

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 06/16/2017

UPCOMING MEETINGS...

- Monday, June 19 Design Review Committee Meeting, 5:30 P.M. in the City Council Chambers
- Development Review Board Meeting, 7:00 P.M. in the City Council Chambers
- Tuesday, June 20 Montpelier Senior Activity Center Annual Meeting, 12:45 in the MSAC building
- Special City Election, polls open 7 a.m. to 7 p.m.
- Wednesday, June 21 City Council Meeting to Review and Discuss Goals, 6:00 P.M. in the City Council Chambers

FOR YOUR CALENDARS...

- Saturday, June 17 Montpelier Recreation Department Touch-A-Truck event from 11:00 AM – 2:30 P.M. at the Montpelier High School
- Monday, June 26 Planning Commission Meeting, 5:30 P.M. in the City Council Chambers
- Wednesday, June 28 City Council Meeting, 6:00 P.M. in the City Council Chambers

CITY MANAGER'S REPORT...

One Taylor:

- ✓ **Mowatt** – We had an excellent meeting with them on Tuesday. A revised P & S has been sent which, I believe, reflects the discussion. I have not heard a response yet.

- ✓ **Overall Project** – Housing partner details being finalized. We are finalizing our relationship with Green Mountain Transit for occupancy and operation of the transit center.

Caledonia Spirits

Working on construction and financing details.

Bike Path

All issues resolved, waiting for payment authorization from State.

Goals

Workshop will be held next Wednesday, June 21 in Council Chambers. Working draft will go out to you today.

TIF

I have officially notified the state of our interest in a TIF application, and am meeting next week with Fred Kenney, Executive Director of the Vermont Economic Development Progress Council.

Berlin Pond

Next meeting of the working group is Tuesday, June 20 at 3:30 p.m. at CVMC. We anticipate a response to the city's compromise proposal at that time.

Collective Bargaining

Police and DPW sessions continue.

District Heat

Continue to work with Unitarian Church for possible connection.

Homeless Funding

This funding is currently on hold pending the fate of the state budget, which should be resolved at the Legislature's Special Session next Wednesday. The City's Housing Task Force and my office are reviewing the earmark.

Summer Schedule

Reminder that we will NOT have a meeting on August 9th. All other regular meetings will occur as scheduled.

Legal

Illuzzi vs City, et al: Plaintiff's motion to compel mediation was granted on May 19th and Plaintiff's motion to exclude Defendant's expert witnesses was denied. Attempting to schedule mediation prior to the June 22nd trial date otherwise the trial may be postponed. Represented by Carroll, Boe & Pell, P.C.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Department of Public Works

Harrison Avenue & Whittier Street Reconstruction: After mobilizing equipment and materials, the project began about three weeks ago with the discovery of unexpected sewer system conditions which required a re-evaluation of the design and work sequencing. Consequently, it was necessary for the crew to suspend work until the new project approach was completed and necessary materials and equipment was available. Considering the notoriously unreliable and incomplete records for the City's very old water & sewer mains, discovery of unanticipated conditions is not unusual. Work then began on the water system, but again, due unexpected conditions, the existing water main was impacted and ruptured requiring an emergency shut down in the area. We're confident our difficulties are now behind us and work will resume next week when we should begin to make progress.

Other projects scheduled to begin next week:

- Elm Street sidewalk reconstruction between Vine Street and Summer Street
- Culvert replacement on upper Main Street (County Road) near the Cutler Cemetery. A sink hole in the road was found to be the result of deteriorated metal culvert.

Volunteers with the Montpelier Tree Board together with the Tree Warden have again been assisting DPW by taking on the task of tree trimming to restore safe sight lines at intersections & crosswalks, improve sign visibility and removal of low hanging branches over sidewalks & streets. This professional assistance is always appreciated to address this important work while preserving tree health and vigor. The very wet spring has resulted in significant new growth keeping these folks busy this year. Thanks volunteers!

Finance Department

Water/sewer bills were due on Thursday, over 1400 payments were processed just this week by staff in the Clerk's office. I would like to thank city staff for their extra efforts and residents for their timely payments.

FY18 Budget books will be printed next week and I will have copies for councilors at the next meeting.

We wrapping up May 2017 financial information for the next council meeting consent agenda.

Green Mountain Cemetery

On June 3rd, the Central Vermont Medical Center's birthing center held their annual Children's Service in the Cemetery's chapel. This public service has been held at the Cemetery' chapel for the past few years, on the first Saturday of June. Our Children's lot was established in 1994 in order to have a proper burial place for children and babies and all products of conception from the CVMC lab. Green Mountain Cemetery does not charge for these burials or monument engravings.

Cemetery staff are hoping to get caught up on the mowing (can take 10 days for just one cut) after this wet spring and to begin to work on other projects such as straightening monuments and road repair.

Recreation Department

Reminder that we have Touch a Truck event at the Montpelier High School tomorrow, June 17, from 11 a.m. to 2:30 p.m. The Montpelier Public Pool on Elm Street is officially open, and summer day camp programs, located in the Pavilion just behind the pool, start next Monday.

City Clerk's Office

The Montpelier City Clerk's & Treasurer's office announced that its procedures surrounding the coming June 20th Special City Meeting election will mirror those of other elections in Montpelier.

First, this means that the Clerk's office will again be open for early voting on Saturday June 17th for four hours (from 10:00 AM to 2:00 PM) to accommodate residents who would like to cast their ballots prior to next Tuesday's Election Day. The Clerk's office encourages citizens to take advantage of early voting opportunities to avoid lines on the day of the vote. If the Saturday hours are inconvenient for some voters who would like to vote early, ballots can also be cast at the City Clerk's office during regular business hours up until the Special Election Day (the office's regular hours are 8AM-4:30PM, Monday through Friday).

Second, the Clerk's office will offer limited services on Tuesday, June 20th so that staff

can focus on that day's voting. Payments to the city (such as parking tickets, utility and tax bills, etc) will be accepted, but all other Clerk's office functions (such as document recording, access to city land records or vital records – including certified copies of birth, death and marriage certificates, dog licensing, marriage licensing, catering requests, state park passes, etc.) will not be available, and will resume Wednesday morning at 8:00 AM. Citizens are also reminded that the city does have a drop box located to the left of the back door to City Hall for taxpayers' convenience. Also, there is no longer a voter registration deadline prior to the election, as citizens can register on the day of the vote and participate. Polls are open Tuesday from 7AM to 7PM.

Senior Center

MSAC Annual Meeting - MSAC members are invited to join us for this year's annual meeting on Tuesday, June 20 from 12:45 to 2 p.m. Among other topics, we'll discuss the Community Services Department integration, senior programming, FEAST, our national accreditation process, and city facility planning. This is a great chance to meet your Advisory Council members, learn more about MSAC, and share your important input. Come early for FEAST Together at noon! Call 262-6288 to reserve a meal.

50th Anniversary Gala Recap - More than 100 people attended our 50th Anniversary Gala and Senior Prom on Saturday, June 10, raising nearly \$6,000 to support the work of the Senior Activity Center. Dinner guests enjoyed a special program celebrating the Center's founding in 1967 and featuring Sen. Patrick Leahy. Attendees danced the night away to 60s music from DJ Fred Wilbur. Special thanks to presenting sponsors Westview Meadows and The Gary Residence and additional sponsors Vermont Mutual, Ben and Jerry's, AARP, FirstLight Fiber, Washington Electric Coop, Community Bank, N.A., and Action Circles. A special video commemorating the 50th Anniversary is available online at www.montpelier-vt.org/msac50.

TOPICS FOR UPCOMING COUNCIL MEETINGS...

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| June 21 | 2017-2018 Goals Workshop |
| June 28 | Zoning – Parts 4-5 Adopt Goals? |
| July 12 | Zoning Master Plan Schedule Caledonia Spirits Tax Stabilization – 1 st Hearing |
| July 26 | Zoning |

Caledonia Spirits Tax Stabilization – 2nd Hearing

August 9

NO MEETING

August 26

Zoning?

Parklet Ordinance - 1st reading

Parking/Team Bridges?

Dog Ordinance 1st reading (?)



William J. Fraser
City Manager