

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 11/23/2016

UPCOMING MEETINGS ...

Monday, November 28	Planning Commission, 5:30 P.M. in the City Council Chambers
Wednesday, November 30	CIP Meeting, 5:00 P.M. in the City Council Chambers City Council Meeting, 6:30 P.M. in the City Council Chambers

FOR YOUR CALENDAR ...

Tuesday, December 6, 2016	2017 Construction Public Meeting, 6:30 – 8:00 in the City Council Chambers
Thursday, February 9, 2017	“Welcome Legislators” Reception, 5:00 – 7:00 P.M. in the Capitol Plaza’s Ballroom

ATTACHMENTS ...

-  Summary of Pedestrian Advisory Committee Work
-  CIP Meeting Agenda for November 30, 2016; Meeting Minutes for November 9, 2016
-  2017 Construction Public Meeting Flyer

CITY MANAGER'S REPORT ...

FY18 Budget Process

All public documents related to the FY18 Budget process are, and will be posted, here: <http://www.montpelier-vt.org/179/Annual-Budget>. Currently that includes the budget schedule, communications from the Finance Director, and department presentations. Our goal with this page is to provide a central location where all information is available. Past Annual Budgets are also available on this page.

Skating Rink on the State House Lawn

City staff continues to work with the Put a Rink on It Committee of Montpelier Alive on the possibility of installing a temporary ice rink on the State House lawn. Per past conversations with the Council, we believe that this would be a significant community asset, would give residents and visitors another option for outdoor exercise in the winter, would add to the

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vibrancy of Montpelier, and would bring new visitors to Montpelier to patronize our local shops and restaurants. This week staff and volunteers from the Committee met again with the Capitol Complex Commission. At this meeting, the Commission voted to approve a 1-year pilot to locate the rink on the State House lawn. This is a significant step for the project and we thank the Commission for their support. The City and Committee are working out the last details with the Department of Buildings and General Services. Our hope is to bring the final Memorandum of Understanding to the City Council for approval at the December 14, 2016 Council meeting.

Reminder: MSAC Open House!

On Monday, November 28, 2016 from 5:00 PM to 7:00 PM, the Montpelier Senior Activity Center will host a Holiday Open House. Please join us to learn more about the Senior Center and enjoy light refreshments and entertainment. The MSAC Crafters will be selling their handmade goods, and MSAC partners including HomeShare Now, Montpelier Memory Cafe, Green Mountain Transit, and more will share information about their services. It promises to be a great time. Hope to see you there!

Legal

Illuzzi vs City, et al: No further action to report since the July 12, 2016 VT Superior Court of Washington County issued its "Opinion and Order on Defendant's Motions to Compel, Enlarge, and Amend".

VCFA vs. City, Supreme Court Appeal: The Vermont Supreme Court heard oral arguments on Wednesday, October 26th at 2:30 P.M. We now await their decision. Represented by Robert Fletcher.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

None this week

TOPICS FOR UPCOMING COUNCIL MEETINGS ...

November 30

Goal: Steady State

2016 Construction Summary

2017 Construction Work Plan

Department Update – DPW

Department Update – Planning & Development

Berlin Pond

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November 30 (cont'd.)	Central Vermont Public Safety Authority FEAST Leash Law – Rick Lee Appointment to Conservation Commission Community Services Report Kellogg-Hubbard Library – Nomination of City Rep to Board
December 14	Goal: Healthy Community Department Update – Community Services Department Update – Government Services
December 21	Goal: Affordable Community Budget
January 4, 11, 18, 26	Budget, Warning, Public Hearings,



William J. Fraser
City Manager

Summary of some of the key work of the Pedestrian Advisory Committee

- Walk Friendly application

We assembled and submitted an application for national Walk Friendly Community status in 2014 but were rejected. Our application was made prior to the Council adopting the Montpelier in Motion plan. We believe the MIM will enhance our chances of being approved the next time we apply. Another primary reason we were rejected is that we do not regularly hold “open streets” events.

- Montpelier in Motion

The committee participated in the development of the Montpelier in Motion plan and used it to guide many of our conversations and actions in the time since. We strongly encourage DPW and the Council to revisit and update this important document on a regular basis.

- Open Streets events

While the city frequently closes streets for festivals and neighborhood gatherings, we do not regularly close streets to simply make them available for non-automobile use. The Committee planned and executed a very successful Open Streets event in October 2016 that was attended by over 250 people who enjoyed two hours of street time without the worry of cars. Our planning can easily be used to sponsor regular Open Streets events in the future, something we believe would be valuable to envisioning our city of the future.

- Complete Streets events

We had hoped to sponsor a Complete Streets event to demonstrate how bikes, pedestrians and automobiles can all use streets together but in the end time and resources did not support this. We believe Complete Streets are an important part of educating the community about how streets can be more effectively used by us all.

- We Walk Week

We sponsored four We Walk Week events over three years in which volunteers led a dozen or more themed walks throughout the city. Attendance varied with the weather but the effort was deemed very successful and we look forward to repeating it again each fall.

- Night Safety Campaign

In an effort to increase pedestrian safety, especially in the fall and winter months, we began a campaign to educate citizens about the need “to be safe and be seen.” Part of our work consisted of distributing at no-cost 500 LED-flashing, reflective armbands. We believe this effort should continue along with more educational efforts.

- Request Tracker

The Committee worked closely with DPW to use technology inside the city website, Request Tracker, to have citizens be able to quickly and efficiently report problems with crosswalks, sidewalks and snow plowing. We hope this tool will become much more widely used in the future to provide DPW with many more “eyes” to pinpoint problem areas, especially short-term ones related to snow and ice.

- Crosswalks

We worked closely with DPW to find ways to make crosswalks more effective throughout the year. This involves using contractors to mark crosswalks early in the spring and to have DPW staff mark them again in the fall during their slow periods. We also discussed other marking options that might be more effective when new paving is used, and pressed for the increased use of middle-of-the road signage. Improving crosswalk marking and safety remains a significant need.

- Speed signs

The committee strongly recommended purchase and installation of several new radar speed signs as a way to calm traffic coming into the city.

- Sidewalk maintenance

Committee member Harris Webster continued his work evaluating trip-hazard problems on city sidewalks. This data was used by DPW to help prioritize their efforts to keep sidewalks in good repair. Because so many people use sidewalks all year round, and because a fall can be extremely costly to a pedestrian, their repair must remain a very high priority for the city.

- Downtown crosswalk lighting

We offered regular feedback on nighttime safety of downtown crosswalks and also helped evaluate new LED lighting to be used near these. We look forward to all the lights downtown being converted to these more effective devices in the very near future.

We believe all these efforts can easily be carried on by one or the other of the two new committees that were formed when MBAC and MPAC were reconfigured but all of them will require the continued support of both the Council and DPW.

CIP Committee Meeting

Proposed Agenda

November 30, 2016 5:00 P.M.

City Council Chambers

- 1) Call Meeting to Order
- 2) Approve Agenda
- 3) Review and approve November 9, 2016 meeting minutes
- 4) FY18 Review of projects, schedules and funding
 - a:) review of Montpelier in Motion (Rte. 12, Etc.)
 - b:) review of sidewalk reconstruction/resurface plan – Downtown Project PR
 - c:) Northfield St. Reconstruction – Bond impact on Debt Service
 - d:) City Owned Street Light LED Conversion (possible revenue bond funding)
- 5) Other business
- 6) Next meeting scheduled for November 30, 2016 at 5:00 pm

Adjourn

**City of Montpelier
Capital Improvement Program (CIP) Committee
November 9, 2016**

Subject to review and approval

Present: Tom McArdle (Director of Public Works), Bill Fraser (City Manager), Todd Provencher (Finance Director), John Hollar (Mayor), Justin Turcotte (City Council member), Dona Bate (City Council member), Kurt Motyka (DPW), Zach Blodgett (DPW), Corey Line (DPW), Jessie Baker (Assistant City Manager).

Call the meeting to order: The meeting was called to order by Tom McArdle.

Approve the agenda: A motion was made to adjust the agenda to reflect the corrected date on # 3 to approve the minutes from May 27, 2016. There was a second and the motion carried on a unanimous vote.

FY18 Review of projects, schedules and funding: Tom reported that there are a few projects that are still a work in progress due to some loose ends, but they should be further along with questions answered and more certainty by the next CIP meeting on November 30.

a:) Review of street maintenance and rehabilitation updated plan

There are two street paving additions to the planned project list – a section Towne Hill rd and Governor Davis. The revised approach for Hill Street paving together with favorable prices this season freed up some funds to add these two streets in 2017.

Updated PCI values are not being presented at this time because we are working with a new software program for the assessments. The software comes with default service life values yielding results that staff doesn't have confidence in yet. Updated assessments are due next year and as actual condition data is entered, the software will be more reflective of regional reality and forecasting. At this time, the overall PCI is in the 67-68 range with the steady state target achievable provided funding remains as projected including award of Class 2 paving grants.

Gallison Hill is being rehabilitated (reclaiming) from Route 2 to the Civic Center as part of the bike path project.

Harrison Ave is also on the 2017 project list which is being coordinated with a water & sewer main project and will include sidewalk reconstruction – utility work to be performed by in-house staff.

The Towne Hill Road project is being coordinated with a sidewalk extension between Grandview Terrace & Greenock Ave.

Justin asked that the list of projects and expenditures being presented as a spread sheet typically used for the CIP program.

b:) Review of Montpelier in Motion

There is a lot going on with Montpelier in Motion especially the Route 12 project and sidewalk safety. A list and breakdown of projects and events was prepared by Corey & distributed which will rely on CIP & Parking Funds for alternative transportation.

c:) Review of sidewalk reconstruction/resurface plan

This is mostly happening downtown and the goal is for the summer of 2017 construction with the work to be performed by the paving contractor hired by VTrans for the State St / Rte 12 paving project. Staff has scheduled a status meeting with VTrans and more information will be provided on the 30th.

d:) Review of storm drain and culvert work

There is still a problem with a culvert at the former Crossway Saab location on Rte 302 (River St) with work planned for this fall. This project is a public / private partnership to address a culvert and stream channel. An Ecosystem Restoration Grant was applied for in September to look at the stream channel erosion issues.

There is currently no money specifically identified for stormwater quality projects at this time although planning for these projects is underway – the Northfield project is one such example. It is anticipated that the City will rely heavily on grant funding for implementation and the Legislative agenda indicates this will be taken up in the next session. The Better Roads grant program is likely to be the primary source of grant funding with little work anticipated until that happens.

e:) Review of building and grounds request

FY 18 includes significant funding for buildings. The pedestrian walkway (access road) at the pool is on the project list as well as the rec facility for a feasibility study, heating and ventilation study at the police department, and an electronic door system upgrade at the police department. Lost Nation Theater (City Hall auditorium) needs some ceiling repairs, air conditioning improvements, and energy audits should be done for the building. Kim Bent, LNT addressed the committee acknowledging the need for the identified projects while also making known the availability of Cultural Facilities Grant from the VT Arts Council which will need a commitment local matching funds.

f:) Northfield Street reconstruction

A complete reconstruction of the street is planned including replacement of the water and sewer service lines up to the right of way. Partial funding will come from the State's clean water revolving loan fund program which has already been used to secure preliminary engineering design funding at a negative interest rate with a subsidy. They are low interest loans. The 4.2 million dollar project estimate is a very preliminary estimate and the City Council will be considering approval of the final design engineering services contract at their meeting tonight. The CIP general fund will be hit for 1.2 million for road related items and the rest will be funded through the water sewer accounts. These expenditures will be developed as bond requests at town meeting.

The state is paving the street, but they won't contribute to the concrete removal which the City will have to pay for – the underlying concrete is the primary cause for premature surface distress. Staff will try to return on the 30th with some updated preliminary cost estimates and a breakdown of debt payments in the CIP plan.

Council members mentioned a lack of knowledge or recollection about the project and expressed some concern about the costs. Bill explained the water & sewer master plan identifies the project with funding projections and the CIP plan allows for the additional debt. The project will also be used to address bicycle needs and improve sidewalks which are identified in MIM.

g:) WRRF Upgrade (including biogas to energy opportunity)

A preliminary engineering report is being developed to modernize the facility and improve phosphorus management. Although this project will be funded through the sewer account, it is a significant and costly project of interest and will necessitate borrowing with a possible bond article in March.

Relatedly, the Energy Committee asked DPW to look into a possible energy savings / energy production known as Fats, Oils & Greases project (FOG) which would turn these waste and byproducts into a useable energy producing fuel. While there is great potential, there is likely to be a huge initial outlay of funding needed in the vicinity of \$20 million but with a "guaranteed" return on investment. DPW just saw one presentation and is engaged with a private sector consultant to explore this further, with much more vetting needing to be done before serious consideration. This discussion is meant to make the CIP committee aware of this matter.

h:) Bridges – status of maintenance needs & Cummings Street project

Tom is still trying to get some information on the status of the Rialto Bridge reconstruction from the state with no answer received to date.

The Cummings St bridge project update was also provided with a projected start date of fall, 2017 (construction of temporary detour bridge) and the reconstruction planned in 2018. However, there is a ROW issue that must be addressed before the project can be advanced.

i:) City owned street light LED conversion (possible revenue bond funding)

Tom explained the project as a wiring upgrade and conversion (replacement & retrofits) to energy efficient LED fixtures. The conversion analysis was conducted by a consultant through a grant awarded by Efficiency VT. Most of the city owned lights are located downtown the others on the bike path, Stone Cutter's Way and bridges. E-VT developed a financing spreadsheet to demonstrate how the \$200k + project could be funded through anticipated energy and repair savings. It was recommended that a revenue bond could be pursued to undertake this project.

Other business: There was no other business.

Adjournment: The meeting was adjourned.

Respectfully submitted,

Tami Furry
Recording Secretary
With edits / additions by T McArdle

PUBLIC MEETING

2017 Construction

2017 will be a busy construction year for Montpelier. We will be:

- Reconstructing Northfield Street including replacement of utilities
- Paving Main Street and State Street
- Paving Route 12 from Spring Street out Elm Street to the City line
- Reconstructing Taylor Street
- Starting construction on the Shared Use Path extension from Granite Street to the Civics Center

We invite all interested members of the Montpelier community to a PUBLIC MEETING to learn more and provide input on the City-wide construction projects.

WHEN: Tuesday, December 6, 2016
6:30 P.M. to 8:00 P.M.

WHERE: City Council Chambers, City Hall (39 Main Street)

WHAT: Discussion will include

- * Current project plans
- * Timing of construction (day work vs night work)
- * Detours planned to accommodate construction
- * Communications plan

Questions? Contact Public Works Director, Tom McArdle at tmcardle@montpelier-vt.org or Assistant City Manager, Jessie Baker at jbaker@montpelier-vt.org.