

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 04/13/2018

UPCOMING MEETINGS...

Monday, April 16	Development Review Board, 7:00 P.M., Council Chambers
Tuesday, April 17	Parks Commission, 6:00 P.M., Police Dept. Community Room
Tuesday, April 17	Energy Advisory Committee, 7:00 P.M., Memorial Room
Wednesday, April 18	Housing Task Force, 5:15 P.M., Council Chambers
Wednesday, April 18	City Council, DPW Site Visits, 5:30 P.M., Dog River Rd.

ATTACHMENTS...

-  Construction Update for the week of April 16th.

CITY MANAGER'S REPORT...

Capitol Plaza Project

This project will appear before the Development Review Board again on May 7 to address an issue involving two retaining walls.

TIF

A proposed TIF map and plan should be ready for public review in April. We are currently planning a Council discussion on April 25th and a potential vote on the application for May 9th.

One Taylor/Mowatt

We will proceed with real estate closing in the coming weeks. That will allow certification of all right of way for the entire One Taylor project. The housing portion of the project is awaiting final funding decisions. If all goes as expected, construction is expected to begin this summer.

Charter Changes

Charter changes were fast tracked through House Government Operations. The change to the personal property tax will need to go through the Ways and Means Committee, but a final floor vote is likely not too far in the future.

Barre Street Playground

The playground on Barre Street behind the Senior Center will be closed from April 16 – April 20 for drainage repairs. If everything goes smoothly and we get done early, we will get the word out on our website and on social media.

Orientation Tours

DPW Garage and Water Plant tour set for Wednesday the 18th at 5:30. This will start at the DPW Garage on Dog River Road then move to the Water Treatment Plant on Paine Turnpike in Berlin.

The tour of the Water Resource Recovery Facility (WRRF) – the artist formerly known as the Wastewater Plant – is on Thursday, May 3rd at 6:00 PM at the plant on Dog River Road

Next Two Meetings

The April 25 meeting has the potential to be extremely substantive (that's administrative speak for could be long). The DPW and Capital Presentations are scheduled. They are our largest department so usually takes the longest time to review. The TIF update will be very important since you will be voting on the plan at the following meeting. There is a tax stabilization application which looks straight forward but these often generate questions and discussion. The Scribner Street situation will be on the agenda – again the recommended action should be straight forward but the topic may involve some discussion. The matter of timing of committee/board appointments was referred to this meeting, if we can present something on the consent agenda we will. Finally the investment policy is still awaiting some action.

The May 9th meeting could be a worthy follow up. Votes on TIF and, possibly, the WRRF are both very consequential. Additionally the Planning & Development Department will be presenting which will include a recommendation for proceeding with the Master Plan. You may also be receiving a recommendation for a complete streets plan.

Strategic Planning

All set for May 21 and May 22. Both council sessions will be set for 5 PM start time, food will be provided.

Legal

Motions for Summary Judgement together with statements of undisputed material facts were submitted by appellant Conservation Law Foundation (CLF) and by the Attorney General's office on behalf of the VT Agency of Natural Resources relative to the appeal of the renewal of nine waste water treatment plant discharge permits including Montpelier's Water Resource Recovery Facility. The City's attorney filed a motion for summary judgement in support of the AG's filing. City represented by Joseph McLean, Esq., Stitzel, Page & Fletcher, P.C.

City of Montpelier Help Wanted

View the latest job opportunities at <https://vt-montpelier.civicplus.com/Jobs.aspx>

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Public Works

Spring cleanup continues. Both of our sweepers were out early today (4/13) cleaning the downtown and some outlying areas. The roundabout at Route 2 / Route 302 crosswalks and around splitter islands requires cleaning with hand shovels and wheel barrels which was started this week. A considerable amount of winter debris has built up along the shoulders of Berlin & River Streets requiring use of a skid steer loader followed by the sweeper which will begin in the coming week. Meanwhile, the patch crew continues to fill potholes as we anxiously await the opening of the local hot mix asphalt plant.

The retention pond on Rt. 302 behind Crossway Saab was dredged again to restore debris capacity in anticipation of some heavy rains predicted. Work by our consultants and staff has begun on the grant funded ecosystem restoration study for this area to develop alternatives to permanently address this long standing erosion problem.

An electronic message board was purchased which was deemed to be more economical than continued rental expenses. It was deployed at the bottom of the Northfield Street hill (Rt. 12) to give advance notice for the phase 2 construction work that will begin the week of April 16th. Notices have been widely circulated for the planned south bound detour which will be in place for most of the construction project (north bound traffic will travel through the construction zone). We will use the same message board for warning the parking ban during the winter which will save us some money in the winter operations budget.

In response to the winter weather advisory for the weekend, we've made sure that enough plow trucks will be ready for deployment if needed. The pavement surface temperature has been on the rise so we are not expecting to use very much salt to keep the roads safe and passable.

The water/sewer crew has been performing routine pump station maintenance. They have also been preparing all of our utility structures on Sherwood Drive to make ready for the planned rehabilitation project this summer. Culverts will be inspected as well and repaired and replaced if found to be in unsatisfactory condition. They have also been assisting with determining the cause of a sewer service problem on First Avenue and they helped solve a mysterious sewer service obstruction and connection issue for a property owner on Barre Street. The crew has also been assisting our contractor with the sewer main lining project in the Lague Drive neighborhood.

Engineering & project management staff are working on the final details for the sidewalk reconstruction and street paving contracts. We hope to release both to solicit competitive bids within the next two weeks. Contracts are being prepared for the projects that were recently awarded by City Council and schedules will be reviewed at pre-construction meetings. Also, some final permit details are being worked out for the Winooski East shared use path project to allow this project to advance. If all goes well, the request for authorization of construction funds will be issued next week and the bid solicitation for construction will be advertised within the next 3-4 weeks.

The water treatment facility staff will be meeting with MAMBA representatives next week to review the proposal to expand the mountain bike trail network within the City's Berlin pond property. The city's consulting forester is involved for forest management coordination purposes.

DPW crews will be installing a new drainage piping at the Barre St. playground with assistance from the Recreation Department during the first part of next week. DPW was made aware that this has been a long standing problem resulting in flooding at the River Rock School due to existing undersized piping.

The Barre St. water main relocation will be completed next week with the final cut and cap for abandonment of the existing main. The contractor will be excavating on Monday and performing the cut and cap of the water main on Tuesday. This work was necessary in advance of the Caledonia Spirits development currently scheduled to begin this summer. The water main shutdown can be isolated so that no customers will lose water service during the work.

Finance

Water/Sewer bills for the quarter ending March 31, 2018 are in process for mailing at the end of the month. We will be including inserts in accounts that require meter repairs. If you receive a letter included in your utility bill, please contact us as soon as possible to avoid to remedy the situation.

The municipal bond application process has begun for the bonds approved by voters in March. A considerable amount of information needs to be gathered for this process before the May 4, 2018 application deadline. The bonds will be issued in July.

Information Technology

Staff from Finance, IT and the Manager's office have been working on solutions to improve website functionality and the interface between the video feeds and web based search functionality. Today, we had a very productive meeting with Rob Chapman, Executive Director of ORCA that appears to offer a promising path forward. While it is still too early in the process to make decisions, we are optimistic about the potential. I would like to thank Jamie Granfield for taking a leadership role in this process and Seth Wood for his assistance on the technical side. I anticipate revisiting the topic with the entire council in late May 2018 with more details.

Employee Wellness

Starting April 16 and through April 27, Montpelier University (the employee wellness group) has coordinated on-site stretching and mobility classes with Amy LePage of Emerge Yoga, LLC. Sessions will be offered at various times each day at both City Hall and the Public Works Garage. A poster has been distributed to all employees with the time and date. Each session is independent, employees can attend one or all. We are excited that we can assist employees in improving flexibility and mobility which is especially important as the weather improves and we all become more active with spring time chores both at home and at work.

Community Justice Center

THANK YOU to volunteers!

National Volunteer Recognition Week begins April 15. Throughout the year, hundreds of local citizens across the age spectrum generously offer their time, talents, energy and enthusiasm to support the work of our Parks & Trees, Recreation, and Senior Activity Center programs, services and facilities. Together they serve literally tens of thousands of hours each year, and many of them make weekly commitments while others jump in for special events like the recent Rummage Sale or the upcoming HOWL concert series and Bio Blitz. We take this opportunity to express our gratitude to all of you from Montpelier and our neighboring communities! For anyone wanting to learn more about volunteering with Community Services, please visit www-montpelier-vt.org/977/Volunteer-Opportunities, email rjohnston@montpelier-vt.org, or call Becky at 225-8694.

Community Services Department E-Letters and Newsletters: Did you know you can subscribe?

Did you know that regular newsletters and e-letters go out announcing information about programs, events and meetings of the three CS divisions of Parks & Trees, Recreation, and Senior Activity Center? To subscribe to any or all of our various e-lists, go to www.montpelier-vt.org/msac, scroll down on the right side, and submit your email address and selection. Or call our office at 223-2518 to subscribe. The most recent monthly newsletter of the CS Department can be read online at <http://www.montpelier-vt.org/DocumentCenter/View/4518>.

Hiking in Prepared: Happiness on the Trail!

Starting April 29: New spring class series for youth and adults at and co-sponsored by North Branch Nature Center! What is it about stepping lightly through the forest with sure-footed, confident ease that triggers something deep and wonderful in us? Having a sense of our own rhythm, fine tuning our sense of balance, conditioning our whole body, mind and spirit; that's when our on-trail happiness factor sky-rockets! Here is a truly unique class for people who want their summer hiking to feel more magical. Louisa Nufield grew up in Vermont woods, (loves to hike, ski, run & dance) and in her professional life, has deeply explored the structure and energetics of being agile, relaxed and resilient on the trail. Her trail name is "mountain goat!" This class meets five Sunday afternoons starting April 29 and skipping May 21, from 2-5pm (1-5pm on the final day, May 28). \$50 for Senior Activity Center members, \$75 for the general public, age 10+.

Montpelier Recreation Spring Youth Programs welcoming more enrollments:

Free UVM Soccer Clinic – Ages 6-14 | Monday, April 23, 4- 6pm | Montpelier High School | FREE!
Join the Vermont Futbol Academy at Montpelier High School for this free clinic! This is a sample of the excitement and skill building that will be offered this July in a week long camp! Register at www.vermontfutbolacademy.org

Learn to Unicycle - Ages 6+ | 5 Wednesdays, April 25- May 23, 4-5:30pm | Recreational Center Gym | Geoff Beyer | \$60 resident/\$85 non-resident Participants should bring their own unicycle or call by April 20 if you need help with a loaner unicycle. Children under 11 must be accompanied by an adult. Registration Deadline: April 23

Babysitting Training - Ages 11+ | Sunday, May 6, 9am-4pm | Central Vermont Medical Center Conference Room 1 | Sheila Cleary | \$50 resident/\$50 non-resident Babysitting training class is a unique leaders training for boys and girls 11 and up. This full day class covers all aspects of the business of babysitting babies through school age. Great training for future coaches, counselors and educator. First Aid and CPR are introduced in the course. Digital certification email will be sent once the course is completed. Registration Deadline: May 3

Shadow Puppet Theater – Ages 7-15 | 5 Thursdays, 3-4:45pm, May 17-June 14 | Recreational Center 2nd Floor | \$65 resident/ \$80 non-resident Come create a shadow puppet play. We will create simple shadow Montpelier Community Services | 18 puppets, write a story, practice, and perform our very own shadow puppet theater. We will perform our show for friends and family on June 14 at 4:30pm. Registration Deadline: May 11

TOPICS FOR UPCOMING COUNCIL MEETINGS...

April 18	Site Visits 5:30 PM <ul style="list-style-type: none"> • Public Works Garage • Water Treatment Facility 	April 25	Public Works Presentation Energy Advisory Committee Update Capital Improvement Plan Environmental, Social and Governance Policy TIF Tax Stabilization?
May 3	Site Visit 6:00 PM <ul style="list-style-type: none"> • Water Resource Recovery Facility 	May 9	Water Resource Recovery Facility? TIF Planning & Community Development Department Presentation Planning Commission Update Complete Streets Plan
May 21-22	Strategic Planning Retreat	May 23	Community Services Presentation Tree Board Update Conservation Commission Update
June 13	Department Presentations: <ul style="list-style-type: none"> • Fire • Cemetery • Community Justice Center? 	June 27	

WHAT TO EXPECT IN THE FUTURE...

April	Goals	May	Green Up Day Montpelier Mayfest Art Walk
June		July	Setting tax and water/sewer rates Board of Civil Authority meets July 3 rd Celebration
August		September	Mid-year City Manager check-in Art Walk
November	Set budget guidelines	December	Budget Art Walk
January	Budget Ballot	February	City Manager review Welcome Legislators Reception



William Fraser
 City Manager

**Construction Update
Montpelier Transportation Projects**

Project Location: State Street, Main Street, and VT 12 – Elm Street - Work to include milling, paving, manhole and drainage structure adjustments and extensive sidewalk improvements. VT 12-Northfield Street - new water, sewer, storm water improvements, sidewalks and a stabilized road base.

Week of April 16, 2018

Northfield Street – Construction Area: Derby Drive to Freedom Drive

TRAFFIC DETOUR: Effective Tuesday, April 17th the detour route below will be in effect from 7:00 AM to 7:00 PM, M-F, for Northfield Street traffic between Derby Drive and Freedom Drive.

- All southbound (towards Northfield) thru traffic will use Memorial Drive to Dog River Road to Northfield Street
- Northbound (towards downtown) passenger vehicles will be allowed to travel through the construction zone
- Northbound (towards downtown) truck thru traffic will be directed to use Dog River Road to Memorial Drive. Local delivery trucks will be allowed through the project.
- A detour map can be found at <https://frpenterprises.com/montpelier-08-10-17.html>
- Message boards and detour signs will be in place to direct traffic.
- Sidewalks will remain open for pedestrians and bicyclists will follow the same traffic pattern as passenger vehicles.

Please note: Northfield Street between Memorial Drive and Derby Drive will be open to two-way traffic.

Construction activities scheduled for this week will include the following:

Pavement removal is expected to start Tuesday (4/17) at Colonial Drive working south towards Freedom Drive.

Temporary water connections may also start on Tuesday (4/17). Notices will be delivered to affected residents in advance.

Sewer main installation is scheduled to start towards the end of the week at Colonial Drive and progress south.

Crews may conduct a water connection for Freedom Drive on Friday. This work would occur at the entrance to Freedom Drive.

***Driveway Access:** Construction activities may block driveway entrances for short periods of time as the operation moves through the construction area. If crews are working across your driveway entrance and you need to enter or exit, please communicate your needs to an available crew member.

Downtown/Elm Street - 2018

Pike will resume work on the downtown/Elm Street project in early May.

Updates will be posted on www.roadworkupdates.com, Montpelier's Front Porch Forum, the City of Montpelier's website, Facebook pages and Twitter Feed, Montpelier Alive's Facebook page and Makeover Montpelier's Facebook page. Information will also be included in the VT Agency of Transportation's "On the Road" report in the Times Argus. Contact Francine Perkins, project outreach coordinator, at (802) 479-6994 with questions or comments.