

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 7/24/2015

UPCOMING MEETINGS ...

- Monday, July 27th Planning Commission Meeting, 5:30 P.M. in the City Council Chambers

- Tuesday, July 28th Pedestrian Advisory Committee Meeting, 5:30 P.M. in the Police Department Community Room

ATTACHMENTS ...

-  VLCT Newsletter with Town Fair 2015 Information

CITY MANAGER'S REPORT ...

Legal

VCFA vs. City, Tax Appeal. – Motions for Summary Judgment were filed by both parties on June 15. Represented by Robert Fletcher.

Bettis/Powers vs. Bean – Motions being filed. Represented by Nancy Sheahan through VLCT.

Illuzzi vs. City, Law, Motyka, Renaud Bros. – Motions have been filed. Going into mediation. Represented by Constance Tryon Bell through VLCT.

WEEKLY UPDATES FROM DEPARTMENT HEADS ...

Community Justice Center

The Community Justice Network of Vermont has just gone live with its new website at <http://cjnvt.org/> . Please check it out for a comprehensive, well-organized presentation of restorative justice, information about why this approach to responding to conflict and crime is re-defining the meaning of justice in Vermont, and targeted information for community members, victim, law enforcement, etc. There is also information for people who want to volunteer and become active participants in keeping their community civil and safe. The Montpelier Community Justice Center has been an active member of this organization since its inception and our own Programs Coordinator, Judy Gibson, was a key person in developing this website. She makes us proud!

CITY MANAGER'S WEEKLY REPORT

July 24, 2015

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Planning and Community Development

The City has received notice of the approval of an NEA Our Town Grant for \$50,000 to develop a cultural master plan and to commission public art. The City is partnering with Community Engagement Lab to use these funds with other donations to complete \$164,000 in projects in Montpelier in the coming years.

The City has also received notification that two Ecosystem Restoration Program Grant applications have been approved totaling \$480,000 to assist in paying for innovative stormwater designs for the One Taylor Street Project and for the reconstruction of Taylor Street. Both of these projects will demonstrate leading technology in stormwater treatment so that they can be replicated elsewhere in Montpelier and around the state.

TOPICS FOR UPCOMING CITY COUNCIL MEETINGS ...

August 12

(AT 5:00 P.M. IF NEEDED)

Consent Agenda Items Only

August 26

Winter Parking Ban Ordinances

Community Fund Board

Appointments to Community Fund Board

Appointments to East CV Telecommunications
District

Mowatt Hearing (?)

September 9

Consultant Work

Economic Development Strategic Plan



William J. Fraser

City Manager



Vermont League of Cities & Towns
TOWNFAIR2015

Thursday, October 8, 2015
Killington Grand Hotel, Killington, Vermont



**VERMONT'S
PREMIER
CONFERENCE
FOR MUNICIPAL
OFFICIALS,
EMPLOYEES, AND
VOLUNTEERS**

TOWN FAIR RETURNS TO KILLINGTON!

CO-SPONSORED BY:

- VLCT PACIF
- VERB TRUST



VLCT TOWN FAIR 2015

DEAR VERMONT LOCAL OFFICIAL,

Town Fair 2015 will take place on **Thursday, October 8, 2015, at the Killington Grand Hotel in Killington, Vermont.** Please join us for an event full of learning, networking and celebrating local government!

This Town Fair Planning Kit provides all the information you will need to register for Town Fair. Please keep it on hand, as it is the only mailing you will receive. Visit our website www.vlct.org to register and for the most up-to-date information on schedule and session options.



TOWN FAIR 2015 HIGHLIGHTS:

Town Fair 2015 – Something for Everyone

VLCT continually strives to create a Town Fair workshop program that addresses the broad spectrum of municipal work you do. Don't miss out on this once a year opportunity to get valuable training, enjoy a delicious turkey dinner with your colleagues, and speak with the many exhibitors at the accompanying trade show (while picking up free merch!). We hope to see you there.

Returning to Killington

VLCT continues to alternate the location of Town Fair every other year to give our northern and southern members equal opportunities to attend. This year, we return to Killington.

VLCT's Local Government Dinner

Have a little fun, relax with your peers and reconnect with folks you may not have seen in a while at the Town Fair Local Government Dinner, held annually the evening before Town Fair. Dinner will take place at the Killington Grand Hotel on Wednesday, October 7, and all exhibitors and staff are invited. Please register for the Wednesday dinner online at www.vlct.org/eventscalendar.

Town Fair Awards Luncheon

Town Fair's annual luncheon recognizes award winners and features a delicious, traditional turkey dinner with all the fixings, prepared under the direction of the expert chefs of the Killington Grand Hotel.

Early Bird Registration

Save \$10 on your registration if it is postmarked by **Friday, September 11, 2015.** Individuals registering after **Wednesday, September 23,** should register at the door.

If you have any questions, please call our offices at (800) 649-7915.

We look forward to seeing you at Town Fair!

A handwritten signature in black ink that reads "Steven Jeffrey".

Steven Jeffrey
Executive Director

A handwritten signature in black ink that reads "Lisa Goodell".

Lisa Goodell
Conference Coordinator



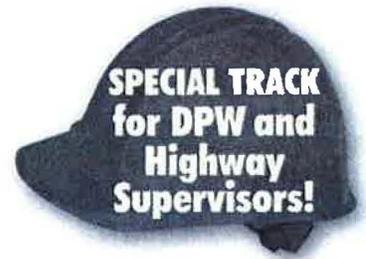
DESCRIPTION OF WORKSHOPS AND EVENTS

The following schedule was created in July and is subject to change. For the most up-to-date information on workshops, please visit our website, www.vlct.org.

THURSDAY, OCTOBER 8

MORNING WORKSHOPS AND MEETINGS

- 8:00-11:00 **Registration – Snowshed Base Lodge**
- 8:00-11:00 **Meet and Greet at the Conversation Café**
Enjoy a continental breakfast sponsored by People's United Bank
- 8:00-3:30 **Visit the Exhibit Hall!**
- 9:00-10:00 **Concurrent Sessions**



VLCT's New Human Resources Assistance Program

Come learn how VLCT's new Human Resources Assistance Program can help your town. New services include materials such as job description templates and model policies as well as an updated Municipal Employment Law Handbook. This program is supported by a unique collaboration among VLCT's "family" of organizations: VLCT, PACIF and VERB.
Speaker: Abby Friedman, Director, Municipal Assistance Center

Managing Conflicts of Interest

Conflicts of interest – real or perceived – are inevitable, especially in small towns. To help municipalities manage these conflicts, VLCT's Municipal Assistance Center has recently updated two model policies: Model Conflict of Interest Policy, which is generally for elected and appointed officials, and Model Personnel Policy, which governs employee conduct and conflicts of interest. In this session, we will summarize these model policies and touch upon the legalities and best practices for managing conflicts of interest when they arise.
Speaker: Sarah Jarvis, Staff Attorney II, Municipal Assistance Center

The Cost of Backroads Erosion

Municipalities are responsible for 11,444 miles of Vermont's highways, 7,073 of which are unpaved. The Agency of Transportation's Better Backroads Program estimates that up to 75% of all municipal roads in Vermont may need some erosion control. The water quality legislation signed into law in June created a new permit to regulate stormwater runoff from municipal highways, scheduled to be issued by the end of 2017. In this session, which is geared towards a wide variety of municipal positions from road foreman to selectpersons, we will discuss the criteria for prioritizing and implementing the stormwater improvements required under this new permit regime.

Vermont Town Meeting

Town Meeting defines Vermont governance. In this session, we will explore changes to and challenges of Town Meeting over time as well as how towns across the state are increasing participation at their meetings. Our speaker will also review the recently published 10th anniversary edition of "All Those in Favor," which she co-authored, and relate Town Meeting success stories from towns across Vermont.
Speaker: Susan Clark, Moderator, Middlesex, Vermont

Health Insurance Cadillac Tax: What Municipalities Need to Know

The fast approaching federal "Cadillac" tax on health insurance plans has the potential to add significant new costs to municipal budgets. This session summarizes the workings of this tax and offers strategies to manage its potential impacts.
Speaker: David Sichel, Deputy Director, VLCT Risk Management Services

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DESCRIPTION OF WORKSHOPS AND EVENTS CONTINUED

Effective Planning to Engage the Public Service Board Permit Process

In this session, you will learn how municipal participation in the Public Service Board (PSB) Certificate of Public Good process can garner the most success for your town's energy priorities. The speaker will discuss the Public Service Department's work with three regional commissions on energy planning, how the PSB Certificate of Public Good process works, where you can be most effective in communicating you town plan's "clear community standard," as well as screening requirements for solar facilities.

Speaker: Christopher Recchia, Commissioner, Public Service Department

Police Chiefs Annual Meeting

10:30-12:00

Concurrent Sessions

VLCT PACIF and VERB Trust Annual Meeting

Learn about the performance of PACIF and VERB over the last year, elect new officers, and review financial reports.

Elections – New Voter Checklist System Refresher Session

The Director of Elections and members of his staff will review the basic features of the new voter checklist software and answer questions from clerks and other users of the system on its functionality. Important upgrades and new features have been developed since the software training sessions this summer, and the Elections team will introduce these new features and changes.

Speakers: Will Senning, Director of Elections; Lori Bjornlund, Elections Administrator; and JP Isabelle, Elections Administrator, Secretary of State's Office

Commercial Motor Vehicle Reasonable Suspicion Training, Part 1 of 2



The Federal Motor Carrier Safety Administration (FMCSA) implements federal legislation that regulates drug and alcohol testing for Commercial Motor Vehicle drivers. This session, together with the 2:00 p.m. Reasonable Suspicion Training session, provides all the training required by anyone who supervises employees with a Commercial Drivers License (CDL) and/or monitors the employer's CDL drug and alcohol testing program. Attendees will learn how alcohol and controlled substances affect the human body, how to satisfactorily document reasonable suspicion incidents, and practical ways to approach drivers who are suspected of being under the influence of alcohol or a drug.

Selectboard members, municipal managers and administrators, public works directors, and highway supervisors who supervise CDL drivers and are required to complete this training are encouraged to attend. **Note that attendance at both sessions is required to obtain an FMCSA-approved certificate of participation.**

Act 64: The Clean Water Initiative and its Impact on Municipalities

In this session, we will summarize Act 64, which requires implementation of programs to clean up Lake Champlain and, eventually, other waters of the state to comply with U.S. Environmental Protection Agency mandates. A major thrust of Act 64 is to reduce phosphorus pollution from agricultural operations by requiring farmers to keep their livestock out of rivers and streams and follow other "required agricultural practices" for tilling and applying manure. We will also explain why the new law requires municipalities to correct road-related erosion problems that threaten water quality and implement storm-water management practices that capture and treat stormwater runoff from developed land not previously permitted.

Speaker: Representative from the State of Vermont Department of Environmental Conservation

Vermont's Comprehensive Energy Plan: What should it include?

The Public Service Department is currently revising the Vermont Comprehensive Energy Plan, which addresses the state's energy future for electricity, thermal energy, transportation, and land use. In this session, our speaker will explain the draft plan and take comments on it from local officials. He will also describe the work of the Solar Siting Task Force, which was established by legislative action this year.

Speaker: Christopher Recchia, Commissioner, Public Service Department

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DESCRIPTION OF WORKSHOPS AND EVENTS CONTINUED

GASB Pension Standards: Financial Reporting for VMERS and Municipalities

In this session, we will review reporting requirements for pensions based on the new GASB standards and summarize what information will be provided to municipalities/local education agencies participating in the Vermont Municipal Employees' Retirement System plan.

Speaker: Beth Pearce, Vermont State Treasurer

Policing in the 21st Century: Trends, Challenges, and Opportunities

As the pace of change in policing continues to accelerate, challenges and opportunities are everywhere. This workshop will explain the conceptual foundation of current trends, assess the landscape for the immediate future, and offer a roadmap for how Vermont police departments can meet the challenges and embrace the best opportunities that lie ahead.

Speaker: Mike Schirling, Chief (Retired), Burlington Police Department

12:15-1:45 **Annual Turkey Dinner and Awards Presentation**

1:45 **VLCT Grand Raffle Drawing**

AFTERNOON WORKSHOPS AND MEETINGS

2:00-4:00 VLCT Annual Meeting and Adoption of the 2016 Municipal Policy

VLCT's municipal legislative policy will be discussed and adopted by the membership. We urge one voting delegate per member city or town to participate. All members are welcome to attend and speak; non-members may observe and speak when recognized by the group in accordance with VLCT bylaws.

2:00-3:30 Concurrent Sessions



Commercial Motor Vehicle Reasonable Suspicion Training, Part 2 of 2

See full description under Commercial Motor Vehicle Reasonable Suspicion Training, Part 1.

Disaster is Not Necessary: Protecting River Corridors and Your Community

What are river corridors and how do they protect your community? What steps can we take to avoid damage from flooding? What funds are available to reduce damage and to recover from disasters? What can my community do now? These and other questions will be answered during this session. We will also introduce the tools available to protect public safety and wellbeing, avoid budget fiascos, and help our communities thrive.

Speaker: Ned Swanberg, Mapping and Planning Coordinator, Rivers Program, Vermont Department of Environmental Conservation

Improving Financing Options for Municipal Solar Projects

This session will feature a model successfully used by schools to aggregate solar projects and enable improved financing.

Speaker: Keith Sampson, Vice President, Account Management & Business Development, Competitive Energy Services, LLC

Affordable Care Act: Internal Revenue Service Reporting Requirements for 50+ Employees Groups

Under the Affordable Care Act (ACA), large employers with 50 or more full-time employees (FTEs) will be required to complete mandated IRS reporting starting in 2016 for the 2015 calendar year. In this session, our speaker will provide an educational overview for VLCT's large employer members to review the details of these reporting requirements. (**Note: This session only applies to groups with 50 or more employees.**)

Speaker: Brenda Sabin, Director, HR Compliance & Payroll Solutions, Hickok & Boardman HR Intelligence

TOWN FAIR SCHEDULE

Thursday, October 8, 2015


– SPECIAL TRACK! –
for People Who Supervise Highway
Departments or CDL Drivers or Both

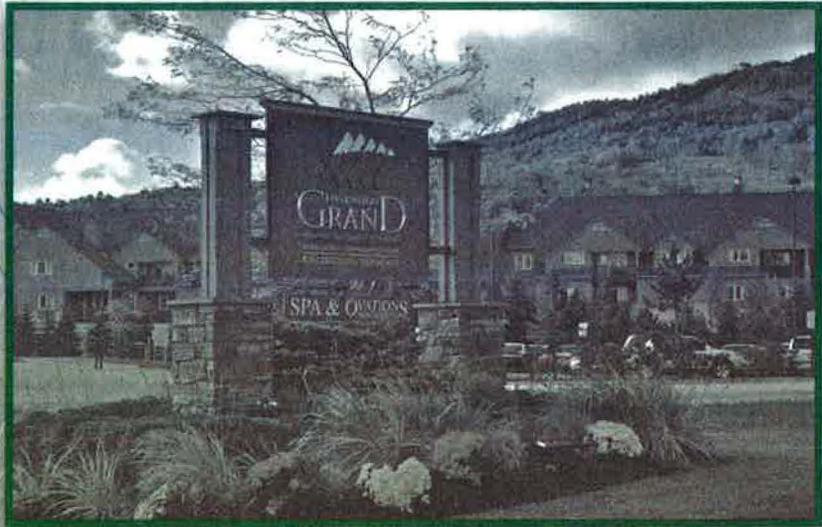

KILLINGTON GRAND HOTEL & Conference Center							SNOWSHED LODGE	
Northstar I	Northstar II	Gateway I	Gateway II	Escapade I	Escapade II	Base Lodge	Highlander	
8:00 Conversation Café with Continental Breakfast sponsored by People's United Bank 8:00 - 11:00 Snowshed Cafe								
9:00 VLCT's New Human Resources Assistance Program	Managing Conflicts of Interest	The Cost of Backroads Erosion	Vermont Town Meeting	Effective Planning to Engage the PSB Permit Process	Health Insurance Cadillac Tax	Visit Exhibits 8:00 - 3:30 Stop by each STRETCH ZONE and be entered into our Prize Drawing!	Vt. Association of Chiefs of Police Annual Meeting	
10:00 Free Time for Exhibits!								
10:30 PACIF and VERB Annual Meetings	New Voter Checklist System Refresher <small>Featuring Updates and Changes since Summer Training Days</small>	CMV Reasonable Suspicion Training Part 1 of 2	Act 64 - The Clean Water Initiative and Impacts on Municipalities	Vermont's Comprehensive Energy Plan	GASB Pension Standards: Financial Reporting for VMERS and Municipalities		Policing in the 21st Century: Trends, Challenges, and Opportunities	
12:00 Annual Turkey Dinner and Awards Ceremony VLCT and Vendor Raffle Winners 12:15 - 1:45 Killington Grand Oscar Wilde Ballroom								
2:00 VLCT Annual Meeting and 2016 Municipal Policy Adoption Every member municipality has a vote; please use it! 2:00 - 4:00		CMV Reasonable Suspicion Training Part 2 of 2 	Disaster is Not Necessary: Protecting River Corridors and Your Community	Improving Financing Options for Municipal Solar Projects	ACA IRS Reporting Requirements for 50+ Employees Groups			
3:30 – SPECIAL TRACK! – for People Who Supervise Highway Departments or CDL Drivers or Both								
4:00								

VLCT ANNUAL LOCAL GOVERNMENT DINNER

Wednesday, October 7, 2015

Oscar Wilde Ballroom
Killington Grand Hotel

4763 Killington Road
Killington, Vermont



JOIN US FOR A WONDERFUL DINNER AS WE DINE AT THE KILLINGTON GRAND HOTEL!

Register for the Wednesday Evening Dinner online at www.vlct.org/eventscalendar.

- Open to municipal officials and their guests
- Tickets are \$55.00 per person.
- 6:00 p.m. Cocktail Hour
- 7:00 p.m. Local Government Dinner



TOWN FAIR LODGING AND INFORMATION SHEET



*Serving and
Strengthening
Vermont Local
Governments*

LODGING:

Contact these local hotels for overnight accommodations close to the event site. Please book early as this is Fall Foliage Season in Vermont and rooms will sell out quickly.

KILLINGTON GRAND RESORT HOTEL

4763 Killington Road
Killington, VT 05751
(877) 458-4637 (reservations)
www.killington.com

GREENBRIER INN

2057 Route 4
Killington, VT 05751
(800) 335-1575
www.greenbriervt.com

INN OF THE SIX MOUNTAINS

2617 Killington Road
Killington, VT 05751
(802) 422-4302
www.sixmountains.com

GREY BONNET INN

831 Route 100 North
Killington, VT 05751
(800) 342-2086
www.greybonnetinn.com

CHALET KILLINGTON

2685 Killington Road
Killington, VT 05751
(800) 451-4105
www.chaletkillington.com

KILLINGTON CENTER INN AND SUITES

905 Killington Road
Killington, VT 05751
(800) 257-8664
www.killingtoncenter.com

All rooms should be reserved directly with the above-mentioned facilities. Contact individual locations for current rates.

DIRECTIONS:

Killington Grand Resort Hotel
4763 Killington Road
Killington, VT 05751
(802) 422-6200 (general information)

Killington is located in south-central Vermont at the junction of U.S. 4 and Vt. 100 North in Killington, 11 miles east of Rutland. From the Killington sign on Route 4 (across from Bill's Country Store), drive 3.6 miles up the Killington Road to the Snowshed Base Area on left.

From the South: Vt. Interstate 91 to north of Bellows Falls, Vt. Take Exit 6 (Rutland) onto Vt. 103 and follow to Vt. 100. Take Vt. 100 north to U.S. 4 and follow U.S. 4 west to Killington.

From the North: Take Interstate 89 south. Take Exit 3 in Bethel, Vt. and follow Vt. 107 west to Vt. 100 south to Killington.