

**REGULAR COUNCIL MEETING**  
**Tuesday, July 20, 2021, 7:00pm**

The Barre City Council Meeting  
Scheduled for July 20<sup>th</sup>, 2021 **has been cancelled.**  
The next regular meeting will be Tuesday, July 27<sup>th</sup>, 2021.

**OTHER MEETINGS AND EVENTS**

**Saturday, July 17**

Special Energy Committee, 8:30am, Hybrid, Virtual (ZOOM) and City Council Chambers

**Monday, July 19**

Diversity & Equity Committee, 6pm, Virtual (ZOOM) and In-Person, City Council Chambers

**Wednesday, July 21**

Transportation Advisory Committee, 6:30pm, Hybrid, Virtual (ZOOM) and City Council Chambers

**Thursday, July 22**

Planning Commission, 6:30pm, Hybrid, Virtual (ZOOM) and Council Chambers

**Regular Meeting of the Barre City Council  
Held July 13, 2021**

The Regular Meeting of the Barre City Council was called to order in person and via video platform by Mayor Lucas Herring at 7:00 PM at Barre City Hall. In attendance, participating in person, or by video platform, were: From Ward I, Councilors Emel Cambel and Jake Hemmerick; from Ward II, Councilors Michael Boutin and Teddy Waszazak; and from Ward III, Councilors Ericka Reil and Samn Stockwell. City staff members present in person or via video platform were City Manager Steve Mackenzie, Human Resources Director Rikk Taft, and Clerk/Treasurer Carol Dawes.

**Absent:** NONE

**Adjustments to the Agenda:** Councilor Waszazak asked to move the discussion on ground rules to the end of the agenda, to accommodate those in attendance. He also requested a brief discussion on 111 Seminary Street. Councilor Hemmerick asked for a discussion on developing shared goals and challenges, strategic planning, and ARPA funding, and he asked to separate the perpetual easement discussion from the consent agenda.

**Approval of Consent Agenda:**

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

- A. Minutes of the following meetings:
  - a. Regular meeting of June 29, 2021
- B. City Warrants as presented:
  - a. Ratification of Week 2021-27, dated July 7, 2021
    - i. Accounts Payable: \$512,540.49
    - ii. Payroll (gross): \$125,555.79
  - b. Approval of Week 2021-28, dated July 14, 2021:
    - i. Accounts Payable: \$387,554.64
    - ii. Payroll (gross): \$135,184.14
- C. 2021 Licenses & Permits: The Clerk noted that due to no Council meeting last week, she administratively approved the licenses below so as to allow the events to happen, and is asking Council to ratify those approvals as part of the consent agenda.
  - a. Entertainment Licenses:
    - i. Central VT Council on Aging, “welcome back” picnic luncheon, Currier Park, July 12<sup>th</sup> from noon – 2PM.
  - b. Food Vending Licenses:
    - i. Double Dip Desserts LLC, for Food Truck Thursdays
    - ii. Paquet Apple Shack, for Food Truck Thursdays
    - iii. The Candy Van, city-wide and Food Truck Thursdays
    - iv. Cornerstone Pub & Kitchen, Food Truck Thursdays
- D. Ratify Council Allocation of Hollow Inn Donations.

**The City Clerk/Treasurer Report –**

Clerk/Treasurer Dawes reported on the following:

- Council will approve the municipal tax rate at the July 27<sup>th</sup> meeting, and tax bills will be in the mail by August 6<sup>th</sup>. First due date is September 15<sup>th</sup>, and all other due dates are the same as usual.
- Continue to work with the State Auditor’s Office to put finishing touches on the TIF audit.

**Liquor Control – NONE**

**City Manager's Report** - Manager Mackenzie noted his written weekly report distributed over the weekend to Council. He gave a paving update, saying the base course has been laid on Perry and Camp Streets, and final paving is scheduled to be completed this week. The Manager noted tonight's meeting is using new equipment installed to hold the meeting both in person and virtually. The equipment is being Beta tested this evening, and upon a successful test run, the installation will be made permanent. Councilors and in-person and virtual attendees are invited to give feedback.

Councilor Hemmerick offered congratulations for securing the dam removal grants, for getting the municipal general roads permit assessment underway, and for having three-acre sites designated in accordance with the 2018 stormwater master plan.

**Visitors and Communications –**

Resident Peter Zakrewski said there are no teeth in the new Police Advisory Board, and he would like to see a Civilian Review Board formed to address public complaints about the police department. Councilor Waszazak said he supported that idea, but it hadn't received Council support in the past.

Resident Stephen Budd said he used to work for the Salvation Army as a volunteer cook. He experienced a fall in the kitchen, and has been unsuccessful in getting funding support from the Salvation Army to address medical expenses. Mr. Budd talked about the surgeries he has undergone and the pain he is experiencing, and requested assistance in seeking funding support. He also talked about code violations at the Salvation Army facility. Manager Mackenzie will meet with Mr. Budd to refer him to code enforcement, and our community service staff person.

**Old Business – NONE**

**New Business –**

**Other – from consent agenda) Perpetual Easement with Metro 159, LLC**

Councilors asked for additional details on the easement and the Keith Avenue parking lot project. There was discussion on the project and its relationship with the TIF district plan, project completion in 2019, attorney assistance with the project and drafting of the easement; and actions taken by previous Councils. Metro 159, LLC principal Thom Lauzon said the easement is related to completed construction of a sidewalk across his property to provide access to the new Keith Avenue parking lot, and the document is codifying his obligation to the City made in 2015.

Council approved the easement and authorized the Manager to execute the document on motion of Councilor Boutin, seconded by Councilor Cambel. **Motion carried.**

**B) Update from Central Vermont Solid Waste Management District.**

Councilor Hemmerick noted his personal relationship with the CVSWMD general manager. He recused himself from the discussion and stepped out of the room.

General Manager Lisa Liotta and Operations Manager Brenna Toman said there are 19 member municipalities, including Barre City. CVSWMD provides waste management and education services, grant funding, household hazardous waste collections, teaching, hauler licensing and enforcement, workshops, and access to the ARCC (Additional Recyclables Collection Center). Ms. Liotta said they are planning to create a household hazardous waste facility to consolidate their one-day collections held throughout the district. They have received grants to support the project, in addition to reserve funds, and don't expect to bond. There is the possibility they will consolidate all functions and facilities to one location, including hazardous waste collections, ARCC, and administration. Manager Mackenzie said there is a possibility of co-locating with the DPW campus currently being explored. Mayor Herring said the City received a grant to host a free tire disposal on July 24<sup>th</sup> for City residents.

Councilor Hemmerick returned to the dais at this point in the meeting.

**C) Homelessness Discussion.**

Tammy Menard said she has been living in local motels through the state's homelessness voucher program during the pandemic, and serves as an advocate for others who are experiencing homelessness. She spoke of the violence and fear being experienced by those housed in the motels, and the fear about the upcoming end of the voucher program, which will take away these temporary housing options. She said people need safe and secure places to camp where they have access to water, sanitary facilities, wifi and electricity. Such camping sites need to be located on the bus routes.

There was discussion on the lack of services provided to those housed in the motels, little police presence, no mental health or drug and alcohol counseling services provided, lack of affordable housing, threats made to those housed in the motels, access to transportation and employment. Dawn Little, a member of the Montpelier Homelessness Task Force, said transportation is vital for those working night jobs, and disabilities can make it difficult to find work. Ms. Little asked people to report any available employment opportunities to Vermont Vocational Rehab.

**D) Resolution 2021-11 Reductions in the Motel Housing Program.**

Councilor Stockwell said there needs to be a statewide plan to address homelessness. Councilor Boutin said he would not support public camping sites, and would like to see language about providing services added to the resolution. There was discussion on the possibility of either partnering with the Montpelier Homelessness Task Force to form a regional task force, or creating a Barre Task Force; and Barre being a hub for services. Councilor Stockwell read the proposed amendment language for the resolution.

Council approved the resolution as amended on motion of Councilor Waszazak, seconded by Councilor Reil. **Motion carried, with Councilor Hemmerick recusing himself due to possible conflict of interest.**

**A) Discussion on Council Ground Rules.**

Mayor Herring reviewed the list of ground rules. There was discussion on the rule against taking notes during executive session, and it was decided to remove that language.

**Other) 111 Seminary Street.**

Councilor Waszazak said he has been talking with Capstone about alternatives to demolishing 111 Seminary Street to expand their parking at the Brook Street School. He has been searching the City for a location to which the 3-unit apartment building can be moved. They haven't identified such a spot yet, but he will continue to search.

**Other) Goals and Planning.**

There was discussion around setting goals and identifying challenges for the City and the Council, using the upcoming Community Visit as a way to gauge needs, developing the strategic plan, working jointly with staff to identify capacity and establish common goals and priorities, and holding a facilitated joint Council/department head meeting in the fall. Manager Mackenzie said he discussed such a retreat with Montpelier's City Manager, and will get additional details from him.

**Round Table –**

Councilor Stockwell said she met with Public Works director Bill Ahearn and toured the DPW facilities. She said the meeting and tour were informative.

Councilor Waszazak said the Friends of Aldrich Library will be holding a book sale this Friday &

To be approved at 07/27/21 Barre City Council Meeting

Saturday, and will likely hold more throughout the year.

Mayor Herring asked those attending by zoom to share their thoughts on the new technology. The Mayor reminded City residents of the free tire disposal on Saturday, July 24<sup>th</sup>.

**Executive Session** – NONE

The meeting adjourned at 9:20 PM on motion of Councilor Boutin, seconded by Councilor Hemmerick.  
**Motion carried.**

The meeting was recorded on the video meeting platform.

Respectfully submitted,

Carolyn S. Dawes, City Clerk

DRAFT

By check number for check acct 01(GENERAL FUND) and check dates 07/21/21 thru 07/21/21

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
01189	ACCESSIBILITY SYSTEMS INC						
	11135	labor,switch,travel,miles	001-7030-320.0727	BLDG/GROUNDS MAINT	0.00	380.17	141688
01142	AFLAC						
	536434	monthly premium	001-2000-240.0019	AFLAC PAYABLE	0.00	4,447.24	141689
01005	ALLEN ENGINEERING INC						
	522039-01	percol	003-8330-360.1141	POLYMER	0.00	4,100.25	141690
01060	AMAZON CAPITAL SERVICES						
	WG7V-071121	camera tripod	001-5010-130.0184	CITY COUNCIL'S EXPENSES	0.00	64.85	141691
23018	AUBUCHON HARDWARE						
	490125	bits	001-7015-320.0730	POOL & BLD MAINT	0.00	11.24	141692
	490132A	clamps,fasteners	001-7015-320.0730	POOL & BLD MAINT	0.00	4.58	141692
	490169	fasteners	001-7015-320.0730	POOL & BLD MAINT	0.00	32.48	141692
	490207B	fasteners	001-7015-320.0730	POOL & BLD MAINT	0.00	5.00	141692
	490208A	storage hooks	001-7015-320.0730	POOL & BLD MAINT	0.00	4.48	141692
	490292A	push broom	001-8050-320.0727	BLDG & GROUNDS MAINT	0.00	21.59	141692
	490369	tubing,tee,clamps	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	7.97	141692
	490386	sprayer	001-8050-350.1060	SMALL TOOLS	0.00	12.59	141692
	490389	duster	001-7020-470.1270	MACHINES/EQUIPMENT OUTLAY	0.00	21.58	141692
	490397A	fasteners,bits,saber wand	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	26.68	141692
	490401A	outlets,switch boxes	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	30.56	141692
	490403	hose,utility pump	001-7015-320.0730	POOL & BLD MAINT	0.00	147.57	141692
	490427	spray bottles,spray	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	39.56	141692
					-----	0.00	365.88
01033	AUTO CLINIC LLC THE						
	13134	labor,o-ring	001-6040-320.0720	CAR/TRUCK MAINT	0.00	313.10	141694
01070	AVERY CARROLL						
	062921	CDL learner's permit	001-8050-130.0180	TRAINING/DEVELOPMENT	0.00	32.00	141695
	070621	CDL permit fee	001-8050-130.0180	TRAINING/DEVELOPMENT	0.00	61.00	141695
					-----	0.00	93.00
02117	BARRE COMMUNITY JUSTICE CENTER						
	071021	quarterly contribution	001-9130-360.1371	BCJC STIPEND	0.00	1,750.00	141696
02027	BOUND TREE MEDICAL LLC						
	070121	medical supplies	001-6040-350.1054	MEDICAL SUPPLIES	0.00	114.37	141697
03087	CAPITOL STEEL & SUPPLY CO						
	100418	steel plates	001-8050-350.1065	SUPPLIES - STS	0.00	972.00	141698
	100418	steel plates	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	2,140.20	141698
					-----	0.00	3,112.20
03276	CARROLL CONCRETE						
	391260	concrete	001-8050-350.1062	SUPPLIES - SW	0.00	1,314.00	141699

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-----							
03205 CITY OF BARRE PENSION PLAN & TRUST							
	4THQTR21	employer match	001-9030-110.0154	CITY PENSION PLAN	0.00	5,070.21	141700
	4THQTR21	employer match	002-8200-110.0155	PENSION	0.00	1,145.17	141700
	4THQTR21	employer match	003-8300-110.0155	PENSION	0.00	1,145.16	141700
	4THQTR21	employer match	003-8330-110.0155	PENSION	0.00	1,796.50	141700
	4THQTR21VOL	employer match	001-9030-110.0154	CITY PENSION PLAN	0.00	1,690.08	141700
	4THQTR21VOL	employer match	002-8200-110.0155	PENSION	0.00	381.72	141700
	4THQTR21VOL	employer match	003-8300-110.0155	PENSION	0.00	381.72	141700
	4THQTR21VOL	employer match	003-8330-110.0155	PENSION	0.00	598.83	141700
					-----		
					0.00	12,209.39	
03231 CONSTRUCTION DYNAMICS INC							
	071621	contractor services	050-5830-360.1166	2020 \$1.7M BOND EXP POOL	0.00	54,950.00	141701
04071 DEAD RIVER CO							
	41757	fuel oil,lic fee,fuel tax	003-8330-330.0825	FUEL OIL	0.00	994.60	141702
04139 DOOLITTLE COLIN							
	012000070000	tax sale refund	001-2000-250.0322	TAX SALE LIABILITY	0.00	11,440.00	141703
05059 ENDYNE INC							
	377612	lab services	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	25.00	141704
	377633	lab services	002-8220-320.0749	WATER SAMPLING/TESTING	0.00	60.00	141704
	377682	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	310.00	141704
	377696	lab services	003-8330-320.0749	WASTEWATER SAMPLING/TESTI	0.00	310.00	141704
					-----		
					0.00	705.00	
05030 ESMI OF NEW YORK LLC							
	395480	sludge disposal	003-8330-230.0519	DISPOSAL OF SLUDGE	0.00	5,227.80	141705
05007 EVERETT J PRESCOTT INC							
	5879171	drill bits	002-8200-350.1060	SMALL TOOLS	0.00	361.00	141706
	5885000	meters	002-8200-320.0753	METER MAINT	0.00	1,445.67	141706
	5885211	pipe	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	250.00	141706
	5888407	top exts	002-8200-320.0750	MAIN LINE MAINT	0.00	626.36	141706
					-----		
					0.00	2,683.03	
06070 FIRST NATIONAL BANK OMAHA							
	070121	truck rental,hotel,traini	001-6040-350.1054	MEDICAL SUPPLIES	0.00	379.50	141707
	070121	truck rental,hotel,traini	001-6050-360.1161	INVESTIGATIONS MATERIALS	0.00	1,929.44	141707
	070121	truck rental,hotel,traini	001-6055-130.0180	TRAINING/DEVELOPMENT	0.00	109.00	141707
	070221	sewer bricks,seat cover,	001-8050-320.0743	TRUCK MAINT - STS	0.00	205.32	141707
	070221	sewer bricks,seat cover,	001-8050-350.1064	SUPPLIES - SS	0.00	484.88	141707
	070221	sewer bricks,seat cover,	002-8200-320.0743	TRUCK MAINT	0.00	205.32	141707
	070221	sewer bricks,seat cover,	003-8300-320.0750	MAIN LINE MAINT	0.00	484.87	141707

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
					0.00	3,798.33	
<b>06105 FIRSTLIGHT FIBER</b>							
	9460652	monthly service	001-5010-200.0214	TELEPHONE	0.00	17.24	141708
	9460652	monthly service	001-5020-200.0214	TELEPHONE	0.00	68.95	141708
	9460652	monthly service	001-5040-200.0214	TELEPHONE	0.00	129.19	141708
	9460652	monthly service	001-5050-200.0214	TELEPHONE	0.00	103.43	141708
	9460652	monthly service	001-5070-200.0214	TELEPHONE	0.00	103.43	141708
	9460652	monthly service	001-6040-200.0214	PHONE /LANDLINE/INTERNET	0.00	203.06	141708
	9460652	monthly service	001-6050-200.0214	TELEPHONE	0.00	127.52	141708
	9460652	monthly service	001-6050-210.0310	COMPUTER ACCESS - PD	0.00	100.00	141708
	9460652	monthly service	001-7020-200.0214	TELEPHONE	0.00	184.63	141708
	9460652	monthly service	001-7030-200.0214	TELEPHONE	0.00	29.91	141708
	9460652	monthly service	001-7050-200.0214	TELEPHONE	0.00	-201.67	141708
	9460652	monthly service	001-8020-200.0214	TELEPHONE	0.00	68.95	141708
	9460652	monthly service	001-8030-200.0214	TELEPHONE	0.00	51.71	141708
	9460652	monthly service	001-8050-200.0214	TELEPHONE	0.00	96.76	141708
	9460652	monthly service	002-8200-200.0214	TELEPHONE	0.00	74.39	141708
	9460652	monthly service	002-8220-200.0214	TELEPHONE	0.00	145.85	141708
	9460652	monthly service	003-8300-200.0214	TELEPHONE	0.00	25.86	141708
	9460652	monthly service	003-8330-200.0214	TELEPHONE	0.00	132.45	141708
	9460652	monthly service	001-6043-350.1050	BLDG/GROUND SUPPLIES	0.00	47.68	141708
	9460652	monthly service	001-7015-320.0730	POOL & BLD MAINT	0.00	48.53	141708
	9460652	monthly service	001-7020-200.0217	IT	0.00	55.95	141708
	9460652	monthly service	051-0280-360.1165	SEMP VCF TRUST PROJECTS	0.00	22.95	141708
	9460652	monthly service	001-6055-200.0214	TELEPHONE LANDLINE	0.00	191.29	141708
	9460652	monthly service	001-6055-210.0310	COMPUTER ACCESS - PD	0.00	150.00	141708
	9460652	monthly service	001-8500-200.0214	TELEPHONE	0.00	50.11	141708
	9460652	monthly service	001-5010-360.1171	SOFTWARE/CITY HALL	0.00	559.33	141708
					0.00	2,587.50	
<b>06065 FISHER AUTO PARTS</b>							
	662995	brakleen	001-8050-350.1061	SUPPLIES - GARAGE	0.00	96.00	141709
<b>06007 FORMULA FORD</b>							
	118150	clutch assy	001-6040-320.0720	CAR/TRUCK MAINT	0.00	350.52	141710
<b>07006 GREEN MT POWER CORP</b>							
	017700-0621	59 Parkside Terr lights	001-6060-200.0210	ELECTRICITY	0.00	36.83	141711
	017700-0621	59 Parkside Terr lights	001-7015-200.0211	ELECTRICITY-POOL	0.00	1,129.54	141711
	049710-0621	E Cobble Hill Rd water ps	002-8200-200.0205	ELECTRICITY-FIRE DISTRICT	0.00	190.92	141711
	07890-0621	Cobble Hill Mdws water ps	002-8200-200.0210	ELECTRICITY - COBBLE HILL	0.00	94.56	141711
	10586-0621	Nelson St prv	002-8200-200.0203	ELECTRICITY-NELSON PV	0.00	56.36	141711
	149710-0621	RT 302 prv	002-8200-200.0212	ELECTRICITY - RT 302 POLE	0.00	22.90	141711
	934230-0621	W Cobble Hill water vault	002-8200-200.0209	ELECTRICITY - W CBL HL VA	0.00	160.48	141711
					0.00	1,691.59	
<b>08042 HATHORN</b>							
	117672	controller,camera,locator	003-8300-320.0750	MAIN LINE MAINT	0.00	13,247.00	141712



07/16/21  
01:10 pm

City of Barre Accounts Payable  
Warrant/Invoice Report # 22-3

Page 4 of 7  
dmcnally

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
08053 HOLLAND CO INC		9918	chemicals	002-8220-320.0755	PCH180	0.00	7,943.67	141713
08082 HOYT EVERETT		071321	boots	003-8300-340.0941	EQUIPMENT - SAFETY	0.00	175.50	141714
09023 IAFF LOCAL 881		070821	furniture replacement	001-6040-340.0947	FURNITURE/APPLIANCES	0.00	2,400.00	141715
11024 KEMIRA WATER SOLUTIONS INC		9017718031	chemicals	003-8330-360.1148	SODIUM ALUMINATE	0.00	12,032.28	141716
12011 LENNYS SHOE & APPAREL		063021	boots	001-6040-340.0943	FOOTWARE	0.00	453.95	141717
12009 LOWELL MCLEODS INC		S66247	anchors,chain	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	81.52	141718
		S66299	steel,cutting	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	170.10	141718
						0.00	251.62	
13068 MAIN STREET LAW LLP		66933	professional services	001-5030-230.0517	CONTRACT NEGOTIATIONS	0.00	1,426.00	141719
13075 MCWILLIAM JAMES		2021-1JM	services 7/9-7/14/21	051-0280-360.1165	SEMP VCF TRUST PROJECTS	0.00	200.00	141720
13189 MILES SUPPLY INC		0150972-01	lanyard,flagging tape	002-8220-320.0727	BLDG & GROUNDS MAINT	0.00	76.92	141721
		0151145-02	gloves	001-8050-340.0941	EQUIPMENT - SAFETY	0.00	20.08	141721
						0.00	97.00	
14091 NEMRC		48351	support services	001-5020-210.0311	EQUIP PURCH & SW LICENSES	0.00	435.00	141722
14121 NORTHFIELD AUTO SUPPLY		342482	tie rod ends	001-6050-320.0720	VEHICLE MAINTENANCE	0.00	138.50	141723
		342495	lamps,plugs	001-8050-320.0743	TRUCK MAINT - STS	0.00	14.76	141723
		342505	light	001-8050-320.0743	TRUCK MAINT - STS	0.00	56.29	141723
		342573	sensor	001-6050-320.0720	VEHICLE MAINTENANCE	0.00	30.89	141723
		342581	radiator	001-6040-320.0720	CAR/TRUCK MAINT	0.00	434.69	141723
		342720	fittings	001-8050-320.0743	TRUCK MAINT - STS	0.00	12.41	141723
		342734	gauge,freight	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	53.44	141723
		342765	tie rod end	003-8300-320.0743	TRUCK MAINT	0.00	21.89	141723
		342789	nozzle	001-8050-350.1061	SUPPLIES - GARAGE	0.00	12.49	141723
		342918	filters	001-6040-320.0720	CAR/TRUCK MAINT	0.00	156.04	141723
		342984	battery	001-8050-320.0740	EQUIPMENT MAINT - STS	0.00	67.99	141723

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	343031	filters	001-6040-320.0720	CAR/TRUCK MAINT	0.00	141.94	141723
	343156	gear wrench	001-8050-350.1060	SMALL TOOLS	0.00	30.99	141723
					-----		
					0.00	1,172.32	
14059 NOVUS BECKLEY HILL SOLAR LLC							
	46	est monthly generation	002-8220-200.0212	BECKLEY HILL SOLAR PROJ	0.00	6,042.00	141725
15020 O'REILLY AUTOMOTIVE INC							
	232496	spinners	003-8330-320.0727	BLDG & GROUNDS MAINT	0.00	30.98	141726
15058 OTIS ELEVATOR CO							
	100400439319	maint service 8/1-8/31	001-7020-320.0729	ANNEX MAINT	0.00	188.08	141727
	100400460512	maint service 8/1-8/31	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	370.16	141727
	100400460686	maint service 8/1-8/31	001-7035-320.0727	BLDG & GROUNDS MAINT	0.00	291.06	141727
					-----		
					0.00	849.30	
16149 PENGUIN MANAGEMENT INC							
	65750	firefighter software plan	001-6040-440.1240	COMP SOFTWARE/OFF EQUIP	0.00	768.00	141728
16078 PIKCOMM							
	7600	antenna,labor	001-6040-320.0724	RADIO MAINT	0.00	108.00	141729
16001 PWV MEDIA INC							
	2021-1744	registration-B Breault	001-6040-130.0183	AMB BILLING TRAINING SEMI	0.00	695.00	141730
17010 QUADIENT FINANCE USA INC							
	031215885	meter postage	001-5010-360.1163	POSTAGE FOR METER	0.00	1,000.00	141731
17002 QUILL CORP							
	17907929	batteries,correction tape	001-5040-350.1053	OFFICE SUPPLIES/EQUIPMENT	0.00	23.99	141732
	17907929	batteries,correction tape	001-5050-350.1053	OFFICE SUPPLIES	0.00	28.08	141732
					-----		
					0.00	52.07	
18148 R K MILES							
	13560	white tile	002-8200-320.0727	BLDG & GROUNDS MAINT	0.00	50.84	141733
	13801	rebar tie wire	002-8200-320.0750	MAIN LINE MAINT	0.00	17.09	141733
					-----		
					0.00	67.93	
19019 STATE OF VERMONT							
	2021	annual dam fees	002-8220-320.0751	RESERVOIR SYSTEM MAINT	0.00	1,600.00	141734
20133 TIME WARNER CABLE							
	070121	service 7/1-7/31/21	001-6040-200.0214	PHONE /LANDLINE/INTERNET	0.00	266.81	141735
20002 TIMES ARGUS ASSOC INC							
	2030	advertise agenda 7/13	001-5010-230.0510	ADVERTISING/PRINTING	0.00	315.12	141736

By check number for check acct 01(GENERAL FUND) and check dates 07/21/21 thru 07/21/21

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
21002 UNIFIRST CORP							
	5943	uniform rental	003-8300-340.0940	CLOTHING	0.00	34.46	141737
	5943	uniform rental	003-8330-320.0743	TRUCK MAINT	0.00	10.30	141737
	5943	uniform rental	003-8330-340.0940	CLOTHING	0.00	31.49	141737
	5944	uniform rental	001-7020-340.0940	CLOTHING	0.00	56.32	141737
	5944	uniform rental	001-7030-340.0940	CLOTHING	0.00	50.92	141737
	5944	uniform rental	001-6043-340.0940	CLOTHING	0.00	21.72	141737
	5944	uniform rental	001-7015-340.0940	CLOTHING	0.00	10.58	141737
	5944	uniform rental	001-8500-340.0940	CLOTHING	0.00	21.02	141737
	5945	uniform rental	002-8220-340.0940	CLOTHING	0.00	66.99	141737
	5946	uniform rental	001-8050-320.0743	TRUCK MAINT - STS	0.00	69.00	141737
	5946	uniform rental	001-8050-340.0940	CLOTHING	0.00	238.96	141737
	5946	uniform rental	002-8200-340.0940	CLOTHING	0.00	94.69	141737
	5946	uniform rental	003-8300-340.0940	CLOTHING	0.00	60.80	141737
					-----	0.00	767.25
22109 VERMONT ASSESSORS & LISTERS ASSOC							
	BC 2021	membership dues-Shatney	001-5020-130.0180	TRAINING/DEVELOPMENT	0.00	30.00	141739
22135 VERMONT ELEVATOR INSPECTION SERVIC							
	32017	re-inspection	001-6043-320.0731	CITY HALL IMPROVE/REPAIRS	0.00	100.00	141740
22019 VT AGY OF TRANSPORTATION							
	063021	Quarry St project	050-5800-360.1165	2018 1.15 MIL BOND EXP	0.00	175.12	141741
23450 WHITE + BURKE REAL ESTATE ADVISORS							
	13812	professional services	050-5830-360.1161	2020 \$1.7M BOND EXP DPW I	0.00	5,235.65	141742

07/16/21  
01:10 pm

City of Barre Accounts Payable  
Warrant/Invoice Report # 22-3

By check number for check acct 01 (GENERAL FUND) and check dates 07/21/21 thru 07/21/21

Vendor							
PO	Invoice	Invoice	Account	Account	PO	Invoice	
Number	Number	Description	Number	Description	Amount	Amount	Check
Report Total					170,726.39		

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 \$ \*\*\*170,726.39  
Let this be your order for the payments of these amounts.

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Permit Administrator  
 City of Barre  
 6 N. Main Street  
 Barre, VT 05641  
 Phone: (802) 476-0245  
 Fax: (802) 476-0263

Permits to Council  
 July 9, 2021 to July 16, 2021

Permit#	Permit Type	Owner	Property Address	Permit Description
B21-000053	Building Permit	Robert A & Linda S Nelson	188 N Main Street	Relocate one wall to enlarge bathroom
B21-000054	Building Permit	Kendall E Welch III & Christina Singleto	66 Country Way	Removing old shed and building a new 14'x20' shed
B21-000055	Building Permit	Johanna Petty-Dunlap	39 Warren Street	Kitchen remodel due to fire: new wiring, smokes, new elec panel, new sheetrock , paint, kitchen flooring
B21-000056	Building Permit	Green Block, LLC	81 North MAIN ST	Adding walls and a full bathroom to make a 5th apartment on the first floor rear of building with the following Conditions: 1) Notify the Building Office as to whom the contractor will be once hired, (2) Double sheet rock the wall and ceiling dividing the restaurant from the apartments.
B21-000057	Building Permit	COREY GEORGE D	53 MAPLE AV	Remove and rebuild front porches with footers and roof, skim coat foundation to help with water seepage
B21-000058	Building Permit	Christopher J. Masi	338 Prospect Street	Extending garage building and it's slab 8' and replacing two existing windows with two new egress windows.
E21-000085	Electrical Permit	SPAULDING UNION HIGH SCHOOL	155 AYERS ST	Replace lights with LED's and disconnect for AC unit, add 8 branch circuit Lic. #EM05004
E21-000086	Electrical Permit	BUTTURA & SONS INC	109 BOYNTON ST	Service drop for 150 hp compressor Lic #EM2750
Z21-000050	Zoning Permit	TROTT M ELIZABETH	174 MERCHANT ST	Replacing existing foundation as it is bowing
Z21-000051	Zoning Permit	Green Block, LLC	81 North MAIN ST	Change of Use to add 5th apartment to rear first floor by adding walls and a full bathroom
Z21-000052	Zoning Permit	Christopher J. Masi	338 Prospect Street	Extending garage building and its slab 8', replacing two existing windows with two new egress windows, removing failed pavement of driveway, excavate and install road fabric, gravel, add staymat and finish with pavement.
Z21-000053	Zoning Permit	Benoit Properties	224 North Main Street	New signage for new pet grooming facility. Sign to be 8' x 6.5' "Apollo's Dog Grooming and dog daycare"
Total:		12		



# • *City of Barre, Vermont*

*“Granite Center of the World”*

Steven E. Mackenzie, P.E.  
City Manager

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

To: Mayor Lucas Herring and the Barre City Council

From: Steven Mackenzie, P.E., City Manager

Re: Department Head Reports

Report Date: July 16, 2021

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

## **1. CLERK/TREASURER'S OFFICE:**

- Continuing discussions with the State Auditor's Office on the TIF audit. Expect the final document to be released next week.
- Board of Abatement hearings scheduled for July 29<sup>th</sup>. There are 10 hearings scheduled: five from individuals and 5 from the City.
- Grand list was lodged July 16<sup>th</sup>. Municipal tax rate will be approved by Council at the July 27<sup>th</sup> meeting.
- In addition to the renter assistance program being offered by the state, they are now offering the VT COVID Arrearage Assistance Program again for water/sewer customers (not limited to renters). The program is scheduled to kick off next week, and will be nearly identical to the program offered back in November/December. Information about the program will be shared on FB, the website, and Front Porch Forum, and notices will be included with delinquent water/sewer bills.
- The City has posted information on Front Porch Forum and the website about the mortgage assistance program being offered by the state with COVID relief funds.

## 2. BUILDING AND COMMUNITY SERVICES:

- I checked on the pool water level and mechanical operations on Saturday and Sunday mornings.
- On Sunday evening, I assisted Caroline Earl, with the Rotary Club, with the set up and testing of the projector for their drive-in movie nights at the Civic Center parking lot.
- The Faith Community Church held an event on Sunday in Currier Park.
- The Recreation Department sponsored a day camp on the third floor of Alumni Hall for the whole week.
- The day long summer camp/daycare group was in the AUD basement all week. This was the fourth week of an eight-week rental.
- I participated in a pool update meeting on Monday.
- The Aldrich Library held their Children's Story Hour on Monday in Currier Park on Monday morning.
- The Central Vermont Council on Aging held an employee gratitude luncheon on Monday afternoon in Currier Park.
- The Central Vermont Disaster Animal Rescue Team held a meeting in the BOR on Monday evening.
- I attended the Civic Center Committee meeting on Tuesday morning.
- Responded to a report of the glass door at the Wheelock Building being shot out sometime Monday evening. A police report was filed.
- I met with a family on Tuesday at Hope Cemetery and sold them two lots.
- The Barre City Fire Department held a training on Tuesday afternoon in the second floor meeting room of Alumni Hall.
- The DMV held CDL testing on Wednesday in the Civic Center parking lot.
- The Barre City Police Department held a training on Wednesday morning in the second floor meeting room of Alumni Hall.
- On Wednesday evening, I attended both the Community Garden Committee and Tree Committee meetings.
- On Thursday I met with the City Manager to review my ongoing projects list.
- The Vermont Foodbank held their commodities drop on Thursday in the Civic Center parking lot.
- The Concerts in the Park/Thursday Food Truck events were held in Currier Park on Thursday evening. The event was very well attended and all four food truck vendors sold out!
- Friday morning, I met with a technician from Portland Glass to take measurements and order the replacement glass for the Wheelock Building door.
- On Friday, I attended the pool project "close out" meeting.
- The Cemetery crew continued with mowing and trimming as well as hedge trimming. We had a crane come in from Hutch Crane Service to help reset the Cozzi monument that had been taken down by a tree during the May wind storm. The monument stands eight feet tall and about three and one half feet wide. We had two cremation inurnments during the week.

- The Facilities crew removed the snow fencing from the lawn areas at the pool and mowed and trimmed the lawns so that we could open them up to the public. The crew also mowed and trimmed at various playgrounds and fields as well as mowing/trimming and trash removal at City Hall Park and Currier Park. The AUD was set up for a weekend basketball event featuring three boys and three girls teams from Maine playing Vermont teams.

## **2a. RECREATION:**

- The USTA Tennis program is ongoing and the participants are enjoying the program.
- The swimming pool has been busy and through support of the Summer Matters Grant and the pool renovations, we are experiencing very good attendance with many new families enjoying the pool. This week a lot of time was spent setting up Levels 1 – 4 for swim lessons. At this time we have set up day lessons only. There are those who want the night lessons. We hope to have a few in August, however we are doing our best with limited staff to be open 7 days a week for general and family swim. We could use 3 or more Lifeguards. Registrations began on Friday.
- A Sampler swim class was held for an adult/child class. It provided a sample of swim lessons for youngsters 8 months to 3 years of age. The class went very well and we will indeed have registrants in our upcoming class for this age group.
- WOW Science was held this week. Time was spent setting up the space, greeting parents, setting up the meal program, writing evaluation forms, checking in, etc. A great week with many positive comments. The camp's price was reduced thanks to the Summer Matters for All grant.
- As a Water Safety Instructor I will be teaching Level 2 all next week, 2 groups M – F.
- The pool was monitored daily in person and on the phone. There is a lot of interaction with the Director/Assistant and pool staff.
- Many phone calls, emails, questions, etc.
- Attended pool update meeting.
- The summer meal program has been at the pool. The afternoon snack is very popular.
- CLiF Storytelling is next week and flyers, etc. were sent out.
- Social media has been updated.
- Attended Recreation Committee meeting.
- Extremely busy week trying to cover all programs and events making sure they are set up, funds are there is needed, pool personnel work, documentation, etc.

## **3. DEPARTMENT OF PERMITTING, PLANNING AND ASSESSING:**

### **Planning – Janet:**

- Attended CVRPC monthly commissioner meeting Tuesday evening;
- Completed and submitted the quarterly HMGP (Hazard Mitigation Grant Program with VT Emergency Management) reports for the stormwater projects (Granite St completed, North End still waiting for funding amendment);



- Various internal meetings among fellow staff;
- Participated in the Keith Avenue Brownfields discussion led by DEC;
- Met with Planning Commission Chair to set next week's agenda;
- Assessor work – see below;
- Participated in Saturday morning's special energy committee meeting;
- Answering questions, phone calls, assisted fellow staff, timesheets, weekly report write-up, etc.

**Permitting – Heather:**

- Out sick for a day and a half;
- Issued 2 Electric Permits;
- Issued 3 Building Permits;
- Issued 1 Zoning Permit;
- Issued 1 Flood Hazard Permit;
- Sharing information between code enforcement and zoning;
- Closed out 4 building permits and 4 electrical permits;
- Sent out the 2<sup>nd</sup> round of notices for the Rental Registry;
- Processed Rental Registrations, 77% received for \$96,927.00 collected;
- Sent out the abutter and applicant notices for the August 5, 2021 hearing;
- Cleaned her side of the office, completed filing, answered returned phone calls and emails, waited on customers, updated both zoning and the fire department's software for address changes, permit copies, etc.

**Assessing Clerk – Kathryn:**

- Regular office tasks: permit copies from Heather into databases, address changes, mapping updates, filing, checking Grand List items, Street numbers, corrections, e-mail messages, phone calls, etc.;
- Processed 8 PTTR's (property transfer return) for updating all property records in NEMRC, ProVal, and mapping software;
- Processed 31 grievance results to enter into the NEMRC system from the Interim Assessor;
- Sent out 10 map copies and 29 lister cards as requested via email or by telephone;
- Downloaded 8 homestead filings for a total of 1,720 to date;
- Distributed the June summary of property transfers to various city departments for database updating;
- Continue cleaning up discrepancies between the now updated Assessing software and NEMRC, for missing inactive or otherwise parcels, span # discrepancies, etc.;
- Finished updating the Veteran status on properties from the Veterans Department for the upcoming grand list;
- Assisted with finalizing the Grand List by inputting remaining information into NEMRC, printing letters, and the certificate of mailing, and created the Grand List binder for certification in the Clerk's office.

**Interim Assessor-Janet:**

- Spent Monday afternoon with Montpelier Assessor receiving some training;
- Completed grievance hearings, called people for questions on their written grievances;

- Begin making revisions in the City's CAMA (computer assisted mass appraisal) system based on the revisions to the grievance process;
- Took the printed certificate of mailing to the post office for completion;
- Completed, certified and lodged the 2021 Grand List, signed all the required pages with the Clerk and turned the Grand List over to her;
- Department Director checks email and phone inquiries;
- Department Director has also sent out lister cards upon inquiry by realtors, etc.

#### **4. DEPARTMENT OF PUBLIC WORKS:**

##### **Wastewater Treatment Facility**

- 07-08-07-14 General housekeeping and maintenance of process continues, redundant disinfection and dechlorination system tested and confirmed
- 4 Staff workers

##### **Sewer Department**

- 07-08 Pump Station, Cherry St investigate order issue, Water Treatment Plant
- 07-09 Pump Station, West Hill Tank, WWTP, and shop maintenance
- 07-12 Water Treatment Plant filters
- 07-13 Pump Station, Snowbridge Road water service repair, Basin on 28 Fairview repair, maintenance on Sewer vacuum truck, shop maintenance, check 60 Orange Street sewer lines, 9 Kirk St. check sewer
- 07-14 Pump Station repairs
- 1 Staff workers

##### **Water Treatment Facility**

- 07-08-07-14 Daily testing requirements, mechanical equipment inspections, process performance review, chemical inventory review, weekly sampling requirements, initiated rebuild of filter
- 3 Staff workers

##### **Water Department**

- 07-08 Perry St. service repair, Beckley St. sinkhole, service maintenance and shop maintenance
- 07-09 West Hill Tank, mark out 19 Branch Street, Mark out service 27 Thomas St., verify 110 Nelson Street shut off, Hydrant Flush, Pump Station, WWTP and shop maintenance
- 07-12 Perry Street paving of base coat, West Hill Tank, Flowing Hydrants, Prep for Camp Street paving and Prep for Snowbridge Road service repair dig
- 07-13 Snowbridge Rd Water Service repair, Perry Street driveway ends paving, 9 Kirk Street possible water or sewer break
- 07-14 West Hill Tank, Raise Valve covers on Perry St., Raise Valve covers on Camp St., Pump Station repairs
- 2 Staff workers

## **Street Department**

- 07-08 Camp Street grade and prep street for paving, bring crush mix to shop, Perry Street manhole rebuild, grade and prep for paving, paper work, Fire Dept. Amb-3 repairs, Sewer vacuum truck maintenance, DPW Truck #38 maintenance and Paint machine
- 07-09 Pick up trash on Main Street, basin repair on Cassie Street, sidewalk repair and curb rebuild on Beacon St. from old water break, paperwork, work on DV23 Roller, and Super Pack 6620 roller, work planning, Perry Street remove hydrant and rework basin, Sewer van maintenance, Bob Cat grader maintenance, shop welder, Truck #17 and case backhoe maintenance
- 07-10 Route 62 Traffic lights not working
- 07-12 Roller & grade on Perry Street and paving base coat, Curb stops and water gates along with roller & grade on Camp Street with chloride for dust control, cut down overgrowth of weeds at intersections, Measure Franklin Street railing next to Mathewson Playground, repairs to Fire Dept. E-1, Water Treatment Plant mower, WWTP covers, Bob Cat grader and shop maintenance
- 07-13 Camp Street put up and take down road closed signs, moved hay and barricades proceeded with paving. Water service repair on Snowbridge Road, Prep and paved driveway ends on Perry Street. Maintenance of Police Dept. #2, Fire Dept. E-2, Sewer vacuum truck and WWTP cover, removed tree from Merchants Street
- 07-14 Camp Street raise manholes, put together paint machine and machine training class, paperwork, Pump Station repairs, repairs to Sewer vacuum truck,
- 10 Staff 2.4 vacant

## **5. FINANCE DIRECTOR:**

- Caught up on emails and misc. requests from being out on vacation the prior week
- Reviewed AP Invoices from prior week
- Finalized & submitted 2021 VLCT Compensation & Benefits Survey
- Met with City Manager to make up for last Friday's bi-weekly coordination meeting; top discussion points were FY21 fund balance, FY22 Financial goals/objectives/priorities, pool project costs, FY23 budget preparation, revamping the purchase order system
- Updated and distributed Civic Center/BOR Financial summary to the committee members
- Worked on additional TIF audit questions/recons
- Participated in National League of Cities Race, Equity & Leadership event #3 Town Hall. Recommended to City Manager that this information be made available to all staff.
- Reviewed Q4 PD grant requisitions
- Attended TIF audit virtual meeting with Clerk/Treasurer & state audit staff to discuss final financial figures
- Met with DPW Director, Sr. Acting Clerk, & DPW Clerk to discuss FY21 audit preparation, timing, & documents needed from DPW
- Reviewed AP Invoices
- Reviewed FY22 vacation, sick, & misc. leave balances

**6. DEPARTMENT OF PUBLIC SAFETY:**

**6a. FIRE DEPARTMENT:**

Weekly Fire Activity Report to follow this memo.

**6b. POLICE**

Police Media Logs to follow this memo.

# Inspection Volume

7/16/2021 11:53:03 AM

**Filters:**

- Inspection Source: **Internal Department Only**
- Start Date: **7/12/2021 12:00:00 AM**
- End Date: **7/16/2021 11:59:59 PM**
- Inspector: **-all-**
- Occupancy Type: **-all-**
- IFC Occupant Class: **-all-**
- Occupancy Number: **-all-**
- Zip Code: **-all-**
- Address: **-all-**
- Street Name: **-all-**
- Inspection Type: **-all Fire Safety types-**
- Section Number: **-all-**

**Volume by Inspector**

Inspector	# of Inspections <sup>1</sup>	Violations Cited	Occupant Sq. Ft.
<b>Howarth - Fire Marshal, Robert</b>			
* Hotels & Dormitories Existing <sup>FS</sup>	1		0
* Mercantile Existing <sup>FS</sup>	1		0
***Contact Log - Meeting or Phone FS	2		0
Re-inspect <sup>FS</sup>	4		0
* Mercantile Existing (1)			
** Complaint - Trash / Ordinance			
Issue (3)			
<b>Total</b> <sup>4</sup>	<b>8</b>	<b>6</b>	<b>0</b>

Inspector	# of Inspections <sup>1</sup>	Violations Cited	Occupant Sq. Ft.
<b>Strachan, Robbie - Building &amp; Electrical Inspector</b>			
** Electrical - Energizing <sup>FS</sup>	1		0
** Electrical - Final <sup>FS</sup>	3		0
** Building Construction Inspection FS	3		0
Time of Sale <sup>FS</sup>	1		0
<b>Total</b>	<b>8</b>	<b>4</b>	<b>0</b>

**Totals**

Inspector	# of Inspections <sup>1</sup>	Violations Cited	Violations Cleared <sup>2</sup>	Violations Remaining	Occupant Sq. Ft.
* Hotels & Dormitories Existing <sup>FS</sup>	1				0
* Mercantile Existing <sup>FS</sup>	1				0
** Electrical - Energizing <sup>FS</sup>	1				0
** Electrical - Final <sup>FS</sup>	3				0
** Building Construction Inspection <sup>FS</sup>	3				0
***Contact Log - Meeting or Phone <sup>FS</sup>	2				0
Re-inspect <sup>FS</sup>	4				0
Time of Sale <sup>FS</sup>	1				0
<b>Total</b> <sup>5</sup>	<b>16</b>	<b>10</b>	<b>0</b>	<b>10</b>	<b>0</b>

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

<sup>2</sup>Cleared violations from re-inspections outside the date range ARE included if initial inspection falls within date range.

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

<sup>FS</sup>Fire Safety Inspection.

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