

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 12/29/2017

UPCOMING MEETINGS...

Monday, January 1	City offices will be closed. Happy New Year!
Wednesday, January 3	City Council Meeting, Deliberative Session at 6:00 P.M. Public Session at 7:00 P.M., City Council Chambers
Thursday, January 4	Tree Board Meeting, 5:30 P.M., Memorial Room
Monday, January 8	Planning Commission Meeting, 5:30 P.M., City Council Chambers
Monday, January 8	Recreation Board Meeting, 5:30 P.M., Barre Street Recreation Center

ATTACHMENTS...



CITY MANAGER'S REPORT...

One Taylor Street

Despite initial concerns, the federal tax bill will not seriously impact the Housing Vermont/Downstreet piece of this project, according to HVT's Kathy Beyer. She said the tax bill did not impact the 9% Low Income Housing Tax Credit that we are using for Taylor Street, and while it did drop the corporate rate that impacts investor equity, "we can navigate this change."

Legal Issue

Conservation Law Foundation (CLF) appeal of discharge permit issued by the VT Agency of Natural Resources (ANR) to the City of Montpelier Waste Water Treatment Facility (aka WRRF): Five discharge permits issued by ANR were appealed by CLF to the VT Superior Court, Environmental Division. A motion to consolidate appeals was filed and a motion for summary judgement is being considered by the Attorney General's office, representing the State. The City is represented by Joseph McLean, Esq. We will keep you updated.

Pre-paying Property Taxes

Taxpayers who wish to pre-pay the remainder of their 2017-18 property tax bill to deduct the expense in 2017 should make the payment in person today at the City Clerk's office OR payments will be considered timely if left in the drop box near the rear entrance to City Hall by midnight on Dec. 31. Visit <https://www.irs.gov/newsroom/irs-advisory-prepaid-real-property-taxes-may-be-deductible-in-2017-if-assessed-and-paid-in-2017> for more information.

FYI, by the end of Friday we will have processed more than \$650,000 in tax payments that we weren't expecting. None of this is "extra" money, but it certainly changes our expected cash flow calendar.

State House Ice Skating Rink

Depending on the weather, the fence and rink should be installed next week to allow the water time to freeze for a public opening event the following week. We will keep Council posted on timing.

TIF

Work continues on the final proposed TIF district map, as well as the property assessments and infrastructure needs and costs, for presentation to Council at a workshop on Jan. 10.

Eminent Domain

A transcript of the 12/6/17 eminent domain hearing and Attorney Rice's Findings of Fact have been sent to Council members. The Council will meet in deliberative session Wednesday evening at 6 p.m. to consider action in the case.

Budget

City Manager Fraser and Department Heads will participate in a budget workshop with Council at Wednesday's meeting. Staff will briefly present their budget proposals, and allow time for Council questions and discussion.

Zoning and River Hazard Regulations

Final action expected at Wednesday's meeting.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Finance Department

The FY19 budget documents are now available on the city website using the following link:
<https://www.montpelier-vt.org/DocumentCenter/View/4762>

The Water and Sewer Fund budgets will be added to the above document next week.

The final payroll of 2017 has now been processed. All benefit plan and open enrollment changes have been made for the new plan year and year-end processing for annual reporting requirements has begun.

Water meters are scheduled to be read on Friday January 5, 2018 and bills will be mailed out on or before January 31, 2018 for the second billing of this fiscal year.

Public Works

The DPW crew, consisting of the entire street division supplemented by a few members of the

water/sewer division, began snow bank removal operations Wednesday at about midnight and continued work until 2:30 P.M. on Thursday. Snow banks were removed from 12 streets, including those in the commercial district downtown, streets within the high density residential areas where on-street parking demand is high and the streets are narrow, as well as around the elementary & middle schools. A rough calculation of production rates:

- 3.9 miles of streets (about 7 ½ curb miles)
- Approximately 7,000 cubic yards of snow (loose measure)

- Main Street – Memorial to north of library
- State – Main to Bailey
- Baldwin
- Bailey – Memorial to State
- School Street
- Langdon Street
- Court Street
- Elm – State to Cummings
- Liberty Street
- Loomis (almost entire length)
- Barre Street – Main to Granite
- Main Street in front of MSMS.

Planning Department

The final changes to the Master Plan (adopted December 20, 2017) have been incorporated and are on the website at <http://www.montpelier-vt.org/974/20172018-Master-Plan-Re-adoption> . The final changes to the draft zoning bylaws have also been added and are available at <http://www.montpelier-vt.org/833/Proposed-Zoning-and-Subdivisions-Regulat> . Let Mike Miller (mmiller@montpelier-vt.org) know if you have any questions or comments on any of these documents.

Fire Department

With the recent extreme cold weather, and the forecast of more to come, Fire Chief Robert Gowans has the following reminders:

- When outside wear layers of loose-fitting, warm clothes, and always wear a hat, scarf, and mittens over gloves for extra warmth. Make sure children wear proper clothing for the cold.
- Make sure pets are kept inside or adequately sheltered.
- Stop by and check-in with your neighbors, especially the elderly and people with disabilities, make sure they have plenty of heat and food.

Tips to protect your water pipes:

- Let the cold water trickle or drip at night from a faucet.
- Open cabinet doors to allow more heat to get to un-insulated pipes under a sink or near an outer wall.
- Make sure heat is left on and set no lower than 55 degrees.
- If you plan to be away from home, have a trusted adult daily check your house to make sure the heat is on.

If Pipes freeze:

- Make sure you and your family know how to shut off the water, in case a pipe burst.
- NEVER try to thaw a pipe with an open flame or torch. Use a hairdryer.

Carbon monoxide is a silent, deadly killer claiming about 1000 lives each year in the United States.

- Make sure you have Smoke and CO detectors installed and in good working order.
- Check to make sure outside heater vents are clear of Ice and Snow.
- NEVER run a generator indoors.
- Open a window slightly when using a kerosene heater and follow the manufactures instruction.
- NEVER use a gas oven to heat your home.
- Use only safe sources of alternative heat such as a fireplace, small well-vented wood or coal stove or portable space heater. Always follow manufactures instructions.
- Properly dispose of ashes from wood burning stoves.

If you know of someone without heat, or you're concerned about their wellbeing, please notify Fire Chief Robert Gowans at 802-371-9633, or rgowans@montpelier-vt.org

TOPICS FOR UPCOMING COUNCIL MEETINGS...

Jan. 3	Exec Session: Eminent Domain Budget Workshop Zoning & River Hazard Regs Final Approval Charter Changes (filing with Clerk) Green Mountain Transit Hubbard Park Land Housing Task Force	Jan. 10	TIF Workshop WRRF Workshop
Jan. 17	<i>Optional Meeting Date</i>	Jan. 24	Budget Public Hearing Warning Public Hearing Charter Public Hearing Bond Public Hearing Bond Necessity Resolution Consider petitions Approve Warning TIF application decision Dog Ordinance, 2 nd Reading Farmers Market Sprinkler Ordinance, 1 st Reading
Feb. 14	Review of all Council goals	Feb. 28	Budget Public Information meeting

	Parklet Ordinance, 2 nd Reading City Manager's Review Crosswalk Safety Sprinkler Ordinance, 2 nd Reading		Warning Public Information meeting Charter Public Information meeting
Mar. 14	Elect Officials Ethics Policy Rules of Procedure Goals process & schedule	Mar. 28	Apartment inspections Army Corps update



William Fraser
City Manager