

**CITY OF MONTPELIER  
CAPITAL CITY OF VERMONT**

**City Manager's Weekly Report – 9/14/2018**

**UPCOMING MEETINGS...**

Monday, September 17	Cemetery Commission, 12 PM, City Manager's Conference Rm.
Monday, September 17	Design Review Committee, 5:30 PM, City Council Chambers
Monday, September 17	Development Review Board, 7 PM, City Council Chambers
Tuesday, September 18	Parks Commission, 6 PM, Police Dept. Community Room
Tuesday, September 18	Energy Advisory Committee, 7 PM, Memorial Room
Wednesday, September 19	Complete Streets Group, 5:30 PM, City Manager's Conference Rm.
<b>Wednesday, September 19</b>	<b>City Council, 6:30 PM, City Council Chambers</b>
Thursday, September 13	Conservation Commission, 7 PM, City Council Chambers

**CITY MANAGER'S REPORT...**

**1 Taylor Street/Recreation Path**

Demolition is complete on the Montpelier Beverage and VABVI buildings, and work to clean up the lots is underway. Environmental work also continues on the Montpelier Beverage site where gas tanks are buried. Work on the recreation path along that stretch (1 Taylor Street to Main Street) gets underway around the first of October. Just FYI, initial clearing and site prep for the final stretch of the recreation path – out to Gallison Hill – has begun!

**Public Parking Garage**

We have added a Proposed City Parking Garage site prominently on the City's Web page to provide basic information. We'll keep it updated as more information becomes available. As you know, a special meeting is planned for Wednesday night to provide information and take design suggestions from the public. We are widely publicizing that meeting.

**Possible Charter Change**

After the discussion this past week, I spoke with our attorney about some of the issues raised. He reviewed the matter with others in his firm and has offered another suggestion:

(2) Promote and safeguard the public health, safety, comfort, or general welfare by the adoption, amendment, or repeal of ordinances and regulations, including, without limitation, the following subjects: ....

(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 boundaries of the City, including the authority to adopt and enforce ordinances regarding point of sale distribution of single use plastic bags, plastic straws and similar plastic products that create litter and have a negative effect on the aesthetics of the City and its natural environment, and to impose reasonable charges, fees and fines in connection therewith.

### **Ordinance Review**

As mentioned at the meeting, a small group of us are meeting with Attorney Giuliani this afternoon to go through the book of ordinances. The goal will be to identify which ones can be repealed, which ones need updating and improvement and which ones should remain unchanged. We may also flag some items which may be legally OK but which may be outdated policy,

### **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 ...**

#### **City Clerk**

The non-citizen voting charter change question has officially qualified for the November Special City Meeting ballot.

As a response to the logistic problems experienced with the August primary election, Sheila Healy will be coming onboard in the Clerk's office in a temporary capacity to help insure that the November General Election, which will be very busy and very complex given that there are two ballots, goes smoothly.

#### **Public Works**

##### **Northfield St.**

DPW crews have completed the majority of the asphalt sidewalk on the upper portion of the project. State paving is scheduled for Tuesday, September 18<sup>th</sup> and Wednesday, September 19<sup>th</sup>.

##### **Lague Drive**

DPW crews are interconnecting the new water main today and will be connecting customer services towards the end of next week once the line has been tested and disinfected. Roadway reconstruction is scheduled to begin next week as well.

##### **Crestview Drive**

The contractor plans to pave the roadway disturbed for the new culvert on Monday, 9/17 weather permitting. Two new manhole structures and short sections of stormwater pipe are scheduled to be installed outside of the roadway on Tuesday and Wednesday with site restoration taking place the remainder of the week.

### City Paving & Sidewalks

A few small areas of paving on Liberty St. and College St along driveways and curb lines remain and are expected to be completed within the next two weeks.

### Bike path

Next week work will continue on clearing trees and brush for the bike path and on the railroad track relocation near Granite Street.

### Miscellaneous

The Department of Public Works will be performing miscellaneous summer project cleanup next week and replacing a failed culvert on Fuller Street.

### Facilities

In an effort to improve energy efficiency, window air sealing has been started at City Hall. The work is being conducted in conjunction with the Montpelier Energy Advisory Committee with funding from the Energy Revolving Loan Fund.

### Finance

Water/sewer bills are due on Monday, September 17<sup>th</sup>. 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 at the following link: [https://www.officialpayments.com/pc\\_template\\_standard.jsp?body=pc\\_step2\\_body.jsp](https://www.officialpayments.com/pc_template_standard.jsp?body=pc_step2_body.jsp)  
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 complete the authorization form at the following link: <http://www.montpelier-vt.org/documentcenter/view/4532>

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

#### Montpelier Recreation Department Gym Temporarily Closed

The gym at the Rec Department on Barre Street is temporarily closed while the floor gets refinished. The gym is tentatively scheduled to re-open on Monday, September 24. We apologize for the inconvenience and appreciate your patience and understanding.

#### FEAST Drivers Needed

Volunteer for an hour and make someone's entire day better by delivering home meals to seniors in need in our area. Every weekday, the Montpelier Senior Activity Center delivers over thirty meals to housebound seniors dealing with health issues and recovering from surgeries. Recently, our need has doubled and we are in need of volunteers to meet this new demand. If you have a valid driver's license and a car in good working order, you can help deliver nutritious, delicious meals in our community. For more information, or to sign up to volunteer, please email Becky at [rjohnston@montpelier-vt.org](mailto:rjohnston@montpelier-vt.org).

### Parkapalooza!

Summer is almost over, and with it, our first ever summer music series is coming to a close! Join us on this beautiful weekend for our last Parkapalooza concert, Sunday September 16th with Patti Casey and the Wicked Fine Players. The concert will start at three and lasts until six, and features great food! All donations go to the Parks and Trees Department.

### Enchanted Forest

Welcome fall by volunteering with the Parks and Trees' Enchanted Forest event on Saturday, October 13th. Volunteers are needed to take tickets, guide groups, and sell food in Hubbard Park. Join us for storytelling and art on paths through Hubbard Park illuminated by candles and jack-o-lanterns. This fun community event sells out quickly, so reserve a free space today by volunteering! Anyone interested in volunteering should email or call Becky at [rjohnston@montpelier-vt.org](mailto:rjohnston@montpelier-vt.org) / 802-225-8694.

### Ski & Skate Sale

Get first look at greatly reduced winter sports gear and equipment by volunteering with the Recreation Department's Ski & Skate Sale on October 19 and 20. This annual sale is a great place to find good quality skis, snowboards, winter clothes, and more for greatly reduced prices! Volunteers get their own private shopping time on Friday night, as well as free food! Anyone interested in volunteering should email or call Becky at [rjohnston@montpelier-vt.org](mailto:rjohnston@montpelier-vt.org) / 802-225-8694.

### Central Vermont Home Health and Hospice Flu Clinics

Central Vermont Home Health and Hospice will be leading the first of two public vaccine clinics at the Montpelier Senior Activity Center, this coming Wednesday, September 19 from 1:00 – 4:00pm. First come, first served, no appointments needed. Free to those with Medicare, BlueCross and MVP, \$15 for all others.

### Montpelier Senior Activity Senior Center (MSAC) Advisory Council Meeting

The MSAC Advisory Council will be meeting on Monday, September 17 from 12:30 – 3:00pm. The meeting is open to the public and community members are encouraged to attend. There is currently an opening on the MSAC Advisory Council, if you are interested in serving on the committee contact the MSAC office at 223-2518 or swing by the office at 58 Barre Street.

### Congratulations to Norma Maurice

Norma Maurice, Recreation Department extraordinaire is celebrating her 20 year anniversary with the City of Montpelier on September 14th!

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<b>Sept 19</b>	Special Meeting Parking Garage Begging Ordinance Repeal, 2 <sup>nd</sup> Hearing	<b>Sept 26</b>	Committee Appointments: <b>ATCM</b> -Planning Commission -Design Review Committee -EC Fiber rep -Recreation Board Parklet Ordinance – 1 <sup>st</sup> reading - <b>CM</b> Communications Strategy – <b>ACM</b> VLCT Policy – <b>CM</b> Compost – <b>Mayor</b> Housing Task Force update – <b>P&amp;D</b> Parks Commission
<b>Oct 3</b>	Special Meeting – warn special election <b>CM</b> Bond public hearing: WRRF, Garage Charter public hearing: Sustainability, voting Necessity resolutions	<b>Oct 10</b>	Housing Authority appointments <b>ATCM</b> Community Fund Board appointments <b>ATCM</b> Budget workshop Adopt performance indicators Energy Efficiency Update - <b>Facilities</b> Parklet Ordinance – 2 <sup>nd</sup> reading - <b>CM</b> Strategic Plan/Envisio Progress report - <b>CM</b>
<b>Oct 24</b>	Art Synergy Master Plan – <b>P&amp;D</b> Rec Center Study – <b>ACM/CS</b> MTIC appointments - <b>ATCM</b> Zoning Fixes – <b>P&amp;D</b> Budget workshop w/survey <b>Finance</b> Body Cam Policy (budget) – <b>MPD</b>	<b>Oct 31</b> (btw <b>Oct 27-</b> <b>Nov 5)</b>	Special Meeting – Public Information session for special election items <b>CM</b>
<b>Nov 14</b>	Budget Guidelines <b>Finance</b> Budget Schedule <b>Finance</b> Community Profile <b>ACM</b> <b>CVPSA</b> Board Presentation	<b>Nov 28</b>	Report on PCI Targets <b>DPW</b> Main/Barre Corridor Study <b>DPW</b> Personnel Plan Revision – <b>CM/Finance</b> Master Plan Update – <b>P&amp;D</b>
<b>Dec 12</b>	Budget <b>Finance/CM</b> Plastic Bag Ban charter change <b>CM</b> Official Map <b>P&amp;D</b> Complete Streets Plan <b>DPW</b>	<b>Dec 19</b>	Budget <b>Finance/CM</b> Economic Development Summary <b>P&amp;D</b> MDC goals/measures <b>CM/MDC</b> Housing Strategy (Purchasing land?) <b>P&amp;D</b> Sabins Pasture Plan <b>CM/P&amp;D</b> Tax Stabilization Policy <b>CM/P&amp;D/MDC</b> Storefront Incentives <b>CM/P&amp;D</b> Livable Wage/Min wage ordinances <b>CM</b>
<b>Jan 2</b>	Budget if needed <b>Finance/CM</b>	<b>Jan 9</b>	Budget <b>Finance/CM</b> Voluntary rental inspection program <b>P&amp;D</b>
<b>Jan 16</b>	Budget public hearing <b>CM</b> Warning Public hearing <b>CM</b> Riverfront Access plan <b>P&amp;D</b> District heat summer operations plan <b>ACM</b>	<b>Jan 24</b> <b>(Thurs)</b>	Budget public hearing <b>CM</b> Warning Public hearing <b>CM</b> Charter Public hearing <b>CM</b> Bond public hearing/necessity res. <b>CM</b> Approve warning <b>CM</b> Audit Report - <b>Finance</b>
<b>Feb 13</b>	Restructure revolving loan funds <b>P&amp;D</b> Complete Ordinance review – 1 <sup>st</sup> reading <b>ATCM</b> Manager Review <b>CM</b>	<b>Feb 27</b>	Main/Barre Implementation Plan <b>DPW</b> Ordinance review – 2 <sup>nd</sup> reading <b>ATCM</b>

Not calendared as agenda items:

- Utilize TIF for applicable projects
- Reconstitute 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