenance	\$ 1,500	\$ 1,500	\$ 1,371	\$ 1,500	\$ 5,347
32	001-7015-320.0721	Field Maintenance	\$ 6,000	\$ 6,000	\$ 6,310	\$ 5,000	\$ 5,890
33	001-7015-320.0730	Pool and Building Maintenance	\$ 7,500	\$ 7,500	\$ 8,139	\$ 5,000	\$ 12,894
34	001-7015-330.0831	Fuel - 135 N. Main St (Wheelock Hse)	\$ 5,395	\$ 3,100	\$ 3,942	\$ 2,634	\$ 2,362
35	001-7015-330.0835	Vehicle Fuel	\$ 6,170	\$ 4,495	\$ 4,572	\$ 2,837	\$ 2,274
36	001-7015-340.0940	Clothing (Uniform/Dry Cleaning Service)	\$ 550	\$ 625	\$ 581	\$ 500	\$ 569
37	001-7015-340.0943	Footwear	\$ 200	\$ 200	\$ 349	\$ 200	\$ -
38	001-7015-340.0944	Vision	\$ 190	\$ 190	\$ -	\$ 190	\$ -
39	001-7015-370.1380	COVID Materials	\$ -	\$ -	\$ 270	\$ -	\$ 408
40	001-7015-470.1270	Machinery and Equipment	\$ 1,500	\$ 1,500	\$ 1,415	\$ 1,500	\$ 1,922
41	001-9020-110.0151	Health Insurance	\$ 19,945	\$ 16,392	\$ -	\$ 18,936	\$ -
42	001-9020-110.0152	Life Insurance	\$ 564	\$ 548	\$ -	\$ 550	\$ -
43	001-9020-110.0153	Dental Insurance	\$ 445	\$ 432	\$ -	\$ 460	\$ -
44	001-9030-110.0154	Pension	\$ 5,121	\$ 4,650	\$ -	\$ 4,445	\$ -
45	Sub Total		\$ 150,254	\$ 136,650	\$ 125,121	\$ 132,326	\$ 111,509
46			9.96%	3.27%	12.21%	7.15%	

CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDING JUNE 30, 2024

Line No.	Account No	Account Description	FY 24 Template	FY 23 Approved	FY 22 Unaudited	FY 22 Approved	FY 21 Audited
47	(7020) BCS: MUNICIPAL AUDITORIUM						
48	001-7020-100.0110	Base Salary, incl Long. (2 FTE)	\$ 94,038	\$ 97,652	\$ 82,176	\$ 89,355	\$ 73,789
49	001-7020-100.0120	Overtime	\$ 500	\$ 500	\$ 1,683	\$ 500	\$ 597
50	001-7020-110.0150	FICA	\$ 7,232	\$ 7,509	\$ 6,233	\$ 6,874	\$ 5,253
51	001-7020-200.0210	Electricity	\$ 13,516	\$ 10,100	\$ 14,105	\$ 6,374	\$ 8,062
52	.		\$ 19,196	\$ 23,382	\$ 17,451	\$ 21,256	\$ 17,243
53	001-7020-200.0213	Rubbish Removal	\$ 6,000	\$ 7,000	\$ 5,082	\$ 7,000	\$ 4,953
54	001-7020-200.0215	Water and Sewer	\$ 3,440	\$ 3,000	\$ 2,692	\$ 3,000	\$ 2,605
55	001-7020-200.0217	IT (Hi Speed Wi-Fi Service @ Aud & BOR)	\$ 3,900	\$ 3,900	\$ 4,407	\$ 3,900	\$ 2,301
56	001-7020-320.0727	Building and Grounds Maintenance	\$ 17,000	\$ 17,000	\$ 41,899	\$ 20,000	\$ 13,093
57	001-7020-320.0729	Alumni Hall Maintenance	\$ 6,000	\$ 6,000	\$ 7,607	\$ 5,000	\$ 7,716
58	001-7020-330.0831	Fuel Oil (Aud Only starting in FY22)	\$ 37,644	\$ 22,880	\$ 25,338	\$ 19,800	\$ 22,402
59	001-7020-330.0836	Propane (Alumni Hall & Aud)	\$ 5,494	\$ 4,373	\$ 4,852	\$ 3,710	\$ 4,314
60	001-7020-340.0940	Clothing (Uniform/Dry Cleaning Service)	\$ 2,643	\$ 2,540	\$ 3,116	\$ 2,400	\$ 2,306
61	001-7020-340.0943	Footwear	\$ 400	\$ 400	\$ 357	\$ 400	\$ 175
62	001-7020-340.0944	Vision	\$ 400	\$ 400	\$ -	\$ 400	\$ -
63	001-7020-350.1049	Custodial Supplies	\$ 4,000	\$ 4,000	\$ 4,232	\$ 4,000	\$ 1,526
64	001-7020-470.1270	Machinery and Equipment Outlay	\$ 2,000	\$ 2,000	\$ 2,794	\$ 2,000	\$ 1,835
65	001-9020-110.0151	Health Insurance	\$ 30,818	\$ 36,330	\$ -	\$ 29,304	\$ -
66	001-9020-110.0152	Life Insurance	\$ 1,128	\$ 1,096	\$ -	\$ 960	\$ -
67	001-9020-110.0153	Dental Insurance	\$ 898	\$ 872	\$ -	\$ 930	\$ -
68	001-9030-110.0154	Pension	\$ 6,348	\$ 11,325	\$ -	\$ 8,920	\$ -
69	Sub Total		\$ 262,595	\$ 262,259	\$ 224,025	\$ 236,083	\$ 168,171
70			0.13%	11.09%	33.21%	-7.69%	
71	(7030) BCS: BARRE OUTDOOR RECREATION (BOR)						
72	001-7030-100.0110	Base Salary, incl Longevity (2 FTE)	\$ 104,114	\$ 89,461	\$ 97,178	\$ 86,184	\$ 78,785
73	001-7030-100.0120	Overtime	\$ 2,000	\$ 2,000	\$ 4,813	\$ 2,000	\$ 1,656
74	001-7030-110.0150	FICA	\$ 8,118	\$ 6,997	\$ 7,619	\$ 6,746	\$ 5,931
75	001-7030-200.0210	Electricity	\$ 32,632	\$ 29,666	\$ 29,607	\$ 26,969	\$ 21,781
76	001-7030-200.0212	BOR BM Solar Project	\$ 28,802	\$ 35,073	\$ 26,184	\$ 31,885	\$ 25,872
77	001-7030-200.0215	Water and Sewer	\$ 13,800	\$ 13,800	\$ 13,658	\$ 13,800	\$ 17,989
78	001-7030-320.0727	Building and Grounds Maintenance	\$ 22,000	\$ 22,000	\$ 62,677	\$ 20,000	\$ 19,973
79	001-7030-330.0836	Propane	\$ 16,826	\$ 15,840	\$ 14,405	\$ 13,440	\$ 8,075
80	001-7030-340.0940	Clothing (Uniforms)	\$ 2,200	\$ 2,290	\$ 2,990	\$ 2,000	\$ 2,081
81	001-7030-340.0943	Footwear	\$ 400	\$ 400	\$ 484	\$ 400	\$ -
82	001-7030-340.0944	Vision	\$ 400	\$ 400	\$ 384	\$ 400	\$ 565
83	001-7030-350.1049	Custodial Supplies	\$ 2,000	\$ 2,000	\$ 1,361	\$ 2,000	\$ 113
84	001-7030-350.1050	Scheduling SW	\$ 4,500	\$ 3,700	\$ 3,695	\$ 1,800	\$ 1,654
85	001-7030-350.1053	Supplies and Equipment	\$ 8,500	\$ 12,000	\$ 7,749	\$ 10,000	\$ 11,666
86	001-9020-110.0151	Health Insurance	\$ 21,745	\$ 19,736	\$ -	\$ 19,736	\$ -
87	001-9020-110.0152	Life Insurance	\$ 1,128	\$ 1,096	\$ -	\$ 1,000	\$ -
88	001-9020-110.0153	Dental Insurance	\$ 898	\$ 872	\$ -	\$ 930	\$ -
89	001-9030-110.0154	Pension	\$ 10,266	\$ 8,809	\$ -	\$ 8,145	\$ -
90	Sub Total		\$ 280,330	\$ 266,139	\$ 272,804	\$ 247,434	\$ 196,143
91			5.33%	7.56%	39.08%	4.02%	

CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDING JUNE 30, 2024

Line No.	Account No	Account Description	FY 24 Template	FY 23 Approved	FY 22 Unaudited	FY 22 Approved	FY 21 Audited
92	(7035) BCS: PUBLIC SAFETY BUILDING MAINTENANCE						
93	001-7035-100.0111	Payroll Reimbursement			\$ (3,555)	\$ -	\$ -
94	001-7035-100.0110	Base Salary, incl Long.(-5 1 FTE)	\$ 40,362	\$ 44,931	\$ 35,305	\$ 23,005	\$ 46,168
95	001-7035-100.0120	Overtime	\$ -	\$ 1,000	\$ 1,988	\$ 4,601	\$ 3,920
96	001-7035-110.0150	FICA	\$ 3,088	\$ 3,514	\$ 2,750	\$ 2,112	\$ 3,650
97	001-7035-200.0210	Electricity	\$ 23,559	\$ 21,417	\$ 17,739	\$ 19,470	\$ 17,592
98	001-7035-200.0212	PSB BM Solar Project	\$ 18,183	\$ 20,133	\$ 16,530	\$ 23,073	\$ 16,333
99	001-7035-200.0213	Rubbish Removal	\$ 3,500	\$ 3,500	\$ 3,917	\$ 3,500	\$ 3,998
100	001-7035-200.0215	Water and Sewer	\$ 5,048	\$ 3,950	\$ 3,999	\$ 4,500	\$ 3,520
101	001-7035-320.0727	Building and Grounds Maintenance	\$ 30,000	\$ 30,000	\$ 50,381	\$ 25,000	\$ 48,655
102	001-7035-330.0834	Fuel (Diesel - Standby Generator)	\$ 1,219	\$ 650	\$ 1,238	\$ 650	\$ 631
103	001-7035-330.0836	Propane	\$ 30,430	\$ 26,128	\$ 27,240	\$ 22,169	\$ 19,527
104	001-7035-340.0940	Clothing (Uniform/Dry Cleaning Service)	\$ 552	\$ 575	\$ 680	\$ 500	\$ 521
105	001-7035-340.0943	Footwear	\$ 100	\$ 100	\$ 83	\$ 100	\$ 70
106	001-7035-340.0944	Vision	\$ 95	\$ 95	\$ 103	\$ 95	\$ 180
107	001-7035-350.1049	Custodial Supplies	\$ 3,000	\$ 5,000	\$ 2,654	\$ 5,000	\$ 4,548
108	001-7035-370.1380	COVID Materials	\$ -	\$ -	\$ -	\$ -	\$ 3,757
109	001-9020-110.0151	Health Insurance	\$ 10,873	\$ 10,368	\$ -	\$ 5,184	\$ -
110	001-9020-110.0152	Life Insurance	\$ 564	\$ 548	\$ -	\$ 250	\$ -
111	001-9020-110.0153	Dental Insurance	\$ 445	\$ 436	\$ -	\$ 235	\$ -
112	001-9030-110.0154	Pension	\$ 2,724	\$ 5,562	\$ -	\$ 1,490	\$ -
113	Sub Total		\$ 173,742	\$ 177,908	\$ 161,052	\$ 140,934	\$ 173,070
114			-2.34%	26.23%	-6.94%	-0.40%	
115	(8040) PARKS AND TREES						
116	001-8040-200.0210	Electricity: Currier Park, Dente Park	\$ 900	\$ 900	\$ 771	\$ 900	\$ 777
117	001-8040-320.0725	Tree removal	\$ 12,500	\$ 15,000	\$ 17,785	\$ 15,000	\$ 2,600
118	Sub Total		\$ 13,400	\$ 15,900	\$ 18,556	\$ 15,900	\$ 3,377
119			-15.72%	0.00%	449.56%	47.22%	

CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDING JUNE 30, 2024

Line No.	<u>Account No</u>	<u>Account Description</u>	<u>FY 24</u> Template	<u>FY 23</u> Approved	<u>FY 22</u> Unaudited	<u>FY 22</u> Approved	<u>FY 21</u> Audited
120	(8500) BCS: CEMETERIES & PARKS DEPARTMENT						
121	001-8500-100.0101	Salaries, Wages and Benefits: (1 FTE)	\$ 65,723	\$ 62,634	\$ 15	\$ 57,300	\$ 1,219
122	001-8500-100.0102	Seasonal Staff - Parks	\$ 60,000	\$ 50,000	\$ -	\$ 30,000	\$ -
123	001-8500-100.0103	Overtime Allowance	\$ 1,000	\$ 1,000	\$ 2,132	\$ 750	\$ 1,100
124	001-8500-100.0109	Personnel SVE - Equip Maint	\$ -	\$ -	\$ 235	\$ -	\$ 313
125	001-8500-100.0110	Personnel SVE - Parks	\$ -	\$ -	\$ 3,520	\$ -	\$ 3,405
126	001-8500-100.0116	Personnel SVE - Elmwood	\$ -	\$ -	\$ 3,822	\$ -	\$ 4,001
127	001-8500-100.0117	Personnel SVE - Hope	\$ -	\$ -	\$ 48,616	\$ -	\$ 45,169
128	001-8500-100.0118	Personnel SVE - St. Monica	\$ -	\$ -	\$ 4,000	\$ -	\$ 3,493
129	001-8500-100.0120	PT Per Sve - Parks	\$ -	\$ -	\$ 14	\$ -	\$ -
130	001-8500-100.0121	PT Per Sve - Elmwood	\$ -	\$ -	\$ 13,184	\$ -	\$ 3,370
131	001-8500-100.0122	PT Per Sve - Hope	\$ -	\$ -	\$ 32,612	\$ -	\$ 9,890
132	001-8500-100.0123	PT Per Sve - St. Monica	\$ -	\$ -	\$ 2,059	\$ -	\$ 180
133	001-8500-110.0150	FICA	\$ 9,694	\$ 8,693	\$ 8,431	\$ 6,736	\$ 5,519
134	001-8500-130.0180	Training and Development	\$ -	\$ -	\$ -	\$ 150	\$ -
135	001-8500-130.0182	Travel and Meals	\$ 100	\$ 100	\$ -	\$ 100	\$ -
136	001-8500-200.0221	Electricity (Office)	\$ 600	\$ 600	\$ 603	\$ 600	\$ 550
137	001-8500-220.0425	Veterans Flags	\$ 2,560	\$ 2,560	\$ -	\$ 2,100	\$ 1,750
138	001-8500-320.0720	Dump Trk/Backhoe Maint Exps (No Lbr)	\$ 1,200	\$ 1,200	\$ 1,429	\$ 1,200	\$ 1,285
139	001-8500-320.0727	Building Maintenance (Hope)	\$ 1,500	\$ 1,500	\$ 2,121	\$ 1,500	\$ 1,294
140	001-8500-320.0729	Mausoleum Maintenance	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
141	001-8500-320.0730	Building & Grounds Maint (Elmwood)	\$ 2,500	\$ 2,500	\$ 1,577	\$ 2,500	\$ 1,197
142	001-8500-320.0731	Contracted Services	\$ -	\$ -	\$ 350	\$ 1,500	\$ -
143	001-8500-320.0732	Grounds Maintenance (Hope)	\$ 5,000	\$ 5,000	\$ 6,445	\$ 5,000	\$ 6,218
144	001-8500-320.0733	Building & Grounds Maint (St. Monica)	\$ 1,500	\$ 1,000	\$ 2,763	\$ 2,000	\$ 184
145	001-8500-320.0735	Dufresne Lot Expenses (Water, Taxes)	\$ 1,750	\$ 1,750	\$ 1,145	\$ 1,750	\$ 1,691
146	001-8500-320.0740	Small Equipment Maint Exps (No Labor)	\$ 4,000	\$ 2,000	\$ 4,094	\$ 2,000	\$ 3,089
147	001-8500-320.0828	Fuel oil/Propane: Office	\$ 1,147	\$ 500	\$ 827	\$ 500	\$ 251
148	001-8500-330.0835	Fuel (Vehicle, Backhoe, Mowers)	\$ 7,762	\$ 3,750	\$ 5,989	\$ 3,500	\$ 2,719
149	001-8500-340.0940	Clothing (Uniform/Dry Cleaning Service)	\$ 1,000	\$ 1,000	\$ 1,214	\$ 850	\$ 1,050
150	001-8500-340.0941	Equipment -Safety	\$ 200	\$ 200	\$ -	\$ 200	\$ 32
151	001-8500-340.0943	Footwear	\$ 200	\$ 200	\$ 460	\$ 200	\$ -
152	001-8500-340.0944	Vision	\$ 190	\$ 190	\$ -	\$ 190	\$ -
153	001-8500-350.1060	Small Tools (Trimmers/Mowers)	\$ 500	\$ 500	\$ 12	\$ 750	\$ 306
154	001-8500-360.1195	Trust Fund & Cemetery Flowers	\$ 5,500	\$ 5,500	\$ 5,421	\$ 5,500	\$ 4,870
155	001-8500-360.1196	Foundations (Monuments)	\$ 3,000	\$ 3,000	\$ 3,749	\$ 3,000	\$ 5,250
156	001-8500-470.1270	Machines/Equipment (Annual Mower Replacement Program)	\$ -	\$ 5,000	\$ 6,305	\$ 7,500	\$ 52
157	001-9020-110.0151	Health Insurance	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ -
158	001-9020-110.0152	Life Insurance	\$ 564	\$ 548	\$ -	\$ 550	\$ -
159	001-9020-110.0153	Dental Insurance	\$ 404	\$ 393	\$ -	\$ 425	\$ -
160	001-9030-110.0154	Pension	\$ 8,611	\$ 7,754	\$ -	\$ 6,285	\$ -
161	Sub Total		\$ 187,705	\$ 173,572	\$ 163,144	\$ 149,136	\$ 110,946
162			8.14%	16.39%	47.05%	10.25%	
TOTAL BCS			\$ 1,230,061	\$ 1,185,822	\$ 1,116,370	\$ 1,041,289	\$ 900,673
			3.73%	13.88%	23.95%		



Thank You.

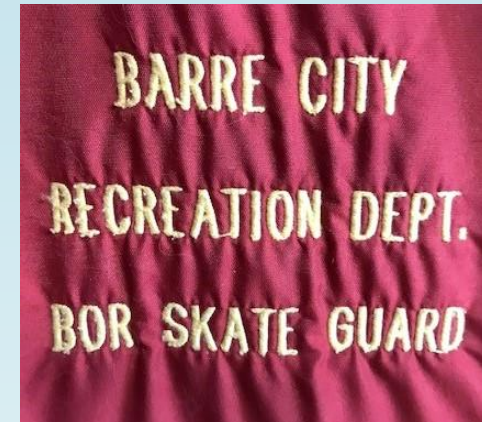
Questions?

FY24 Proposed Budget Recreation



Recreation Department Organization

- 1 FTE Employee – Assistant Director Buildings & Community Services
- Swimming Pool Seasonal Personnel:
 - Director
 - Assistant
 - Lifeguards
 - Cashiers
- Public Skating Seasonal Personnel:
 - Skate Guards
 - Cashiers



The proposed FY24 Recreation budget increases by 3.84%



Department	FY23 Approved	FY24 Proposed	% Increase/ (Decrease)
Recreation	\$ 144,592	\$ 150,149	3.84

Increases are driven by wages, health care, and pension increases.

Dues / Memberships / Fees

- Vermont Recreation and Parks Association
- National Recreation & Parks Association
- Red Cross Learn to Swim Fee

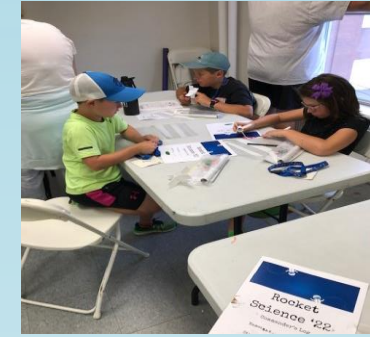


Training - Development

- National Recreation and Parks Association – C.P.R.P. Certified Park & Recreation Professional
- Lifeguard Training – Water Safety Instructor Recertification
- Vermont Recreation and Parks Association Conference / Quarterly Trainings

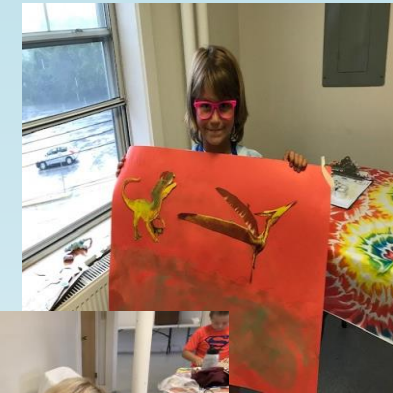
Recreation Supplies:

- Supports tablecloths, arts and crafts, basketballs, nets, egg hunt eggs, prizes, general equipment needed for events and programs
- Funding reduced by \$500 to account for prior year spending



Recreation Programs:

- Supports pay for instructors
- Funding was reduced by \$2,000, but will be backfilled with Recreation Program Fund balances

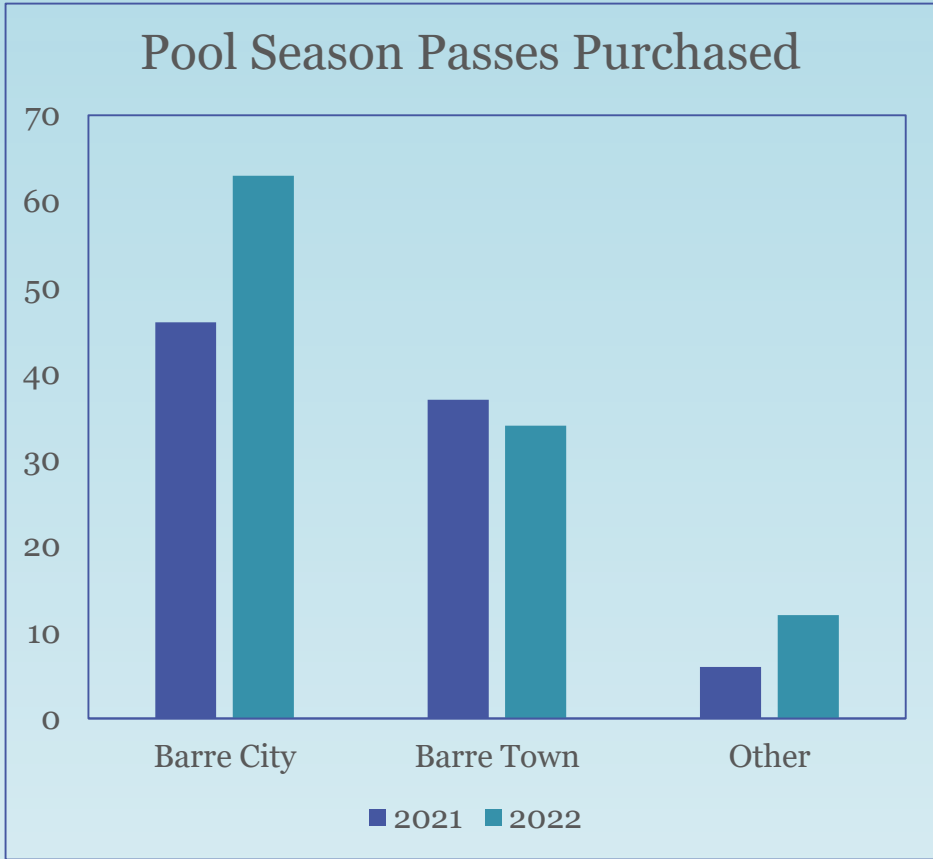


Swimming Pool Supplies

- Supports safety and play equipment for use by patrons at the pool.
- Funding was reduced by \$800 because new equipment was purchased this year with grant funding.


Participation in the pool has been increasing, particularly from City residents.

Daily attendance from 2021 to 2022 was up over 800 visitors.



Department Overview: Savings Achieved

Department	Savings	\$
Rec	Pool equipment	\$ 800
Rec	Tennis equipment	\$ 200
Rec	Recreation programs	\$ 2,000
	Total	\$ 3,000



Programming will be funded through balances in the Recreation Program Fund.

CITY OF BARRE, VERMONT

GENERAL FUND BUDGET DETAIL

FOR THE YEAR ENDING JUNE 30, 2024

FY24 GF Budget - Template

Line No.	Account No	Account Description	FY 24 Template	FY 23 Approved	FY 22 Unaudited	FY 22 Approved	FY21 Audited
1		EXPENSES					
2		(7050) BCS: RECREATION DEPARTMENT					
3	001-7050-100.0110	Base Salary, incl Long.(1 FTE)	\$ 76,928	\$ 70,657	\$ 73,238	\$ 71,000	\$ 73,916
4	001-7050-100.0140	Skate Guards & Cashiers	\$ 3,000	\$ 3,000	\$ 1,528	\$ 3,000	\$ -
5	001-7050-100.0141	Pool (Summer Camp) Personnel	\$ 26,750	\$ 26,750	\$ 20,326	\$ 26,750	\$ 616
6	001-7050-110.0150	FICA	\$ 8,161	\$ 7,681	\$ 6,782	\$ 7,707	\$ 5,322
7	001-7050-130.0180	Training and Development	\$ 1,050	\$ 750	\$ 525	\$ 1,000	\$ 102
8	001-7050-130.0182	Travel and Meals	\$ 300	\$ 300	\$ 168	\$ 150	\$ 28
9	001-7050-220.0413	Dues and Membership Fees	\$ 400	\$ 400	\$ 310	\$ 300	\$ 400
10	001-7050-310.0617	Pool Equipment	\$ 400	\$ 1,200	\$ 80	\$ 1,000	\$ 1,214
11	001-7050-320.0725	Tennis Court Equip.	\$ 300	\$ 500	\$ 889	\$ 500	\$ 512
12	001-7050-340.0944	Vision	\$ 190	\$ 190	\$ -	\$ 190	\$ 155
13	001-7050-350.1059	Recreation Supplies	\$ 1,500	\$ 2,000	\$ 1,328	\$ 2,000	\$ 660
14	001-7050-350.1060	Recreation Programs	\$ 500	\$ 2,500	\$ 695	\$ 2,500	\$ 315
15	001-9020-110.0151	Health Insurance	\$ 19,945	\$ 18,936	\$ -	\$ 18,936	\$ -
16	001-9020-110.0152	Life Insurance	\$ 564	\$ 548	\$ -	\$ 550	\$ -
17	001-9020-110.0153	Dental Insurance	\$ 445	\$ 432	\$ -	\$ 460	\$ -
18	001-9030-110.0154	Pension	\$ 9,716	\$ 8,748	\$ -	\$ 8,315	\$ -
19	Sub Total		\$ 150,149	\$ 144,592	\$ 105,868	\$ 144,358	\$ 83,239
20			3.84%	0.16%	27.19%	25.33%	

“Creating Community Through People, Parks & Programs”

Thank you.

Questions ?



City of Barre, Vermont

“Granite Center of the World”

**ACTION ITEM BRIEFING MEMO
CITY COUNCIL AGENDA ITEM
CITY COUNCIL AGENDA: November 1, 2022**

Action Item No. 9-C

AGENDA ITEM DESCRIPTION: Establishment of a Governance Committee

SUBJECT: Establishment of a Governance Committee to investigate matters in the charter and make recommendations to the Council.

SUBMITTING DEPARTMENT or PERSON: Jake Hemmerick, Mayor

STAFF RECCOMENDATION: Discussion and creation of a Committee with a clear charge

STRATEGIC OUTCOME/PRIOR ACTION:

- There are no goals or actions in the municipal plan related specifically to the Charter except as they relate to ordinance authority; some of which relate to topics that have required Charter amendments in other municipalities, such as energy efficiency ordinances.
- The last amendment of the Charter was prepared by a working group of two Councilors in collaboration with the City Clerk.
- Although working groups can move quickly, they are not public bodies under the City’s Rules of Procedures and amendments to the City’s highest laws are best prepared with more time, more due diligence, more deliberation, and more opportunities for public oversight.
- This proposal recommends a more open and deliberative process designed to deliver a report based on research and analysis to ensure clear and reliable language on areas of inquiry identified by Council for upcoming election(s) and vetted by legal counsel prior to hearings.
- Although a broader consideration of re-organization of committees by Council is forthcoming this fall, time is of the essence (see legal authority/requirements) to prepare any necessary Charter amendments for the March Town Meeting and allow due diligence. Standing committees, as proposed here, are effectively used by cities and towns in Vermont. Examples include Bennington, Hartford, Springfield, Colchester, South Burlington, Montpelier, and more to review and make advisory recommendations related to Charters.
- I believe that the establishment of the committee could improve the efficiency and effectiveness of City government by drawing from the expertise of staff and residents on clear areas of inquiry that are beyond the capacity of Council.

EXPENDITURE REQUIRED:

- No new appropriation required.
- All Charter amendments require legal reviews.
- This proposal would potentially require more staff time than the working groups.

FUNDING SOURCE(S):

- Not applicable.

LEGAL AUTHORITY/REQUIREMENTS:

- The [City's Charter](#) (24 App. V.S.A. Ch. 1, § 112), states: “This charter may be amended in the manner provided for by the laws of the State of Vermont for amendment of municipal charters.”
- General law governs Charter amendments in the [Title 17 in section 2645](#).
- The establishment of the Committee is guided by the [Municipal Bodies & Appointments Policy](#), last amended in 2022. The policy is linked below and requires that Council establish committees by Resolution.
- VLCT has published a guide to [Charter Procedure](#), which I believe remains current. Key timelines are outlined in the linked factsheet and intersect with the annual Town Meeting Warning timeline.

BACKGROUND/SUPPLEMENTAL INFORMATION:

- The items listed in the initial charge are matters that have been raised to me.

LINK(S):

1. State Statute on Charters 17 V.S.A. § 2645: [Vermont Laws](#)
2. Municipal Bodies & Appointment Policy: [Municipal Bodies & Appointments 11-2021.pdf \(barrecity.org\)](#)
3. VLCT Quick Guide to Charters: [VLCT Quick Guide to Charter Procedure.pdf](#)

ATTACHMENTS:

1. Resolution

INTERESTED/AFFECTED PARTIES:

- City Residents
- City Staff: Manager & Clerk/Treasurer
- City Council

RECOMMENDED ACTION/MOTION: To approve the resolution as presented or amended and authorize the Manager to solicit appointment applications as soon as possible.

**CITY OF BARRE, VERMONT
BARRE CITY COUNCIL
RESOLUTION 2022-11**

WHEREAS, the City Council sees value in open, deliberative, and well-considered amendments to the City's Charter;

WHEREAS, having a well-researched report and recommendations vetted by a committee supports good policymaking by Council, the voters, and the General Assembly;

THEREFORE, BE IT RESOLVED BY THE BARRE CITY COUNCIL, a Governance Committee is hereby established as a standing committee for the purpose of evaluating and providing charter, ordinance, and policy recommendations as requested by City Council to advance excellence, high ethical standards, accountability, and transparency in City Government:

BE IT FURTHER RESOLVED, the committee will be established with no more than seven (7) members serving, with the Mayor serving as an *ex officio* member and Council liaison and the remaining members serving three-year (3), staggered terms ending on June 30th except the initial appointees will be established with two seats expiring in 2023, 2 seats expiring in 2024, and 2 seats expiring in 2025 to ensure staggered terms;

BE IT FURTHER RESOLVED, The Council shall only appoint residents and registered voters of Barre City able to vote on the Charter amendments they recommend for proposal;

BE IT FURTHER RESOLVED, the Committee will receive reasonable staff support at important project milestones from the City Manager or designee as well as the City Clerk/Treasurer;

BE IT FURTHER RESOLVED, the Committee will meet at a time that encourages citizen participation and avoids conflicts with other public bodies;

BE IT FURTHER RESOLVED, the Committee will prepare a report on the following areas of inquiry for the March 2023 Town Meeting, including recommended language or preferred alternatives on:

- Any provision of Charter that does not correspond with current practice;
- The removal of gendered pronouns;
- Elimination of the authority for the Mayor to assume control of the police force during emergencies; and
- The establishment of a requirement that members of the Planning Commission and Development Review Board be residents of the City;

BE IT FURTHER RESOLVED that the Committee will prepare a report on the following areas of inquiry for a November 2023 Meeting, including recommended language or preferred alternatives on;

- Clarification of section 601(b);
- The ability of the City Council to appoint multiple city attorneys based on respective areas of expertise;
- The extent and impact of over-representation by non-residents serving on City public bodies;
- The balance of population between Wards and the merits of ward-based versus at-large versus hybrid representation;
- The merits of an appointed versus elected Clerk and/or Treasurer;
- The merits of Council adoption of the annual capital plan in a manner that is consistent with general law for capital planning;

- An evaluation of the City’s ability to bond for district-based improvements for repayment under the special assessment language of section 317;
- An evaluation of Municipal Plan goals and actions relating to regulatory authority for implementation;
- The merits of the establishment of a housing board or commission with regulatory authority to conduct hearings on landlord/tenant relations and just cause evictions;
- An evaluation of the Unified Development regulations, and their impact on grand list and community service impacts; and
- An evaluation of potential homestead or real estate taxation incentives for owner-occupied rental properties;

BE IT FURTHER RESOLVED, the committee may refer questions to staff, through the City Manager, or other municipal bodies, through the Chair, as it relates to the work of that individual or body;

BE IT FURTHER RESOLVED, all recommendations to Council must be passed by a concurrence of the majority of the appointed members of the committee and a quorum shall be established as a majority of the currently appointed members;

BE IT FURTHER RESOLVED that if the Committee would like to explore matters beyond the charge, the Chair must request an appearance before Council with requested areas of inquiry.

Signed this ____ day of November
Clerk/Treasurer Carolyn S. Dawes



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

Nicolas Storellicastro
City Manager

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

To: Mayor Jake Hemmerick and the Barre City Council

From: Nicolas Storellicastro, City Manager

Re: Department Head Reports

Report Date: November 1, 2022

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

1. CLERK/TREASURER’S OFFICE:

No report available

2. BUILDING AND COMMUNITY SERVICES:

3. No report available

2a. RECREATION:

No report available

4. DEPARTMENT OF PERMITTING, PLANNING AND ASSESSING:

Planning – Janet:

- Participated in the Distressed Cities & Persistent Poverty Technical Assistance Program by HUD;
- Finished drafting the Bylaw Modernization Grant application for review by Planning Commission;
- Attended the Planning Commission meeting Thursday night;
- **Permit Administrator work:** See below;
- **Assessor work:** See below;

- Answering questions, phone calls, assisted fellow staff, timesheets, this weekly report write-up, etc.

Permitting – Janet:

- Issued 2 electrical and 1 zoning permits;
- More with walk-in traffic this week, people needing permits, information on properties, working with real estate brokers, assessor listings, making map copies, etc.;
- Phone calls, email responses regarding permitting continue, more people are utilizing email correspondence and submittals;
- Copies files and emailed copies to attorneys, researchers, etc.

Assessing Clerk – Kathryn:

- Out sick most of the week.

Interim Assessor-Janet:

- Department Director continuously checking assessor email and phone inquiries; Department Director also sending out lister cards upon inquiry

5. DEPARTMENT OF PUBLIC WORKS:

No report available

6. FINANCE DIRECTOR:

No report available

7. DEPARTMENT OF PUBLIC SAFETY:

6a. FIRE DEPARTMENT:

Weekly Fire Activity Report to follow this memo.

6b. POLICE

https://www.barrecity.org/client_media/files/Police%20Department/10-27-2022-media-log-bcpd.pdf

Inspection Volume

10/27/2022 2:50:47 PM

Filters:

- Inspection Source: **Internal Department Only**
- Start Date: **10/21/2022 12:00:00 AM**
- End Date: **10/27/2022 11:59:59 PM**
- Inspector: **-all-**
- Occupancy Type: **-all-**
- IFC Occupant Class: **-all-**
- Occupancy Number: **-all-**
- Zip Code: **-all-**
- Address: **-all-**
- Street Name: **-all-**
- Inspection Type: **-all Fire Safety types-**
- Census: **-all-**
- District: **-all-**
- Section: **-all-**
- Station: **-all-**
- Zone: **-all-**

Volume by Inspector

	# of Inspections ¹	Violations Cited		Occupant Sq. Ft.
Haynes - Lieutenant, William				
* Apartments Building Existing ^{FS}	1			0
Total	1	12		0

	# of Inspections ¹	Violations Cited		Occupant Sq. Ft.
Howarth - Fire Marshal, Robert				
* Apartments Building Existing ^{FS}	4			0
***Contact Log - Meeting or Phone FS	1			0
Re-inspect ^{FS}	13			0
* Apartments Building Existing (10)				
** Complaint - Building / Apartment				
Issues (3)				
Total 13³				
Total	18	29		0

	# of Inspections ¹	Violations Cited		Occupant Sq. Ft.
Strachan - Building & Electrical Inspector, Robbie				
** Complaint - Trash / Ordinance Issue ^{FS}	1			0
** Electrical - Final ^{FS}	5			0
** Building Construction Inspection FS	1			0
Re-inspect ^{FS}	18			0
* Apartments Building Existing (15)				
* One & Two Family Dwellings (3)				
Total 18³				
Total	25	1		0

Totals

	# of Inspections ¹	Violations Cited	Violations Cleared ²	Violations Remaining	Occupant Sq. Ft.
* Apartments Building Existing ^{FS}	5				0
** Complaint - Trash / Ordinance Issue ^{FS}	1				0
** Electrical - Final ^{FS}	5				0
** Building Construction Inspection ^{FS}	1				0
***Contact Log - Meeting or Phone ^{FS}	1				0
Re-inspect ^{FS}	31				0
Total⁵	44	42	0	42	0

¹This is actually a count for the inspection type. A single inspection with two types will total as two not one.

²Cleared violations from re-inspections outside the date range ARE included. Initial inspection falls within date range.

³One re-inspection can encompass multiple inspection types - this is why the re-inspection type-specific total is frequently greater than the # of inspections.

^{FS}Fire Safety Inspection.

⁵Filtering out portal inspections can cause violations cited to be less than violations cleared (violation cited count comes from both department and portal inspections, while violations cleared only come from department inspections).

BARRE

Copy of Departmental Activity Report

Current Period: 10/21/22 to 10/27/22, Prior Period: / / to / /

00:00 to 24:00

All Stations

All Shifts

All Units

All Activity Types

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Departmental Events				
Fire Prevention	1	1.00	0	0.00
	<u>1</u>	<u>1.00</u>	<u>0</u>	<u>0.00</u>
Dispatch/Remote Station Incidents*				
EMS Incidents	0	0.00	0	0.00
NFIRS Incidents	0	0.00	0	0.00
	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0.00</u>
Fire Alarm Situations				
Combustible/flammable spills & leaks	1	2.25	0	0.00
Dispatched and cancelled en route	2	1.11	0	0.00
Electrical wiring/equipment problem	1	1.20	0	0.00
Emergency medical service (EMS) Incident	32	65.55	0	0.00
Rescue, emergency medical call (EMS),	1	1.35	0	0.00
Steam, Other gas mistaken for smoke	1	0.13	0	0.00
Unauthorized burning	1	0.51	0	0.00
Unintentional system/detector operation	2	0.58	0	0.00
Water problem	1	0.50	0	0.00
	<u>42</u>	<u>73.18</u>	<u>0</u>	<u>0.00</u>
Hydrant Activities				
Flow Tests	0	0.00	0	0.00
Inspections	0	0.00	0	0.00
	<u>0</u>	<u>0.00</u>	<u>0</u>	<u>0.00</u>
Non-Incident Activities				
BAY FLOOR WASH	2	1.34	0	0.00
CALL GIVEN AWAY	1	0.00	0	0.00
ON DUTY	26	610.00	0	0.00
PRE PLAN INSPECTION	4	4.00	0	0.00
PUBLIC RELATIONS	4	2.68	0	0.00
VACATION USED	3	50.00	0	0.00

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

BARRE

Copy of Departmental Activity Report

Current Period: 10/21/22 to 10/27/22, Prior Period: / / to / /

00:00 to 24:00

All Stations

All Shifts

All Units

All Activity Types

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Non-Incident Activities				
	40	668.02	0	0.00
Occupancy Inspections/Activities				
FIRE DRILL	1	0.08	0	0.00
	1	0.08	0	0.00
Training				
CAPNOMETRY/ CAPNOGRAPHY	4	4.00	0	0.00
VENTILATION (VERTICAL & HORIZONTAL)	3	3.00	0	0.00
	7	7.00	0	0.00

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