

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 04/06/2018

UPCOMING MEETINGS...

Monday, April 9	Recreation Board, 5:30 P.M., Barre Street Recreation Center
Tuesday, April 10	Historic Preservation Committee, 6:30 P.M., City Manager's Conference Room
Wednesday, April 11	Investment Committee, 4:30 P.M., Memorial Room
Wednesday, April 11	City Council, 7:00 P.M., Council Chambers
Thursday, April 12	Conservation Commission, 7:00 P.M., Council Chambers

ATTACHMENTS...

-  Memo from DPW Director Tom McArdle regarding sewer lining bid discrepancy.
-  Community Justice Center's 2018-2022 Strategic Master Plan

CITY MANAGER'S REPORT...

District 2 City Council Seat

Welcome to District 2 Councilor Jack McCullough. We sincerely thank Alex Geller and Lalitha Mailwaganam for applying for the vacant seat. We hope they both remain active and engaged with the city government.

Capitol Plaza Project

This project will appear before the Development Review Board again on May 7 to address an issue involving two retaining walls.

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.

One Taylor/Mowatt

We will proceed with real estate closing in the coming weeks. 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

Thank you all for participating in the Police Department tour this week. Jamie will continue to work with you on setting up additional tours.

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. You can expect to hear from the Novak Group prior to that meeting, but we'll keep you briefed as this approaches.

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.

City of Montpelier Help Wanted

View the latest job opportunities at <https://vt-montpelier.civicplus.com/Jobs.aspx>

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Public Works

Barre Street Water Main Project

Montpelier DPW was able to successfully shutdown the Barre St. Water main with impacted customers limited to the service zone between Granite Street and Pioneer Street in order for the Contractor to perform one end of the cut and cap of the old water main across from Sabin's pasture. Water was restored late Thursday afternoon. Customers within the shutdown zone have been placed on a State required precautionary boil water notice. Staff will perform bacteriological sampling over the weekend and we expect to lift the boil water order on Sunday afternoon. We anticipate one more shutdown will be required to cut and cap the other end of the old main in approximately two weeks once the necessary fittings are on site. The second shutdown will impact the same customers and advance notice will be provided.

Spring Street Bridge Water Main Failure

Following the leak repair on Spring St. last week, it was noted that insufficient pipe supports were in place under the bridge. DPW contracted with Blow and Cote, Inc to add the appropriate number and style of hangers under the bridge in order to help prevent future pipe failures.

Street Department

Downtown sidewalks were hand swept and the street sweeper was out this week for the first time. Round-a-bouts were also hand swept in areas inaccessible to the truck mounted sweeper. Cold patching of pot holes also continued and we'll begin using hot mix as soon as the local plant opens for the season. Next week, removal of the buildup of sand/dirt from roadsides, using the skidsteer and sweepers. We will also begin sod cleanup plow damage lawn repair as weather permits.

Engineering

The engineering & project management staff continues to work on project designs and development of contract documents with bid advertisements released as soon as possible. A couple more contract awards were made ready for approval consideration at the next City Council meeting with more to follow including the sidewalk reconstruction and street paving contracts.

Community Justice Center

We have completed our 2018-2022 Strategic Master Plan (see attached) that will help guide us toward our mission: The MCJC Promotes the Well-Being of the Community through the Application of

Restorative Principles and Practices. We have also finalized a new Facilitator's Guide to Parenting With Respect, a grant-funded manual authored by CJC Director Yvonne Byrd and built on the CJC's Parenting with Respect sessions for men. From the report: "Parenting with Respect emerged as a response to a theme that showed up repeatedly during conversations with incarcerated men as they neared release from prison. ... They expressed a wish to be a better parent than the one who raised them." Other Community Justice Centers are being trained in this curriculum and will soon be offering Parenting With Respect in their locales. You are welcome to stop by to learn more or for a conversation any time!

Community Services

Destructive and Invasive Ash Borer Getting Closer

As we noted last week, the ash borer has reportedly been found in Barre. This is an area of great concern as it has the potential to kill many trees in our community. Some helpful steps:

- Learn how to identify ash trees and symptoms that may indicate ash borers are present. If you think you have identified an infected area, please report it to: <https://vtinvasives.org/get-involved/report/reporting-an-invasive-insect>
- If you have any ash wood in your wood pile, burn it first (before May).
- Don't move firewood out of quarantined areas.
- Cutting healthy, unaffected ash trees ahead of time does not help as the borers just cross the state faster as they search for remaining trees.

CPR/AED Recertification Sunday, April 15, 1-4pm

Presented by the American Red Cross at \$40 per person, this is a great opportunity to renew your existing certification. For all ages at the CVMC Conference Room #1. Registration deadline: Thursday, April 12. Registration available at the CS office at 58 Barre St, online at www.montpelier-vt.org/cs or call 225-8699

VT Futbol Academy Free Clinic April 23 & Free Summer Camp in July

The Vermont Futbol Academy is a free soccer clinic for kids ages 8-14, run by coaches and players from the UVM Men's Soccer team! The clinic will take place on April 23 at MHS from 4-6pm.

Registration is required!

Vermont Futbol Academy is also offering a week long summer camp at the Rec Fields this summer, providing kids with a chance to have some fun on the soccer field with UVM players and also some time at the Montpelier Pool. Campers also receive a camp shirt. Registrations can be full or half day for the week of July 16 – July 20th. Register for the free clinic & camp at:

www.vermontfutbolacademy.org

Montpelier Memory Café Welcomes Spring, Saturday, April 14, 10-11:30am

The April Cafe will feature a mix of interactive activities including story sharing, music, refreshments and interactive games. People with memory loss and their care partners are welcome. Call Liz Dodd at 229-9630 for information. Free admission at 58 Barre Street. Donations welcome.

Spring is here, and new programs start soon – many the week of April 9! Our Program Guide contains info about over 100 great youth and adult programs. Registrations are accepted at the office at 58 Barre Street, online at www.montpelier-vt.org/cs, or call 223-2518 / 225-8699.

Senior Center dues are half off through June, so it's a great time to join if you wish to take MSAC classes for age 50+!

The following new MSAC classes still have plenty of space, and some are for all adults: Financial Foundations with Gabe Lajeunesse (at MHS Tues nights), Dying in Community with Michelle Acciavatti (Tues afternoons), Explore Memoir with Maggie Thompson (at Westview Meadows Thursday afternoons), Yoga for Balance with Lori Flower (Wednesday afternoons), and Bagel Love – Making NY style Bagels with Erin Aguayo on April 28.

TOPICS FOR UPCOMING COUNCIL MEETINGS...

April 11	Police Department Presentation Councilor Committee Appointments Corporate Cup Street Closure Taylor Street Closure Emergency Operations Plan Green Up Day Licenses Ordinance Social/Economic Inequality Committee Committee Appointments <ul style="list-style-type: none"> • MTIC • Central VT Internet • Design Review Committee • Tree Board 	April 25	Public Works Presentation Energy Advisory Committee Update Capital Improvement Plan Environmental, Social and Governance Policy TIF Tax Stabilization?
May 9	Water Resource Recovery Facility? TIF Planning Presentation Community Development Presentation Planning Commission Update Complete Streets Plan	May 21-22	Strategic Planning Retreat
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



MEMORANDUM

TO: William Fraser, City Manager
City Council Members

FROM: Thomas McArdle, Director of Public Works
Ryan Graves, E.I.T., Project Engineer

DATE: April 5, 2018

SUBJECT: Sewer Lining Bid Disparity

The Department of Public Works bid a sewer lining contract because it is a cost-effective and low impact way to restore parts of the city sewer network. There are a few reasons for the large disparity among the bids received. Based on our review, we are satisfied the pricing was not the result of a bid request irregularity, misunderstanding of the specifications or an intentional unbalanced bid that would not be in the city's best interest.

The Department of Public Works allowed the contractors to choose the material and lining technique based on their capabilities, experience, and cost; we did not require bidders to specify the technique that they planned to use. The intention was to keep options open because it is our first sewer lining contract which we believe will provide a cost effective rehabilitation method for the near and long term. We only specified that the acceptable material may be an epoxy resin, corrosion resistant polyester or vinyl ester, have a design life of no less than 50 years with documented successful use in other locations for no less than 10 years, and that all proposed products are subject to review & possible rejection through the materials submittal process.

Insituform is an established company and may have chosen to bid a lower value in order to establish good working relations with the city for future projects. A competing company submitting the second lowest bid, Green Mountain Pipeline Service, brought their concerns about the bid gap to our attention. We followed up with Insituform to ensure they understood the full scope of the project. Insituform confirmed their understanding of the scope of the work, and also noted Green Mountain Pipeline Services recently underbid them by \$50,000 - \$60,000 on a different lining project of a similar size in New England. We've learned that it is not uncommon for sewer lining jobs to have such vast gaps in bid prices in this highly competitive market. Among the factors affecting cost is the lining process and corresponding level of effort which varies depending on the material being used.

2018 – 2022 MCJC Strategic Plan

Our Mission: *The MCJC Promotes the Well-Being of the Community through the Application of Restorative Principles and Practices*

The MCJC is an organization that...

... ensures that the people it serves have the resources they need to resolve conflicts and solve problems in creative, restorative ways that encourage feelings of fairness, safety, and inclusion.

... recognizes the value of and potential for each person to contribute to the civility and well being of the community.

.... supports the attainment of a just community where every person is asked to take active responsibility for actions that harm or rebuild and to make choices that avoid infringing upon another person's basic human rights.

.... helps citizens develop skills necessary to contribute in practical and unique ways to the advancement of core democratic ideals, such as all voices being heard and treated with equal respect, where professionals facilitate rather than impose and government's role is one of doing things *with* the people it represents.

Ongoing Activities that Support

Best Practices and Organizational Health

Increase community knowledge, understanding and support for restorative justice and the MCJC

- Create opportunities for disseminating info
- Publicize significant events and achievements
- Cultivate media exposure

Maintain, and expand as needed, sufficient community volunteers for Restorative Justice Panels, Circles of Support and Accountability, Community Advisory Board, and ad hoc projects

- Recruit volunteers from diverse backgrounds
- Provide quality, relevant training and ongoing support

Ensure consistently high quality restorative practice

- Motivate and provide structure for all staff and volunteers to continuously assess their practice for consistency with restorative justice goals
- Maintain budget item for professional development
- Evaluate programs and outcomes and improve as needed

Work with relevant stakeholders to develop and maintain county-wide access to restorative justice

- Nurture relationships with state and local officials
- Strengthen and expand partnerships with criminal justice, human service and other community organizations
- Formalize relationships and protocols with partners through memoranda of understanding.

Maintain and enhance financial resources

- Manage resources with current and future needs in mind
- Maintain DOC confidence for keeping/increasing grants
- Seek additional funding for new initiatives

Key Objectives and Deliverables for 2018 - 2022

We strive to enhance community safety by providing and promoting restorative responses to conflict and crime in these specific ways:

1. **Operate full spectrum of high-quality restorative justice programs from prevention to reentry.**
 - Meaningfully involve community in the resolution of crime and the restoration of right relations
 - Offer easily accessible classes, presentations, and written materials that develop knowledge, skills and attitudes for restorative approaches to conflict and crime (e.g. Insights Into Conflict)
 - Continue operation of Conflict Assistance Program, Victim Outreach Program, Restorative Justice Program and Restorative Reintegration Program
2. **Demonstrate value of restorative justice programs and strive for maximum referrals**
 - Collect, evaluate and disseminate usage and outcome data; record anecdotal feedback and stories; publicize results
 - Encourage pre-charge referrals from Montpelier, Northfield, Waterbury, Berlin, and State Police
 - Increase awareness of Conflict Assistance Program, encouraging self-referrals and referrals by others who may be called upon to assist with community-based conflicts
3. **Grow community interest in restorative practices and help public, non-profit and private organizations develop capacity**
 - Support inclusion of restorative practices in Montpelier ordinances
 - Annually organize, host, and/or facilitate at least two public forums that encourage dialogue about relevant topics
 - Use public forums, social media, and other means to increase public awareness of the concept of restorative community
 - Identify and partner with community groups with similar interests
 - Partner with educational communities to encourage the use of restorative practices and academic connections
 - Provide, or help fund, training and consultation in restorative practices for community organizations
 - Use MCJC's 15-year anniversary as a prompt for celebration, outreach, and story telling
4. **Deepen victim-centered focus/services in all programs and expand geographic range of Victim Outreach Program**
 - Establish a fund to assist victims
 - Enhance victim impact education
 - Expand Victim Outreach Program to Northfield, Waterbury, Berlin, State Police jurisdictions
 - Expand required basic training for staff and RJP and COSA volunteers to include victim sensitive practices
5. **Ensure sustainability of MCJC**
 - Conduct targeted marketing/educational outreach (judges, prosecutors, legislators, police, etc.) re: CJC capabilities/offering
 - Align Community Advisory Board (CAB) practices and Bylaws
 - Create a plan for staff succession