

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 03/30/2018

UPCOMING MEETINGS...

Monday, April 2	Design Review Committee, 5:30 P.M., Council Chambers
Monday, April 2	Development Review Board, 7:00 P.M., Council Chambers
Tuesday, April 3	Transportation Infrastructure Committee, 6:00 P.M., City Manager's Conference Room
Wednesday April 4	Historic Preservation, 6:30 P.M., Council Chambers
Wednesday April 4	Special City Council Meeting, 7:00 P.M., Police Dept. Community Room (first floor of Montpelier Police Department, directly behind City Hall) Please note location change.
Thursday, April 5	Tree Board, 5:30 P.M., Memorial Room

CITY MANAGER'S REPORT...

District 2 City Council Seat

Three candidates submitted qualified applications for the vacant District 2 City Council seat. Alex Geller, Lalitha Mailwaganum and John McCullough all provided the required letters of interest and verified signatures by the application deadline.

Capitol Plaza Project

This project now goes before the Development Review Board for approval on Monday.

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.

Committee Application

We have finalized the application form as discussed this week.

One Taylor/Mowatt

The DRB issued its approval decision on Wednesday. We will proceed with real estate closing. 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.

Orientation Tours

You can expect information on these from Jamie early next week.

Strategic Planning

We have retained The Novak Consulting Group to lead us through our Strategic Planning Process. Dates are confirmed for May 21 and 22.

Invasive Ash Borer

Parks & Trees Director Geoff Beyer reports that the ash borer has been reportedly found as close as Barre. He estimates at least 200 Montpelier street trees are ash trees, and at least 600 trees in Hubbard Park have been identified as ash. A rough estimate of 6 to 10% of street trees and park trees are ash. When ash borers come to an area it takes about 1-4 years to kill affected trees, killing 99.7% of trees not chemically treated. This is a good time of year to identify and report any discovered infestation to your local tree warden. Treatment is to cut and burn the tree. If you think you have identified an infected tree please report to: <https://vtinvasives.org/get-involved/report/reporting-an-invasive-insect>. For more information: <https://vtinvasives.org/eab>.

Ice Skating Rink

With help from the Norwich University Cadets, the rink is scheduled to be removed on April 7.

Legal

We continue to work on the Conservation Law Foundation (CLF) appeal of the discharge permit renewal for the Montpelier Water Resource Recovery Facility (one of eight permits under appeal) as issued by the VT Agency of Natural Resources. Parties have exchanged discovery requests (interrogatories) and engaging in settlement discussions. City represented by Joseph McLean, Esq., Stitzel, Page & Fletcher, P.C.

Ordinances

The City of Montpelier Ordinances page on our website has been updated. The ordinances can be accessed by clicking this link: <http://www.montpelier-vt.org/578/Code-of-Ordinances>. You can request a hard copy of the City Ordinances by e-mailing jgranfield@montpelier-vt.org.

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Planning & Community Development

We have closed applications in the search for our new Planning and Zoning Administrator. We have received a number of good applicants and we will be holding interviews next week. We hope to have a decision soon so we have someone on board in time for the critical spring building season.

Cemeteries

Due to the muddy conditions, Cemetery roads are closed to vehicle traffic. Walkers are fine.

Public Works

The street division crews continue to focus on addressing pothole problems throughout town. We'll need to continue to use the much more expensive cold mix asphalt until the local hot mix plant opens for the season in a few weeks.

The equipment division has removed the wing plows from the large trucks and is making all of the

necessary equipment preparations to begin the summer construction activities. Our spring time work list includes street side plow damage repairs within the right-of-way such as signs, curbs, lawn & other landscaping issues. The public can report plow damage to the department by calling 223-9510 or emailing echase@montpelier-vt.org. We won't be able to begin lawn restoration until conditions are appropriate and top soil is available. Other spring work includes manual sweeping of downtown sidewalks which will begin next week.

Also, we expect the street sweeper will be ready next week to begin picking up the winter sand accumulation. We usually wait until about April 15th to begin reinstalling downtown benches, bike racks and all of the trash containers but it will depend on the weather forecast.

The water & sewer division is assisting the contractor working on the new Barre St water main. Although the new main is fully installed, pressurized, tested, disinfected and ready to be placed into service, the existing large diameter main must be cut and capped to complete the transition. The crew is attempting to locate & operate the many valves needed to isolate the old main to enable the cut over process. We expect we'll be ready on Monday and there will be a disruption of service for parts of the Barre St neighborhood when this occurs.

The water & sewer division completed a water main repair on Spring Street this week. Failure of a water main attached to the super structure of a bridge was the first experience of this type for the current staff. Although the repair involving removal and replacement of 20' of ruptured water main was not particularly complex, accessing the water main safely and with sufficient working room required specialty staging equipment which was supplied & installed by a local bridge contractor. This same bridge contractor is returning to replace the old inadequate water main hanger system to achieve the necessary structural integrity.

Buildings

You might notice that the bottom panels of Fire Station overhead doors (had to be custom built) were replaced this week. Nice improvement.

Community Services

Annual Egg Hunt at Hubbard Park March 31

Saturday, March 31, arrive at 9:45am, free event starts at 10am sharp in Hubbard Park for ages 12 and under. Please bring a non-perishable food item for admission. Sponsored by National Life Group and Hunger Mountain Coop.

Volunteers Invited to Serve with Community Services

Looking for volunteers for our three divisions: To drive our 12-passenger van with Senior Activity members on trips; to distribute films in the Savoy archive; and to participate in our HOWL music series. To find out more, check out the new 'Volunteer Opportunities' page on the Community Services Department tab of Montpelier-vt.org: <http://www.montpelier-vt.org/944/Community-Services-Department>.

Little League Baseball/Softball

Central Vermont Little League is taking late registrations at <http://www.CVTL.org> until April 8th. On-time registration has ended. Late registration may result in additional \$10 fee, placement on any team roster with space available, and delayed team shirt and/or hat delivery. Sign up today!

Women's Self Defense

The Safety Team's Self Defense Program teaches simple, powerful, and effective personal protection strategies that are easy to understand and remember. Level 1 is offered on May 8 from 6-8:15pm and Level 2 on May 15 from 6-8:15pm. Open to women aged 12+. Fee is \$45 resident/\$60 non-resident per level. Sign up for both levels or just one. Register by Friday, April 6.

Annual Rummage Sale at 58 Barre Street

- Spring Cleaning? Donations Accepted: Monday, April 2 and Tuesday, April 3, 10am-4pm.
- Rummage Sale Dates and Hours: Friday, April 6, 10am-5pm and Saturday, April 7, 10am-2pm. \$4 Bag Sale starts at noon on Saturday – clear the floor!
- No FEAST Together meals will be served onsite Tuesday, April 3 or Friday, April 6 due to Rummage Sale set-up.

First Friday Folk Dancing, Friday, April 6, 6:30-8:30pm

Last one of this season! You'll learn dances from a variety of countries. You don't need experience or a partner to join in the fun in the upstairs Activity Room at 58 Barre Street. A suggested donation of \$3-5 at the door will go to support programming at Montpelier Senior Activity Center. Questions? Email Nancy Schulz at SaddleShoes2@gmail.com

PoemCity 2018! MSAC Photography and Poetry Exhibit through April 30

Photography and Poetry class and club members are displaying a beautiful show of their poems and photographs in the Montpelier Senior Activity Center's Community Room all month in celebration of PoemCity 2018. In future memos, we will announce other PoemCity events. Learn all about city-wide PoemCity 2018 at the website: <https://poemcityvt.wordpress.com/>.

City of Montpelier Help Wanted

<https://vt-montpelier.civicplus.com/Jobs.aspx>

Communications and Development

We have a vacancy for a full-time position that provides communications and fundraising leadership to the three divisions of the City of Montpelier's Community Services Department: Recreation, Montpelier Senior Activity Center, and Parks & Trees. The person in this role develops and implements strategy to provide financial support for programs and operations. He or she enhances branding and engagement across the age spectrum for the Department's diverse, high-demand and emerging services. Applicants should be team-oriented with excellent fundraising and communication skills (written and oral), computer skills, flexibility, along with willingness and ability to supervise volunteers. Competitive wage and benefits - range \$40,809-\$43,955. Applications preferred by April 6, anticipated start date early to mid-May; position open until filled. Submit resume, letter of interest, and contact info for three references by email only to тчambers@montpelier-vt.org. EOE. Job Description available upon request.

TOPICS FOR UPCOMING COUNCIL MEETINGS...

April 4	District 2 Councilor Appointment	April 11	Police Department Presentation Councilor Committee Appointments Complete Streets Plan Social/Economic Inequality Committee Emergency Operations Plan Environmental, Social and Governance Policy Committee Appointments <ul style="list-style-type: none"> • MTIC • Central VT Internet • Design Review Committee • Tree Board
April 25	Water Resource Recovery Facility Public Works Presentation Energy Advisory Committee Update Capital Improvement Plan TIF	May 9	Project Development Plan? TIF Planning Presentation Community Development Presentation Planning Commission Update
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?



William Fraser
 City Manager