

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**


City Manager's Weekly Report – 08/31/2018

City offices will be closed on Monday, September 3rd, in observance of Labor Day

UPCOMING MEETINGS...

Tuesday, September 4	Design Review Committee, 5:30 PM, Council Chambers
Tuesday, September 4	Transportation Infrastructure Committee, 6 PM, Memorial Room
Tuesday, September 4	Development Review Board, 7 PM, Council Chambers
Tuesday, September 4	Social & Economic Justice Advisory Committee, 6 PM, Police Department Community Room
Wednesday, September 5	Parking Garage Public Information Session, 6:30 PM, Council Chambers
Thursday, September 6	Tree Board, 5:30 PM, Memorial Room

ATTACHMENTS...

 Construction Update for the Week of September 3rd

CITY MANAGER'S REPORT...

1 Taylor Street

Abatement work has wrapped up on the Montpelier Beverage and the Vermont Association for the Blind and Visually Impaired buildings on Main Street, and demolition is expected to start Tuesday. Construction is underway at the 1 Taylor site. You might have noticed as your drive by (or from hearing the pounding sound) the enormous steel piles that will support the structure that are being driven into the ground by a huge crane.

Public Parking Garage

The City Manager will hold a public information session on Wednesday evening to present information about the proposed garage, take questions from the public, and allow residents to voice their thoughts on the project. This session will take place at 6:30 p.m. in City Council chambers. I am visiting the St. Albans garage on Tuesday to discuss operations and lessons learned with their city officials.

TIF

We were extremely pleased to receive unanimous approval from the VEPC board for the City's TIF application. The City Manager's office, City staff and our team from White and Burke worked hard to provide the detailed information required to complete the application, and the VEPC staff were thorough in their review to ensure our numbers worked. We are happy to be able to use this tool now and in the future to improve our infrastructure, hopefully creating jobs and housing. **Thanks also the City Council for your support of this application!**

WRRF

We are working our way through several issues, including costs, with ESG concerning the proposed WRRF Organics to Energy project. A full update will be provided on September 12th.

Strategic Plan Implementation

I mentioned this a couple of reports ago but it's worth repeating. Please note that the upcoming meeting schedule has been expanded through to the end of February (up to March Town Meeting). All items identified in the strategic plan have been placed on an agenda if appropriate. We've also flagged items for budget discussion and actions that don't require council action.

The Envisio software has been installed. Jamie and I have begun using it to test it. We are holding staff training next week. It's going to be a great tool for tracking progress. I plan to do a demo for you and provide status reports from the system at the October 10th meeting. We should have the public dashboard up by that time as well.

Possible Charter Change – No Change

As per the Strategic Plan, the Council asked to consider a potential charter change which would provide local authority to address sustainability issues. Attorney Joe McLean from Stitzel, Page & Fletcher has drafted the following for discussion (currently slated for September 12 agenda).

§ 5-301. Powers and duties of City Council

(a) All powers of the City shall be vested in the City Council, except as otherwise provided by law or this chapter, and the Council shall perform all duties and obligations imposed on the City by law.

(b) In addition, the Council shall have general oversight of the affairs and property of the City not committed by law to the care of any particular officer, including the following powers and duties:

(1) Acquire property, real and personal, within or outside its corporate limits for any lawful purpose and by any lawful means, including condemnation, in fee simple, or any lesser interest of estate, by purchase, gift, devise, lease, or other means of transfer. The Council may also sell, lease, mortgage, hold, manage, and control such property as its interest may require, in accordance with State law.

(2) Promote and safeguard the public health, safety, comfort, or general welfare by the adoption, amendment, or repeal of ordinances and regulations, including the following subjects:

(A) Construction of improvements, including curbs, sidewalks, lighting, and storm drains in a manner specified as a condition precedent for, but not limited to, the issuance of a building permit. The City has power to assess part or all of the expenses of such improvements to the property owners benefited thereby in proportion to respective frontage upon highways or respective values of property or by such standard as determined by the Council. The Council has power to provide for violation or nonperformance.

(B) Regulation or prohibition of any condition, activity, enterprise, public nuisance, or matter concerning ~~promotion of~~ public health, safety, and welfare ~~as permitted by the general law of the State within the City, including any condition, activity, enterprise, public nuisance or matter that promotes or results in unreasonable litter or waste, the degradation of the natural environmental, negative impacts to wildlife, or increased costs, whether tangible or intangible, to City taxpayers and residents to clean-up, manage or recycle as a result of such condition, activity, enterprise, public nuisance or matter. In furtherance thereof, the City shall have the power to impose and collect reasonable and related taxes, charges and fees and to adopt ordinances, regulations and policies that protect, promote and encourage natural resources, wildlife, environmental conservation, sustainability, energy conservation and efficiency.~~

(C) Licensing of any activity or enterprise as permitted by general law of the State.

Legal – No Change

In the appeal by Conservation Law Foundation (CLF) of the City's WWTF discharge permit, the matter has now been fully briefed by all parties, including motions for summary judgment, responses thereto and reply filings. In

its submissions to the Court, the City supported the legal briefs filed by the State of Vermont, Agency of Natural Resources (ANR) and also filed a separate reply memo addressing the issue of whether the discharge permit authorized an increase in phosphorous, as CLF has claimed. CLF has requested that the Court schedule oral argument on the motions. The Court has granted CLF's request for oral argument on the pending motions and has scheduled that oral argument for July 30, 2018 at Costello Courthouse in Burlington.-The State of Vermont, ANR is being represented by the Attorney General's office. The City is being represented by Joseph McLean, Esq., of Stitzel, Page & Fletcher, P.C.

City of Montpelier Help Wanted

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

View the latest City committee vacancies at <http://www.montpelier-vt.org/CivicAlerts.aspx?CID=22>

WEEKLY REPORTS FROM DEPARTMENT HEADS ...

Assessor's Office:

Review and validation of sales for the Annual Equalization Study (for the Property Valuation and Review Division of the Vermont Department of Taxes) is almost complete. Sales continue to demonstrate rising real estate values, so the continuing decline in the City's CLA (Common Level of Appraisal) is expected for next year. It would be prudent to start budgeting funds for the next reappraisal as that requirement will be upon us within the next 4 or 5 years if current trends continue.

Police Department

MPD has been assisting with traffic control this week at the Elementary School to ensure the road closure and new bus stop issues don't become a problem. This week went fairly smoothly. MPD gave a minor assist with the 'road closed' sign a bus driver forgot to put out, but so far the system seems to be working.

Public Works

Main Street Water Main Reconstruction:

The phase one water main is complete and the project work zone is restored between Jay St and Loomis St. The second phase of the project between Jay St. and Liberty St. will take place next summer once school is out. The temporary asphalt sidewalks will be replaced with new concrete after the water main is installed.

Street Paving Projects (Liberty Street, College Street & Sherwood Drive):

Each of the streets have now received the final wearing course of pavement. Paving work on the driveway approaches and side street intersections has begun and most of the remaining paving is expected to be completed by the end of next week. DPW has finished the curb backfill and has begun placing topsoil and doing general property restoration work. Pavement markings (crosswalk & stop bars) has begun will continue subject to favorable weather conditions.

Sidewalk Projects:

Concrete sidewalk work is now complete with the exception of a couple of small areas on College Street which we anticipate being finished by the end of next week.

Lague Drive Project:

The new water main is now complete and the contractor will be working on the future water service stubs which we plan to connect next season. The slope stabilization work is largely complete so work on the roadway

reconstruction will resume next week. We anticipate being ready for paving in two to three weeks.

“Winooski East” Shared Use Path Project:

The contractor, J. Hutchins, Inc. will begin “clearing & grubbing” work to prepare for the railroad track relocation near Granite Street and along Old Country Club Road beginning on Tuesday. A preconstruction meet with the rail operator was held this week to begin working out some of the final details and we expect the railroad track relocation to begin in a couple of weeks. The contractor has secured temporary office arrangements and will soon be securing approval for staging areas. Sub-contractors have been identified and the approvals are being granted to begin. A coordination meeting was held with the Caledonia Spirits engineer to ensure both projects are on the same page. The full project schedule will be forwarded as soon as its available.

Northfield Street Project:

See weekly report

Crestview Drive Culvert:

The new culvert installation is now complete. Next week the contractor will finish the headwalls and start placing stone rip rap followed by street and property restoration.

Miscellaneous:

There is still some pavement marking left to do, such as the “Do Not Enter” markings on some streets such as Charles and Nelson. Also, some yellow curb and street markings remaining. We have a sinkhole on Fuller Street which will be investigated remedied. Extensive pavement repairs were completed on Gallison Hill Road and we expect to address some poor pavement conditions on East State St between Hubbard & Cedar in the next week or two. For the water & sewer division, they’ll be working on the Lague Drive water services, checking and cleaning valve boxes within the construction zones, and we need to resume our seasonal vactor cleaning of sewer mains.

Community Services

Recreation Department:

The State awarded us a \$15,000 grant toward the ice skating rink on the State House lawn. That will go toward the roughly \$60,000 total cost of the project. The Rec Department contingency fund is putting up \$25,000, and we will work with other groups, businesses, etc., to continue to raise money to pay for the one-time purchase of the equipment. The Recreation Department will own and operate the rink going forward.

The City Manager’s Office, a representative from Jump & Splash, and Rec. Director McMullen met via conference call this week with Ken Ballard, whose firm is handling the Recreation Center Feasibility Study. We were pleased with Ballard’s proposal, which involves extensive public outreach to determine what kinds of recreational services the public wants and is willing to pay for. They will get to work in the coming weeks (we’ll keep you posted) and hope to have results ready to present to Council in January.

Senior Center:

It’s National Fall Prevention Month, and we are hosting the “Stay Steady” Kick-off for the State of Vermont | Thursday, September 6, 1-3pm

- Welcome by Janna Clar, MSAC Director;
- A reading of the “Governor's Proclamation and Sharing of Importance of Fall Prevention for Healthy Aging” by leaders from the Department of Health and the Department of Disabilities, Aging and Independent Living.
- A Tai Chi demonstration by instructors from Ta Chi Vermont;
- Closing remarks by Maggie Holt, Physical Therapist with UVM Medical Center

Stay Steady Vermont individual screenings, 1:30—3:00pm

To understand more about the things that can contribute to falls, the VT chapter of the American Physical Therapy Association will team up with the Falls Free Vermont Coalition to present events across the state in September. You can learn about reducing your risk for falling and have an individualized screening by volunteer Physical Therapists (PTs) and student PTs. Free, no appointment required. First come, first served.

Montpelier Art Walk: 2 Events at 58 Barre St.! | Friday, September 7, 4-8pm:

Opening Reception for Photography Exhibit by Tina Valentinetti (indoors in the Community Room)

Tina received her first camera, a Kodak Brownie Hawkeye in 1951 and has been snapping pictures ever since. In the past, subject matter has centered mainly on birds and butterflies but recently, she has broadened her focus (excuse the pun!) to include still life and landscape subjects, as well as a bit of experimentation with abstraction. She considered herself to still be basically a realist, but finds it both exciting and challenging to “re-envision” images and to move them away from the strictly realistic to varying levels of interpretation. Although she will occasionally include other photos in an exhibit, most of Tina’s photos are taken here in Vermont. Her hope is that her photographs will convey to others the wonder, beauty and joy that she sees in the world around her. Tina’s photographs will be on display in the MSAC Community Room from August 30—September 29.

Concert of Local 21st Century Composers (outdoors in the courtyard) 6:30-8pm

Out of the concert hall and into the streets! Come hear works of composer-members of the nonprofit organization, Abundant Silence. Abundant Silence helps support the work of living composers and develops educational programs for students and opportunities for professional composers. Food will be sold.

FOR UPCOMING COUNCIL MEETING

<p>Sept 12</p>	<p>WRRF Update incl, Energy Generation - DPW Charter Changes – Clerk Emerald Ash Borer – Tree Board UES ordinances – 2nd reading – DPW Begging ordinance repeal – CM GMP - CM Committee Appointments: - ATCM -Complete Streets Committee -Historic Preservation Commission -Community Fund Board -Social & Economic Justice Advisory Discussion of Investment Policy (no action) Manager check in – CM Water-sewer rates – Finance Adopt indicators – CM Wayfinding Plan - MA</p>	<p>Sept 26</p>	<p>Committee Appointments: ATCM -Planning Commission -Design Review Committee -EC Fiber rep -Recreation Board Permit Process Report – P&D Parklet Ordinance – 1st reading - CM Communications Strategy – ACM VLCT Policy – CM Compost - Mayor</p>
<p>Oct 3</p>	<p>Special Meeting – warn special election CM Bond public hearing: WRRF, Garage Charter public hearing: Sustainability, voting Necessity resolutions</p>	<p>Oct 10</p>	<p>Housing Authority appointments ATCM Community Fund Board appointments ATCM Budget workshop Adopt performance indicators Energy Efficiency Update - Facilities Parklet Ordinance – 2nd reading - CM Strategic Plan/Envisio Progress report - CM</p>

Oct 24	Art Synergy Master Plan – P&D Rec Center Study – ACM/CS MTIC appointments - ATCM Zoning Fixes – P&D Budget workshop w/survey Finance Body Cam Policy (budget) – MPD	Oct 31 (btw Oct 27- Nov 5)	Special Meeting – Public Information session for special election items CM
Nov 14	Budget Guidelines Finance Budget Schedule Finance Community Profile ACM CVPSA Board Presentation	Nov 28	Report on PCI Targets DPW Main/Barre Corridor Study DPW Personnel Plan Revision – CM/Finance Master Plan Update – P&D
Dec 12	Budget Finance/CM Plastic Bag Ban charter change CM Official Map P&D Complete Streets Plan DPW	Dec 19	Budget Finance/CM Economic Development Summary P&D MDC goals/measures CM/MDC Housing Strategy (Purchasing land?) P&D Sabins Pasture Plan CM/P&D Tax Stabilization Policy CM/P&D/MDC Storefront Incentives CM/P&D Livable Wage/Min wage ordinances CM
Jan 2	Budget if needed Finance/CM	Jan 9	Budget Finance/CM Voluntary rental inspection program P&D
Jan 16	Budget public hearing CM Warning Public hearing CM Riverfront Access plan P&D District heat summer operations plan ACM	Jan 24 (Thurs)	Budget public hearing CM Warning Public hearing CM Charter Public hearing CM Bond public hearing/necessity res. CM Approve warning CM Audit Report - Finance
Feb 13	Restructure revolving loan funds P&D Complete Ordinance review – 1 st reading ATCM Manager Review CM	Feb 27	Main/Barre Implementation Plan DPW Ordinance review – 2 nd reading ATCM

Not calendared as agenda items:

- Utilize TIF for applicable projects
- Reinstitute council budget survey **CM**
- Implement municipal facility best practices for stormwater **DPW**
- Ensure any new facility or renovation meets net zero goals **Facilities**
- Publish and Post resources for landlords and tenants **ACM/P&D**
- Conduct public outreach about housing rights and issues **ACM/P&D**
- Add public dashboard from Envisio (October) **ATCM**
- Community workshops on social justice if approved by council
- Continue W/S master plan **DPW**
- Continue planning for CSO elimination **DPW**
- Seek grants for EV Charging stations **P&D**
- Employee parking incentive (possibly with Oct 24 parking plan) **ACM/P&D**
- Substance Abuse prevention program with schools **CS**

For Budget:

- Upgrade street lights to LED **DPW**
- Consider Net Zero fund/benefit charge **CM/MEAC**
- Seek funding to expand COSA to work with DCF families **CJC**

- Prioritize non-fossil fuel based vehicles in equipment plan **DPW/Finance**
- One Taylor Street – develop & Fund maintenance plan **DPW**
- Evaluate compatible fuel match **DPW**
- Police staffing and training **MPD**
- Replace aging fire vehicles **MFD**
- Facility Management **CM/Facilities**
- Community Services integration and staffing **ACM/CS**

Pending Meeting items:

- Parks tour and meeting with Parks Commission
- Open Meeting/Public records briefing



William Fraser
City Manager

Construction Update: Montpelier Transportation Projects
Proposed Schedule Week of 9/4/18

Northfield Street:

Concrete sidewalks in Phase I will be poured next week. Cleanup, topsoiling and seeding of the side of the road along Phase II will occur next week. Some granite curb will be set between Colonial Dr. and Derby Dr.

For residents of the Freedom Drive and Independence Green neighborhood who would like a detour pass for the remainder of the project please email gmackey@montpelier-vt.org with following information: **

- 1) "detour pass" in the subject line
- 2) house address
- 3) license plate number for each vehicle needing a pass

*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 ask that your needs be communicated to a project supervisor.

VTRANS PROJECT UPDATE:

LABOR DAY HOLIDAY: Crews will be off of the roadway by noon on Friday, 8/31 in observance of the Labor Day holiday. Work will resume on Tuesday, 9/4/18 at 7:00 AM.

Milling along Northfield St. from Independence Drive to the State Highway limits has been completed.

Crews have 1 or 2 days left of adjusting structures. This work will be done over the course of next week.

Paving on Northfield St. is tentatively scheduled for Monday, 9/10/18, weather permitting. Paving will begin just beyond the intersection of Routes 12 and 2 and will progress to the town line.

Main Street Water Main Reconstruction:

The phase one water main is complete and the project work zone is restored between Jay St and Loomis St. The second phase of the project between Jay St. and Liberty St. will take place next summer once school is out. The temporary asphalt sidewalks will be replaced with new concrete after the water main is installed.

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