

REGULAR COUNCIL MEETING
Tuesday, September 24, 2024 6:00pm

<https://us06web.zoom.us/j/88982525535?pwd=VzIXOU5taldoYkgvSUDtTldqSUVGQT09>

Meeting ID: 889 8252 5535 Passcode: 675736

One tap mobile 929-205-6099

Page	Agenda Item
	1. Call to Order – 6:00PM
	2. Adjustments to the Agenda
	3. Visitors & Communications
	4. Consent Agenda
5	A. Approval of Minutes i. Meeting of September 10, 2024
9	B. Clerk’s Office Licenses & Permits C. Authorize the Manager to execute contract(s) D. Authorize First Amendment to LOI with DEW for Seminary Street housing project
10	4-a. Approve City Warrants A. Ratify warrants from week of September 18, 2024 B. Approve warrants from Week of September 25, 2024
	5. City Clerk & Treasurer Report
	6. Liquor/Cannabis Control Boards
	7. City Manager’s Report
	8. New Business
21	A. 2 nd Reading Warned 6:10PM Ord. #2024-02: Minimum Housing Ordinance modernization (Stockwell)
34	B. Report form River Access Task Force clean up (Owczarski)
39	C. Consideration of seeking voter approval of a bond issue to fund headworks replacement at WWTF at a special city meeting in November
51	a. Resolution #2024-16: Necessity resolution for headworks bond
52	b. Approve warning for bond vote to present to voters
55	c. Set public information meeting on bond question for Monday, October 28, 2024
	D. Move the annual city meeting (Town Meeting Day) to May 13, 2025
	E. Approve \$250,000 ARPA allocation to create a housing revolving loan fund/trust
	F. Discuss flood resiliency plan (Waszazak/Gustin)
	G. Issue a charge to the JEDIB committee
	9. Upcoming Business
	10. Round Table
	11. Executive Session – real estate
	12. Adjourn

The next regular meeting of the City Council is scheduled for Tuesday, October 8, 2024.

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

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



City of Barre, Vermont

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

MEMO

TO: City Council
FROM: The Manager
DATE: 9/20/2024
SUBJECT: Packet Memo re: 9/24/2024 Council Meeting Agenda Items

Councilors:

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

4-C Contract(s) for approval

There are no contracts for approval.

4-D Authorize First Amendment to LOI with DEW for Seminary Street housing project

In April, following a public solicitation process, the City Council authorized the Manager to execute a letter of intent (LOI) with DEW for the purchase and sale of the Seminary Street parking lot for purposes of a housing development project. DEW currently intends to build 32 units on the site. The LOI included set August 15, 2024 as the end of the due diligence period. City staff and DEW continue to make meaningful and positive progress on this project. The proposed amendment is included in the packet and would make only the following changes to the LOI:

- Extends due diligence period until 30 days after a Corrective Action Plan (CAP) is approved by the Vermont Agency of Natural Resources;
- Extends the timeline by which a purchase and sale agreement is negotiated and signed to 30 days after the CAP is approved; and
- Makes a technical change to change references in the agreement to DP Seminary Street.

8-A 2nd Reading Warned 6:10PM Ordinance #2024-02: Minimum Housing Ordinance Modernization

The packet includes a memo summary and text of the proposed update to the Minimum Housing Ordinance. The draft includes changes recommended by Council during its 1st Reading at its September 10, 2024 meeting, and additional clean up, conforming, and technical changes recommended after additional City staff and City Attorney review. If approved by the Council at this meeting, the proposed ordinance would become effective after being re-printed in the *Times Argus* and being posted publicly.

8-C Consideration of seeking voter approval of a bond issue to fund headworks replacement at WWTF at a special city meeting in November

The packet includes materials prepared by the City Attorney to place a bond question before the voters in November. As Council is aware, we are undergoing the overdue 20-year review of the Wastewater Treatment Facility, and we have identified the headworks as an urgent priority for action. The project cost is substantial, and we believe, worthy of a bond vote to safeguard the continued safe operation of the plant.

8-D Move the annual city meeting (Town Meeting Day) to May 13, 2025

The packet includes a memo summarizing our rationale for asking the Council to once again delay Town Meeting Day to May. As you are aware, last year the annual meeting was moved to give us time to assess the financial impact of the flood on our budget and to give us time to advocate for state funding. The strategy was successful – our budget was approved by a comfortable margin after our legislative delegation secured \$1 million in operational funding. Voters also approved a charter change proposal to move Town Meeting Day permanently to May. Because charter changes need legislative approval, it is likely that absent this action by the Council, our Town Meeting Day would have to revert for a one-time March vote. We recommend that the Council to implement the intent of the charter change approved by the voters and move next year's Town Meeting Day to the second Tuesday in May.

8-E Approve \$250,000 ARPA allocation to create a housing revolving loan fund/trust

Tess Taylor and Angie Harbin will present a proposed revolving loan fund/trust to be funded by ARPA. This is a follow up to earlier Council discussions on the topic, and we will be asking Council's official approval to designate ARPA funding for this purpose. The packet includes a summary of ARPA uses. If approved by Council, approximately \$1 million would remain unallocated.

8-F Discuss flood resiliency plan (Waszazak/Gustin)

There is no item in the packet for this agenda topic. Councilors Waszazak and Gustin will lead discussion on this issue initiative that they have been spearheading. If any materials are provided prior to the meeting, I will share them with the Council.

8-G Issue a charge to the JEDIB Committee

Joelen Mulvaney, chair of the City's Justice, Equity, Diversity, Inclusion and Belonging (JEDIB) Committee has provided the draft Committee charge that is included in the packet for your consideration.

**Regular Meeting of the Barre City Council
Held September 10, 2024
Council Chambers-Barre City Hall**

The scheduled Meeting of the Barre City Council was called to order in person and via video platform by Mayor Thomas Lauzon at 6:00 PM in the Council Chambers at City Hall, Barre, Vermont. In attendance were: From Ward I, Councilors Emel Cambel and Sonya Spaulding; from Ward II, Councilors Amanda Gustin and Teddy Waszazak ; and from Ward III, Councilors Samn Stockwell and Michael Deering .City staff members present were City Manager Nicolas Storellicastro, and Clerk/Treasurer Cheryl Metivier.

Absent:

Adjustments to the Agenda - Briefing on occurrences within the city. (E)

Visitors & Communications: none

Approval of Consent Agenda:

- A. Approval of minutes
 - i. Special Council meeting Monday, August 26, 2024 (corrected)
 - ii. Regular Council meeting Tuesday, August 27, 2024
- B. Clerk's Office License & Permits –Event - SHS Homecoming parade on Saturday, Sept 21 @ 3pm
- C. Authorize Manager to execute contracts-
- D. Resolution #2024-15 Council authorization via form PM-1 for City Manager to sign the Granite City Apartments Grant Agreement 07110-IG-Barre C-21

Motion moved by Councilor Gustin, seconded by Councilor Spaulding- approved

4-a. Approval of City Warrants

- A Ratify warrant from week of September 4th
- B. Approval of warrants from Week of September 11, 2024

Moved by Councilor Stockwell, seconded Councilor Gustin – Approved

City Clerk & Treasurer Report

*\$2,247,655 in taxes have been collected to date.

*The BUUSD budget revote is scheduled for September 17th. 726 absentee ballots were sent out and the last day for mailing will be Friday, Sept 13th. Please, vote the ballot and return to one of (2) convenient drop boxes located outside of City Hall.

*The State of Vermont intends on mailing ALL registered voters in Vermont the ballots for the General election. The Secretary of State's office recommends registered voters create an account on the "My Voter Page" to review your information and update if necessary.

Liquor/Cannabis Control Boards.

Apple Soup LLC- Manufacturers Tier 2

Forbin's Fines LLC Alternatives –Manufacturers Tier 2

To be approved at 09/24/24 Barre City Council Meeting

Moved by Councilor Spaulding, seconded by Councilor Waszazak-Approved

City Managers Report

*FEMA still has set up space at the Auditorium, on the basement level, for community members to visit and discuss assistance in person.

*New HR Administrator, Jeanne Galiano has been added to the City staff.

*New Facilities Director, Thomas Baker has been hired on.

*Some of the City staff participated in an exhibition game with the Bennington Martins on Saturday August 31st, raising, approximately \$2500 to be donated to flood impacted community members

New Business

A. 2nd Reading and Public Hearing Warned 6:10pm; Revisions to substantial damage threshold and underground tank requirements for the Flood Hazard Area Regulations.

Peter Anthony voiced his support for Council approval.

Steve Mackenzie- inquired the current permit longevity.

Moved by Councilor Gustin, seconded by Councilor Waszazak

B. EPA Grant application briefing – by Pat Moulton

A summarized power point presentation highlighted the purpose of the \$2 billion nationwide grant which has been submitted on August 20, 2024, and is awaiting approval. Requested amount \$20 million dollars. The decision date is unknown. Lead applicant-Downstreet Housing and Community Development-Statutory partner City of Barre. Some of the highlights;

Restoration of riparian buffers on 22 proposed buyouts.

Removal of 3 unused dams

Construct a (30), multi-family affordable apartment building on Seminary St.

Fund extension of infrastructure to the Prospect Heights development.

Build (9) single family net zero homes with sales price between \$125,000 and \$200,000

Construct (4) single family, net zero homes at Wobby Park

Key writers and collaborators;

Angie Harbin-Downstreet

Schuyler Anderson-Downstreet

Josh Jerome-City of Montpelier

Michelle Braun-Friends of the Winooski

Patricia Moulton-Central Vermont Flood Recovery

C. Authorize up to \$223,974 of ARPA funding to replace BOR manifold.

With must discussion and debate as to whether, the funds could be applied elsewhere providing more benefits and as to whether having turf within the structure would bring more revenue.

Councilor Spaulding inquired if continued ice time at the BOR would keep the expenses in the black, versus having turf activities.

Councilor Deering acknowledged the importance of ice time, and the value to the community and its businesses.

Councilor Stockwell-questioned if a gradual transition to year-round turf would lessen the impact of change from ice time.

Councilor Gustin supports the ice time sports and thinks drawing in other communities benefits Barre city and its

To be approved at 09/24/24 Barre City Council Meeting businesses.

Moved by Councilor Waszazak, seconded by Councilor Gustin-approved with Councilor Spaulding rejecting

D. 1st Reading Warned 7:00pm Ord. #2024-02 Minimum Housing Ordinance modernization.

The modernization would keep standards in-line with the State of Vermont's regulations

E. Increased Criminal activity within Barre City.

The Manager recognized the increase in public drug use, break-ins, vandalism and violence toward community Member's in public places and in churches. Comparing statistics from the past years, calls to the BPD have increase dramatically.

The city would like to increase foot patrols in targeted areas and encouraged community members to be diligent and to keep calling in any violations or criminal activity.

Upcoming Business

Manager-

- *Budget review
- *Bond WW facilities coming the 24th

Mayor Lauzon-

- *Turn focus to housing

Councilor Spaulding-

- *Barre Town water rates
- *BACD funding

Councilor Gustin & Councilor Waszazak

- *Flood resilience plan adaptation

Councilor Stockwell-

- *Priorities on housing

Round Table-

Councilor Gustin- Public engagements for flood mitigation discussion of next steps (two weeks)-

Monday, Wednesday and Fridays – Espresso Bueno - 8am to 9am

Tuesday and Thursday – Kitty Cat Café – 8am to 9am

Councilor Cambel – Enjoyed the fundraising basketball game featuring The Bennington Martins vs Barre City staff

Councilor Spaulding – Also, enjoyed the fundraising basketball game featuring The Bennington Martins vs Barre City staff.

To be approved at 09/24/24 Barre City Council Meeting

Please vote in the upcoming BUUSD budget revote. More information can be found on the BUUSD website.

Councilor Stockwell – Echoed the BUUSD budget revote on Tuesday, September 17th.

Mayor Lauzon – explained the minimal increase percentage in voting for the proposed budget.

Adjournment- moved by Councilor Deering, seconded by Councilor Stockwell- approved

Next meeting is scheduled for Tuesday, September 24, 2024.

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

Respectfully submitted,

Cheryl A. Metivier, City Clerk

DRAFT

Agenda Item #4-D
September 24, 2024

FIRST AMENDMENT TO LETTER OF INTENT

This First Amendment to Letter of Intent is effective the ____ day of September, 2024 to modify the Letter of Intent (“LOI”) dated April 24, 2024 between the City of Barre, a Vermont municipality in the County of Washington (“City”) and DEW Properties, LLC, a Vermont limited liability company with a principal place of business in Williston, Vermont, (“Developer”).

The City and the Developer agree as follows:

1. The Developer has retained VHB to draft a work plan for a Phase 2 Environmental Assessment and to prepare a Corrective Action Plan, if warranted. The due diligence period shall be extended to a date that is 30 days after the Corrective Action Plan (“CAP”) is approved by the Vermont Agency of Natural Resources (“ANR”).
2. The date by which the City and the Developer shall negotiate and sign a Purchase and Sale Agreement shall be extended to 30 days after the CAP is approved by ANR.
3. DEW Properties, LLC assigns the LOI, as amended, to its affiliated entity, DP Seminary Street, LLC, which shall be the Developer of the property.
4. All other terms of the LOI shall remain the same.

City of Barre

DEW Properties, LLC

By: _____
Duly Authorized Agent

By: _____
Duly Authorized Agent

Date: _____, 2024

Date: _____, 2024

DP Seminary Street, LLC

By: _____
Duly Authorized Agent

Date: _____, 2024

By check number for check acct 01(GENERAL FUND) and check dates 09/18/24 thru 09/18/24

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
19019 STATE OF VERMONT							
	3-1272-93024	WWTP Operating Fee	003-8330-230.0520	DISCHARGE PERMIT	0.00	12,000.00	154215
	3069-9050A	Stm Wtr Operating Fee	002-8220-230.0521	STORMWATER PERMIT FEES	0.00	768.80	154216
	3531-9050A	Stm Wtr Operating Fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	1,062.40	154217
	5835-9003B	WWTP Stm Wtr Operating Fe	003-8330-230.0521	STORMWATER PERMIT FEES	0.00	160.00	154218
	5858-9010B	Stm Wtr Operating Fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	1,801.60	154219
	5910-9050	Stm Wtr Operating Fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	190.40	154220
	7325-9010A	Stm Wtr Operating Fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	204.80	154221
	8281-9040.R	Stm Wtr Operating Fee	001-8050-120.0172	STORMWATER PERMIT FEES	0.00	1,800.00	154222
					-----	0.00	17,988.00
01088 AFSCME COUNCIL 93							
	PR 091824	PR w/e 09/13/24	001-2000-240.0007	UNION DUES PAYABLE	0.00	254.88	E567
01827 ALDRICH + ELLIOTT PC							
	82496	WWTF Prof Svcs thru 8/31	003-8330-120.0173	PROFESSIONAL SERVICES	0.00	18,558.70	154151
01007 ALLIANCE GROUP SERVICES LLC							
	I240090-001	City Hall Electrical	050-5810-360.1160	2020 560K BOND	0.00	41,943.27	154152
01173 AMARAL ANTHONY							
	07182024	Hawkeye Shooting Range	001-6050-130.0180	TRAINING/DEVELOPMENT	0.00	1,100.00	154153
01060 AMAZON CAPITAL SERVICES							
	1L7NC9V664LK	Flashlight/Battery	001-6055-350.1053	OFFICES SUPPLIES/EQUIPMEN	0.00	12.56	154154
	1L7NC9V664LK	Flashlight/Battery	001-6050-340.0941	EQUIPMENT - SAFETY	0.00	99.98	154154
	1LD6F713MCYJ	Sharpies/Boxes	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	36.20	154154
	1LXHRL9667J9	Toner Cartridge	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	324.77	154154
	1TT4WTYQDKWG	Display/Port Cable	001-6050-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	63.00	154154
	1XFWP3RGMLRX	Batteries	001-6050-340.0941	EQUIPMENT - SAFETY	0.00	151.48	154154
					-----	0.00	687.99
01049 AMERICAN TOWER CORP							
	4678851	Tower Rent-Williamstown	001-6055-320.0725	TOWER RENTAL FEE	0.00	173.89	154155
01153 AMERIGAS							
	3167943960	Radio Tower - Tank Rental	001-6055-320.0724	RADIO MAINTENANCE	0.00	66.95	154156
23018 AUBUCHON HARDWARE							
	497652	Spark Plug/Filter	001-8500-320.0740	EQUIPMENT MAINT	0.00	105.78	154157
	497673-24	Clamps	001-7050-320.0730	POOL BLDG MAINT	0.00	6.28	154157
	498043-24	Scrapers	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	111.58	154157
	498096-24	Supplies	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	95.35	154157
	498158-24	Caulk - Concrete Repair	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	45.45	154157
	498420	Sprayer	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	42.29	154157
					-----	0.00	406.73
02089 BARRE OPERA HOUSE							
	07302024	Reimb Elec July 2024	001-6043-200.0210	CITY HALL ELECTRICITY	0.00	450.00	154158

By check number for check acct 01(GENERAL FUND) and check dates 09/18/24 thru 09/18/24

Vendor

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

02121	BARRE PAINT & PAPER						
	141744	Paint	001-7020-320.0729	ANNEX MAINT	0.00	326.40	154159
02204	BENOIT ELECTRIC INC						
	10188	Heater Repairs	003-8330-320.0740	EQUIPMENT MAINT	0.00	226.17	154160
	10300	Panel Repair	003-8330-320.0740	EQUIPMENT MAINT	0.00	316.00	154160
	10301	Feed Move/Pressure Switch	003-8330-320.0740	EQUIPMENT MAINT	0.00	3,297.55	154160
					-----	-----	
					0.00	3,839.72	
02149	BORDEN & REMINGTON CORP						
	310175	Sodium Hypochlorite	002-8220-320.0757	SODIUM HYPOCHLORITE	0.00	7,584.41	154161
02027	BOUND TREE MEDICAL LLC						
	85477976	Tourniquet/Splints	001-6040-350.1054	MEDICAL SUPPLIES	0.00	642.74	154162
02323	BRADYPLUS OF VERMONT						
	8791481	PSB Cleaning Supplies	001-7035-350.1049	CUSTODIAL SUPPLIES	0.00	240.50	154163
02055	BURLINGTON COMMUNICATIONS SERVICE						
	BCS15572	Radio Equip Repair	001-6040-320.0724	RADIO MAINT	0.00	512.75	154164
02031	BUZZI'S GARAGE						
	34796	A/C Pressure Switch	001-6040-320.0720	CAR/TRUCK MAINT	0.00	439.37	154165
03462	CATALIS TAX & CAMA INC						
	INV308323595	AP5 Annual Renewal	001-5020-210.0311	EQUIP PURCH & SW LICENSES	0.00	3,000.00	154166
03124	CENTRAL VERMONT MEDICAL CENTER						
	15922	Pre-Employment Testing	001-6050-230.0512	PHYSICALS	0.00	127.00	154167
03145	CHAMPLAIN VALLEY EQUIPMENT						
	CB66501	Pulley	001-7015-470.1270	MACHINE/EQUIP OUTLAY	0.00	45.91	154168
03277	CHARTER COMMUNICATIONS						
	59701090124	FD Internet/Cable/Wi-Fi	001-5010-200.0214	TELEPHONE & INTERNET FEES	0.00	327.78	154231
03446	CINTAS CORPORATION NO. 2						
	4204499701	Uniforms	002-8200-340.0940	CLOTHING	0.00	35.01	154169
	4204499701	Uniforms	001-8050-320.0743	TRUCK MAINT - STS	0.00	34.56	154169
	4204499701	Uniforms	003-8300-340.0940	CLOTHING	0.00	46.17	154169
	4204499701	Uniforms	001-8050-340.0940	CLOTHING	0.00	168.30	154169
					-----	-----	
					0.00	284.04	
03411	COLLINS APRIL						
	091824	7/29-9/13/24 Mileage	001-7015-130.0182	TRAVEL & MEALS	0.00	40.20	154232
03168	CONSOLIDATED ELECTRICAL DISTRIBUTO						
	1042074	Switches/Wallplates	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	182.04	154170

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	1042080	Switch/Wallplate	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	66.03	154170
	1042591	Pull Line	003-8330-320.0738	PLANT MAINT	0.00	105.88	154170
					-----	353.95	
04130	DEMELL WILLIAM M						
	08292024	Boots Reimb	002-8220-340.0943	FOOTWARE	0.00	97.50	154171
	2833304	Boots/Clothing Reimb	002-8220-340.0943	FOOTWARE	0.00	180.00	154171
	2833304	Boots/Clothing Reimb	002-8220-340.0940	CLOTHING	0.00	109.91	154171
					-----	387.41	
03997	DENOIA'S DRY CLEANERS LLC						
	08262024	Dry Cleaning	001-6050-340.0940	CLOTHING	0.00	297.25	154172
04505	DISTANCE CME LLC						
	1154	ALS NCCP Recert	001-6040-130.0180	TRAINING/DEVELOPMENT	0.00	1,297.56	154173
04095	DUFRESNE GROUP						
	18756	Engineering Svcs	002-8700-500.1400	302 WATER MAIN - EPA GRAN	0.00	2,708.00	154174
	19019	Record Drawings	003-8430-500.1401	2.5M-N MAIN ST PUMP STATI	0.00	3,600.00	154174
					-----	6,308.00	
05069	EDWARD JONES						
	PR 091824	PR w/e 09/13/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	100.00	154233
16102	EMPOWER TRUST COMPANY LLC						
	PR 09182024	PR w/e 09/13/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	412.78	E568
	PR 091824	PR w/e 09/13/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	655.80	E568
					-----	1,068.58	
05059	ENDYNE INC						
	503275	WSID 5254 TC	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	125.00	154175
	503287	Weekly Testing	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	170.00	154175
	503301	Ecoli	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	25.00	154175
					-----	320.00	
05033	ESO SOLUTIONS INC						
	ESO-147688	Software Sub 9/24-9/25	001-6040-440.1240	COMP SOFTWARE/OFF EQUIP	0.00	5,693.35	154176
05007	EVERETT J PRESCOTT INC						
	6381219	Valve Box	002-8200-320.0750	MAIN LINE MAINT	0.00	171.12	154177
	6381385	Valve Box Cover	002-8200-320.0750	MAIN LINE MAINT	0.00	94.90	154177
					-----	266.02	
06105	FIRSTLIGHT FIBER						
	18081650	Monthly Phone Service	003-8330-200.0214	TELEPHONE	0.00	276.86	154234

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	18081650	Monthly Phone Service	048-8000-320.0762	BOR BANNER EXP	0.00	24.21	154234
	18081650	Monthly Phone Service	001-5010-200.0214	TELEPHONE & INTERNET FEES	0.00	4,111.55	154234
	18081650	Monthly Phone Service	002-8200-200.0214	TELEPHONE	0.00	139.11	154234
	18081650	Monthly Phone Service	002-8220-200.0214	TELEPHONE	0.00	84.17	154234
	18081650	Monthly Phone Service	003-8300-200.0214	TELEPHONE	0.00	25.68	154234

					0.00	4,661.58	
07987	GILBERT KIMBERLYNN OR CITY OF BARR						
	082224	Tax Credit Refund	001-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	36.32	154178
07206	GREAT-WEST TRUST COMPANY, LLC						
	PR 091624	PR w/e 09/13/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	426.45	154235
07006	GREEN MT POWER CORP						
	07890 090324	Cobble Hl Mdws 8/2-9/3	002-8200-200.0210	ELECTRICITY - COBBLE HILL	0.00	143.48	154179
	30386 083024	Richardson Rd 7/30-8/30	002-8200-200.0211	ELECTRICITY - RICH RD POL	0.00	29.31	154179
	80586 083024	6 N Main	001-6060-200.0210	ELECTRICITY	0.00	13,262.69	154179
	93423 090324	Cobble Hill Vault 8/2-9/3	002-8200-200.0209	ELECTRICITY - W CBL HL VA	0.00	335.05	154179

					0.00	13,770.53	
07008	GUYS REPAIR SHOP LLC						
	38973	Chains/Blades	001-7015-470.1270	MACHINE/EQUIP OUTLAY	0.00	85.98	154180
	38977	Bar/Chain	001-7015-470.1270	MACHINE/EQUIP OUTLAY	0.00	87.99	154180

					0.00	173.97	
07074	GW LOCKSMITH LLP						
	12241	Adj Strike Plate on Door	001-7020-320.0729	ANNEX MAINT	0.00	85.00	154181
08001	HACH CO						
	14148270	Sampler 2.5 Gal Poly	003-8330-320.0737	LAB MAINT	0.00	9,561.75	154182
	14151687	Charger	003-8330-320.0796	CAPITAL ASSETS	0.00	318.75	154182

					0.00	9,880.50	
08911	HOFF & COMPANY LTD						
	090524	Duplicate Tax Pymt Refund	001-4005-405.4005	GENERAL TAXES	0.00	1,517.25	154183
08053	HOLLAND CO INC						
	PI-29089	PCH 180	002-8220-320.0755	PCH180	0.00	13,819.05	154184
20097	IAFF LOCAL #881						
	PR 091824	PR w/e 09/13/24	001-2000-240.0007	UNION DUES PAYABLE	0.00	340.00	E570
09012	IDEMIA IDENTITY & SECURITY USA LLC						
	173570	Livescan Mtce/Support	001-6050-210.0312	OFFICE MACHINE MAINT	0.00	3,479.00	154185
11024	KEMIRA WATER SOLUTIONS INC						
	9017847431	Sodium Aluminate	003-8330-360.1140	SODIUM HYPOCHLORITE	0.00	15,902.01	154186

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

12302	LAGGIS EXCAVATION AND TIMBER HARVE						
	1082	Mulching	002-8220-320.0751	RESERVOIR SYSTEM MAINT	0.00	2,750.00	154187
12032	LAKES REGION FIRE APPARATUS INC						
	35098	Roll Stability Program	001-6040-320.0720	CAR/TRUCK MAINT	0.00	2,241.88	154188
12070	LAND CARE AGRI-SERVICES LLC						
	21159	Top Soil	001-8500-320.0732	GROUNDS MAINT (HOPE)	0.00	800.00	154189
13957	MACKAY METERS INC						
	1067568	Meter Repair	001-6045-350.1055	METER SUPPLIES	0.00	1,316.77	154190
	1067694	Meter Repair	001-6045-350.1055	METER SUPPLIES	0.00	170.56	154190
	1067707	Meter Repair	001-6045-350.1055	METER SUPPLIES	0.00	533.75	154190
					-----	-----	
					0.00	2,021.08	
13068	MAIN STREET LAW LLP						
	70050	Prof Svcs thru 8/26/24	001-5030-120.0173	PROF SERVICES - LABOR	0.00	550.00	154191
13038	MARTIN APPRAISAL SERVICES INC						
	6138	Aug 2024 Assessor Work	001-5020-440.1241	CONTRACT SERVICES	0.00	5,650.00	154192
12291	MCGOWAN JAMES						
	09102024	Boot Reimb	001-6050-340.0943	FOOTWARE	0.00	170.00	154193
13088	MCMASTER-CARR						
	30273625	Workbench Top	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	398.26	154194
	32327664	Mini Blind/Wall Mount Arm	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	396.36	154194
	32484682	Mat/Wall Mount Arm/Cord	003-8330-320.0738	PLANT MAINT	0.00	296.92	154194
					-----	-----	
					0.00	1,091.54	
13189	MILES SUPPLY INC						
	0187325-02	Paper Towels/Toilet Paper	001-8050-350.1061	SUPPLIES - GARAGE	0.00	209.43	154195
	0187349-01	First Aid Kits	003-8330-340.0941	EQUIPMENT - SAFETY	0.00	52.64	154195
					-----	-----	
					0.00	262.07	
13140	MONTPELIER AGWAY						
	625761	Snow Fence-Heritage Fest	001-9130-360.1205	NON-BILLABLE OSD EXPENSE	0.00	99.98	154196
	634322	Bird Deterrent Cloth	001-7050-320.0730	POOL BLDG MAINT	0.00	69.99	154196
					-----	-----	
					0.00	169.97	
14016	NELSON ACE HARDWARE						
	288065	Threadlocker	001-6050-340.0941	EQUIPMENT - SAFETY	0.00	9.11	154197
	288245	Hose/Cleaning Cloth	001-6050-320.0720	VEHICLE MAINTENANCE	0.00	63.10	154197
	288490	Multi-Material Drill Bit	001-6050-340.0941	EQUIPMENT - SAFETY	0.00	27.25	154197

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	288581	Bracket Shelf	001-6050-340.0941	EQUIPMENT - SAFETY	0.00	83.36	154197
	288785	HDMI Cable	003-8330-320.0754	OFFICE EQUIPMENT MAINT	0.00	26.09	154197
	288786	Anchors	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	11.14	154197
	288790	Dry Lube Spray	001-6045-350.1055	METER SUPPLIES	0.00	15.18	154197
	288897	Paint/Painting Supplies	001-6040-130.0181	EMGT TRAIN/DEV	0.00	23.03	154197
	288957	Hose/Cleaning Supplies	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	37.79	154197
	288957	Hose/Cleaning Supplies	001-7030-350.1049	CUSTODIAL SUPPLIES	0.00	47.67	154197
	288964	S-Trap	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	26.99	154197
	288969	Tubing	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	13.49	154197
	288980	Twine/Striping Paint	001-7015-320.0721	FIELD MAINTENANCE	0.00	64.44	154197
	289013	Wastebasket	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	13.49	154197
	289038	Carpet Cleaner Rental	001-7020-320.0729	ANNEX MAINT	0.00	57.48	154197
	289044	Pickup Tool	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	25.19	154197
	289083	Striping Paint/Trash Bags	001-7015-320.0721	FIELD MAINTENANCE	0.00	316.51	154197
	289083	Striping Paint/Trash Bags	001-7015-320.0730	BUILDINGS MAINT	0.00	12.29	154197
	289123	Spray Paint	001-6040-320.0720	CAR/TRUCK MAINT	0.00	12.78	154197
					0.00	886.38	
14055 NORWAY & SONS INC							
	19575	New Receptacles/Exit Sign	001-7020-320.0729	ANNEX MAINT	0.00	1,941.04	154200
	19576	Wiring-Panel to Receptacl	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	731.32	154200
	19578	Changed 6 Strip Lights	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	1,691.42	154200
	19813	AUD Entry Lighting	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	280.00	154200
	19814	AUD - New Lighting	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	1,547.50	154200
	19815	Wiring of Lights	001-7020-320.0727	BLDG/GROUNDS MAINT	0.00	735.53	154200
					0.00	6,926.81	
15405 O'HARA EARL III OR CITY OF BARRE							
	09042024	Reconnection Fee	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	25.00	154201
15003 ORMSBY'S COMPUTER SYSTEMS INC							
	45147	Workstation	001-5010-440.1240	COMPUTER REPLACEMENT PROG	0.00	1,258.97	154202
15058 OTIS ELEVATOR CO							
	100401635141	AUD Hill Svc Contract	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	188.08	154203
	100401635894	Opera House Svc Contract	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	370.16	154203
	100401665506	AUD Hill Svc Contract	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	188.08	154203
	100401666245	Opera House Svc Contract	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	370.16	154203
	100401666369	PS Building Mtce	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	291.06	154203
					0.00	1,407.54	
16842 PAYETTE ANGELA							
	09042024	Towing Refund	001-6045-220.0410	TOWING FEES	0.00	300.00	154204
16841 PCI PROPERTIES LLC OR CITY OF BARR							
	08282024	Delinq Tax Refund	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	248.48	154205

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16077	PERSHING LLC						
	FR 091824	PR w/e 09/13/24	001-2000-240.0006	ANNUITY PAYABLE	0.00	45.00	154236
16146	POULIOT BROOKE						
	09022024	Phone Stipend	001-5010-200.0214	TELEPHONE & INTERNET FEES	0.00	50.00	E569
18044	RANDOM RESCUE LLC						
	09072024	Svcs thru 8/29/24	001-6020-120.0173	PROF SERVICES/FEES	0.00	140.00	154206
18004	REYNOLDS & SON INC						
	3443063	Gloves	003-8330-340.0941	EQUIPMENT - SAFETY	0.00	275.88	154207
18246	ROSSI LORENA & LEANDER ZDANOWSKI						
	09092024	Refund of Tax Credit	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	142.67	154208
19418	SANEL NAPA - BARRE						
	404191	Pressure Switch	001-6040-320.0720	CAR/TRUCK MAINT	0.00	28.28	154209
	404662	Air Filter	002-8220-320.0743	TRUCK MAINT	0.00	10.00	154209
	404888	Fuse	001-6040-320.0720	CAR/TRUCK MAINT	0.00	4.64	154209
	405060	Air Filter	001-7030-350.1053	SUPPLIES/EQUIPMENT	0.00	10.91	154209
	405309	Belts	001-6040-320.0720	CAR/TRUCK MAINT	0.00	210.15	154209
	405343	Fuse/Fuse Holder	001-6040-320.0720	CAR/TRUCK MAINT	0.00	15.73	154209
	405345	Fuse	001-6040-320.0720	CAR/TRUCK MAINT	0.00	2.32	154209
	405391	Fuse	001-6040-320.0720	CAR/TRUCK MAINT	0.00	4.64	154209
					-----	0.00	286.67
19150	SHERWIN WILLIAMS CO						
	0506-9	Paint/Paint Brushes	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	169.58	154211
19129	SLACK CHEMICAL CO INC						
	476022	Polymer	003-8330-360.1141	POLYMER	0.00	9,844.00	154212
19051	SMITH CLINT						
	OE52805	Glasses Reimb	003-8300-340.0944	GLASSES	0.00	282.50	154213
	OE52805	Glasses Reimb	002-8200-340.0944	GLASSES	0.00	282.50	154213
					-----	0.00	565.00
19431	SP & F ATTORNEYS PC						
	86157	Legal Svcs thru 7/31/24	001-5030-120.0170	PROF SERVICES - CITY ATT	0.00	735.00	154214
19412	STONE ROAD PETROLEUM CONSTRUCTION						
	9324	Hydro/Overfill Test	001-8050-320.0727	BLDG & GROUNDS MAINT	0.00	673.00	154223
20046	TILLOU DANIEL & LOEATA						
	08262024	Tax Credit Refund	002-2000-200.0214	REFUND OVERPAYMENT-T/C	0.00	6.36	154224
21054	UNITED CONSTRUCTION & FORESTRY LLC						
	10745850	Fender Kit	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	2,054.00	154225

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
21055	USABLUEBOOK						
	INV00461718	Lab Supplies	003-8330-320.0737	LAB MAINT	0.00	609.99	154226
22025	VLCT						
	8373	7/1/24-6/30/25 DUES	001-5010-220.0413	DUES/MEMBERSHIP FEES	0.00	12,678.00	154237
22064	VTCMA						
	F50E74T1	VTCMA 2024 Registration	001-5040-130.0182	TRAINING/DEVELOPMENT	0.00	100.00	154227
23050	W B MASON CO INC						
	248796632	Paper	001-5010-350.1053	OFFICE SUPPLIES	0.00	1,599.60	154228
23450	WHITE + BURKE REAL ESTATE ADVISORS						
	14524	Prof Svcs thru 8/28/24	050-5830-360.1161	2020 \$1.7M BOND EXP DPW I	0.00	1,839.60	154229
23041	WORK SAFE						
	35095	Decals	002-8220-320.0751	RESERVOIR SYSTEM MAINT	0.00	160.00	154230
Report Total						237,959.08	

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 \$ ***237,959.08

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

Client ID: 22BA
Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:
 9/18/2024

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
1	Abare, Lance R.	1,192.00	77.46	73.91	17.29	26.93	0.00	73.91	17.29
3	Aldsworth, Joseph G.	1,851.20	195.47	101.60	23.76	67.16	0.00	101.60	23.76
5	Avery, Carroll A.	1,164.80	81.11	66.22	15.49	30.96	0.00	66.22	15.49
163	Baker, Brian L.	2,096.80	139.42	126.42	29.56	54.55	0.00	126.42	29.56
6	Baril, James A.	2,216.81	263.99	124.17	29.04	80.72	0.00	124.17	29.04
7	Benjamin, Kenneth S.	1,121.20	104.31	67.79	15.85	32.81	0.00	67.79	15.85
8	Bennington, William A.	1,184.07	81.82	70.43	16.47	27.82	0.00	70.43	16.47
9	Benson, Nicholas J.	1,658.01	191.41	99.73	23.33	58.94	0.00	99.73	23.33
11	Blackshaw, Brook W.	1,980.18	153.30	119.28	27.89	55.72	0.00	119.28	27.89
204	Blouin, Trevor J	1,058.40	42.94	65.62	15.35	22.74	0.00	65.62	15.35
14	Bramman, Kathryn H.	1,232.80	128.57	75.33	17.61	39.08	0.00	75.33	17.61
155	Brault, Marcel T	1,190.97	111.36	73.84	17.27	29.64	0.00	73.84	17.27
17	Brown, Anderson C.	1,724.58	235.40	105.95	24.78	85.06	0.00	105.95	24.78
19	Bullard, Don A.	1,332.41	175.61	82.61	19.32	55.31	0.00	82.61	19.32
21	Carminati Jr., Joel F.	1,110.40	38.44	64.90	15.18	24.51	0.00	64.90	15.18
179	Cassani II, Mario E	997.43	67.02	58.29	13.63	23.70	0.00	58.29	13.63
22	Cetin, Matthew J.	2,520.38	201.94	146.35	34.23	72.56	0.00	146.35	34.23
23	Charbonneau, Michael J.	2,283.30	278.58	128.75	30.11	85.10	0.00	128.75	30.11
25	Clark, Kailyn C.	1,184.20	87.61	73.42	17.17	34.54	0.00	73.42	17.17
26	Collins, April M.	970.40	67.83	58.60	13.70	27.20	0.00	58.60	13.70
27	Copping, Nicholas R.	1,718.10	179.65	96.84	22.65	55.42	0.00	96.84	22.65
28	Cruger, Eric J.	1,340.64	114.05	75.67	17.69	35.74	0.00	75.67	17.69
29	Cushman, Brian K.	2,130.40	157.08	122.17	28.58	49.67	0.00	122.17	28.58
33	Degreenia, Catherine I	1,796.96	241.04	105.51	24.68	73.23	0.00	105.51	24.68
34	Demell, William M.	1,106.40	92.39	61.57	14.40	28.52	0.00	61.57	14.40
173	DeRose, TJ T	1,431.20	160.90	86.70	20.28	56.79	0.00	86.70	20.28
35	Dexter, Donnel A.	1,456.00	169.94	81.86	19.14	52.50	0.00	81.86	19.14
36	Dodge, Shawn M.	1,082.40	77.65	64.11	15.00	29.95	0.00	64.11	15.00
38	Drown, Jacob D.	1,880.00	223.58	110.38	25.81	68.59	0.00	110.38	25.81
39	Durgin, Steven J.	1,551.20	135.25	86.24	20.17	42.10	0.00	86.24	20.17
40	Eastman Jr., Larry E.	1,978.40	227.06	112.06	26.21	69.64	0.00	112.06	26.21
42	Farnham, Brian D.	1,705.92	200.94	102.76	24.03	61.80	0.00	102.76	24.03
43	Fecher, Jesse T.	1,674.29	165.15	102.70	24.02	61.98	0.00	102.70	24.02
44	Fleury, Jason R.	2,012.94	246.23	114.27	26.73	75.39	0.00	114.27	26.73
189	Forsell, Christopher A	1,321.65	47.75	73.52	17.20	27.46	0.00	73.52	17.20
157	French, Richard B	80.58	0.00	5.00	1.17	0.00	0.00	5.00	1.17
45	Frey, Jacob D.	2,832.68	368.88	167.46	39.16	109.19	0.00	167.46	39.16
203	Frey, Matthew J	1,018.80	70.04	63.16	14.77	27.82	0.00	63.16	14.77
205	Galiano, Jeanne M	1,113.58	80.11	69.04	16.15	30.63	0.00	69.04	16.15
46	Gaylord, Amos R.	1,694.18	209.34	105.04	24.56	64.32	0.00	105.04	24.56

Client ID: 22BA
Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:

9/18/2024

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
47	Gilbert, David P.	1,179.20	115.40	71.14	16.64	36.14	0.00	71.14	16.64
170	Gillander, Ilene R	60.00	0.00	3.72	0.87	0.00	0.00	3.72	0.87
49	Guyette, Brandon L.	2,307.28	307.70	140.06	32.76	104.75	0.00	140.06	32.76
50	Hastings III, Clark H.	998.40	88.56	59.17	13.84	27.45	0.00	59.17	13.84
156	Hayden, Gregory William	1,622.37	187.89	98.49	23.03	51.42	0.00	98.49	23.03
52	Hedin, Laura T.	1,375.60	122.49	80.22	18.76	37.25	0.00	80.22	18.76
54	Herring, Jamie L.	1,186.64	54.87	72.47	16.94	29.44	0.00	72.47	16.94
55	Hoar, Brian W.	2,798.79	183.53	162.89	38.09	78.81	0.00	162.89	38.09
188	Hood, James R	1,338.80	10.79	80.01	18.72	28.13	0.00	80.01	18.72
56	Houle, Jonathan S.	1,918.28	244.50	117.78	27.55	74.87	0.00	117.78	27.55
58	Hoyt, Everett J.	834.48	47.22	51.74	12.10	29.00	0.00	51.74	12.10
169	Isabelle, Jeffrey D	72.00	0.00	4.46	1.04	0.03	0.00	4.46	1.04
167	Isabelle, Pierre D	580.00	61.29	35.96	8.41	37.05	0.00	35.96	8.41
59	Kelly Jr, Joseph E.	1,220.87	40.41	64.69	15.13	15.32	0.00	64.69	15.13
184	Kirby, Kristopher J	1,100.00	26.85	59.31	13.87	20.63	0.00	59.31	13.87
201	Knudsen, Alexander M	1,058.40	80.76	65.62	15.35	30.81	0.00	65.62	15.35
61	Kosakowski, Joshua D.	1,589.70	193.82	94.87	22.18	59.67	0.00	94.87	22.18
174	Kuras, Sarah V	1,083.60	94.63	66.07	15.46	29.14	0.00	66.07	15.46
165	LaBarge-Burke, Michelle J	1,102.40	73.78	65.69	15.36	28.86	0.00	65.69	15.36
62	Lane, Zebulyn M.	1,254.00	132.74	76.33	17.85	41.34	0.00	76.33	17.85
172	Larrabee, David M	1,068.80	93.40	61.94	14.48	28.80	0.00	61.94	14.48
64	Lowe, Robert L.	1,721.00	155.34	95.91	22.43	48.02	0.00	95.91	22.43
65	Machia, Delphia L.	1,048.40	90.95	64.55	15.09	28.12	0.00	64.55	15.09
67	Mahoney, Brandyn A.	1,145.00	99.25	70.99	16.60	40.94	0.00	70.99	16.60
68	Maloney, Jason F.	1,430.61	112.65	82.24	19.23	37.26	0.00	82.24	19.23
69	Manning, Jeffrey C.	340.00	5.92	21.08	4.93	9.01	0.00	21.08	4.93
168	Markham, Clifton C	580.00	41.45	35.96	8.41	27.05	0.00	35.96	8.41
70	Martel, Joell J.	1,536.40	164.26	86.95	20.34	50.80	0.00	86.95	20.34
171	Martineau, Brenda J	1,186.74	111.19	69.99	16.37	34.88	0.00	69.99	16.37
71	McGowan, James R.	2,609.54	404.46	153.13	35.82	107.25	0.00	153.13	35.82
72	McTigue, Peter J.	220.00	0.00	13.64	3.19	0.19	0.00	13.64	3.19
73	Metivier, Cheryl A.	1,229.20	116.68	71.70	16.77	36.53	0.00	71.70	16.77
75	Monahan, Dawn M.	2,292.00	176.66	131.66	30.79	58.65	0.00	131.66	30.79
77	Morris, Scott D.	1,216.00	133.46	75.39	17.63	55.51	0.00	75.39	17.63
78	Morrison, Camden A.	1,211.70	101.61	70.60	16.51	31.32	0.00	70.60	16.51
79	Morse, Bradley P.	147.64	0.00	9.15	2.14	2.56	0.00	9.15	2.14
80	Mott, John C.	441.68	34.69	27.38	6.40	12.41	0.00	27.38	6.40
191	Murphy, Carson	860.00	58.47	53.32	12.47	24.59	0.00	53.32	12.47
164	Murphy, Michael T	1,028.00	97.19	63.74	14.91	29.86	0.00	63.74	14.91
82	Noack, Rodney	1,097.82	78.50	64.61	15.12	30.18	0.00	64.61	15.12

Client ID: 22BA
Client Name: City of Barre

WARRANT REPORT

City of Barre

Report As of Date:
 9/18/2024

#	Employee	Gross	FWT	FICA	MEDI	SWT	SDI	ERFICA	ERMEDI
123	O'Grady, Peter L.	420.00	0.00	26.04	6.09	6.89	0.00	26.04	6.09
152	Pike, Roxanne L	869.20	82.01	52.78	12.34	32.79	0.00	52.78	12.34
183	Placey-Noyes, Tyler C	1,018.43	63.79	56.69	13.25	26.07	0.00	56.69	13.25
88	Poirier, Holden R.	1,631.03	192.13	99.74	23.33	59.16	0.00	99.74	23.33
89	Pouliot, Brooke L.	1,201.20	88.42	74.47	17.42	30.50	0.00	74.47	17.42
90	Pretty, Alyssa A.	1,130.80	81.94	70.11	16.40	31.42	0.00	70.11	16.40
93	Pullman, David L.	976.40	79.32	59.43	13.89	24.36	0.00	59.43	13.89
192	Rawson, Joseph A	975.20	100.61	57.46	13.44	26.58	0.00	57.46	13.44
95	Reale, Michael R.	1,998.36	268.56	123.90	28.98	82.09	0.00	123.90	28.98
97	Rivard, Sylvie R	1,104.40	94.97	62.89	14.70	29.24	0.00	62.89	14.70
99	Rubalcaba, David T.	1,380.12	140.89	83.51	19.53	43.79	0.00	83.51	19.53
100	Russell, Paula L.	1,346.80	53.13	76.48	17.89	28.96	0.00	76.48	17.89
101	Ryan, Patty L.	1,398.81	125.45	86.72	20.28	57.07	0.00	86.72	20.28
103	Seaver, Debbie L.	1,176.41	135.34	61.30	14.34	45.74	0.00	61.30	14.34
104	Shatney, Janet E.	1,670.00	116.35	95.88	22.43	37.78	0.00	95.88	22.43
202	Sheltra, Kimberly A	992.40	83.34	61.53	14.39	38.74	0.00	61.53	14.39
105	Smith, Clint P.	1,328.15	134.83	77.09	18.02	40.95	0.00	77.09	18.02
151	Smith, Michael P	1,080.80	31.90	61.90	14.48	13.89	0.00	61.90	14.48
185	Stanley, Gavin P	981.20	72.08	60.83	14.23	28.39	0.00	60.83	14.23
193	Stigall, Gretchen	901.44	20.37	51.01	11.93	18.46	0.00	51.01	11.93
148	Storelicastro, Nicolas R	2,468.08	221.30	153.02	35.79	69.57	0.00	153.02	35.79
110	Strassberger, Kirk E.	1,498.08	96.25	84.46	19.75	32.69	0.00	84.46	19.75
187	Taylor, Therese M	1,200.00	83.48	71.40	16.70	32.27	0.00	71.40	16.70
112	Tillinghast, Zachary M.	1,534.75	154.03	88.31	20.66	47.73	0.00	88.31	20.66
113	Tucker, Randall L.	1,929.61	200.63	109.39	25.58	60.69	0.00	109.39	25.58
114	Tucker, Russell W.	1,330.80	116.83	74.26	17.37	31.95	0.00	74.26	17.37
115	Vail, Braedon S.	2,227.20	159.30	137.61	32.18	88.48	0.00	137.61	32.18
180	Webster, James P	1,068.00	80.23	60.22	14.08	37.87	0.00	60.22	14.08
186	Young, Arthur D	1,352.00	61.60	76.60	17.91	31.32	0.00	76.60	17.91
REPORT TOTAL		146,277.67	13,173.06	8,638.92	2,020.39	4,545.27	0.00	8,638.92	2,020.39



City of Barre, Vermont

“Granite Center of the World”

CITY COUNCIL AGENDA: 9/24/2024

Agenda Item No.: 8-A

AGENDA ITEM DESCRIPTION: 2nd Reading Warned 6:10PM: Ord. #2024-02 Minimum Housing Ordinance modernization

SUBMITTING DEPARTMENT or PERSON: The Manager and Councilor Stockwell

STAFF RECOMMENDATION: Review draft changes to the ordinance and approve ordinance

BACKGROUND INFORMATION:

The City’s Minimum Housing Ordinance sets safety and habitation standards for rental units within the City. The ordinance was last updated in May 2021.

At the September 10, 2024, the Council held a 1st Reading of proposed changes to align minimum housing standards with state code, update fines for alleged violations, and make conforming changes throughout the Ordinance. All changes made to the draft the Council reviewed are highlighted in **yellow** in the attachment.

The Council made two changes during 1st Reading as follows:

- Repeal standard mail as an acceptable manner to deliver an Order (Section 7-10) and making a conforming change to provide that Orders sent via Certified Mail shall become effective upon date of receipt; and
- Remove outdated language referring to exceptions (Section 7-20).

Other changes contained in the draft are primarily clean-up of Ordinance for clarity or conformance with state law recommended by either City staff or the City Attorney as follows. Please note that throughout several sections not specifically referenced below, there are technical, formatting, conforming amendments, or changes to improve clarity of the Ordinance, such as replacing “chapter” with “Ordinance” and correcting statutory references.

- **Section 7-1:** Remove an outdated reference to Section 501 of the City Charter, which refers to a “Building Department”;
- **Sections 7-3 and 7-20:** Clarify that codes **may** be available on the website and **shall** be available upon request. This change was recommended to limit risk to the City if a particular update in Code is not immediately reflected on the City website posting;
- **Section 7-11:** Update appeal stay standards to match state law;
- **Section 7-14:** Clarify that public records shall be subject to statutory exemptions under the state’s public records act;
- **Section 7-18:** Provide that email constitutes an appropriate written manner to schedule an inspection; and
- **Section 7-20:** Clarify that the Vermont Residential Housing Health & Safety Code is adopted by the Vermont Department of Public Safety, and provide that garbage and recycling containers shall be placed in areas that do not interfere with pedestrian and/or vehicular traffic.

ATTACHMENTS: Proposed amendments to the Minimum Housing Ordinance

RECOMMENDED ACTION/MOTION:

Move to approve Ordinance #2024-02.

City of Barre
Chapter 7 – MINIMUM HOUSING STANDARDS
#2024-02

The City Council of the City of Barre, Vermont will hold a second reading on Tuesday, September 24, 2024 at 6:10 P.M. in the City Council Chambers to discuss the following revision to the Code of Ordinances, amended Chapter 7 – Minimum Housing Standards, as follows:

The City Council of the City of Barre hereby ordains that Chapter 7 of the Code of Ordinances of the City of Barre, Vermont is hereby amended to read as follows:

Note: **Bold/Underline indicates additions**
~~[brackets/Strikeout indicates deletions]~~

Chapter 7 –MINIMUM HOUSING STANDARDS

(Entire Chapter amended Ord. No. 1965-8, 11/16/65; 2002-04, 1/08/03; 2003-02, 9/16/03; 2005- 01, 8/18/05; 2007-01, 8/03/07; 2013-06, 12/17/13; 2019-07, 09/10/19; 2021-02, 05/04/21)

ARTICLE I. GENERAL PROVISIONS

Sec. 7-1. Authority.

(a) The City Council has enacted this Ordinance under the authority granted to the City through its Charter [~~Section 504~~] and under the authority granted to all Vermont municipalities under Title 24 Vermont Statutes Annotated (V.S.A.), Chapter 123, and 9 V.S.A. Chapter 77, to regulate Municipal Housing Codes.

Sec. 7-2. Purpose.

(a) The purpose of this Ordinance is to protect, preserve and promote the health, safety, and welfare of all [~~citizens~~] **residents** of the City of Barre through establishment of enforceable minimum rental housing standards. The intent of this Ordinance is to establish a set of minimum standards and an inspection process that will ensure that rental units throughout the City meet the standards outlined. Additionally, this Ordinance establishes a complaint process that is equitable to both the landlord and tenant alike.

Sec. 7-3. Vermont Fire [~~and~~] & Building Safety Code Adopted – permits required.

(a) The City hereby adopts the most recent edition of the Vermont Fire [~~and~~] **& Building Safety Code**, as adopted by the Vermont Agency of Public Safety, for the purposes of establishing rules and regulations as the minimum fire safety requirements for all rental units. **Such code will be made available upon request and may be posted on the City website.** (Ord. No. 2021-02, 05/04/21)

(b) Projects within a Rental Property or Apartment Building having three or more units that includes: new construction, alterations, renovations or the installation of fixtures, requires a Barre City Building Permit, [~~AND~~] **and** a Barre City Electrical Permit. Electrical work must be performed by a Vermont Licensed Electrician. (Ord. No. 2021-02, 05/04/21)

(c) Projects within a Duplex (2-family) or a Rental single-family home that includes: new construction, alterations, renovations or the installation of fixtures requires a Barre City Building Permit, [~~AND~~] **and** a Barre City Electrical Permit. (Ord. No. 2021-02, 05/04/21).

Sec. 7-4. Severability.

(a) If any section of this Ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this Ordinance.

Sec. 7-5. Effective Date of Ordinance.

(a) Amendments to this Ordinance shall be effective fourteen (14) calendar days after the adoption (by majority vote of City Council) and shall remain in effect until repealed or amended in accordance with the Barre City Charter (Sec. 107 and 108). (Ord. No. 2019-07, 09-10-19)

Sec. 7-6. Designation of Effect.

(a) This Ordinance shall constitute a civil ordinance within the meaning of 24 V.S.A. Chapter 123.

ARTICLE II. DEFINITIONS

Sec. 7-7. Definitions.

(a) For the purposes of this ~~chapter~~ **Ordinance**, definitions of the terms, phrases, words and their derivations shall be as defined in Chapter 1, Section 1-2 of the Code of Ordinances, the City of Barre, Vermont. Otherwise, the following listed words shall have the meanings indicated:

~~**EGRESS:** A secondary means of escape via an outside window, operable from the inside without the use of tools or keys. For existing construction, this means a clear opening of not less than 5.0 square feet. For new construction, this means a clear opening of not less than 5.7 square feet. The bottom of the opening shall be no more than 44 inches above the floor. All means of egress must be approved by the Code Enforcement Officer. (Ord. No. 2021-02, 05/04/21)~~

OWNER OCCUPIED: A property in which the owner has established primary residency.

DWELLING UNIT: A building or a part of a building that is used as a home, residence, or sleeping area by one or more persons.

RENT: All considerations to be made to or for the benefit of the owner under the rental agreement, not including security deposits.

RENTAL AGREEMENT: All agreements, written or oral, embodying terms and conditions concerning the use and occupancy of a dwelling unit or premises.

RENTAL UNIT: A dwelling unit that is not owner occupied, and is occupied for longer than thirty (30) consecutive days; including but not limited to occupancies at hotels, motels, homeless shelters and other accommodations.

TENANT: Any person entitled under a rental agreement to occupy a residential dwelling unit to the exclusion of others, or any persons occupying a rental unit as a permanent residence.

FRIVOLOUS[er] : Not having any serious purpose of value; thoughtless, ill-considered, nonserious, insubstantial, trivial, pointless, valueless. (Ord. No. 2019-07, 09-10-19)

ARTICLE III. ADMINISTRATION, APPEALS & ENFORCEMENT

Sec. 7-8. Duties and Powers of the Chief Inspector.

(a) The ~~[Barre City Manager shall appoint the]~~ Fire Chief **shall be [as]** the Chief Inspector ~~[who]~~ **and** shall ~~[hereby]~~ be authorized and directed to administer and enforce the provisions of ~~[the adopted codes]~~ **this Ordinance**. The Chief Inspector shall have the authority to render interpretations of the codes~~[. Such interpretations, policies and procedures shall be]~~ in compliance with the intent of ~~[the adopted codes]~~ **this Ordinance** and 24 V.S.A. Chapter 123;

(b) The Chief Inspector may delegate [this] **their** authority to any Code Enforcement Officer, or trained inspector. (Ord. No. 2019-07, 09-10-19)

Sec. 7-9. Duties and Powers of the Code Enforcement Officers.

(a) The Barre City Fire Department Inspection/Code Enforcement Officer(s) shall be responsible for the administration of this Ordinance. (Ord. No. 2019-07, 09-10-19)

(b) The Officer may enter, examine and survey all rental units that are subject to routine and emergency inspections of this Ordinance in accordance with Section 7-18. (Ord. No. 2019-07, 09-10-19)

Sec. 7-10. Written Documentation and Issued Orders.

(a) Where an inspection indicates that a violation of this Ordinance exists, the Officer shall issue written documentation notifying the party responsible of the existence of the violation(s) and the measure(s) required to correct or eliminate it. At the direction of the Officer, the documentation may require the violations to be corrected, or significant action taken to begin corrections, within a defined number of business days or require that the premises be vacated and secured until the rental unit meets the standards of this **[chapter] Ordinance**. The written documentation shall be based on a finding that the premises are a danger to the health, welfare or safety of the tenants of the general public and a violation of the Minimum Housing Standards. Written documentation may further direct: (Ord. No. 2019-07, 09-10-19)

(1) That the rental unit be repaired so that ~~[they meet]~~ **it meets** the standards of this **[chapter] Ordinance**;

(2) That the rental unit is unfit or unsafe for human habitation because it constitutes a serious danger to the health, welfare and safety of the tenants or the general public, and the rental unit be vacated and secured until the unit is repaired and inspected so that it meets the standards of this **[chapter] Ordinance**; (Ord. No. 2019-07, 09-10-19)

(3) That the rental unit is unfit for human habitation because it constitutes a danger to the health, welfare, or safety of the tenants or the general public, and that the rental unit be demolished pursuant to the provision of **[\$ VSA 24-3114] 24 VSA § 3114**.

(b) When the responsible party has failed to take corrective action **[of] outlined in** any written documentation, an Order may be issued by the Officer. (Ord. No. 2019-07, 09-10-19)

(1) The written Order shall state:

(i) That a violation exists;

(ii) The measure(s) required to correct or eliminate the violation(s);

(iii) A compliance date for which such violation(s) shall be corrected;

(iv) Appeal rights; **and**

(v) Penalties for non-compliance.

(c) When the Officer investigates and issues an Order, such Order shall be sent to the owner, and if applicable, the tenant of the rental unit; (Ord. No. 2019-07, 09-10-19)

(d) Orders shall be sent by one or more of the following means:

• **(i)** Email; or (Ord. No. 2021-02, 05/04/21)

• **(ii)** United States Postal Service (USPS) Certified Mail Return Receipt Requested; or

• USPS normal delivery; or

• (iii) Hand Delivery.

(e) If an Order cannot be delivered by the means listed above in Sec. 7-10(d), the Order shall be (i) posted in a conspicuous place on the dwelling or (ii) in the building in which the rental unit is located;

(f) Orders become effective immediately unless mailed via USPS **Certified Mail**. If mailed, the Order will take effect ~~[three (3) business days from the date the Order is issued]~~ **on the date of receipt indicated on the return receipt**;

(g) ~~[An]~~ **All** Orders shall be recorded in the municipal land records and a fee assessed when the owner of record cannot be contacted for receipt thereof, and the Order shall thereby be effective against any purchaser, mortgagee, attaching creditor, lien holder or other person whose claim or interest in the property arises subsequent to the recording of the Order; (Ord. No. 2019-07, 09-10-19; Ord. No. 2021-02, 05/04/21)

(h) When an Order is ~~[cured]~~ **complied with** and any related assessed penalties are paid in full, the Officer shall record an Order removal or cancellation in the municipal land records. (Ord. No. 2019-07, 09-10-19; Ord. No. 2021-02, 05/04/21)

Sec. 7-11. Appeals.

(a) Written notice of appeal shall be submitted to the Chief Inspector within ten (10) business days of the **effective** date of the Order(s);

(b) The Chief Inspector shall review the appeal and all related documentation and make a written determination within twenty (20) business days of receipt of an appeal;

(c) Any person aggrieved by any decision of the Chief Inspector may appeal a decision by instituting relief in Superior Court under V.R.C.P. 74; (Ord. No. 2019-07, 09-10-19)

(d) When an ~~[owner/tenant]~~ **owner and/or tenant** appeals an action of the Officer, the inspector shall not be prevented from completing the inspection of the rental unit and issuing any necessary Orders. When an appeal is filed, the Orders issued will be stayed pending resolution of the appeal, unless ~~[the Orders issued are to correct life threatening issues which will not be stayed]~~ **the enforcing Officer certifies after notice of the appeal has been sent to them, that, by reason of facts stated in the certificate, a stay would cause a serious hazard or imminent peril to the health or safety of the occupants of a dwelling or the public.** (Ord. No. 2019-07, 09-10-19)

Sec. 7-12. Enforcement and Penalties.

(a) The Chief Inspector and/or ~~[his]~~ **their** delegates or any certified Vermont Law Enforcement Officer shall ~~[be the designated Enforcement Officer. They shall]~~ issue, or direct to have issued, Municipal Complaints and pursue enforcement before the Judicial Bureau in accordance with the provisions of 24 VSA §1974a and §1977 with penalties as prescribed below:

(1) The Officer shall be required to issue an Order on the property owner for any violations of this Ordinance or the adopted codes. Where the property owner fails to remedy a violation to the satisfaction of the Officer, the Officer may bring appropriate action to enforce the provisions of this Ordinance. Enforcement may be by any means allowed under state law including, but not limited to: (Ord. No. 2019-07, 09-10-19)

(i) First offense. A first offense of this Ordinance shall be punishable by a fine of ~~[one]~~ **two** hundred fifty dollars ~~[((\$150.00)]~~ **(\$250.00)**; the waiver fine shall be one hundred dollars (\$100.00);

(ii) Second ~~[and subsequent]~~ offenses. Any second offense of the same provision of the bylaws within a ~~[twelve-month]~~ **twenty-four month** period shall be punishable by a fine of ~~[two] three~~ hundred dollars ~~[(~~\$200.00~~)]~~ **(\$300.00)**; the waiver fine shall be ~~[one] two~~ hundred ~~[fifty]~~ dollars ~~[(~~\$150.00~~)]~~ **(\$250.00)**.

(iii) Third offenses within a twenty-four-month period shall be punishable by a fine of five hundred dollars (\$500.00); the waiver fine shall be two hundred fifty dollars (\$250.00).

(iv) Fourth and subsequent offenses in a twenty-four-month period shall be punishable by a fine of eight hundred dollars (\$800.00) per offense; the waiver fine shall be four hundred dollars (\$400.00) per offense.

(v) In the event of natural disasters with approval of the City Manager, the Officer may grant extensions for properties to become compliant only in the absence of serious safety and health concerns as determined by the Officer.

(2) The Officer may notify the City Attorney who shall bring suit in the name of the municipality to enforce such Order. Such suit may be brought in any **appropriate** court of competent jurisdiction ~~[appropriate]~~. The City may seek a temporary injunction or Order in any such proceedings. The court may award costs of suit including reasonable attorney fees. (Ord. No. 2019-07, 09-10-19)

(b) Each day that a violation continues shall constitute a separate **violation and/or** offense;

(c) Where the Officer finds that a violation(s) is to such a degree that a dwelling is declared unsafe, or that significant corrective action has not been taken within the timeframe provided, the Officer may suspend occupancy ~~[(~~"Order"~~)]~~ of a unit(s) and require the relocation of the rental unit's occupants, **subject to section 7-22**, until such time as the rental units meet the Minimum Housing Standards as outlined in this Ordinance; (Ord. No. 2019-07, 09-10-19)

Sec. 7-13. Fees.

(a) The fee for any registration and re-inspection fee 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;

(b) A rental unit for which a **registration form,** fee **[and inspection]** is required by this **[Chapter] Ordinance**, but has not been paid, shall be in violation of **[the City's Minimum Housing] this** Ordinance and subject **to** the following penalties;

(1) If the unit has been previously issued a Certificate of Compliance, the landlord shall be subject a penalty of ~~[eight] ten~~ percent ~~[(~~8%~~)]~~ **(10%)** delinquency charge and a one percent (1%) additional charge per month until the fee has been paid in full;

(2) If a unit has not been previously issued a Certificate of Compliance, the landlord shall be subject to a penalty of ~~[eight] ten~~ percent ~~[(~~8%~~)]~~ **(10%)** delinquency charge for the first thirty (30) calendar days and then subject to the penalties as outline in Section 7- 12~~[(a)(1)]~~ of this Ordinance.

Sec. 7-14. Records.

(a) Records, including inspection reports, records of complaints or other Orders shall be available for public inspection **[at the Planning, Permitting & Assessing Services Department]** in City Hall, **subject to any statutory exemptions contained in the State's public records act**; (Ord. No. 2019-07, 09-10-19)

(1) Owners and/or designated managing agent shall receive a copy of the inspection report within ten (10) business days of the completion of the inspection. Inspection reports shall be emailed to the designated recipient unless paper copies are requested [~~or mailed should the recipient not utilize email~~]; **and**

(2) To obtain copies of inspection reports, records of complaints or other Orders, requests must be made in writing to the Officer and ~~the designated~~ **applicable** records fee paid in full. (Ord. No. 2019-07, 09-10-19)

ARTICLE IV. REGISTRATION AND INSPECTION PROCEDURES

Sec. 7-15. Registration Requirements.

(a) The owner of all rental units shall be required to have on file with the City, on or before July 1 of each year, an accurate and valid registration/invoice form; (Ord. No. 2019-07, 09-10-19)

(b) All fees shall be paid annually and in full to the City of Barre for each rental unit;

(c) In the event the State of Vermont adopts a comparable program, only one fee will be charged **commencing the July 1 following the effective date of such state program**;

(d) The owner must provide the following information to the City: (Ord. No. 2019-07, 09-10-19)

(1) The address of the rental unit;

(2) The number of rental units at that address;

(3) The name(s), address(es), **email address(es)**, and phone number(s) of the property owner;

(4) The name, address(es), **email address(es)**, and phone number(s) of any managing agent;

(5) The name(s), address(es), **email address(es)**, and phone number(s) of any emergency contact(s) for this rental unit; and

(6) Any other information **the Chief Inspector** ~~deemed~~ **deems** appropriate to administer this Program.

(e) The owner of a rental unit shall have a continuing obligation to notify the City of any changes in the information required above during the period between the required annual invoicing; (Ord. No. 2019-07, 09-10-19)

(f) Upon purchase or transfer of property containing rental units, the purchaser(s) shall update the City file to ensure all information is correct; (Ord. No. 2019-07, 09-10-19)

(g) Prior to occupancy of any newly constructed rental unit or conversion of use to a rental unit, the owner ~~shall file the above referenced information in subsection (d) above~~ **must register the unit pursuant to this Section and receive a Certificate of Compliance pursuant to Section 7-21**;

(h) All fees must be paid in full prior to occupancy being granted, and shall be due for the current year; (Ord. No. 2021-02, 05/04/21)

(i) All motel and hotel manager units shall be registered with the City and pay the ~~appropriate~~ **applicable** fees annually;

(j) Units ~~as~~ defined under the Lodging Section of the Use Table ~~as defined~~ in the Barre City Unified Development Ordinance that may be occupied during the program year shall be registered with the City and pay the ~~appropriate~~ **applicable** fees annually; (Ord. No. 2019-07, 09-10-19)

(k) It shall be a violation of the City's Minimum Housing Standards for the owner of any rental unit within the City to fail to register a rental unit as required by this Ordinance.

Sec. 7-16. Exemptions.

(a) The following properties shall be exempt from registration, fees and/or inspections:

(1) The following are exempt from registration, fees and inspections:

- (i) A unit that is currently maintained as part of a nursing, rest or convalescent home licensed and inspected by the state;
- (ii) Owner occupied single family home;
- (iii) A rental unit that is occupied for less than thirty (30) consecutive days; and
- (iv) A unit that is occupied less than thirty (30) days by the same tenant(s) in a hotel and motel room.

(b) The following are exempt from fees, but must still register and be inspected:

(1) Owner occupied unit of a **duplex and** multi-family dwelling:

- (i) Inspection requirements are for fire and life safety requirements only, as adopted by the Vermont Agency of Public Safety. (Ord. No. 2021-02, 05/04/21)

Sec. 7-17. Invoice Procedures.

(a) Invoices will be sent to all duplex, multi-family occupancies and rented single family homes on an annual basis regardless of current occupancy[;]. (Ord. No. 2019-07, 09-10-19)

(1) Units currently vacant and remaining vacant throughout the current Program year shall receive an invoice to confirm occupancy status.

Sec. 7-18. Inspection Procedures

(a) The Officer shall make periodic inspections of rental units within the [city] **City** unless exempted as indicated above; (Ord. No. 2019-07, 09-10-19)

(b) The Officer may enter, examine and survey all rental units within the City that are subject to periodic inspections pursuant to this Ordinance at any reasonable time between the hours of 8 am to 5 pm, or a time that is mutually agreed upon between the owner and the Officer; (Ord. No. 2019-07, 09-10-19)

(c) The owner and tenant(s) shall cooperate with the Officer so that such inspections shall be made so as to cause the least inconvenience to the owner(s) or occupant(s) of the rental unit; (Ord. No. 2019-07, 09-10-19)

(d) If the Officer has reason to believe that an emergency situation exists tending to create an immediate danger to the health, welfare, or safety of the tenants of a rental unit, or the general public, they may enter, examine and survey the unit at any time; (Ord. No. 2019- 07, 09-10-19)

(e) The Officer shall notify the owner of a rental unit by either telephone, **text message**, or in writing, **including via email**, of [its] **their** intent to schedule an inspection; (Ord. No. 2019-07, 09-10-19) 05/04/21

(f) Upon receipt of an inspection schedule request, the owner shall contact the Officer to arrange for the inspection; (Ord. No. 2019-07, 09-10-19)

- (g) Once scheduled, the owner shall provide the tenant(s) with notice of an inspection not less than forty-eight (48) hours prior to the actual inspection being performed, as provided in 9 VSA §4460; **and**
- (h) During the inspection, the owner or designated representative shall be present to provide access to the rental unit(s).

Sec. 7-19. Complaint Procedures.

- (a) ~~It is expressly provided that the~~ **The** public, owners and tenants of any property in the City of Barre may file a complaint to the Officer of violations under this Ordinance and all such complaints shall be ~~treated~~ **investigated** accordingly; (Ord. No. 2019-07, 09-10-19)
- (b) In order to initiate a complaint against an owner or tenant, the complainant must:
 - [1-] **(i)** First attempt to notify the landlord in writing, (Ord. No. 2021-02, 05/04/21)
 - [2-] **(ii)** If no response **is received** within 72 hours, complete the on-line Complaint Form on the City website, or complete and sign a paper copy of the City of Barre Complaint Form~~[- a copy of which can be found at City Hall]~~. Complaints must be signed and dated in order to be investigated; (Ord. No. 2019-07, 09-10-19; Ord. No. 2021-02, 05/04/21)
- (c) The Officer shall investigate each complaint received within seven (7) business days of its receipt to determine if violations exist and to commence corrective actions; (Ord. No. 2019- 07, 09-10-19)
- (d) There shall be a written record of each complaint, the findings of the investigation and the action taken, if any;
- (e) If no action is needed to be taken at the time of inspection, this finding shall be noted on the written record and the complaint will be closed; **and**
- (f) Frivolous complaints shall be a violation of this Ordinance. A frivolous complaint shall be one where there is no basis for the complaint outlined within this Ordinance, and this is known to the complainant at the time. As a violation, frivolous complaints may be subject to Municipal Complaints as outlined in Sec 7-12 Enforcement and Penalties of this ordinance. (Ord. No. 2019-07, 09-10-19)

Sec. 7-20. Minimum Standards.

- (a) No dwelling unit unless exempt as defined in Section 7-16, shall be occupied that does not comply with the minimum standards as follows in this Section;
- (b) A dwelling unit must meet the following: (Ord. No. 2019-07, 09-10-19)
 - (1) Unit size. The minimum size of a dwelling unit must not be less than:
 - (i) 150 square feet for a studio or efficiency unit (one open living area that includes cooking, living and sleeping quarters, as well as sanitation facilities, which no more than three persons can occupy as tenants; (Ord. No. 2021-02, 05/04/21)
 - (ii) 220 square feet for a one-bedroom unit, which no more than three persons can occupy as tenants; or (Ord. No. 2021-02, 05/04/21)
 - (iii) 220 square feet plus an additional 70 square feet for each additional bedroom (290 sf for a two-bedroom, 360 sf for a three-bedroom, etc.). No more than two persons shall occupy each bedroom space as tenants. (Ord. No. 2021-02, 05/04/21)
 - (2) Cooking and Sanitation Facilities. All dwelling units must have safe, functioning cooking and sanitation facilities in accordance with the following: (Ord. No. 2019- 07, 09-10-19)

(i) A dwelling unit must contain permanent bathroom facilities consisting at the minimum of a toilet, sink, and shower or bathtub. The toilet and shower or bathtub must be within a room or enclosure that is fully separated from other living spaces by walls and one or more doors; **and**

(ii) A dwelling unit must contain permanent kitchen facilities. A kitchen must be a room or portion of a room in which there is a sink, refrigerator, and one or more appliances for heating food.

(c) Minimum Housing Standards

(1) The most recent edition of the **Vermont Residential Rental Housing Health & Safety Code adopted by the Vermont Department of Public Safety** [Federal Housing Quality Standards] shall be adopted as the Minimum Housing Standard for the City of Barre [with the following exceptions;]. **Such code shall be made available upon request and may be posted on the City's official website.**

~~[(i) The complete section of (n), Smoke Detectors Performance Requirement, shall be replaced with: "Photoelectric smoke detectors shall be required on each habitable level of an existing or new dwelling unit, including the basement. They will be hard-wired 120-volt with battery backup per NFPA 72 2-21. Smoke detectors that are installed new or installed to replace expired detectors shall be in compliance with Vermont State Fire Code."~~

~~[(ii) Section e.2, Thermal Environment Acceptability Requirements, shall be amended by adding the following: "(iii) An adequate heating appliance must be provided during the heating season which includes all months except June, July, and August."~~

~~[(iii) That the section f.2.i, Illumination and Electricity, Acceptability Criteria which reads: "There must be at least one window in the living room and in each sleeping room" be amended to read: "There must be at least one window in each sleeping area. Living rooms that are not used for sleeping areas shall not be required to have a window. All means of egress must be approved by the Officer." (Ord. No. 2019-07, 09-10-19)~~

~~[(iv) That the following additional standard be added to the federal requirements:~~

~~"(m) An annually inspected fire extinguisher is required in all rental units. Extinguishers must be properly mounted and in close proximity to the primary exit per NFPA 1."~~

~~(2) Any successor federal standards shall be reviewed and approved by the Barre City Council;~~

~~(3) The U.S. Department of Housing and Urban Development form for housing inspection (Form HUD-52580-A (9/00)) shall be utilized as a reference for the Officer's Housing Inspection Form. (Ord. No. 2019-07, 09-10-19)~~

(d) Fire Protection System

(1) All required fire protection systems and equipment including fire alarms, fire suppression systems, standpipe systems and fire extinguishers shall be maintained in proper operating condition at all times. Owners are responsible for the installation of these fire protection systems and equipment, and the completion of annual inspections by Technically Qualified Persons (TQP) as determined by the [VT-Dept.] **Vermont Division** of Fire Safety; [and]

(2) Tenants shall be responsible to notify the owner of any equipment system deficiencies or failures[-]; **and**

(3) An annually inspected fire extinguisher shall be required in all rental units. Extinguishers must be properly mounted and in close proximity to the primary exit in accordance with the most current National Fire Protection Association consensus standards.

(e) Smoke Detectors

(1) Smoke detector(s) shall be installed **in accordance with the most recently adopted edition of the Vermont Fire & Building Safety Code** [adjacent to sleeping areas. Per Vermont State Fire Code, by November 1, 2015, smoke detector(s) shall be installed inside of all sleeping areas];

(2) Owners are responsible for the installation of the smoke detectors, the replacement of batteries, and the replacement of broken or damaged smoke detectors, **and** [- Owners are also responsible] for conducting annual documented testing to ensure the detectors are both present and operational. Smoke detectors must be U.L. listed or otherwise approved by a recognized testing agency;

(3) The requirements for monthly testing in accordance with NFPA 720 shall also apply and may be accomplished by the owner or tenant;

(4) Smoke detectors found disabled during an inspection shall constitute a violation of this Ordinance and the responsible party will be subject to the penalties outlined in Section 7-12; **and**

~~[(5) The]~~ **the** responsible party **for the disabled detector** shall be the tenant unless it can be proven that the owner knowingly disabled a smoke detector and failed to replace it within a 24-hour period.

(f) Carbon Monoxide (CO) Detectors

(1) CO detector(s) shall be installed in dwelling units in accordance with the **most recently adopted** Vermont Fire ~~[and]~~ **&** Building Safety Code [2012]. CO detector(s) shall be installed outside of each sleeping area in the immediate vicinity of the bedrooms;

(2) Any bedroom that contains a fuel-burning appliance shall be required to have additional CO detection inside the sleeping area;

(3) Owners are responsible for the installation of the CO detectors, the replacement of batteries, and the replacement of broken or damaged CO detectors **and**[- Owners are also responsible] for conducting annual documented testing to ensure the CO detectors are both present and operational. CO detectors must be U.L. listed or otherwise approved by a recognized testing agency;

(4) The requirements for monthly testing in accordance with NFPA 720 shall also apply and may be accomplished by the owner or tenant;

(5) CO detectors found disabled during an inspection shall constitute a violation of this Ordinance and the responsible party will be subject to the penalties outlined in Section 7-12 **and**;

~~[(6) The]~~ **the** responsible party **for the disabled detector** shall be the tenant unless it can be proven that the owner knowingly disabled a smoke detector and failed to replace it within a 24-hour period.

(g) Interpretation and Relationship to Other Fire Protection and Life Safety Code Requirements

(1) The requirements set out in subsections (b) – (f) are minimum requirements for existing rental units regardless of age, years in service or type of dwelling. More stringent standards may take effect where the dwelling use is altered as in the case of dormitory or rooming house uses or where substantial renovations, remodeling or new construction requires the application of specific additional standards for that type of use or construction. Conformance with the requirements of this section does not in any way limit the application of additional requirements where applicable.

(h) General Conditions

(1) Every supplied appliance, plumbing fixture, heating device or system, or utility which is required under this Ordinance, and every chimney and smoke pipe shall be so constructed, and installed by appropriately qualified personnel in accordance with the provisions of the most ~~recent~~ **recently adopted** edition of the Vermont Building & Safety Code, as adopted by the Vermont Agency of Public Safety, or appropriately qualified personnel as may be allowed by ~~statutory~~ law. (Ord. No. 2021-02, 05/04/21)

(i) Sanitation

(1) Every tenant of a rental unit shall dispose of all rubbish, ashes, garbage and other organic waste in a clean and sanitary manner by placing it in the provided, approved storage or disposal facilities;

(2) Every owner of a rental unit or units shall provide common storage or disposal facilities for garbage, rubbish and recyclables. Said common facilities shall be properly sized to eliminate overloading and improper disposal and properly covered and isolated from the general environment so as not to be a public nuisance or hazard, **placed in a location on the property that does not interfere with pedestrian and/or vehicular traffic,** and properly maintained. The owner shall be further responsible for placing out for collection all common garbage and rubbish containers and for providing for collection of refuse on a not less than weekly basis, and in accordance with the Barre City Trash Ordinance.

(j) Premises to be Kept Clean and Sanitary

(1) Every tenant of a rental unit shall maintain, in a clean and sanitary condition, that part of the rental unit and yard which ~~he/she occupies and controls~~ **they occupy and control** and shall be responsible for the reasonable care and cleanliness of supplied facilities including plumbing and cooking equipment;

(2) Every owner or ~~his/her~~ **their** agent of a rental unit or units shall maintain the shared or public areas of the rental unit or units or yard in a clean and sanitary condition.

(k) Transfer of Responsibility

(1) No rental agreement shall relieve either the owner or tenant of their direct responsibility under this Ordinance.

(l) Responsibility of Owners of Vacant Buildings

(1) Should any building with dwelling units become vacant, all requirements under Chapter 23 **of the Code of Ordinances of the City of Barre** (Vacant Buildings) ~~must be adhered to~~ **shall apply.** (Ord. No. 2019-07, 09-10-19)

7-21 Certificate of Compliance

(a) It shall be a violation of the Minimum Housing Standards for the owner of a dwelling unit that is subject to inspection pursuant to this Ordinance to rent, offer for rent, or allow any person(s) to occupy any rental unit without a Certificate of Compliance;

(b) Upon completion of the inspection of a rental unit, if the unit is found to be compliant, the Officer shall issue a Certificate of Compliance which shall expire four (4) years from the date of issuance; (Ord. No. 2019-07, 09-10-19)

(c) If, upon completion of the initial inspection, the rental unit was found not to be in compliance with ~~one (1) or more~~ **any** of the standards within this Ordinance, an Order(s) will be issued to bring the rental unit into compliance;

(d) The Certificate of Compliance shall be withheld until all violations have been rectified, **and all related fines have been paid**;

(e) Nothing in this section shall preclude the inspection of said rental units more frequently than the term of the Certificate of Compliance, based upon written and signed complaints received;

(f) A Certificate of Compliance may be revoked if a subsequent inspection finds that any rental unit is no longer in compliance with the provisions of the Minimum Housing Standards;

(g) Upon the request of an existing or prospective tenant, the owner or the owner's agent shall produce the Certificate of Compliance.

ARTICLE V. SPECIAL PROVISIONS

Sec. 7-22. Relocation Service.

(a) In the event that any person(s) is displaced from a rental unit by enforcement of this **chapter Ordinance**, unless it is reasonably determined by the enforcing agency that the tenant is responsible for the circumstance(s) that led to the order for relocation, the owner shall be responsible for paying the cost of relocation of the displaced person(s) for the duration of the repairs. (Ord. No. 2019-07, 09-10-19)

ADOPTION HISTORY

- First Reading at regular City Council meeting held on Tuesday, September 10, 2024. Second Reading and Public Hearing set by Council for Tuesday, September 24, 2024.
- Proposed language printed in Times Argus newspaper on Saturday, September 21, 2024.
- Second Reading and Public Hearing held on Tuesday, _____.
- Adopted at regular City Council meeting held on _____ and entered in the minutes of that meeting which are approved on _____.
- Posted in public places on _____.
- Notice of adoption published in the Times Argus newspaper on _____.
- Effective _____.

Dated this _____ day of _____, 2024.

Cheryl Metivier

City Clerk/Treasurer



MEMORANDUM

DATE: September 10, 2024

TO: Nicolas Storellicastro, City Manager
 Brian Baker, Director of Public Works

FROM: Wayne Elliott, PE

RE: Wastewater Treatment Facility
 New Headworks
 Total Project Cost Summary Update
 A+E Project No. 24014

Background

For the new headworks, Wright Pierce prepared the preliminary engineering report issued March 2024 and the recommended alternative included a preliminary total project cost. The total project cost of \$9,297,000 is summarized below in Table 1.

**Table 1
 Preliminary Engineering Report
 Total Project Cost**

Item	Cost
Construction	\$7,190,000
Construction Contingency	\$360,000
Technical Services	\$1,457,000
Material Testing (0.75%)	\$54,000
Legal/Administration	\$144,000
Financing (1%)	\$92,000
Engineer's Estimate	\$9,297,000

A+E is assisting the City with the predesign of the new headworks, so the following tasks have been completed or are in progress.

- Topographical survey
- Underground utility location
- Preparation of the existing conditions base plan



- Preparation of the Basis of Final Design
- 30% design plans
- Subsurface/geotechnical investigation
- Archeological resource assessment
- Asbestos and lead paint inspection
- Bond vote assistance

Estimated Construction Cost

Using the information gathered to date, an updated construction cost was prepared and some of the assumptions are described as follows:

- Bypass pumping: A similar budget was assumed.
- Dewatering and Sheeting: A similar budget was assumed.
- Subsurface: The geotechnical engineer is working on the analysis but indicated that the new structure could experience higher settlements during a seismic event which is a code compliance issue, so a budget was carried for Geopier soil improvement.
- Equipment: Updated budgets were obtained for the new multi rack screen and grit removal system.
- Building: Our layout is a similar size footprint at 40' X 50'.

A detailed breakdown of the estimated construction cost of \$5,300,000 is provided in Attachment No. 1 and this estimate is based on current costs at an ENR of 13595.

Total Project Cost Summary

The construction cost estimate was extended out to August 2025 for the projected start of construction using a 4.0% annual increase, for an estimated construction cost of \$5,512,000.

Other assumptions used for preparation of the total project cost are:

- A 15% construction contingency is shown.
- The Wright Pierce fee of \$117,600 for the preliminary engineering report is included and is under the Clean Water planning loan RF1-356.
- State Water Investment Division curve allowances were carried for the Step II and III engineering.
- Other projects costs were reduced from \$290,000 to \$100,000 to be more reflective of this project scope. For example, administration was originally shown at \$119,000 and legal was shown at \$25,000.

An updated total project cost was prepared and is summarized in Attachment No. 2. This total project cost of \$7,600,000 includes: construction, 15% construction contingency, engineering, administration, permit fees, materials testing, legal, and short term interest.

Bond Vote Amount

The City Council will need to determine the bond amount for this project that will be in the warning, ballot, etc. Recent changes in State statute allow the Council to vote on an amount

less than the total project cost, reduced by grants, but our recommendation is that the bond amount be the same as the total project cost at \$7,600,000.

Grants are anticipated and will reduce the total project cost. From the State Water Investment Division, the City will receive up to \$250,000 in engineering subsidy, and a minimum 10% State Pollution Control grant estimated at \$735,000. Also, the City plans to submit an RD Apply application to USDA/Rural Development and would likely be eligible for additional grant funding.



ATTACHMENT NO. 1

Estimated Construction Cost

ESTIMATED BUDGET WORKSHEET

PROJECT: City of Barre Wastewater Treatment Facility

New Headworks

DATE: Sep-24

CATEGORY	ITEM	QUANTITY	UNIT COST	UNIT	SUBTOTAL	USE
General Requirements						\$429,000
Demolition						
	Headworks	1	\$50,000	Allowance	\$50,000	
	Existing Interceptor Sewer	1	\$15,000	Allowance	\$15,000	
	Bypass Pumping	8	\$35,000	Month	\$280,000	
	Subtotal				\$345,000	\$345,000
Sitework						
	Erosion Control	1	\$5,000	Lump sum	\$5,000	
	Sheeting	54000	\$3.00	s.f.	\$162,000	
	Dewatering	1	\$150,000	Allowance	\$150,000	
	Geopier soil improvement	1	\$150,000	Lump sum	\$150,000	
	Excavation	1350	\$75	c.y.	\$101,250	
	Structural Bedding	170	\$125	c.y.	\$21,250	
	Structural Backfill	450	\$100	c.y.	\$45,000	
	Bit. Walks	150	\$75	s.y.	\$11,250	
	Bit. Pavement	300	\$100	s.y.	\$30,000	
	Loam, Seed & Mulch	650	\$10.00	s.y.	\$6,500	
	Subtotal				\$682,250	\$685,000
Yard Piping						
	30" Gravity Sewer	120	\$1,000	l.f.	\$120,000	
	Sewer Manholes	3	\$30,000	Each	\$90,000	
	Core/Rehab Existing MH	2	\$12,500		\$25,000	
	6" Drain	50	\$150	l.f.	\$7,500	
	4" Forcemain	35	\$250	l.f.	\$8,750	
	2" Process water	120	\$100	l.f.	\$12,000	
	Electrical Conduit	200	\$50	l.f.	\$10,000	
	Subtotal				\$273,250	\$275,000
Concrete						
	Base Slab	125	\$1,750	c.y.	\$218,750	
	Walls	230	\$1,500	c.y.	\$345,000	
	Floor Slab	75	\$1,600	c.y.	\$120,000	
	Flowable Fill	20	\$500	c.y.	\$10,000	
	Misc.	1	\$25,000	Allowance	\$25,000	
	Subtotal				\$718,750	\$720,000
Misc. Metals						
	Al Handrail	100	\$100	l.f.	\$10,000	
	Al Stairs	16	\$600	Riser	\$9,600	
	Al Grating	540	\$75	s.f.	\$40,500	
	Al Slide gates	7	\$12,500	Each	\$87,500	
	Bar Rack	1	\$10,000	Each	\$10,000	
	Subtotal				\$157,600	\$160,000
Building						
	Building	2000	\$250	s.f.	\$500,000	\$500,000
Equipment						
	Screening					
	Equipment:	1	\$300,000	Each	\$300,000	
	Installation:	1	\$25,000	Each	\$25,000	
	Grit Removal					
	Equipment:	1	\$400,000	Each	\$400,000	
	Installation:	1	\$50,000	Each	\$50,000	
	Subtotal				\$775,000	\$725,000
Instrumentation						
	Gas Detection System	1	\$15,000	Each	\$15,000	
	Float Switch	1	\$2,500	Each	\$2,500	
	Flow meter	0	\$3,000	Each	\$0	
	Subtotal				\$17,500	\$20,000
Process Piping						
	Interior Piping/Valves	1	\$100,000	Allowance	\$100,000	\$100,000
Heating/Ventilation						
		2000	\$150	s.f.	\$300,000	\$300,000
Electrical						
	UG elec/communications	200	\$150	l.f.	\$30,000	
	Building power/lighting	2000	\$200	s.f.	\$400,000	
	PLC/SCADA	1	\$25,000	Allowance	\$25,000	
	Subtotal				\$455,000	\$455,000
	Subtotal				\$4,714,000	
	12% OH&P				\$565,680	
	Total				\$5,279,680	
	Use				\$5,300,000	

Notes:

1. ENR 13595 = August 2024
2. The general requirements are based on 10% of the total.



ATTACHMENT NO. 2

Total Project Cost Summary

**CITY OF BARRE
WASTEWATER TREATMENT FACILITY
NEW HEADWORKS**

TOTAL PROJECT COST SUMMARY

Sep-24

ITEM DESCRIPTION	ORIGINAL WP PER BUDGET (01/24) ⁽¹⁾	UPDATED BUDGET
CONSTRUCTION ⁽²⁾		
Contract No. 1 - New Headworks	\$7,190,000	\$5,512,000
Small Purchases - Asbestos/Lead Paint Abatement	\$0	\$25,000
CONSTRUCTION SUBTOTAL	\$7,190,000	\$5,537,000
CONSTRUCTION CONTINGENCY		
Construction Contingency (15%)	\$360,000	\$830,550
CONSTRUCTION CONTINGENCY SUBTOTAL	\$360,000	\$830,550
STEP I - PRELIMINARY ENGINEERING		
Preliminary Engineering Study/Environmental Report ⁽³⁾	\$117,600	\$117,600
Pre-design (30%) ⁽⁴⁾	\$0	\$46,600
Subsurface/Geotechnical Investigation ⁽⁴⁾	\$0	\$16,100
Special Services ⁽⁴⁾	\$0	\$22,100
STEP I SUBTOTAL	\$117,600	\$202,400
STEP II - FINAL DESIGN ⁽⁵⁾		
Basic Services	\$400,000	\$250,000
Subsurface/Geotechnical Investigation	\$20,000	\$25,000
Special Services	\$30,000	\$40,000
STEP II SUBTOTAL	\$450,000	\$315,000
STEP III - CONSTRUCTION SERVICES ⁽⁵⁾		
Construction Services Allowance	\$814,400	\$550,000
Special Services	\$75,000	\$75,000
STEP III SUBTOTAL	\$889,400	\$625,000
OTHER COSTS		
Administration/Permit Fees	\$119,000	\$25,000
Materials Testing	\$54,000	\$15,000
Legal	\$25,000	\$10,000
Short Term Interest	\$92,000	\$50,000
OTHER SUBTOTAL	\$290,000	\$100,000
ESTIMATED TOTAL PROJECT COST USE	\$9,297,000	\$7,609,950 \$7,600,000

Notes:

1. Original total project cost in the preliminary engineering report prepared by WP dated March 2024.
2. Construction cost based on ENR cost index of 14139 (August 2025).
3. RF1-356-1.0, services under agreement for Wright-Pierce.
4. RF1-356-1.1, services under agreement with A+E.
5. Based on State WID curve allowances

NECESSITY RESOLUTION

RESOLVED at a regular meeting of the City Council of the City of Barre (“City”), duly noticed for and held on September 24, 2024, it was determined by the City Council that the public interest and necessity each demand that the City replace the existing headworks at its wastewater treatment facility at an estimated total project cost, as determined by the City’s water resource engineers, Aldrich+Elliott, of Nine Million Two Hundred Ninety-seven Thousand and 00/100 Dollars (\$9,297,000.00) (the “Project”); and

BE IT FURTHER RESOLVED that the costs of the Project are too great to be paid out of the ordinary annual income, revenue, and available resources of the City; and

BE IT FURTHER RESOLVED that a proposal for the issuance of general obligation indebtedness of the City in an aggregate amount not to exceed Seven Million Six Hundred Thousand and 00/100 Dollars (\$7,600,000.00) to fund the Project should be submitted to the legal voters of the City to be voted on by Australian ballot; and

BE IT FURTHER RESOLVED that the Project should be diligently pursued in recognition of the condition of the existing headworks and therefore a Special City Meeting is necessary, and it shall be duly warned and held on Tuesday, November 5, 2024, to enable the voters of the City to vote on the proposed issuance of indebtedness by the City; and

BE IT FURTHER RESOLVED that the City Council will hold a public informational hearing on the Project and proposition of issuing bonds on Monday, October 28, 2024, commencing at six-fifteen o’clock in the afternoon (6:15 p.m.) at the Council Chambers at Barre City Hall, Barre, VT; and

BE IT FURTHER RESOLVED that all acts relating to the proposition of incurring indebtedness and the issuance of general obligation debt for the purpose of the Project be in accordance with the provisions of Chapter 53 of Title 24, Vermont Statutes Annotated; and

BE IT FURTHER RESOLVED that the attached Warning and form of Ballot are specifically adopted for use in connection with consideration of the proposition of undertaking the identified capital improvement project and incurring indebtedness therefor.

[Signature Page Follows.]

Adopted this ____ day of September 2024.

BARRE CITY COUNCIL

Thom Lauzon, Mayor

Emel Cambel

Sonya Spaulding

Teddy Waszazak

Amanda Gustin

Michael Deering, II

Samn Stockwell

ATTEST: _____
Cheryl Metivier, City Clerk

**CITY OF BARRE, VERMONT
SPECIAL CITY MEETING
OFFICIAL WARNING
NOVEMBER 5, 2024**

The legal voters of the respective Wards of the City of Barre, Vermont, are hereby Notified and Warned to meet at the polling places of their respective Wards at the central polling place in the municipal auditorium on Auditorium Hill on the 5th day of November, 2024, between the hours of seven o'clock (7:00) in the forenoon (a.m.), at which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.), at which time the polls will close, to vote by Australian ballot upon the following Article of business:

ARTICLE 1

Shall general obligation bonds or notes of the City of Barre in an amount not to exceed Seven Million Six Hundred Thousand and 00/100 Dollars (\$7,600,000.00), be issued to pay the costs of replacing the headworks at the City's wastewater treatment facility, a project having an estimated total cost of Nine Million Two Hundred Ninety-seven Thousand and 00/100 Dollars (\$9,297,000.00)?

The legal voters of the City of Barre are further notified that voter qualification, registration, and absentee voting relative to said special meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

The legal voters of the City of Barre are further notified that a public informational hearing will be held on Monday, October 28, 2024, at the City Council Chambers at Barre City Hall, in the City of Barre beginning at six-fifteen o'clock in the afternoon (6:15 p.m.), for the purpose of explaining the headworks replacement project and the financing thereof.

Adopted and approved at a meeting of the City Council of the City of Barre duly called, noticed, and held September 24, 2024.

BARRE CITY COUNCIL

Thom Lauzon, Mayor

Emel Cambel

Sonya Spaulding

Teddy Waszazak

Amanda Gustin

Michael Deering, II

Samn Stockwell

Received for record and recorded in the records of the City of Barre on
September __, 2024.

Cheryl Metivier, City Clerk

**CITY OF BARRE
OFFICIAL BALLOT
SPECIAL TOWN MEETING
NOVEMBER 5, 2024**

ARTICLE 1

Shall general obligation bonds or notes of the City of Barre in an amount not to exceed Seven Million Six Hundred Thousand and 00/100 Dollars (\$7,600,000.00), be issued to pay the costs of replacing the headworks at the City's wastewater treatment facility, a project having an estimated total cost of Nine Million Two Hundred Ninety-seven Thousand and 00/100 Dollars (\$9,297,000.00)?

To vote in favor of this article, make a cross (X) in this square .

To vote against this article, make a cross (X) in this square .



City of Barre, Vermont

“Granite Center of the World”

ACTION ITEM BRIEFING MEMO CITY COUNCIL AGENDA: 9/19/2024

Agenda Item No. 8-D

AGENDA ITEM DESCRIPTION: Move the annual city meeting (Town Meeting Day) to May 13, 2025

SUBMITTING PERSON: The Manager

STAFF RECOMMENDATION: Set Town Meeting Day for the second Tuesday in May

BACKGROUND INFORMATION:

In January 2024, as a result of the vast and unknown impacts to our City finances from the July 2023 flood, the City Council voted to move the annual city meeting from the first Tuesday in March to the second Tuesday in May. The purpose of delaying the annual meeting was to allow more time to understand the scope of the impacts to our budget, provide more time to advocate for state funding, and to allow staff to present a more realistic and data-driven budget to the voters for approval. This move paid off, as our state delegation secured \$1 million, and the City’s responsible budget proposal was approved by a 56% to 44% margin.

At that May 2024 election voters also approved a charter change to permanently move the annual meeting to the second Tuesday in May by an even greater margin than they approved the budget, 57% to 43%. This charter change, however, will not become effective until ratified by the state legislature. Since many of the deadlines for a March election would occur early in the state legislative session, the City administration recommends that the Council once again move the annual meeting to the second Tuesday in May to avoid the confusion of returning to a March election before a permanent shift to May elections.

As was the case with last year’s action by the City Council, this change is allowed by Section 202 of the City Charter, which provides as follows:

Sec. 202. Time of elections and meetings.

(a) The annual city meeting of the city for the election of officers, the voting of budgets, and any other business included in the warnings for said meeting, shall be held on the first Tuesday in March unless otherwise legally warned by the council. (Amend. Of 05/10/05, Amend. of 11/07/06)

If Council approves the City Manager’s recommendation, the Council would be required to approve the warning for the May Town Meeting Day on April 8, 2025. By contrast, a March election would require the City Council to approve a Town Meeting Day warning on January 28, 2025, which falls early in the legislative calendar.

RECOMMENDED ACTION/MOTION:

Move to set the annual meeting on May 13, 2025 in accordance with section 202 of the City Charter.

Agenda Item #8-E

September 24, 2024

Proposed Barre City Revolving Loan Fund (BCRLF)

Downstreet Housing and Community Development currently operates the Green Mountain Home Repair (GMHR) loan program that provides grants up to \$5,000 and low-cost, deferred or amortized loans up to \$20,000 to homeowners with incomes at or below 80% Area Median Income (AMI) who need to make health and safety repairs to their primary residence (may include up to 4 total living units). Credit reports are reviewed to ensure that mortgage payments and property taxes are in good standing. Homeowners insurance is verified. The current delinquency rate hovers around 5% and there have been no defaults since the program's inception in 2016.

The Barre City Revolving Loan Fund (BCRLF) may be used to expand the amount of home repair funds available to GMHR borrowers or the allowable scope of work. It can also be accessed by applicants with higher household incomes who are not eligible for GMHR grants or loans. All applicants must be qualified owners of owner-occupied homes. Downstreet staff will help applicants leverage all other grants or lower cost credit options, including GMHR, before making a loan from the BCRLF.

Loan maximum: \$20,000

Income limits: Up to 120% of Area Median Income

Interest rates:

1% - Household incomes at 30% AMI or below

2% - Household incomes between 31% and 50% AMI

3% - Household incomes between 51% AMI and 100% AMI

4% - Household incomes over 100% AMI

Repayment period for amortized loans: 5-10 years depending on debt-to-income ratio of borrower.

Deferred loans: Deferred loans up to 12 months will be allowed for properties that need improvements prior to a home sale, such as improvements required for the property to qualify for FHA loans. The loan fee, if any, will be added to the loan principle and paid by the borrower at closing.

Lien position: A title search will be completed prior to loan initiation. First or second lien position is required unless the borrower also qualifies for Downstreet's GMHR program, in which case third position is allowable.

Closing costs: Closing costs will be added to the loan principle.

Allowable scope: Health and safety, code, infrastructure, weatherization, and similar work.

Inspections: Third-party inspections will be completed at loan initiation and upon completion of agreed upon scope.

Debt to income ratio: 45% for amortized loans.

Reporting requirements: Downstreet will provide quarterly reports to the City of Barre that will include the number, type, and amount of all outstanding BCRLF loans, date loans were issued, payment status of

loans and balance of loan fund. Bank statements showing debits and credits to the loan fund over the past quarter will be included.

Fees:

Home Inspections *(If the borrower also accesses Downstreet's GMHR funding, this cost is paid for by Downstreet. If not accessing GMHR, these costs are added to the loan principle):*

- \$500 for initial inspection
- \$250 for final inspection

Loan Closing Costs *(If the borrower also accesses Downstreet's GMHR funding, these costs are paid for by Downstreet. If not accessing GMHR, these costs are added to the loan principle):*

- \$175 – Title Search Fee
- \$120 – Recording Fee
- \$15 – Flood Certification

Downstreet Fees *(If the borrower also accesses Downstreet's GMHR funding, these costs are paid for by Downstreet. If not accessing GMHR, these costs are paid for by the loan fund):*

Loan Application review, underwrite and closing of loan

Project management of repairs and escrow account/disbursements

Servicing of loan / Process of payoff requests

- \$1,500 – Non-Amortized/Deferred Loan
- Amortized Loan - \$2,500

Interest earned: All interest earned on the BCRLF bank account will be added to the BCRLF principle. All interest accrued and paid on outstanding loans will be added to the BCRLF principle.

Once Barre City has determined terms for the BCRLF, Downstreet will provide a more detailed process from loan application through loan payoff.



City of Barre, Vermont

“Granite Center of the World”

ARPA FUNDS USE SUMMARY

The **American Rescue Plan Act of 2021 (ARPA)** established the Coronavirus State and Local Fiscal Recovery Fund (SLFRF), which provides \$350 million to state and local governments for the response to and recovery from the COVID-19 pandemic.

Of Vermont’s \$1.25 billion share, over \$200 million (about \$300 per Vermonter) was allocated to municipalities. Of this amount, **Barre received \$2.5 million.**

The Council has approved or committed \$1.5 million of ARPA funding to the following projects:

- **Approved \$250,000 to Downstreet for the Granite City Apartments project at the Ward 5 School.** This project requested funding through the letters of interest process. Funding was recommended because “Housing” was the highest ranked priority in the survey, and this project specifically received the greatest support among those who returned surveys.
- **Approved \$355,590 to re-line the sewer along N. Main Street from Brook Street to the siphon near Fifth Street.** This project will fortify a stretch of sewer that was inventoried after the July 2023 flood, and the re-lining will repair a line with high-use (including North Barre Manor) at a fraction of traditional replacement and without disrupting new pavement.
- **Approved \$55,557 to the Barre Opera House lighting project.** This project was part of a settlement to correct years where City Hall electrical use was charged to the Opera House.
- **Approved \$29,819 to Central Vermont Habitat for Humanity for a loan to demolish 22 Hill Street.** This project is to build a new, affordable housing unit on a tax sale property. As part of the purchase agreement, the City agreed to provide a no-interest loan to Habitat for the demolition of the existing property, and the City will be reimbursed based on a timeline established in the purchase and sale agreement.
- **Approved \$200,000 for project management/grant coordination staff capacity.** The Council has tentatively agreed to use ARPA funding to support expanded capacity in City Hall. The listed amount is a placeholder to guide conversations.
- **Approved up to \$80,000 for a hydrology study.** This project will expedite a study to inform flood mitigation strategies.
- **Approved \$223,974 to replace the BOR manifold.** This project will replace equipment essential to continue operations at the BOR during ice season.
- **Committed \$250,000 to create a revolving loan trust/fund.** This project was initiated by the City Council and the details of the program (which require formal Council approval) were delegated to the Housing Task Force. The Task Force and Downstreet will be presenting a proposed trust/fund at the July 2, 2024 Council meeting.
- **In addition, \$52,947 in smaller expenditures have been approved under ARPA, including**
 - Police Department payroll and FICA
 - Warming shelter
 - ARPA community outreach for the community innovation fund
 - Bike share loan program (may be funded with other sources)

If Council approves this use of ARPA funds, approximately \$1 million would remain unallocated. Funds must be committed by December 31, 2024 and expended by December 31, 2026.

Barre City Justice, Equity, Diversity, inclusion and Belonging Committee Work Plan 2025

After several years of experience and development, the BCJEDIB committee has completed its plan for the foreseeable future in terms of committee structure, priorities and relationship with municipal staff and government. The following is the result of the committee's conversations, workshops, consultations with professionals in the equity field and Barre City Council decisions.

Creating a list of priorities included identifying the affected populations, how they might be affected and the potential area of focus, ordinances, policies and/or practices. The list is seen as a living and changing document to be added to or altered in any way that meets the City's goals and objectives. The list is attached and has been used to determine our plan of action for the short and long term.

The committee has divided its responsibilities into two categories with a working group for each; Community Education and Municipal Ordinance Reform. The original charge for the committee was to create a flag policy and examine city ordinances with an equity lens. The realization and assessment of the municipality's readiness for equity work led the committee to organize an education program aimed at providing both political and municipal leadership with the communication tools needed for them to discuss social change within the city and how best to address it within the context of inclusion. To examine ordinances, policies and procedures, the committee adapted the Vermont Equity Impact Assessment Tool, which the City adopted for use in 2020.

Community Education Working Group:

"Let's Talk about Justice, Equity, Diversity, Inclusion and Belonging" is a program designed by the committee with the help of consultant Kristi Clemens, Dartmouth College title 9 Coordinator. The 8-hour curriculum traces the understanding of equity from the personal, through the interpersonal, to community application. Committee members will organize and support the sessions, some of whom will be trained in the facilitation process in order to continue and expand the program. The goal is to widen the program to include the general public after using it to educate municipal leadership.

Tasks:

- Conduct regular meetings at least once a month and report to committee monthly committee meetings
- Participate in a "Let's Talk" session
- Become a "Let's Talk" facilitator with coaching from consultant and curriculum creator, Kristi Clemens
- Promote and organize 2 Programs a year, including location, schedule and hospitality
- Plan and present other types of community educational experiences focused on equity with agreement by the committee and/or city council as appropriate
- Conduct a community equity assessment using the City of Winooski model

Municipal Ordinance Reform:

The City adopted the Barre City Equity Impact Assessment Tool for use by municipal leadership, groups that serve the City and non-profits involved in city projects and with city residents. The committee gave several tutorials to various entities in city government to encourage and support its use and has been working with other committees to use while they plan and implement their projects and events. The tool asks questions specific to equity and assesses the relative responsiveness of the project to marginalized and minority residents. This tool can be used in a variety of ways for a variety of projects, issues, ordinances and City plans.

Tasks:

- Conduct regular meetings at least once a month and report to committee monthly committee meetings
- Study and become familiar with the BC Equity Impact Assessment Tool document and the City Ordinances
- Identify ordinances that need editing to address wherever there is potential unfairness or unequal treatment
- Research other community's ordinances as guides to writing ordinances that reflect equity
- Edit City ordinances for City council to consider and support the changes to the City Council
- Promote the use of the assessment Tool including reviewing and making appropriate recommendations to the department that is using them
- Provide support for and review of RFPs and other proposals from the City by reviewing them using the Assessment Tool and providing letters of support where desired or needed. A designated member of the =working group is assigned to expedite any request from the City for this assistance in order to meet grant deadlines.

BCJEDIB LIST OF PRIORITIES

CONDITION	EFFECT	POTENTIAL REMEDY	
Air Quality/Pollution	respiratory disease/symptoms	Immediate removal of all remaining flood dust.	Equity
	stress on flora	Improve street sweeping/renting equipment if needed	Equity
		Reduce emissions, routing truck traffic around the downtown	Equity
		Study air quality	Equity
Property Taxes	fair and equitable redistribution of wealth	Increase in municipal revenue with tiered fees for city services	Equity
		Fee structure that charges fair value to other communities using our city's invested infrastructure	Equity
		Collaboration with BUUSD when preparing budgets	ADA
		Property assessment study to identify sub-standard rental structures tax at the highest standard rate	Equity
		Institute a form of rent control	Equity
		Balance services to commerce (20%) versus residents (80%)	Equity
Noise Pollution	Disturbing to the neurodivergent	Eliminate train blare	ADA
	Hearing loss	Ordinance to ban industrial/commercial open door practice	ADA
	Trauma trigger	Improve noise ordinance to include industrial/commerce noise	ADA
Light Pollution	Kills trees	Requiring hooded commercial/residential outdoor lighting	Equity
	Effects sleep patterns		Equity
Recreation	Resident quality of life	Park/playground that is ADA designed	ADA
		Hiring Rec Dept staff	Equity
Flood Mitigation			
ADA Compliance	Federal Law	Certify ADA Officer	
		Remove sidewalk barriers (elevate flags, no sandwich boards)	ADA
Climate Change		Disaster/emergency preparedness	