

**CITY OF MONTPELIER  
CAPITAL CITY OF VERMONT**

**City Manager's Weekly Report – 4/1/2016**

**UPCOMING MEETINGS ...**

Monday, April 4 <sup>th</sup>	Design Review Committee, 5:30 P.M. Development Review Board, 7:00 P.M. (Both in City Council Chambers)
Tuesday, April 5 <sup>th</sup>	Bicycle Advisory Committee, 6:00 P.M. in the City Manager's Conference Room
Wednesday, April 6 <sup>th</sup>	Montpelier Business Association, 8:30 A.M. in the Memorial Room, City Hall

You can also click on the following link for a listing of the Montpelier Senior Activity Center's upcoming events: <http://www.montpelier-vt.org/calendar.aspx?CID=30,36>

**ATTACHMENTS ...**

- Letter from the Vermont Department of Fish & Wildlife re: Berlin Pond
- Public Notice to Customers of Montpelier Water System – Water Main Flushing

**CITY MANAGER'S REPORT ...**

**Berlin Pond Boat Launch**

Following up on Bill Fraser's letter March 24, 2016 letter, the attached letter was received yesterday.

**Economic Development Strategic Planning**

The Economic Development Strategic Planning (EDSP) Steering Committee met this week with consultant Peter Fairweather. Peter has completed the data collection and analysis portion of the plan development and has drafted recommendations and strategic directions. During the month of April, he will meet with key stakeholders to review these proposed recommendations. We will hold a public forum on April 26, 2016 at 7:00 P.M. in the City Council Chambers at City Hall to review these recommendations and strategic directions. Additionally, at the City Council meeting on April 27<sup>th</sup>, Peter will present the same to the City Council. It is anticipated that the EDSP will be finalized in early June.

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## Community Services Planning

The RFP for a facilitator to guide us through the process of planning for an intergenerational Community Services Department closed last week. After interviews this week, it was determined that the respondent's skill sets did not meet the needs of the team. We continue to see professionals with expertise in facilitation, strategic planning, and organizational development to guide this work over the next eight months. If you have questions or are interested, please contact Jessie Baker at [jbaker@montpelier-vt.org](mailto:jbaker@montpelier-vt.org).

## Legal

*VCFA vs. City, Tax Appeal.* – Awaiting decision. Oral argument on cross motions for Summary Judgment was held at Washington Superior Court on Tuesday, January 12<sup>th</sup>. Represented by Robert Fletcher

*Illuzzi vs. City, Law, Motyka, Renaud Bros.* – Motion for summary judgment was filed this week; discovery continues. Represented by Constance Tryon Bell through VLCT

## **WEEKLY UPDATES FROM DEPARTMENT HEADS ...**

### **DPW Spring 2016 Update:**

Staff has begun cleaning up from the winter and putting winter operations equipment away. Road and sidewalk temperatures are on the rise and should reduce the possibility of ice and snow accumulation should a late season weather event occur. The seasonal winter on-street parking ban has concluded as of today, April 1<sup>st</sup>.

Early season street sweeping is now occurring nearly every day to remove debris preventing the material from being washed into the storm drains. Potholes are being patched as needed which are multiple again this spring due to the high volume of rain during late winter, coupled with extreme freeze/thaw cycles. We expect hot mix for permanent pavement patching to be available by approximately April 18<sup>th</sup>.

To be prepared for a full schedule of summer construction and maintenance projects, as many seasonal tasks will be addressed as soon as possible. During the next two weeks, crews will be reinstalling the downtown benches, trash barrels, flower buckets, and bike racks. Repairs and lawn damage restoration caused by snow plowing and/or erosion will begin as soon as top soil is available. If damage was caused by municipal equipment, residents may report it by contacting the Public Works Dispatcher at 223-9510.

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The annual pavement marking contracts have now been awarded. A schedule has not yet been received from the selected contractor, but we expect their work will begin within the next few weeks. These contracts (2) consist of painting about 100 crosswalks, several thousand feet of edge and lane lines, as well as over 120 bike lane stencils and bike sharrows. The contract completion deadline is May 27<sup>th</sup> but if the weather cooperates, we expect completion much earlier than the deadline. In addition to contract pavement markings, the Public Works Department crew will be marking the remaining 40 crosswalks and painting of parking stalls as soon as the ambient and surface temperatures allow.

The contracts for our annual street rehabilitation and paving program are being finalized. Release for competitive bids is expected by early May. Similarly, a contract for concrete sidewalk reconstruction is being developed and is also expected to be released for bids in the near future.

Arrangements are being made for the flushing of our water mains which is scheduled during the first two weeks of April. This annual maintenance activity helps to remove accumulated sediment from the water mains and is typically done during the night time hours to limit the impact. Water system customers may experience some dirty water as a result of flushing which can be cleared by running a cold water faucet for a short time. All customers should check their water filters and plan to replace the filter cartridges after the flushing is complete.

## TOPICS FOR UPCOMING CITY COUNCIL MEETINGS ...

April 13	Zoning Parking Advisory Committee Appointments Dog Ordinance Update Taxi Ordinance/Uber Website Report
April 27	Master Plan Contract EDSP – Draft Recommendations
May 11	Rec Building
May 25	EDSP – Final Plan?

  
Jessie C. Baker  
Assistant City Manager

**Fish & Wildlife Department**  
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*Agency Of Natural Resources*

Bill Fraser  
City Manager  
City of Montpelier  
39 Main St.  
Montpelier, VT 05602

March 28, 2016

Dear Bill,

Thank you for your letter about the proposed non-motorized watercraft access point on the Town of Berlin's property, which is being designed and built in cooperation with the Department of Fish and Wildlife.

As you point out in your letter, this project is still undergoing the design and permitting process, so it is very unlikely that construction will begin before the question of Montpelier's charter is resolved by lawmakers.

We would be very willing – eager, in fact – to meet with the City of Montpelier to discuss any concerns or details of this project as the process moves forward. Based on our previous conversation about this project, I know that you and the City of Montpelier do not want this canoe and kayak access point to use Montpelier's property, and we will not do so.

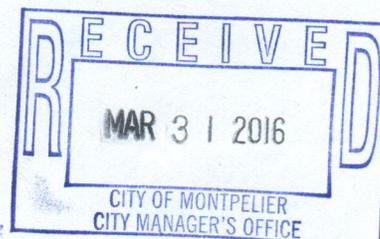
However, the Town of Berlin is interested in using some of its property for such an access point for paddlers, and we are working with them, as we would with any landowner interested in improving public access to public waters.

Our land records research does not indicate that the Agency of Transportation has any ownership or easement interest in any of the land in question. If you know of land records that show a current interest by AOT I would be very interested in reviewing them.

Again, thank you for the letter and I look forward to discussing this more with you.

Sincerely,

  
Louis Porter  
Commissioner  
Vermont Department of Fish and Wildlife





*America's Small Town Capital*

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DEPARTMENT OF PUBLIC WORKS, City Hall, 39 Main Street, Montpelier, VT 05602  
Thomas J. McArdle, Director [tmcardle@montpelier-vt.org](mailto:tmcardle@montpelier-vt.org)  
Kurt S. Motyka, PE, City Engineer [kmotyka@montpelier-vt.org](mailto:kmotyka@montpelier-vt.org)

**March 31, 2016**

**PUBLIC NOTICE  
TO CUSTOMERS OF MONTPELIER WATER SYSTEM**

**WATER MAIN FLUSHING**

The Montpelier Water Department will be flushing and checking all municipal hydrants within the City, beginning Monday, April 4, and continuing through Friday, April 8, and again from Monday, April 11 through Friday, April 15. This operation may cause low water pressure in the hill sections of the City. In the event you experience dirty water, leave a cold water faucet running until the line clears. If you have questions, please call Superintendent Brian Tuttle at the Public Works Garage, 223.9510.

Thomas J. McArdle  
Director of Public Works