

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 10/20/2017

UPCOMING MEETINGS...

Monday, October 23	Sprinkler Variance Committee Meeting, 3:00 P.M. in the City Council Chambers
Monday, October 23	Sprinkler Committee Meeting, 4:30 P.M. in the Memorial Room
Monday, October 23	Planning Commission Public Hearing on Master Plan adoption, 5:30 P.M. in the City Council Chambers
Wednesday, October 25	ADA Committee Meeting, 10:00 A.M. in the City Council Chambers
Wednesday, October 25	City Council Meeting, 6:30 P.M. in the City Council Chambers

FOR YOUR CALENDARS...

Monday, October 30	Planning Commission Public Hearing on Master Plan adoption, 5:30 P.M. in the City Council Chambers
Wednesday, November 1	City Council Meeting, 6:00 P.M. in the City Council Chambers
Thursday, November 2	Tree Board Meeting, 5:30 P.M. in the City Manager's Conference Room

CITY MANAGER'S REPORT...

One Taylor Street

We received a draft purchase and sale agreement from Mowatt Trust which is being reviewed now. We hope to be able to sign the agreement by next week. All other aspects of the project remain on schedule.

Master Plan & Zoning

The Planning Commission will be holding a public hearing on the Master Plan on October 23rd. The October 25th Council meeting will be for zoning only. Zoning will also be on the November 1 agenda but ideally for final clean up only. The December 13 and 20 meetings will have public

hearings for both the master plan and zoning.

Berlin Pond

The State issued a wetlands permit for the Department of Fish & Wildlife to construct an access. I asked our attorneys to prepare an outline of our options for review and discussion at the November 1 meeting.

Parks Land

The Parks Commission has an opportunity to purchase 7.8 acres of land abutting Hubbard Park. The property has been appraised and funds are available in the Parks impact fee and Conservation fund accounts. The Parks will be presenting a more complete summary, possibly for November 1, but I wanted you to have some advance notice. Only the City Council can formally acquire land for the city.

Parking/Transportation Alternatives

The Subcommittee plans to report to the Council at the Nov. 1 meeting.

Collective Bargaining

DPW contract is signed. Final memorandum of agreement with Police is complete. I will forward to you once the union has approved it.

Agenda Scheduling

I've shuffled a few items around over the next few meetings to try to balance out the length. Please check below in case you were tracking the date of any specific items. Note that the December meetings will have zoning, master plan and budget.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Finance Department

The FY17 audit field work is scheduled to begin on Monday, October 23. Auditors from Fothergill, Segale and Valley will be working in the manager's conference room for the week and that meeting room will not be available. Providing timely responses to their requests will be the primary focus for Finance staff next week.

We are also processing water/sewer bills. We expect to print them on Friday, October 27 and mail them on Monday the 30th. Please note that new water and sewer rates will be in effect for this billing cycle.

Public Works

Harrison Avenue

Utility work is being completed and a combined DPW streets / water sewer division crew will continue work on the road reconstruction replacing the subbase material and installing geotextile reinforcing grids on the weak subgrade. Paving of the base course is presently scheduled for late in the week or early during the week of October 30th.

Merrill Terrace

This street is next on the list of pavement maintenance projects for the 2017 construction season. Planned work consists of pavement reclamation, supplemental gravel as needed, and resurfacing. Preparation work by the contractor began today (Oct 20th) and the full project will begin on Monday the 23rd. This project is expect to take about a week for the pavement work to be completed which will be followed by restoration to be performed by a DPW crew.

Swimming Pool Access Road (Fire Lane)

The CIP Facilities budget for FY18 included resurfacing of the fire lane road / pedestrian access connecting the parking lot to the main entrance of the swimming pool. This project is being managed by DPW utilizing the services of the contractor performing the annual street paving contract. The work will take place during the week of the 23rd. Of special interest; for safety reasons, access to and from the playground located next to the pool house will be restricted. An alternate access is available from behind the pool which can be reached from the pavilion side.

Bridge Maintenance

The contractor hired by DPW, Blow & Cote, Inc. of Morrisville has begun the bridge maintenance work planned for this season which will continue into next week. Bridges receiving routine cleaning, greasing and minor repairs are; Main Street, Bailey Avenue & Gould Hill Road.

“Makeover Montpelier” & Elm St (Rte 12) project

The contractor will be working on punch list items in the downtown area beginning next week. The punch list includes work such as sidewalk clean-up, addressing some puddles, fixing signs & damaged pavement markings. Also included is some paving at the Main Street railroad grade crossing near Barre Street consisting of temporary shimming to address the severe bump which will carry us over until the entire crossing is replaced next season. There is also a puddling problem near a crosswalk at the Spring / Main roundabout and the correction of this problem will likely be done in the evening to avoid causing severe traffic interruptions. For tomorrow (Saturday the 21st),

a bridge joint at the Gould Hill Rd / Elm St intersection will be replaced which was added to the paving contract by request due to the poor condition.

Northfield Street:

The contractor is finishing up with remaining water interconnections this next week. There was 1 additional manhole that was added which will be installed at the Derby Drive intersection. Sidewalks and curbing are nearing completion for the year. The roadway is being graded for base course paving which is expected to occur around the 1st week of November. Cleanup and restoration has begun.

DPW Foreman Position Vacancy

A search to fill a vacant position at the Water Resource Recovery Facility has resulted in an internal hire through a transfer of our water / sewer division supervisor. We will soon begin the hiring process to find a new supervisor and will be making a temporary staffing adjustment to fill the now vacant supervisory role.

Miscellaneous

The curb side bagged leaf pick up program continues next week. DPW will retrieve bagged leaves from all parts of town based on the posted schedule. Other fall work includes street sweeping to remove leaves and other debris from the streets before the onset of the winter season. DP is participating in a Department of Environmental Conservation monitoring program to evaluate phosphorus reduction effectiveness from street sweeping operations around the state.

Buildings

Police and Fire: Blower door tests and infrared analysis, a component of the building energy audits, were conducted at the Police and Fire Stations on Monday from 4:00 AM to 8:00 AM. Testing at the remaining buildings will be done over the next few weeks.

City Hall: Mold remediation work in the Planning & Development offices was completed last weekend. Plaster repair work is now underway.

Recreation Center: Necessary demolition on the front steps at 55 Barre Street was completed this week and a base slab was poured. Construction of forms for the new concrete stringers (step support structures) started today.

Montpelier Senior Activity Center

Being Mortal Film Screening
Tuesday, October 24, 6:30-8pm

Montpelier Senior Activity Center, 58 Barre Street

Join health care providers and fellow community members as we gather to screen “Being Mortal,” a PBS Frontline production that delves into doctor-patient relationships near the end of life.

Facilitated by Jonna Goulding, Board certified specialist in Hospice and Palliative Medicine and Director of the Department of Palliative and Spiritual Care at Central Vermont Medical Center and Hospice Medical Director at Central Vermont Home Health and Hospice. Free and open to the public. Part of the Montpelier Senior Activity Center’s End of Life Series. Free and open to the public.

Parks & Trees

Enchanted Forest Recap

The 2017 Enchanted Forest event on Saturday, October 14 was a huge success! Nearly 1,000 people attended the annual event, Montpelier’s night time community celebration of Autumn. Historic Hubbard Park is turned into a wonderland of storytelling, music, fire, and enchantment. Proceeds from the event benefit Montpelier Parks. Special thanks to creative partner AllTogether Now, our many volunteers, the amazing and talented performers, our pumpkin donors (Bragg Farm Sugarhouse and Gift Shop, Burt’s Apple Orchard, Guy’s Farm and Yard - Montpelier, Montpelier Agway Farm and Garden, and Myles Court Barbershop), Joe’s Soups for feeding our volunteers, PinBox 3000, WoodBelly Pizza, Planting Hope/Sembrando Esperanzas, and Anne Ferguson.

Recreation

Ski and Skate Sale

Saturday, October 21, 9am-2pm

Montpelier High School

The Montpelier Recreation Department’s annual Ski and Skate sale will take place on Saturday, October 21 from 9am-2pm at Montpelier High School. If you are looking to buy or sell equipment, you must consider this sale. Tons of winter gear, including skis, snowboards, skates, and accessories for sale!

Annual Halloween Party - Sat., October 28, 1- 2:30pm | MHS Cafeteria | Free

Enjoy an afternoon of fun, games, and refreshments. Watch for special news releases from the Rec Department and sponsors. Special surprise guest from 2- 2:30pm! This event is being co- sponsored through the combined efforts of Montpelier Rec. Department, Police Dept., Fire Dept. and the VFW.

TOPICS FOR UPCOMING COUNCIL MEETINGS...

Nov. 1	Zoning	Nov. 8	Parklet Ordinance, 1 st Reading
--------	--------	--------	--

	<p>CVPSA resolution Wayfinding signs Quality of Life Goal Parking/Team Bridges Tree Board appointment Manager Check-in Committee criteria Committee Appointments:</p> <ul style="list-style-type: none"> • Tree Board • Housing Authority • MTIC <p>Berlin Pond Hubbard Park Land purchase</p>		<p>Dog Ordinance, 2nd reading CVPSA Plan (if received) Five year budget Local Options Tax Aging in Place TIF update</p>
Nov. 15	<p>Parklet Ordinance, 2nd reading Apartment Inspections E911 Compliance Crosswalk Safety Asset Management Accessibility/ADA Budget Preview (incl. staffing)</p>	Dec. 13	<p>Master Plan PH Zoning PH Charter changes (DRB and Plan Comm.) WRRF update Budget</p>
Dec. 20	<p>Master Plan PH Zoning PH Budget</p>		



William Fraser
 City Manager