

**REGULAR COUNCIL MEETING**

**Tuesday, June 6 2023 7:00pm**

Council Chambers or Zoom

<https://us06web.zoom.us/j/88982525535?pwd=VzIXOU5taldoYkgySUDtclldqSUVGQT09>

**Meeting ID: 889 8252 5535      Passcode: 675736**

**One tap mobile: 929-205-6099**

- | Page | Item  |
|------|---|
|      | 1. Call to Order – 7:00 pm  |
|      | 2. Adjustments to the Agenda  |
| 5.   | 3. Resolution #2023-06 Recognizing Pride Month (Councilor Stockwell)  |
|      | 4. Visitors and Communication   |
|      | 5. Consent Agenda   |
| 6.   | A. Approval of Minutes Regular City Council Meeting of Tuesday May 30, 2023   |
|      | B. City Warrants  |
|      | i. Approval of City Warrants from Week of June 7, 2023  |
| 9.   | C. Clerk’s Office Licenses and Permits  |
| 10.  | D. Approve stormwater and excavation permit fees  |
|      | 6. City Clerk & Treasurer Report  |
|      | 7. Liquor/Cannabis Control Boards   |
|      | 8. City Manager’s Report  |
|      | 9. New Business   |
|      | A. Update on preparations to address emergency housing transitions and designation of locations to authorize encampments (Manager)  |
| 13.  | B. Capital Improvement Plan implementation update and assign FY23 undesignated fund balance to the Capital Fund to support infrastructure improvements (Manager & Assistant City Manager) |
| 14.  | C. Volunteer appointments/reappointments (Applications will be included in the Friday Packet)   |
|      | i. Buildings & Facilities Committee   |
|      | ii. Cemeteries, Recreation & Conservation Committee   |
|      | iii. Development Review Board (Ward III)  |
|      | iv. Homelessness Task Force   |
|      | v. Police Advisory Committee  |
|      | vi. Transportation & Public Works Committee   |
| 30.  | D. Appoint Councilors to the TIF Downtown Action Team (Manager & Clerk)   |
|      | 10. Upcoming Business   |
|      | 11. Round Table   |
|      | 12. Executive Session – As Needed   |
|      | 13. Adjourn   |

Nicolas Storrellicastro, City Manager

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

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**OTHER MEETINGS AND EVENTS**

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

**Monday, June 5**

Joint Planning Commission, Homelessness Task Force, and Cow Pasture Stewardship Committee, 5:00 PM Council Chambers/Zoom

**Tuesday, June 6**

Board of Abatement, 6:00 PM, City Council Chambers/Zoom

**Wednesday June 7**

Homelessness Taskforce, 7:00 PM Public Safety Building

**Thursday June 8**

Planning Commission 5:30 Council Chambers/ Hybrid

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

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



## City of Barre, Vermont

6 N. Main St., Suite 2  
Barre, VT 05641  
[www.barrecity.org](http://www.barrecity.org)

R. Nicolas Storrellicastro  
City Manager  
(802) 476-0240  
[citymanager@barrecity.org](mailto:citymanager@barrecity.org)

### MEMO

**TO:** City Council  
**FR:** The Manager  
**DATE:** 6/2/2023  
**SUBJECT:** Packet Memo re: 6/6/23 Council Meeting Agenda Items

Councilors:

As a reminder, the Board of Abatement is meeting on Tuesday, June 6, 2023 at 6:00 PM in the City Council Chambers, immediately preceding the Council meeting. The next Council after Tuesday will be Tuesday, June 20, 2023. The Council meeting on June 20, 2023 will begin at 6:00 PM.

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

#### **9-A Update on preparations to address housing transitions and designation of locations to authorize encampments**

There is no memo associated with this item, but on Tuesday I will have a presentation to update Council on developments since our last meeting. Specifically, we will be able to update Council on the status of our negotiations with the State after a scheduled meeting on Monday afternoon to discuss use of the BOR as an emergency temporary shelter. Further, we will have feedback for Council to consider camping locations following an emergency convening of the Planning Commission, Homelessness Task Force, and Cow Pasture Stewardship Committee to be held on Monday, June 5, 2023 at 5:00 PM in the City Council Chambers and via Zoom.

#### **9-B: Capital Improvement Plan implementation update and assign FY23 undesignated fund balance to the Capital Fund to support infrastructure improvements**

The memo in the packet provides Council with the current status of the undesignated fund balance, as well as our proposal to carry over this fund balance into FY24, and to make further designations of unspent funds above the 5 percent limit in order to support the Capital Fund and future expenses associated with the Public Works garage and the match for the Auditorium upgrades supported by Senator Sanders' Congressionally-directed spending grant. On Tuesday, I will also have a presentation with status updates on FY23 and FY24 capital plan projects.

#### **9-C: Volunteer appointments/reappointments**

All but two of the candidates who were scheduled to be interviewed have confirmed their attendance for Tuesday's meeting. The order of interviews is proposed as follows:

- **Buildings & Facilities Committee (1 seat, 2-year term; 1 seat, 1-year unfinished term)**
  - Brent Gagne (inc.)
  - There are no additional candidates to interview
- **Development Review Board (1 seat, 4-year term; 1 seat, 3-year unfinished term)**
  - Katrina Pelkey (inc.)
  - Colin Doolittle (also interviewing for TPW)
  - There are no additional candidates to interview
- **Transportation & Public Works (3 seats, 2-year terms)**
  - Joanne Reynolds (inc.)
  - Colin Doolittle
  - There are no additional candidates to interview

- **Homelessness Task Force (1 seat, 2-year term; 1-seat, 1-year unfinished term)**
  - Chip Castle (inc.)
  - Jeremy Sprio-Winn
  - There are no additional candidates to interview
- **Police Advisory Committee (3 seats, 2-year terms)**
  - Bob Nelson, Chair (inc.)
  - Sandy Rousse (inc.)
  - Abby Blum (inc.)
  - There are no additional candidates to interview
- **Cemeteries, Recreation & Conservation (2 seats, 2-year terms)**
  - Ileana Gillander (inc.)
  - Norena Zanleoni (inc.)
  - Pam Wilson
  - Haley Erin Pero
  - Sonya Spaulding
  - Jordan Heiden
  - Catlin Allen

**9-D: Appoint Councilors to the TIF Downtown Action Team**

There is no City memo associated with this agenda item, but the packet includes the memo prepared by Stephanie Clarke and David White proposing the creation of the Downtown Action Team. Per the discussion at the May 23, 2023 meeting, the Council was advised by the Mayor to consider interest and appointments from the Council to participate in this TIF effort.

**A RESOLUTION RECOGNIZING JUNE AS PRIDE MONTH**

**WHEREAS**, the first gay pride day was celebrated in 1970 in New York as a declaration of the value, dignity and right to belong of all LGBTQ citizens, and

**WHEREAS**, prior to and after the Stonewall riots of 1969, national prohibitions banned LGBTQ individuals from employment, marriage, and military service and failed to protect them from discrimination, and

**WHEREAS**, LGBTQ individuals in the city of Barre and every other municipality in the state and in the nation were excluded and their history hidden, and

**WHEREAS**, we would celebrate the history of LGBTQ quarry workers, secretaries, machinists, teachers, and others if they were known, and

**WHEREAS**, every citizen of Barre has been nursed, tutored, parented, or otherwise cared for, either knowingly or unknowingly, by a member of the LGBTQ community, and

**WHEREAS**, the City of Barre is a welcoming community, affirming the right of self-determination to all its citizens, and a proud supporter of the state laws protecting the rights of all LGBTQ individuals, and

**WHEREAS**, many cannot and dare not celebrate pride, and as with other minorities across the globe, remain ostracized and at best, discounted, and

**WHEREAS**, the right to self-determination is under attack across the United States, and many LGBTQ individuals, particularly youth, are forced from their homes and communities, and experience the unremitting stress of rejection at a time of great vulnerability, and

**WHEREAS**, we, the citizens of Barre, celebrate the memory of those that lived their love in secret and those who spoke out in the early days, emboldened by just such support as we name;

**NOW, THEREFORE, BE IT RESOLVED**, by the Barre City Council, that the City of Barre commend the LGBTQ citizens of Barre, and

**BE IT FURTHER RESOLVED**, that the City Council does hereby declare the month of June, 2023 to be Gay Pride Month, in recognition of LGBTQ residents of Barre, past and present, for their contributions to the culture and diversity of the city.

**BY ORDER OF THE CITY COUNCIL THIS 6th DAY OF JUNE 2023**

\_\_\_\_\_  
**Jake Hemmerick**, Mayor

\_\_\_\_\_  
**Carolyn Dawes**, City Clerk & Treasurer

\_\_\_\_\_  
**Emel Cambel**, Ward I

\_\_\_\_\_  
**Thom Lauzon**, Ward I

\_\_\_\_\_  
**Michael Boutin**, Ward II

\_\_\_\_\_  
**Teddy Waszazak**, Ward II

\_\_\_\_\_  
**Michael Deering II**, Ward III

\_\_\_\_\_  
**Samn Stockwell**, Ward III

**Special Meeting of the Barre City Council  
Held May 30, 2023**

The Special Meeting of the Barre City Council was called to order in person and via video platform by Mayor Jake Hemmerick at 5:05 PM at Barre City Hall, Barre, Vermont. In attendance in person or virtually were: From Ward I, Councilors Emel Cambel and Thom Lauzon; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Michael Deering and Samn Stockwell. City staff members present were City Manager Nicolas Storellicastro, Police Chief Braedon Vail, Fire Chief Keith Cushman, Deputy Fire Chief Joe Aldsworth, Community Outreach Specialist Brooke Pouliot, and Clerk/Treasurer Carol Dawes.

**Absent:** NONE

**Others Present:** NONE

**Adjustments to the Agenda:** NONE

**Visitors and Communications –**

Jesse Rosado said there's been no progress to date with restoring the Green Mountain Transit commuter routes. Mr. Rosado said these are ride-to-work routes, and commuting along the routes to Waterbury, Burlington, Northfield, Route 100 and Route 2 are no longer possible due to the service changes. He said the Council needs to continue to be in contact with the GMT leadership team to push for restoration of service schedules to pre-pandemic levels.

**Approval of Consent Agenda:**

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

- A. Approval of Minutes:
  - i. Regular meeting of May 23, 2023.
- B. City Warrants as presented:
  1. Approval of Week 2023-22, dated May 31, 2023:
    - i. Accounts Payable: \$2,273,977.57
    - ii. Payroll (gross): \$141,178.03
- C. 2023 Clerk's Office Licenses & Permits: NONE
- D. Ratify Council's 5/23/23 approval of an extension request for abstract grand list lodging

**City Clerk & Treasurer Report –**

Clerk/Treasurer Dawes reported on the following:

- The Board of Abatement is holding hearings next Tuesday, June 6<sup>th</sup>, at 6PM before the Council meeting.
- Water/sewer bills are being mailed out tomorrow. Due by end of June.

**Liquor Control Board/Cannabis Control Board –**

Council approved an alcohol day use permit for Rotary Park on July 15 & 16 for a memorial family event on motion of Councilor Lauzon, seconded by Councilor Waszazak. **Motion carried with Councilor Boutin abstaining.**

**City Manager's Report –**

Manager Storellicastro noted the following:

- Council is conducting 8 committee interviews this evening, 17 interviews next week, and the remaining 14 interviews at the June 20<sup>th</sup> meeting. Council agreed to start the June 20<sup>th</sup> meeting at 6PM due to the large number of interviews scheduled for that evening.
- The schedule for use of the Barre Town stump has been extended, and the location is available to Barre City residents on June 3<sup>rd</sup> and June 6<sup>th</sup>.

To be approved at 06/06/2023 Barre City Council Meeting

**New Business –**

**A) Update on preparations to address emergency housing transitions.**

Manager Storrellicastro reviewed the timeline of regional planning with municipalities and service providers; projected numbers of individuals, children and families being displaced by the end of the motel housing program; and details from the letter of interest submitted by the City to the state for proposed use of the BOR as an emergency shelter.

There was discussion on the impact of the Governor's veto of the FY24 budget, and how camping in Barre City is being addressed.

Representative Peter Anthony and Representative Jonathan Williams said the legislature is exploring the impacts of the vetoed budget. A veto override session has been scheduled for June 20<sup>th</sup>.

There was discussion on the proposed charge of \$75/day/person for use of the BOR as an emergency shelter. Manager Storrellicastro said it's based on what the state has been paying through the motel housing program. The amount included in the letter of interest sent to the state is negotiable.

There was discussion on camping currently going on in the City, interactions between campers and public safety personnel, establishing a clearinghouse for apartments by bringing landlords and prospective tenants together, revoking any policies or ordinances prohibiting camping, the number of people who will be unhoused in the first wave effective June 1<sup>st</sup>, and how to monitor camping locations.

Ericka Reil from the Homelessness Task Force said a centralized camping location would be best, with availability of services and a meeting place for those in need.

Jesse Rosado said he is happy to see the motel housing program ending. Mr. Rosado said camping should be sited in the middle of the City. He said the state will provide services for the vulnerable populations, and we will end up where we always have been if we can get through the next 30 days.

Rick DeAngelis from Good Samaritan Haven said they have staff based in the hotels, and some of those who are current housed in the motels are working out their own housing solutions. Two local motels are offering a 15-day grace period, and there are a few openings at the Haven. They are looking into opening two emergency shelters in Montpelier that would add up to 80 beds, and they are meeting with the state to discuss the details.

Ellen Kaye said the community needs to help support those sheltering outdoors.

There was discussion on additional outreach to service providers, non-profit organizations, and interfaith groups; referrals from public safety to service providers; suspension of City policies disallowing camping; and seeking input from the Homelessness Task Force, Planning Commission and staff on camping locations and what services will be required.

Police Chief Brad Vail said there needs to be a regional approach to camping. If not, there will be a strain on resources in those communities that allow camping.

There was discussion on capacity at Good Samaritan Haven post-pandemic, possible overflow shelter at a Montpelier church, accommodating pets owned by those being unhoused at the end of the motel housing program, no designated camping locations in Barre City, Montpelier or Berlin; and the need for sanitation facilities.

Steve Finner said there are places in the City where porta potties could be located.

To be approved at 06/06/2023 Barre City Council Meeting

**B) Volunteer appointments/reappointments:**

**i. Buildings & Facilities Committee**

Incumbent committee members Sue Higby, Richard Dente and Jon Valsangiacomo spoke of their interest in continuing to serve on the committee. Council approved the reappointments for 2-year terms each on motion of Councilor Lauzon, seconded by Councilor Boutin. **Motion carried.**

**ii. Transportation & Public Works Committee**

Incumbent committee member Art Bombardier spoke of his interest in continuing to serve on the committee. Council approved the reappointment for a 2-year term on motion of Councilor Lauzon, seconded by Councilor Deering. **Motion carried.**

**iii. Cow Pasture Stewardship Committee**

Susan McDowell spoke of her interest in serving on the committee. Council approved her appointment to a 1-year term on motion of Councilor Waszazak, seconded by Councilor Lauzon. **Motion carried.**

**iv. Homelessness Task Force**

Miriam Ben-Dor and Joseph Mueller spoke of their interest in serving on the task force. Council approved their appointments for 2-year terms each on motion of Councilor Stockwell, seconded by Councilor Waszazak. **Motion carried.**

**C) Clerk/Treasurer Annual Review/Set Compensation.**

Clerk Dawes referenced her annual review memo and requested a compensation increase of 4% for FY24. Council approved an increase of 6%, reflecting recent inflation numbers, on motion of Councilor Lauzon, seconded by Councilor Cambel. **Motion carried.**

**Upcoming Business –**

- Committee interviews continue June 6<sup>th</sup> and June 20<sup>th</sup>
- Capital Improvement Plan update June 6<sup>th</sup>
- Appointments to the TIF downtown action team
- Approval of new stormwater fees

It was requested to add a future discussion on using ARPA money to establish a revolving housing fund.

**Round Table –**

Everyone sang to Councilor Lauzon on the occasion of his birthday. Councilor Lauzon turned red.

Councilor Lauzon said he is pleased that the cleanup of his Prospect Street property will start on Monday.

Councilor Deering thanked the Barre Area Veterans Council for coordinating the annual Memorial Day parade and ceremonies.

**Executive Session – NONE**

The meeting adjourned at 7:15 PM on motion of Councilor Cambel, seconded by Councilor Waszazak. **Motion carried.**

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

Respectfully submitted,

Carolyn S. Dawes, City Clerk



# Permit List to Council

## May 19, 2023 to June 2, 2023



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

Street #	Street Name	Permit#	Permit Type	Work Description	Issue Date	Owner Name
397	Prospect Street	B23-000041	Building Permit	Installation of an egress window on a below grade room	05/22/2023	Jonathan L & Jodi L Spaulding
26	Dagmont Avenue	B23-000045	Building Permit	Remove existing concrete steps and add new platform, steps and support post. Overall measurement 4.5' x 4.5' (under existing roof)	05/30/2023	Aaron M Gingras & Kathrine L Steward
144	Elm Street	B23-000044	Building Permit	Replace all components of the front porch except the roof	05/30/2023	Jeffrey S. & Kirsten R. Belrose & CAL Properties LLC
72	Orange Street	B23-000042	Building Permit	10' x 20' addition on front of garage and 5' roof overhang on side of garage for pellet storage.	05/30/2023	Donna Doyle Waters
276	Prospect Street	B23-000043	Building Permit	Installation of a rooftop interconnected PV System - 10 Modules (340w) 3.75KW DC	05/30/2023	Cara M Hansen
23	Summer Street	Z23-000030	Zoning Permit	Installation of 24" x 36" wall mounted directory sign	06/06/2023	Washington County Mental Health
72	Orange Street	Z23-000031	Zoning Permit	10' x 20' addition on front of garage and 5' roof overhang on side of garage for pellet storage.	06/14/2023	Donna Doyle Waters
1	Thurston Place	Z23-000032	Zoning Permit	Converting downstairs dining room into bedroom - adding one interior wall, one door and the replacement of current window to an egress window.	06/15/2023	Maurice Larmand
43	Woodland Drive	Z23-000029	Zoning Permit	Single Family to a Single Family with Access Apartment	06/15/2023	David Nelson



# *City of Barre, Vermont*

*“Granite Center of the World”*

## **ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 6/6/23**

### **Consent Item No.: 5-D**

**AGENDA ITEM DESCRIPTION:** Approve stormwater and excavation permit fees

**SUBJECT:** Fees, non-tax revenue, FY24 Budget

**SUBMITTING DEPARTMENT or PERSON:** Brian Baker, Director of Public Works

**STAFF RECOMMENDATION:** Authorize creation of stormwater and excavation permit fees

### **BACKGROUND INFORMATION:**

As part of the FY24 Budget, City staff recommended, and the Council approved, the creation of stormwater and excavation permit fees. This proposal was made to diversify revenue sources, and come into closer alignment with practices in other municipalities.

The fees have been set up as follows:

- Stormwater -- \$100/connection
- Excavation -- \$100 minimum fee:
  - \$6/square foot of asphalt
  - \$3/square foot of gravel
  - \$5/square foot of sidewalk
  - \$10/foot curbing fee

**EXPENDITURE REQUIRED:** No expenditures required, we are projecting \$6,250 of new revenue in FY24

### **LEGAL AUTHORITY/REQUIREMENTS:**

Sec. 105. Ordinances – Subject Matter.

The general grant of ordinance promulgating authority in Section 104 shall include, but shall not be limited to, the authority:

(f) To adopt and enforce ordinances for the purpose of regulating and licensing the following activities, or other activities, which the City has the power to regulate or license, by virtue of the law of this State or of this Charter, and to fix reasonable and necessary fees therefore; places of public resort, or public amusement whether indoor or outdoor; places dispensing food and drink to the public, such as restaurants, bars, or inns; and public dances.

### **BARRE CITY ORDINANCES – VARIOUS:**

Where Barre City Ordinance references fees, the following language is included: The fee for the [permit/license/etc.] shall be designated by the city council and upon adoption of the rates the council shall publish in the local newspaper the rate change thirty (30) days prior to the effective date of the rate change.

**ATTACHMENTS:** Permit form

### **RECOMMENDED ACTION/MOTION:**

*Move to approve the proposed stormwater and excavation fees.*



# City of Barre, Vermont

## "GRANITE CENTER OF THE WORLD"

### Department of Public Works Permit Application Form

<b>Applicant Information</b>			
Project E911 Address		Date	
Applicant Name		Phone	
<b>Contractor Information (if different than applicant)</b>			
Company		Address	
Contact Name		Email	
Cell Number		Phone	
Certificate of Insurance on file (Circle one): <b>YES/NO</b>			
<b>Access (check all that apply)</b>			
<input type="checkbox"/>	New, permanent access to a public road will be created or existing access will be altered.		
<input type="checkbox"/>	New, temporary access to a public road will be created		
<b>Excavation within the City ROW (check all that apply)</b>			
<input type="checkbox"/>	Excavation work will be taking place within the City ROW		
<input type="checkbox"/>	Changes will alter or obstruct an existing drainage path within the City ROW. Explain on site plan		
<b>Areas in the City ROW that will be disturbed:</b>			
<input type="checkbox"/>	<b>Asphalt</b>	Fee: <b>\$6/SF</b> Estimated SF to be replaced: _____	Total: _____
<input type="checkbox"/>	<b>Gravel</b>	Fee: <b>\$3/SF</b> Estimated SF to be replaced: _____	Total: _____
<input type="checkbox"/>	<b>Sidewalk</b>	Fee: <b>\$5/SF</b> Estimated SF to be replaced: _____	Total: _____
<input type="checkbox"/>	<b>Curbing</b>	Fee: <b>\$10/LF</b> Estimated LF to be replaced: _____	Total: _____
<b>(\$100 minimum permit fee)</b>			<b>Total: _____</b>
<b>Water (check all that apply)</b>		<b>\$2,000/Connection</b>	<b>Total: _____</b>
Service Information: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other			
Type and size of water service:			
<input type="checkbox"/>	Single family, residential, new service		
<input type="checkbox"/>	Two or more family, residential, new service		
<input type="checkbox"/>	Non-residential, new service		
<input type="checkbox"/>	Sprinkler connection		
<input type="checkbox"/>	Sprinkler flow test		
<input type="checkbox"/>	Water Turned On/Off (Service fee)		
<b>Sewer (check all that apply)</b>		<b>\$2,000/Connection</b>	<b>Total: _____</b>
Service Information: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other			
Describe wastewater characteristics:			
Type and size of sewer service:			
<input type="checkbox"/>	Residential Connection		
<input type="checkbox"/>	Non-Residential Connection		

<b>Stormwater (check all that apply)</b>		<b>\$100/Connection</b>	<b>Total: _____</b>
Service Information: _____ Residential _____ Commercial _____ Industrial _____ Other _____			
Type and size of stormwater service:			
_____	New Stormwater Connection		
<b>Site Plan</b>			
A site plan shall be submitted with this application. It shall show the following:			
_____	Project E911 Address		
_____	Property Lines including Easements and Right-of-Way		
_____	Streets/Roads		
_____	Curb Cuts/Driveways		
_____	Sidewalks		
_____	Buildings/Structures including all outbuildings and sheds		
_____	Location of proposed excavation work (if applicable)		
_____	Location of proposed water, sewer, or stormwater services (if applicable)		

Total Permit Fees: \$ \_\_\_\_\_

Please make all checks payable to: City of Barre  
6 N.Main Street, Suite 5, Barre, VT 05641

**Permit fees do not include service installation fees.**

Anticipated Start Date: \_\_\_\_\_ Anticipated Completion Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name of Applicant: \_\_\_\_\_

**Application Approved and Permit Granted**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Brian Baker, Director of Public Works

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Janet Shatney, Director of Permitting (concurrance on Access Permit)

**Post-Construction Inspection Passed**

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature

(SECTION BELOW TO BE COMPLETED BY WATER AND SEWER DEPARTMENT PERSONNEL ONLY)

**Fee Payment Schedule**

\$2,000 S.D.C.	Service Installation Fee
Payment Type: _____	Payment Type: _____
Date: _____	Date: _____
Administrator: _____	Administrator: _____



# City of Barre, Vermont

*“Granite Center of the World”*

**ACTION ITEM BRIEFING MEMO  
CITY COUNCIL AGENDA: 6/6/23**

## **Agenda Item No. 9-B**

**AGENDA ITEM DESCRIPTION:** Capital Improvement Plan implementation update and assign FY23 undesignated fund balance to the Capital Fund to support infrastructure improvements

**SUBJECT:** Capital Plan, infrastructure, fund balance

**SUBMITTING DEPARTMENT/PERSON:** Manager Storrellicastro; Assistant City Manager Monahan

**STAFF RECOMMENDATION:** Assign fund balance to the Capital Fund to support infrastructure needs

### **BACKGROUND:**

The City of Barre has been running an accumulated surplus since the midst of the pandemic, primarily generated by ongoing staff vacancies that remain difficult to fill. As provided by §601(b) of the City Charter, the City is authorized – with Council approval – to retain up to five percent of any unexpended funds from the City Budget as an undesignated fund balance for future use. Since the voter-approved budget for FY24 was \$13,728,343, the City Charter authorizes retention of \$686,417. Our current fund balance is \$641,817. **We are requesting that the Council approve \$44,600 to reach the 5 percent undesignated fund balance limit.**

The City’s unspent funds have continued to increase, and as a result, we are requesting that the City Council designate additional surplus funds to support multiple capital and infrastructure needs. We currently project an additional \$180,000 in additional unspent funds even after the \$44,600 is added to the undesignated fund balance, but post audit it is possible that figure could grow. As a result, and in order to have resources available to continue to address the City’s many infrastructure and capital needs, **we are requesting that Council designate up to \$350,000 of these unspent funds as follows:**

- \$180,000 to the Capital Fund
- Up to \$170,000 in additional unspent funds to be reserved evenly for future costs associated with the Public Works garage and the match for the Auditorium Congressionally-directed spending grant we received from Senator Sanders.

If this designation is not made, the Charter would require the funds to be used to reduce the tax rate in FY2025. The Council has judiciously approved designations of fund balance previously to support critical needs, including:

- July 2022: Approved a \$233,139 transfer to the Capital Fund
- April 2023: Approved a \$125,000 allocation to support the \$1 million paving plan
- May 2023: Approved a \$45,297.78 allocation to support the purchase of replacement fire gear

### **EXPENDITURE AND FUNDING SOURCE:**

- \$44,600 allocation of unspent funds to the current fund balance for a total of \$686,417 to be carried over into FY24 as undesignated fund balance
- \$180,000 unspent funds assigned to the Capital Fund
- Up to \$170,000 allocation of any unspent funds assigned as a reserve and split evenly for future costs associated with the Public Works garage and the match for the Auditorium Congressionally-directed spending grant

**LEGAL AUTHORITY/REQUIREMENTS:** [City Charter §601](#)

### **RECOMMENDED ACTION/MOTION:**

*Move to assign \$44,600 in unspent funds to the current fund balance for a total of \$686,417 to be carried over into FY24 as undesignated fund balance, assign \$180,000 in additional unspent funds to the Capital Fund, and assign up to \$170,000 in any additional unspent funds evenly into a reserve for future costs associated with the Public Works garage and the match for the Auditorium Congressionally-directed spending grant.*



# CITY OF BARRE

## VOLUNTEER APPLICATION

### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Brent C Gagne Date of Birth: [REDACTED]

Other Names/Nicknames Used: \_\_\_\_\_  
E-mail: Brentnsue3@yahoo.com Present Mailing Address: [REDACTED]

Years at Address? 25 Legal residence: (if different from above) \_\_\_\_\_

Home Phone: [REDACTED] Business Phone: same

Cell Phone: [REDACTED]

Position (Commission, Board, Committee or Task Force) applying for  
1. Building & Facilities Committee  
2. \_\_\_\_\_

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.)

Former Hockey Player/Coach. I have been on the Committee for 12+ years. Also Excited for the next phase of the Auditorium

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: [Signature] Date: 4-28-23

Submit completed application to the City Manager's Office at: [excassist@barrecity.org](mailto:excassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



11:20 AM

BARRE CITY MANAGER

MAY 16 2023

RECEIVED



# CITY OF BARRE

## VOLUNTEER APPLICATION

### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Katrina Edwards Pelkey Date of Birth: [REDACTED]  
Other Names/Nicknames Used: \_\_\_\_\_  
E-mail: kep@myfairpoint.net Present Mailing Address: [REDACTED]  
Years at Address? 24 Legal residence: (if different from above) [REDACTED]

Home Phone: [REDACTED] Business Phone: \_\_\_\_\_  
Cell Phone: [REDACTED]

Position (Commission, Board, Committee or Task Force) applying for  
1. Development Review Board  
2. \_\_\_\_\_

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.)

*In my time on the DRB, I have enjoyed the work & grown in appreciation of the work of the City and Planning area specifically.*

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: Katrina Edwards Pelkey Date: May 15, 2023

Submit completed application to the City Manager's Office at: [exccassist@barrecity.org](mailto:exccassist@barrecity.org)

**City Manager's Office Use Only**

Notified by:  email  phone on \_\_\_\_\_ to attend Council Mtg. on \_\_\_\_\_

Notified by: \_\_\_\_\_

Term of Appointment From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

## VOLUNTEER APPLICATION

### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Colin Doolittle Date of Birth: [REDACTED]

Other Names/Nicknames Used : \_\_\_\_\_  
E-mail: colin.g.doolittle@gmail.com Present Mailing Address: [REDACTED]

Years at Address? 3.5 Legal residence:( if different from above) \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: [REDACTED]

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

1. Development Review Board
2. Transportation & Public Works Committee

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.)

I have worked in Barre for the past 15 years, have owned property here for the past 8 and have been a resident for the past 3. I run a small contracting business, am a residential landlord and have 2 kids at home. I am interested in ensuring Barre is a place that provides affordable, safe housing, well paying jobs and economic opportunities, and a good quality life for current residents, our kids and new arrivals from elsewhere. Finding ways to facilitate smart development within our city is key to reaching those goals. I'd like to contribute my energy, perspective and professional experience through a position on either the DRB or the Transportation & Public Works Committee. Thank you for your consideration.

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: Colin Doolittle

Date: 4/30/23

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_





# CITY OF BARRE

## VOLUNTEER APPLICATION

### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Joanne M. Reynolds Date of Birth: [REDACTED]

Other Names/Nicknames Used: \_\_\_\_\_  
E-mail: reynoldsjoanne@gmail.com Present Mailing Address: [REDACTED]

Years at Address? 9 Legal residence: (if different from above) \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: [REDACTED]

- Position (Commission, Board, Committee or Task Force) applying for
1. Transportation & Public Works Committee
  2. \_\_\_\_\_

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.)

*I've served on the Transportation Advisory Committee for the past two years and have learned so much about the issues that get in the way of progress. The committee appears poised to make improvements in the coming years and I'd very much like to be part of that.*

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Sign here: *Joanne Reynolds* Date: 4/11/2023

Submit completed application to the City Manager's Office at: [excassist@barrecity.org](mailto:excassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

## VOLUNTEER APPLICATION

### Commissions, Committee, Boards and Task Force Application Form

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**Legal Full Name:** Charles W. "Chip" Castle **Date of Birth:** [REDACTED]

**Other Names/Nicknames Used:** Chip

**E-mail:** chip@barrehousing.org **Present Mailing Address:** [REDACTED]

**Years at Address?** 7 or 8 years? **Legal residence :( if different from above)**  
[REDACTED]

**Home Phone:** [REDACTED] **Business Phone:** [REDACTED]

**Cell phone:** [REDACTED]

**Employer:** Barre Housing Authority **Years of service:** 16

**Employer Contact Person and Phone:**  
Brian Amones Board Chairperson [REDACTED]

**Are you a legally registered voter in the City of Barre?**  Yes  No

**Position (Commission, Board or Committee) applying for:**

- 1) Homeless Task Force
- 2)

**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.)**

Barre Housing Authority houses eligible persons under our Section 8 Housing Choice Voucher Program and our Public Housing program. We have 365 units of Public Housing at seven properties...5 in the City of Barre and two in Barre Town. We have 185 Section 8 Vouchers servig Barre City and Barre Town and a little bit beyond. We house many homeless people and are considered hours of last resort. Tenants pay 30% of their adjusted income towards ther rent and the reast is subsidized by HUD. Persons can take their voucher anywhere in the U.S. and Territories or come here with vouchers from anywhere in the U.S. or territories. We have been operating as your local Housing Authority since 1964.

By signing here 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 Statue, as applicable, for misrepresentation of any statement made on this application.

Sign here:  Date: 8/30/2021

**City Manager's Use Only**

Notified by (phone, e-mail, etc) \_\_\_\_\_ to attend Council meeting on \_\_\_/\_\_\_/\_\_\_ (date)

Notification by (staff) \_\_\_\_\_ Term of appointment (to-  
from) \_\_\_\_\_ Voter registration verified by(staff person) \_\_\_\_\_

Date \_\_\_/\_\_\_/\_\_\_





# CITY OF BARRE

## VOLUNTEER APPLICATION

### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Jeremy Spiro-Winn Date of Birth: [REDACTED]

Other Names/Nicknames Used : \_\_\_\_\_  
E-mail: jeremyspirowinn@gmail.com Present Mailing Address: [REDACTED]

Years at Address? 1 month Legal residence:( if different from above)

Home Phone: [REDACTED] Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

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

1. Homelessness Task Force
- \_\_\_\_\_

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.)

Interest: Homelessness is a seriously overlooked problem in our society because in a wide variety of ways we've turned it into a trap which is exceedingly difficult to climb out of. These, I believe flow from a variety of social, material and political reasons. We should probably care a hell of a lot more than we do now.

Qualifications: Data analyst at Washington County Mental Health. Campaign work on a variety of issues over the years. Basic human decency.

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 Statue, as applicable, for misrepresentation of any statement made on this application.

Sign here: Jeremy Standish Spiro-Winn Date: 05/12/2023

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

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### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: ABBY B. BLUM Date of Birth: [REDACTED]

Other Names/Nicknames Used: \_\_\_\_\_

E-mail: A.BLUM44@YAHOO.COM Present Mailing Address: [REDACTED]

Years at Address? 6+ Legal residence: (if different from above)

BARRE, VT 05641

Home Phone: [REDACTED] Business Phone: \_\_\_\_\_

Cell Phone: [REDACTED]

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

1. POLICE ADVISORY COMMITTEE

2. \_\_\_\_\_

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.)

I AM SEEKING A SECOND TERM WITH POLICE ADVISORY COMMITTEE.

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: Abby B. Blum

Date: APRIL 3, 2023

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

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Legal Full Name: Sandy Rousse Date of Birth: [REDACTED]  
 Other Names/Nicknames Used: \_\_\_\_\_  
 E-mail: Rgirlcpa@charter.net Present Mailing Address: [REDACTED]  
 Years at Address? 28 yrs Legal residence: (if different from above) [REDACTED]  
 Home Phone: [REDACTED] Business Phone: \_\_\_\_\_  
 Cell Phone: [REDACTED]

Position (Commission, Board, Committee or Task Force) applying for  
 1. Police Advisory Committee  
 2. \_\_\_\_\_

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.)

Public safety is something that I believe all individuals should be entitled to. Having been on both sides of law enforcement - my Dad was a police officer + a family member that has a significant mental health illness having interaction with the police gives me a well-rounded, fair vision of how police perform their jobs well + without unfair treatment.

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Sign here: Sandy Rousse Date: 4/12/2023

Submit completed application to the City Manager's Office at: [exccassist@barrecity.org](mailto:exccassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

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Legal Full Name: Robert Alan Nelson Date of Birth: [REDACTED]  
Other Names/Nicknames Used: Bob  
E-mail: Bob@nelsonacehardware.com Present Mailing Address: [REDACTED]  
Years at Address: 40 Legal residence: (if different from above)  
[REDACTED]  
Home Phone: \_\_\_\_\_ Business Phone: [REDACTED]  
Cell Phone: [REDACTED]

Position (Commission, Board, Committee or Task Force) applying for  
1. Police Advisory Committee  
2. \_\_\_\_\_

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.)

Current Chair of PAC  
*I would like to be appointed for 1 or 2 year terms if available.*

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: Robert Nelson Date: 3/30/2023

Submit completed application to the City Manager's Office at: [exccassist@barrecity.org](mailto:exccassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment. From \_\_\_\_\_ to \_\_\_\_\_





# CITY OF BARRE

## VOLUNTEER APPLICATION

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Legal Full Name: Ilene Rae Gillander Date of Birth: [REDACTED]  
Other Names/Nicknames Used: none  
E-mail: msgillander@gmail.com Present Mailing Address: [REDACTED]  
Years at Address? 51 Legal residence: (if different from above) \_\_\_\_\_

Home Phone: [REDACTED] Business Phone: none  
Cell Phone: [REDACTED]

Position (Commission, Board, Committee or Task Force) applying for  
1. Cemetery Committee Member  
2. \_\_\_\_\_

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.)

*I have been the acting tour guide at Hope Cemetery since 2010. I felt I had something to offer. I hear what the visitors say about Hope. I am invested in maintaining the cemetery as Barre's outdoor art gallery.*

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: Ilene Rae Gillander Date: May 12, 2023

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

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Legal Full Name: Norena Zanleoni Date of Birth: [REDACTED]

Other Names/Nicknames Used : \_\_\_\_\_  
E-mail: rzanleoni@yahoo.com Present Mailing Address: [REDACTED]

Years at Address? 3 Legal residence:( if different from above)

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: [REDACTED]

- Position (Commission, Board, Committee or Task Force) applying for
1. Cemetery Committee
  2. \_\_\_\_\_

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.)

I have served for several years on the committee. My roots are in Barre, family members were active in the granite industry. I grew up with a sense of pride and respect for the cemetery at a young age. My family is buried at Hope and although I have recently sold my home in Barre City I have continued to play an active role on the Cemetery Committee. I visit it often and volunteer to help when needed.

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: Norena Zanleoni Date: May 15, 2023

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_





# CITY OF BARRE

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Legal Full Name: Jordan Heiden Date of Birth: [REDACTED]

Other Names/Nicknames Used : \_\_\_\_\_  
E-mail: jordan.heiden4@gmail.com Present Mailing Address: [REDACTED]

Years at Address? 1 Legal residence:( if different from above)

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: [REDACTED]

- Position (Commission, Board, Committee or Task Force) applying for
- Cemeteries, Recreation & Conservation Committee
  - \_\_\_\_\_

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.)*

I'm eager to support the work of the Barre City Cemeteries, Recreation & Conservation Committee because I've dedicated much of my life to stewarding, and advocating for, cleaner, greener spaces.

Before making my move to Vermont one year ago this month, I worked for the Gowanus Canal Conservancy in Brooklyn, NY. For four years, I conducted water quality testing on one of the most polluted bodies of water in the country, lead K-12 education programs about green infrastructure design and plant propagation, provided maintenance and support at our native plant nursery, and advocated for a clean, affordable, just neighborhood rezoning through a variety of public hearings.

I moved to Barre City in May of 2022 and have since worked for VPIRG, the Vermont Public Interest Research Group, as the Keep Vermont Cool climate campaign manager. I've had the immense pleasure of mobilizing over 17,000 Vermonters to take action on climate, and have hosted and participated in over 80 virtual and in-person events in the last year, including farmer's markets, parades, rallies, and festivals. I also work closely with the legislators on the Climate Solutions Caucus as they work to pass important climate bills this session.

I love what I do, but much of my work has a statewide focus. I'd like to also dedicate my time and energy to serving my most local community -- Barre City. I hope to have the opportunity to join the Cemeteries, Recreation & Conservation Committee to better support my community and the environment that we all deeply cherish.

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Sign here: Jordan Heiden Date: 5/2/23

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# CITY OF BARRE

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### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Haley Erin Pero Date of Birth: [REDACTED]

Other Names/Nicknames Used : \_\_\_\_\_  
E-mail: haley.pero@gmail.com Present Mailing Address: [REDACTED]

Years at Address? 1 year, 5 months Legal residence:( if different from above)

Home Phone: NA Business Phone: NA  
Cell Phone: [REDACTED]

- Position (Commission, Board, Committee or Task Force) applying for
1. Cemeteries, Recreation, and Conservation
  2. \_\_\_\_\_

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.)*

I am interested in helping raise awareness about, maintain, and create more public spaces in the community. As someone who is relatively new to town, I am eager to help invest in my community, and to improve it for current and future residents. While I would need to maintain clear boundaries between my day job and any volunteer position undertaken in my personal time, my professional work is partly related to conservation and environmental issues. I have volunteered for other organizations before, and I believe I've brought both dedication and new ideas to them. I hope to do the same for this committee.

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Sign here: Haley E. Pero Date: 05/07/2023

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_





# CITY OF BARRE

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### Commissions, Committee, Boards and Task Force Application Form

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Legal Full Name: Catlin Allen Date of Birth: [REDACTED]

Other Names/Nicknames Used : Cat

E-mail: NestledVT@gmail.com Present Mailing Address: [REDACTED]

Years at Address? Almost 1 Legal residence:( if different from above)

Home Phone: [REDACTED] Business Phone: \_\_\_\_\_

Cell Phone: [REDACTED]

- Position (Commission, Board, Committee or Task Force) applying for
- Cemetaries, Recreation, and Gardens
  - \_\_\_\_\_

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.)*

I have lived in 9 states in 9 years. All small communities in and around capital cities. This is the first place that we have decided to stay and are invested in being involved. Green space in a community is so special and a great way to bring community members together. I'd love to support the growing efforts and recruit other newcomers with green thumbs to get involved in Barre life!

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 Statue, as applicable, for misrepresentation of any statement made on this application.

Sign here: Cat Allen Date: 05/14/2023

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



# 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: Pamela Wilson Date of Birth: [REDACTED]

Other Names/Nicknames Used : Pam

E-mail: pamelawilsoncounseling@gmail.com Present Mailing Address: [REDACTED]

Years at Address? 11 Legal residence:( if different from above)

Home Phone: [REDACTED] Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

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

1. Cemeteries, Recreation & Conservation

2. \_\_\_\_\_

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.)

Attached in email

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: Pamela Wilson

Date: \_\_\_\_\_

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

#### City Manager's Office Use Only

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

Notified by: \_\_\_\_\_

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# CITY OF BARRE

## VOLUNTEER APPLICATION

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Legal Full Name: Sonya Spaulding Date of Birth: [REDACTED]

Other Names/Nicknames Used : \_\_\_\_\_  
E-mail: sonya@miessupply.cc Present Mailing Address: [REDACTED]

Years at Address? 23 Legal residence:( if different from above)

Home Phone: [REDACTED] Business Phone: [REDACTED]

Cell Phone [REDACTED]

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

- Cemeteries, Recreation and Conservation
- \_\_\_\_\_

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.)

I am closely tied to the stone industry, so have background for cemeteries. I am very interested in helping the rec dept become more robust and revenue generating.

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 Statue, as applicable, for misrepresentation of any statement made on this application.

Sign here: \_\_\_\_\_ Date: 05/16/23

Submit completed application to the City Manager's Office at: [execassist@barrecity.org](mailto:execassist@barrecity.org)

**City Manager's Office Use Only**

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

Notified by: \_\_\_\_\_

Term of Appointment: From \_\_\_\_\_ to \_\_\_\_\_



## MEMORANDUM

To: Barre City Council  
Nicolas Storrellicastro, City Manager

From: Stephanie Clarke, White + Burke Real Estate Advisors  
David G. White, White + Burke Real Estate Advisors

Date: May 19, 2023

Re: Barre TIF – Economic Development Update and Next Steps

The process of evaluating the Barre TIF District and exploring new investment and revitalization efforts has been ongoing since February 2021 and is continuing in earnest. Given market conditions with the pandemic and the volatile construction environment, development opportunities in the downtown have been limited. That being said, the market is changing, and the City continues to commit resources to economic development, taking a proactive approach to generating new business, housing, and vitality in the heart of the City. The following is a quick history of our efforts to-date and our plan for next steps.

### Where We've Been

The initial scope of work by W+B included reviewing the existing files with the City, interviewing property owners and developers, responding to inquiries from a mailing to all property owners in the District, researching market conditions, exploring hypothetical development concepts, and building a model for financial feasibility. The City also commissioned a parking analysis by the transportation consultant firm DESMAN that looked at parking supply and demand and determined a range of possible City investments potentially fundable with TIF.

## Where We Are

Fortunately for Barre, the legislature passed legislation<sup>1</sup> to extend Barre’s ability to incur debt until March 31, 2026, giving the City two more years to put together a public-private partnership (or more than one!) utilizing public infrastructure investment to catalyze private development. This extension provides a great opportunity but in reality, it is a short window. It takes considerable time to put these public-private deals together. To take advantage of this opportunity, it will require that a vigorous and focused effort get underway now.

## Where We’re Going

As the City’s consultants<sup>2</sup>, we propose to form W+B’s Downtown Action Team – a group of stakeholders to take the lead on identifying development opportunities, with W+B as the organizer and advisor. Local people know the community better than we ever will and have relationships that can open doors. With W+B acting as coaches, the action team can initiate opportunities to which we can bring our expertise in evaluating project feasibility, negotiating agreements, structuring financing, and obtaining approvals for use of TIF funding from VEPC. The attached “Scoping Document” summarizes the ask and goal of this effort.

The action team model has been an effective tool for economic development opportunity ideation and exploration. We have used this successfully in other Vermont communities and think it will be a valuable approach in Barre.

## Next Steps

With City Council’s endorsement of this pathway of our work, we will begin assembling the group. We plan to invite the Barre Area Development Corporation (BADC), Central Vermont Economic Development Corporation (CVEDC), and 2-3 members of the Council. **Does the Council have any other suggestions of who could participate?**

We will continue to stay in touch with Council as these efforts progress.

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<sup>1</sup> The House and Senate have passed the legislation and it awaits the Governor’s signature.

<sup>2</sup> David White of White + Burke will be leading this effort in the short-term while Stephanie is away on parental leave until September. David has extensive community and economic development experience and has consulted on Barre’s TIF District over the years.

## **White + Burke's Downtown Action Team Scoping Document**

May 2023

### Economic Development in Downtown Barre

Over the past few years, the City of Barre has ramped up economic development efforts to identify opportunities for projects that could only come to fruition with City investments in public infrastructure. The City's Tax Increment Financing (TIF) District could fund these public projects to help catalyze private investment in this difficult construction environment, as the world emerges from pandemic. The City's window to incur debt for these purposes was set to expire in March 2024, but has been extended by legislature this year through March 2026 (pending the Governor's signature). This means that the City would have an additional two years to form a public-private partnership with a development partner to leverage this powerful source of financing and increase the vitality of the downtown. In combination with other economic development tools, this provides the City a great deal of potential for revitalization.

### The Action Team

White + Burke Real Estate Advisors has been contracted by the City to lead these efforts and is convening W+B's Downtown Action Team of stakeholders to advance the work of having exploratory conversations and identifying projects.

The action team will meet regularly to discuss findings, but the majority of the members' work will be in the independent fact-finding. The group will meet initially to organize a list of potential contacts who may:

- have particular properties within the TIF District,
- have a vested interest in a downtown business, or
- who may be connected to folks with development experience in or around Barre.

From there, the expectation is for members to have conversations with these contacts to:

- explain how TIF can incentivize development (if they don't already know),
- show them plans for City ideas,
- and generally learn if there is any need for City investment.

This action team will be coordinated and led by David White of White + Burke Real Estate Advisors, who will then advance any conversations with stakeholders or entities that have reasonable potential. White + Burke will report to the City Council on findings and opportunities as needed.

### The Goal

The goal of W+B's Downtown Action Team is to utilize local connections and contacts to increase visibility and awareness of this financing opportunity and generate ideas for potential opportunities. This could (and hopefully will) evolve from feasibility to design and planning, and eventually into a development agreement between the parties, an application to the State, and a bond vote to the City for the municipal infrastructure component. The result of a successful project will be new municipal infrastructure that supports private development, increasing the downtown's overall vitality and the City's tax base.