



**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 05/04/2018

UPCOMING MEETINGS...

Monday, May 7	Design Review Committee, 5:30 P.M., Council Chambers
Monday, May 7	Development Review Board, 7:00 P.M., Council Chambers
Tuesday, May 8	Historic Preservation, 6:30 P.M., City Manager's Conference Room
Thursday, May 10	Tree Board, 5:30 P.M., Police Dept. Community Room
Thursday, May 10	Conservation Commission, 7:00 P.M., Council Chambers
Friday, May 11	Public Meeting: Elm Street Sidewalk Project, 5:30 P.M., Council Chambers

ATTACHMENTS...

-  Construction Update for the week of May 7th
-  Notice of Hearing and Resurveying of Scribner Street

CITY MANAGER'S REPORT...

Capitol Plaza Project

This project will appear before the Development Review Board again on May 7th to address an issue involving two retaining walls. We are arranging a meeting with the Plaza team to talk through potential approaches for a parking structure.

TIF

We are finalizing the TIF Plan and accompanying charts for Council action on May 9. The most current draft is included. There may be an updated version sent on Monday but any changes will be minor and in charts.

One Taylor/Mowatt

Real estate closing is still expected on or around May 15. That will allow certification of all right of way for the entire One Taylor project, and construction is expected to begin this summer.

Charter Changes

Charter changes were approved by the Ways and Means Committee, but a final floor vote is likely not too far in the future.

WRRF Tour

Three council members were able to attend a very interesting tour. If there is desire for another session please let me know.

Next Meeting – Complete Streets

We received news this morning that our consultant from ALTA Planning and Design was hospitalized earlier this week and as a result he will not be able to attend the May 9th City Council meeting to present the Complete Streets Plan and Road Typologies. We are working with ALTA to reschedule. The draft report will be forwarded to the City Council early next week.

Strategic Planning

I have been in communication with Julia Novak and have provided her your contact information. You can expect to receive an e-mail from her seeking to arrange a phone conversation time in advance of the May 21-22 sessions.

Parking

We are working with a group including State officials, Green Mountain Transit, merchants and others on short term parking alternatives for the upcoming construction work over the next years.

Farmers Market

City Staff and Dan Groberg from Montpelier Alive are meeting with Farmers Market representatives next week to talk about options for their location – short term, during construction and long term.

Montpelier Development Corporation

We welcome Laura Gebhart as the new Executive Director for the MDC and look forward to working with her. She starts work officially on Monday.

Scribner Street

We have attached the Notice of Hearing and Resurveying of Scribner Street. The Notice of Hearing and Survey was sent by certified mail this date to land owners and interested parties. The Hearing will take place on June 13th.

Legal

Motions for Summary Judgement together with statements of undisputed material facts were submitted by appellant Conservation Law Foundation (CLF) and by the Attorney General's office on behalf of the VT Agency of Natural Resources relative to the appeal of the renewal of nine waste water treatment plant discharge permits including Montpelier's Water Resource Recovery Facility. The City's attorney filed a motion for summary judgement in support of the AG's filing. 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 ...

Fire/Health

Fire Chief Robert Gowans has been coordinating with Nate Hausman on Green Up Day activities concerning needles. If people participating in Green Up Day find used needles, they can either bring them to the Fire Station, or call the station directly at 229-4913, and we will respond to the area. On Friday morning, the Montpelier Fire Department will be cleaning up the exit 8 park and ride, and the pull-off on lower Barre St. (about a dozen needles found there last year.)

Anyone with questions or concerns can call Chief Gowans at 371-9633, who will be out and about Saturday morning.

Public Works

Spring clean-up work such as sweeping streets, removing debris from gutters and drainage systems and repairing plow damage on lawns and road sides continues. Crews will be picking up the Green-up Day bags on Monday. The downtown benches, flower barrels, trash / recycling receptacles and bike racks have all been deployed. The water / sewer division has begun work on preparing Harrison Ave for the final course of pavement to be applied this month. Preparation work consists of adjusting the elevation of all structures to the final grade (man holes, catch basins and gate valves). The street division will begin reconstruction of the swimming pool driveway which will also be paved this month with the objective of having all work in the Recreation Field complex complete by May 25th

Finance

Water bills will be going out shortly. You should receive them next week.

The 3rd installment of the 2017-2018 property taxes are due on Tuesday, May 15, 2018. Payments may be made in person at the City Clerk's office Monday through Friday from 8:00 a.m. to 4:30 p.m., by mail, or 24 hours a day by utilizing the drop box at the rear entrance to City Hall. [You may also pay online using Official Payments by clicking this link.](#) An administrative fee is charged by the vendor for online payments. In addition, the city offers convenient and free automatic payment processing. By signing up, you never have to worry about missing a payment. The payment is withdrawn from your bank account electronically on the actual due date. This service is available for property tax payments, water/sewer bills or both. [If you would like to enroll, please click this link and complete the authorization form.](#) You can drop off the completed enrollment form at the City Clerk's office or mail to:

City of Montpelier
Attn: Treasurer
39 Main Street
Montpelier, VT 05602

Community Services

Summer Programs for Youth

Please visit our Summer Camps page for information on our summer programs and how to register. This summer we will be offering several Soccer Camps, Mountaineers Camp, Frisbee Camp, Tennis lessons and camps and Summer Track!
montpelierrec.org/843/Summer-Camps

Half-time, paid positions in office or facility support open!

Vermont Associates for Training & Development has two positions (and possibly a third in the kitchen) for income-eligible adults 55+ to support our Community Services Department and gain valuable experience to stay vital in the workforce. Both positions are based at MSAC at 58 Barre Street, supervised by city staff, and are open immediately. To learn more or inquire about your eligibility, contact Rick Smedley at 828-0036 or rsmedley@vermontassociates.org.

Thank you, National Life Volunteers for spring cleaning, mailing prep, tree planting and green-up efforts!

- A huge thank you to the generous and energetic teams from National Life who gave time

this past week to help with spring cleaning at the Senior Activity Center and preparation of a bulk mailing for MSAC membership renewal.

- Other National Life employee volunteer teams spent a total of three days helping Parks & Trees plant over sixty trees, remove numerous invasives and a variety of other tasks.
- We are very thankful for their support of this wonderful community green-up effort and individuals' interest in making the effort a huge community benefit.

We hope good weather will help make this Saturday another great green-up day community effort!

How to be an Effective Health Care Agent

Tuesday, May 8, 6:30-8pm (rescheduled after March snow cancellation)

Being a health care agent (HCA) is an enormous responsibility. Yet, other than being told that having one is an important part of Advance Care Planning, there are rarely opportunities to explore what it means to be a HCA. Learn what is expected, how to prepare to be one with the person who asks you, how to explain your role to other loved ones, and how to carry out what can be a very challenging role. Led by Michelle Acciavatti, End of Life Specialist at Ending Well. Free and open to the public.

Death Café: now monthly 2nd Fridays!

Friday, May 11, 12:30-2pm

Following strong interest at our first Death Café in February, MSAC hosts this free, volunteer-led, drop-in discussion group each month as an alternative for those who can't attend the evening café downtown on Thursdays. Death Cafe is part of an international movement to "increase awareness of death with a view to helping people make the most of their (finite) lives." Death Cafe provides a forum for you to share your thoughts about death, dying, and anything related in a safe, community environment. You can learn more at deathcafe.com or email montpelierdeathcafe@gmail.com. All are welcome as long as you come with an open mind. Ellen Fein will facilitate discussion. Sign-up in MSAC office. Free and open to the public.

Documentary Film Series: The Story of the Jews | 5 Sundays, May 6-June 10, 5-7pm (skip May 27)

- Following high attendance at our film series about Israel and Palestine this February-March and a well-attended OSHER presentation about Islam in April, we present another opportunity for lifelong learning, awareness-raising and respectful community discussion. Montpelier residents Jamie Granfield Carroll and Joseph Carroll host this series and share light refreshments representing different Jewish culinary traditions each date. Each episode is 55 min., followed by informal audience reflection and discussion for those who wish to stay. All events are free and open to the public. All are welcome. Donations to MSAC are appreciated. No advance registration is required. Co-sponsoring and hosting this series does not imply endorsement of any particular position on the part of MSAC staff, the MSAC Program Committee or the City of Montpelier.

- Series Summary (shortened from PBS website): Author, documentary-maker and Emmy-Award winner Simon Schama hosts this five-part documentary series for PBS. It follows him as he travels the globe, exploring the imprint Jewish culture has made on the world. The series is a personal journey for Schama who has been immersed in Jewish history since his postwar childhood; a meditation on its dramatic trajectory, and a macro-history of the Jewish people's mark on the world. It draws on centuries of diverse primary sources, and Schama talks about the turning points of the recent history with living witnesses. More information about the series is available at

<http://www.pbs.org/wnet/story-jews/>

- Episode 1: The Beginning: Simon Schama embarks on his journey through Jewish history. This episode will be screened at Montpelier Senior Activity Center on May 6 at 5pm.

TOPICS FOR UPCOMING COUNCIL MEETINGS...

May 9	TIF vote Planning & Community Development Department Presentation Planning Commission Update Water Resource Recovery Facility	May 14	Site Visit 5:00 PM <ul style="list-style-type: none"> • Senior Center • Recreation Building
May 21-22	Strategic Planning Retreat	May 23	Community Services Presentation Tree Board Update Conservation Commission Update Downsizers Central VT Public Safety Authority Complete Streets Plan
June 13	6:15 Scribner Street hearing & site visit Environmental, Social, Governance Investment Policy Department Presentations: <ul style="list-style-type: none"> • Fire • Cemetery • Community Justice Center 	June 27	
July 11			

WHAT TO EXPECT IN THE FUTURE...

May	Green Up Day Montpelier Mayfest Art Walk	June	
July	Setting tax and water/sewer rates Board of Civil Authority meets July 3 rd Celebration	August	
September	Mid-year City Manager check-in Art Walk	November	Set budget guidelines
December	Budget Art Walk	January	Budget Ballot
February	City Manager review Welcome Legislators Reception	March	Orientation



William Fraser
 City Manager

Construction Update Montpelier Transportation Projects

Project Location: State Street, Main Street, and VT 12 – Elm Street - Work to include milling, paving, manhole and drainage structure adjustments and extensive sidewalk improvements. VT 12-Northfield Street - new water, sewer, storm water improvements, sidewalks and a stabilized road base.

Communications Announcement

Due to recent health related issues, Francine Perkins will be stepping down as the Public Outreach Coordinator for the Montpelier Transportation Projects. Natalie Boyle of EIV Technical Services will be taking over as Public Outreach Coordinator for both the Northfield Street project as well as the downtown VTrans project. Natalie brings extensive public relations experience and will provide support to the community as these projects move forward. Natalie and Francine will be transitioning the outreach responsibilities throughout the remainder of this week.

With questions or concerns about either of the projects, please contact Natalie at: nboyle@eivtech.com, (802) 855-3893.

Week of May 7, 2018

Northfield Street – Phase II Construction Area: Derby Drive to Freedom Drive

TRAFFIC DETOUR: The detour route below will continue to be in effect from 7:00 AM to 7:00 PM, M-F, for Northfield Street traffic between Derby Drive and Freedom Drive.

- All southbound (towards Northfield) thru traffic will use Memorial Drive to Dog River Road to Northfield Street
- Northbound (towards downtown) passenger vehicles will be allowed to travel through the construction zone
- Northbound (towards downtown) truck thru traffic will be directed to use Dog River Road to Memorial Drive. Local delivery trucks will be allowed through the project.
- A detour map can be found at <https://frpenterprises.com/montpelier-08-10-17.html> Click on "MAP"
- Message boards and detour signs will be in place to direct traffic.
- Sidewalks will remain open for pedestrians and bicyclists may ride with traffic in the northbound direction or walk their bikes along the sidewalk, in either direction, until they reach the end of the construction zone.

Please note: Northfield Street between Memorial Drive and Derby Drive will be open to two-way traffic.

There are several construction activities scheduled for this week as follows:

Northfield Street Update

Friday (5/4/18):

- Sewer Main continuing from the northern Colonial Drive to the southern Colonial Drive. Please note that there will be **no access to the northern Colonial Drive entrance Thursday and Friday (5/3 & 5/4)** from 7:00 AM-7:00 PM due to sewer main construction. Vehicles must use the detour route. All vehicles must use the southern entrance when leaving Colonial Drive.
- Water service connections. Notices will be handed out to impacted users.
- Water work on Independence Green is scheduled for tomorrow. Residents who will be impacted by the shutdown should have received notices on 5/2/18. Once the water has been turned back on, residents will receive a boil water notice with instructions. Residents on Independence Green and Freedom Drive will not be able to exit onto Northfield street via Independence Green (must use Freedom Drive) on 5/3/18.

Monday & Tuesday:

- Sewer main work all week between the Colonial Drives
- Water service connections until completed. All customers should be switched over to the temporary main by the end of next week.

Wednesday:

- Sewer main work will continue until complete
- Sewer services as available
- Depending on weather and how work progresses they may choose to remove concrete from Colonial Drive to Independence Green.
- Water work beginning at Colonial Drive (northern intersection) may begin once sewer has gotten far enough ahead. *We are currently anticipating that the northern Colonial Drive will not be accessible during this work.

Thursday:

- Sewer main with testing as work is completed
- Water main with testing as work is completed

***Driveway Access:** Construction activities may block driveway entrances for short periods of time as the operations move through the construction area. If crews are working across your driveway entrance and you need to enter or exit, please communicate your needs to an available crew member.

Downtown/Elm Street Update- 2018

Pike will be installing construction signs including detour route signs and portable message boards during the week of 5/7/18 in preparation for the upcoming Taylor St. railroad crossing work.

The following week the contractor will be mobilizing equipment and materials at the Taylor St. railroad crossing. This will take approximately two to three days. This work will only have a minor impact on the public.

The Taylor St. railroad crossing closure is scheduled to begin Monday, 5/21/18. Closure details will be posted in next week's construction update.

Contact Natalie Boyle, Project Outreach Coordinator, EIV Technical Services, with any questions or concerns in regard to this project at 802-855-3893.

Updates will be posted on www.roadworkupdates.com, Montpelier's Front Porch Forum, the City of Montpelier's website, Facebook page and Twitter Feed, Montpelier Alive's Facebook page and Makeover Montpelier's Facebook page. Information will also be included in the VT Agency of Transportation's "On the Road" report in the Times Argus.



America's Small Town Capital

May 4, 2018

**NOTICE OF HEARING
RESURVEYING OF SCRIBNER STREET**

The City Council of the City of Montpelier hereby gives notice to the persons named below as owners or persons interested in lands and rights that may be affected by a decision of said Council to resurvey Scribner Street as a Class 3 and Class 4 City Highway.

The Council, affected landowners, and any member of the public will meet on Scribner Street at **6:15 pm on June 13, 2018**, for a site inspection of the portion of highways to be laid out and resurveyed, and then meet at the Council Chambers at approximately **7:00 pm** to conduct a hearing on the question of the laying out, resurveying, and classification of the street.

As required by law, notice of this site inspection and hearing is being provided by certified mail to each of the persons owning or interested in lands through which the highway passes, listed below, as well as the Montpelier Planning Commission. A copy is to be posted in the office of the City Clerk, and published in the *Times-Argus*, a local newspaper of general circulation, not less than 10 days before the time set for the hearing.

If the Council determines that the public good, necessity and convenience of the inhabitants of the town require resurveying and classification of this highway, the Council will decide those questions in deliberative session and issue a decision within 60 days of the end of the hearing. Claims for compensation will be heard at the same hearing.

Pertinent information relating to the proposed highway actions is available for public inspection and copying in the office of the City Clerk during business hours.

The following persons have been notified of the public hearing:

Enelrad, LLC
9 Scribner Street
Montpelier, VT 05602

GMT Associates
288 South River Road
Bedford, NH 03110

Margaret B. Neale
8 Scribner Street
Montpelier, VT 05602

Helen Gomez Life Estate
James Gomez, etal
171 River Street
Montpelier, VT 05602

Maurice & Teresa Martineau
6 Scribner Street
Montpelier, VT 05602

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Anne Watson, Mayor, City of Montpelier