


**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 01/12/2018

UPCOMING MEETINGS...

Monday, January 15	City offices closed for Martin Luther King, Jr. Day
Tuesday, January 16	Design Review Committee Meeting, 5:30 P.M., City Council Chambers
Tuesday, January 16	Parks Commission Meeting, 6:00 P.M., Police Department Community Room
Tuesday, January 16	Development Review Board Meeting, 7:00 P.M., City Council Chambers
Tuesday, January 16	Energy Advisory Committee Meeting, 7:00 P.M., Memorial Room
Wednesday, January 17	Complete Streets Meeting, 5:00 P.M., City Manager's Conference Room
Thursday, January 18	Housing Task Force Meeting, 5:15 P.M., City Manager's Conference Room

ATTACHMENTS...

 FY18 Legal Expenses through December 31, 2017

CITY MANAGER'S REPORT...

One Taylor Street/Mowatt Project

Remains on schedule. Planning to close on Mowatt property in April, following approval of the new site plans by the Development Review Board. M&M business is required to be out of that building by May 1.

Berlin Pond

We are preparing a letter for next week to the state Secretary of Natural Resources asking to create an isolation zone around the City's water intake system. We have been working with Fish and Wildlife, which has been supportive of the proposal. We will keep Council updated.

Fire Fighters Union Negotiations

Very productive meeting this week; several issues still to be resolved. Next meeting scheduled for Feb. 5.

State House Ice Skating Rink

Grand opening on Wednesday was a fun event. We hope you grab some skates and try it out! Note that at times the rink will be closed due to warm weather, but hopefully the temps will be cold enough to keep the ice safe.



TIF

With your approval to continue working on a TIF proposal for the City, we will be meeting with White + Burke next week to map out an aggressive time-table on formalizing a map and potential projects for your consideration.

Water Resource Recovery Facility Project

We will provide an update on January 24th but it will not be for the purpose of you choosing whether to move forward. Additionally, under separate cover, we will be sending responses to the questions raised by council members.

City Manager's Review

Reminder that this process must be completed by the end of February. We've developed the process and forms. I've added this to the February 14th agenda date. We had talked about a completely separate day but, as of now anyway, the 14th does not look too lengthy. We would still have a couple more weeks in February if needed.

Legal

Appeal of Wastewater Plant operating permit. Represented by Joseph McLean of Stitzel, Page & Fletcher.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Facilities

Ceiling repair and painting work in the Lost Nation Theater at City Hall got underway this week. The damage resulted from roof leakage that occurred 15 to 20 years ago.

Fire Department

Given the weather changes, we're more closely monitoring river levels. Duty officers are doing river gauge readings every four hours and recording them. If anything changes they'll put readings out to emergency management team. We're also preparing the emergency operations center over the weekend – hoping we don't need it! VTAlert will issue warnings if needed (to sign up for VTAlert, visit <http://vem.vermont.gov/vtalert>). See DPW report below for additional river-monitoring information.

City Clerk

The Clerk's office has started receiving early ballot requests for the Annual City Meeting. In addition, I've agreed to lead a seminar on Election Security at the Annual Conference of the International Institute of Municipal Clerks in Norfolk this May.

I also attended a hearing in the Senate Government Operations committee in support of a bill that would allow web-based news providers to be considered valid for purposes of posting municipal legal notices (which would save the City money). I expect to testify on the companion bill in the House.

Public Works

Beginning last weekend, we've been a little shorthanded due to illness, one out on Guard duty and the water / sewer division is down one person. A water main failure was repaired last Monday on Main St. Due to weather and road conditions as well as another water leak, restoration and reopening of the sidewalk on Main St (Jay – Loomis) had to be postponed and is still closed.

The street division spent much of the week clearing ice & snow build-up from the streets and sidewalks which accumulated over the 2 weeks of subzero temperatures when de-icing agents are less effective. The street division is now clearing all of our drains and addressing puddling problems throughout town, while also preparing for the drop in temperature and expected snow fall. Plans have been made for the crew to return to work tonight (Friday) for pre-salting applications on the streets & sidewalks as an attempt to limit the extent of expected black ice formation and to prevent bonding of snow to the street surfaces. Meanwhile, the water division

continues work on the most recent water main break on Cummings St., which they hope to have repaired before the weekend. A precautionary boil water notice will be issued to all affected residents & businesses on Cummings St.

We intend to resume snow bank removal work next week as time & weather condition allow because we still have some narrow streets out there with obstructed drainage basins. Streams and rivers are being monitored for possible flooding & erosion issues. An excavator has been mobilized on lower State Street and is now ready for use if needed to assist with managing river ice flow. The excavator selected for river ice control has a 43' long boom enabling it to reach into the river from the street and break-up and dislodge river ice. This long reach excavator is now the preferred equipment versus a crane due to its greater diversity and maneuverability.

Community Services

AARP Tax Clinic Appointments

Volunteers from the AARP Foundation Tax-Aide Program will prepare free federal and Vermont income tax returns for older adults on Mondays, Tuesdays, and Wednesdays from 2/5-4/11. We will start taking appointments on Tuesday, January 16. Call us at 223-2518 or stop by our office at 58 Barre Street in Montpelier for an appointment.

Adult Day – What, Why, When, and How!

Thursday, January 18, 1-2 pm | Montpelier Senior Activity Center | Free and open to the public Shelly Ehrman, Project Independence's Outreach and Caregiver Support Specialist and a nurse since 1985 with extensive experience in mental health, homecare and geriatrics, will answer such questions as: What are the benefits of Adult Day? Why should I consider Adult Day? When is it time for someone to attend? How is it different from a senior center? Shelly offers creative strategies for transitioning to adult day.

Lt. Governor David Zuckerman Visits FEAST

Tues., January 16, 11:30am-12:30pm | Montpelier Senior Activity Center
Meal is \$7 for anyone under 60 and \$5 suggested donation for anyone 60 or older.

Lt. Governor Zuckerman visits the Montpelier Senior Activity Center to mingle with members, speak, and answer constituents' questions. He may also have time to help serve FEAST lunch!

Volunteers Help Prepare for Ice on Fire

This week Parks spent some time working with a volunteer group to prepare for the Ice on Fire event. We are also coping with difficulties around an aging snowmobile that is critical for winter grooming. But our focus was on removing three hazard street trees before the ice storm tonight and tomorrow.

Upcoming Youth Programs with Space Available

To register, visit www.montpelierrec.org/register or stop by our office at 58 Barre Street in Montpelier.

TOPICS FOR UPCOMING COUNCIL MEETINGS...

<p>Jan. 24</p>	<p>Green Mountain Transit Dog Ordinance, 2nd Reading Sprinkler Ordinance, 1st Reading Farmers Market – State St. WRRF update Annual City Meeting requirements:</p> <ul style="list-style-type: none"> • Budget Public Hearing • Warning Public Hearing • Charter Public Hearing • Bond Public Hearing • Bond Necessity Resolution • Consider petitions • Approve Warning 	<p>Feb. 14</p>	<p>Parklet Ordinance, 2nd Reading Sprinkler Ordinance, 2nd Reading Review of Council goals City Manager's Review Conservation Commission Appts. Planning Commission Appts. Crosswalk Safety</p>
<p>Feb. 28</p>	<p>Pump Track Taylor Street Art Annual City Meeting Requirements:</p> <ul style="list-style-type: none"> • Budget Information meeting • Warning Information meeting • Charter Information meeting 	<p>Mar 6</p>	<p>Annual City Meeting Election</p>
<p>Mar. 14</p>	<p>Elect Officials Ethics Policy Rules of Procedure Goals process & schedule</p>	<p>Mar. 28</p>	<p>Apartment inspections Army Corps update Project Development Plan</p>



William Fraser
 City Manager



America's Small Town Capital

Mayor John Hollar

William Fraser,
City Manager

City Council Members:

Dona Bate
Ashley Hill
Rosie Krueger
Jean Olson
Justin Turcotte
Anne Watson

Sue Allen,
Assistant City Manager

MEMORANDUM

To: Mayor Hollar & City Council Members
From: William Fraser, City Manager
Re: Legal Expenses
Date: January 12, 2018

As per discussion and request during this week's budget discussion, the following is a summary of legal expenses through December 31, 2017.

General Fund Budget \$55,000

General legal work	\$2,582
Zoning	\$8,678
Personnel	\$184
Dog Ordinance	\$460
Total	\$14,339
Budget Balance	\$40,661

Wastewater Fund Budget \$0

ESG contract review	\$1,657
<i>Budget Balance</i>	<i>(\$1,657)</i>

Water Fund **Budget \$10,000**

Berlin Pond, etc. \$5,880

Budget Balance \$4,120

Projects (included in project funding)

One Taylor \$4,671

Northfield St. \$95

Alternate Trans. Path \$432

Cummings St Bridge \$7,324

Caledonia Spirits \$1,785

Projects Total **\$14,307**

Overall Total **\$36,183**