

Mon., Dec. 9	Energy Efficiency Ordinance Group	10:00 AM	Montpelier High School Conference Room
Mon., Dec. 9	Planning Commission	5:30 PM	Council Chambers, City Hall
Mon., Dec. 9	Recreation Advisory Board	5:30 PM	Barre Street Recreation Center
Tues., Dec. 10	Historic Preservation Commission	6:30 PM	City Manager's Conference Rm., City Hall
Weds., Dec. 11	Social & Economic Justice Committee	8:00 AM	City Manager's Conference Rm., City Hall
Weds., Dec. 11	Homelessness Task Force	11:30 AM	Council Chambers, City Hall
<b>Weds., Dec. 11</b>	<b>City Council</b>	<b>6:30 PM</b>	<b>City Council Chambers, City Hall</b>
Thurs., Dec. 12	Community Fund Board	9:00 AM	Council Chambers, City Hall



## Responsive and Responsible Government

### Hiring Processes

*Finance Director* – We are interviewing three very good final candidates today. Each brings different professional strengths and personal styles. We'll have a difficult decision which will probably come down to which person's skills matches our needs the closest. All could certainly do the job.

*Executive Assistant* – We have a similar situation with this position. We interviewed three excellent finalists yesterday and are faced with a challenging decision. The good news is that, with both jobs, we can't make a poor choice as each of the candidates are extremely capable.

### Budget

The Leadership Team held its working session all day on Wednesday. We developed a couple of tiers which I'll outline at the meeting next week. Our numbers are very challenging and we will seek some policy guidance from the Council before wrapping it up as a presentation.

### Cemetery Management Seminar

Director Patrick Healy will be attending the 50th Frederick R. Laffond Cemetery Management Seminar December 9 – 11, 2019 at the Publick House Historic Inn located in Sturbridge, MA. Seminar topics include:

- Cremation Memorialization – Opportunities for Your Cemetery
- Benefitting From Technology – Tools for Success
- Promoting Your Cemetery Through Community Engagement
- Cemetery Landscapes Treatments – Historic to Present – Creating Sustainable Designs
- Offering Families Systematic and Professional Sales Presentations

- Investment Strategies for Cemeteries

### **Water/Sewer Bill Payments Due Monday, December 16th**

Your water/sewer bill shows payments are due on December 15th. However, since December 15th is a Sunday, the payment due date is extended to Monday, September 16th. Payments may be made via mail, in person in the City Clerk's office, [online using Official Payments at this link](#), or by using the drop box to the left of the rear entrance to City Hall. Please be sure to make your payment by the due date to avoid penalties. You may also enroll in automatic payments by submitting a completed enrollment [form which you can access by clicking this link](#). Reasons to consider enrolling in automatic payments:

- Payments are automatically withdrawn from the account you designate on the actual due date, no need to pay days in advance or risk a payment being late or lost in the mail.
- Electronic payments are more secure. Checks contain your financial institution's routing number and your account number, information that is susceptible to fraudulent transactions and misuse.
- Electronic payments significantly reduce processing time. Checks and cash must be manually processed by staff and take a considerable amount of time to enter, especially during high volume payment periods.



## Sustainable Infrastructure

### **Shared Use Path**

DPW paved the section of path from the new bridge to Main Street yesterday. Hats off to them for getting this done in pretty cold circumstances. This is temporary paving which will allow the path to be open, plowed and usable through the winter. DEC worked with us to develop this interim plan while final testing is being completed. When the path is completed in the spring, it will be wider than the temporary paving – matching the width of the rest of the path.

### **DPW Street & Water / Sewer divisions**

Crews from our street division and water/sewer division were dispatched early on Monday, Tuesday and Thursday morning due to snow events. Our crews plowed, salted and sanded streets and sidewalks.

Our street division also cold patched some potholes as well as paved the section of the bike path from the bridge to Main Street.

Next week our street division will complete the following things:

- Set up culvert steamer
- Winter prep, equipment, marking obstacles, etc.
- Some last minute paving as weather permits

Our water/sewer division completed the following tasks while not assisting with winter operations:

- Shut down water main servicing positive Pie for a short time so internal repair could be performed
- Hydrant maintenance
- Assisted with shutdown for Clarendon project
- Meter repairs

Next week our water/sewer division will be thawing and pumping frozen hydrants and working on meter repairs.

### **Recreation Department Pool Valve**

The valve for the pool drain was repaired by a contractor this week. DPW provided technical support for the project.

### **Water Resource Recovery Facility**

Currently septage receiving is shut down for all waste haulers while the new High Strength waste screening system is being installed. The new screening equipment was installed last week and electrical and controls work will continue through next week. HVAC work is underway in the dewatering building and underground hot water piping installation is planned to resume next week. The new waste activated pumps are being started up this week.

### **Clarendon Avenue Reconstruction**

Herbert Excavation performed the final two water main interconnections. These involved a service shutdown for most of the area's water main. Connection work went into the night and backfill was held off until Thursday morning for safety concerns. On Thursday a repair was made on the interconnection along with adjusting an end line cap due to failing pipe on the old system. Earlier in the week crews began cleanup for the winter shut down and connected the last house service.

### UP COMING WORK:

Today the construction crew will be abandoning the final part of the old 4" water main on the Jordan/Terrace street corner. The shutdown could affect all of Terrace Street, Crestview Drive, and Walker Terrace. Paving of a few trench patches will take place next week then the contractor will be ready for winter shut down and you won't be hearing from us until the spring.

Thank you for all of your support this year, the neighborhood has been a delight to work with.

### **Paving**

#### **PUBLIC WORKS UNDAUNTED BY PAVING IN WINTRY WEATHER!**

**DPW staff are shown here finishing up temporary paving Thursday afternoon which will allow pedestrians to walk from the Transit Center across the new footbridge to Main Street.**



Thoughtfully Planned Built Environment

### **A Capital Idea**

Our Next Meeting is Coming up on Thursday December 12th at 6:00 in Montpelier City Hall. After a successful series of Charrette's and Stakeholder meetings in September, SE Group the planning and design consultants hired for the project , have developed some conceptual ideas based on the feedback from these meetings and are looking for some public input to help refine the community's vision .

SE Group will be preparing boards that depict overall downtown core concepts for the following:

- \* Bike/Ped Opportunities
- \* Vehicular Circulation/Parking Opportunities
- \* Open Space Opportunities
- \* Infill Opportunities
- \* Stormwater Opportunities

For Additional Information Please Contact Kevin Casey at [kc Casey@montpelier-vt.org](mailto:kc Casey@montpelier-vt.org).

### **1 Taylor Street/Recreation Path**

Green Mountain Transit is currently using the Transit Center as a stop for their routes. They are in the process of acquiring staffing for the building so that it may be opened for public use. The remaining punchlist items for the building are scheduled to be completed in the next two weeks. The Department of Environmental Conservation granted the City permission to place temporary asphalt from the new pedestrian bridge to Main Street while a Corrective Action Plan is being developed. The City has completed this and a paved path currently exists from Taylor Street to Main Street. This path will be maintained throughout the winter by the Public Works Department.

### **Shared Use Path Project: (Granite Street – Gallison Hill Road)**

All of the fencing along the path has been installed and all traffic barrels and cones have been removed. All of the planting along Old Country Club Road have been placed and the contractor will be returning in the spring to install the remaining plantings on Gallison Hill Road. The contractor attempted to paint pavement markings last week, however, the weather conditions resulted in rapid deterioration of those markings. They will be repainted in the spring or in the next couple of weeks if the weather allows. All of the associated traffic signs have been installed.



## Public Health and Safety

### **FBI National Academy**

The department has been informed by the FBI Albany Division that SGT Jeffrey Pearson will be attending the FBI National Academy session 280 (March 30-June 5, 2020). SGT Pearson will be the fourth MPD member in the history of the department to attend this prestigious leadership training program. The FBI National Academy is a 10 week training course that is held at the FBI Academy located in Quantico, VA.



## Inclusive, Equitable and Engaged Community

### **Ice Rink**

Set up begins for this year's skating '[Rink at State Street](#)' on Monday December 9<sup>th</sup>. The Rink at State Street is a winter-season, public, outdoor ice rink situated on the State House lawn in downtown Montpelier. The opening date is weather depending, and updates will be shared as the set-up is completed.

### **Meet the Administrators of the Montpelier Roxbury Public Schools**

Tuesday, December 10 | 12:00-1:30 | MSAC Community Room

Superintendent Libby Bonesteel and all of the principals of the Montpelier Roxbury Schools will be serving and eating

lunch at the Montpelier Senior Activity Center, 58 Barre Street on Tuesday, Dec. 10, and you're invited to join them! They will stay until 1:30 to answer questions about the schools and the upcoming budget. So if you have questions about the buses at Main Street School or the increase in student population that may require hiring a new teacher, come ask. If you wonder what increases may be proposed for the new budget and if your taxes will increase, come ask. If you have had a good report on the schools from your grandchildren or the children in your neighborhood, come tell us. If you have any questions about this event, please ask Tina Muncy, School Board and MSAC Member, who will host this visit.

**Off the Beaten Path Travel Talk: "Leaps & Passages"**

The U.S. Border States with Deena Frankel

Thursday, Dec. 12 | 6:00 pm | MSAC Community Room (58 Barre Street) | Free and Open to the Public

["Leaps & Passages"](#) tells the story of a three-month, backroads solo car trip around the United States border states. The trip was the dividing line between a long career and retirement, and coincided with the loss of a parent. The 12,374-mile journey became both an exploration of self and of the state of our nation. Join us for pictures and stories about the people and places around the US border, our language about ourselves as a nation, the freedom and the challenges of solo travel as a woman in her 60s without a fixed itinerary, and the serendipity of taking a big leap before passing from one phase of life to the next. The presentation includes photographs from the journey. 2nd in a Series of 7 Talks Cosponsored by Kellogg Hubbard Library. Next presentation to occur on Jan. 6. For a look at the full series, please click [here](#) (pg. 9).



William Fraser  
City Manager

CONTINUE ON FOR TENTATIVE AGENDA ITEMS, REPORTS AND BUDGET ITEMS

## Upcoming Agenda Items (TENTATIVE)

<b>12/11</b>	Budget <b>CM/FD</b> MTIC Appts. <b>ATCM</b> Complete Streets Appts. <b>ATCM</b> Interim River Hazard Map amendments Public Art Commission update	<b>12/18</b>	Budget <b>CM/FD</b> Interim River Hazard Map amendment, 1 <sup>st</sup> PH Recreation Center Dog Ordinance? Housing Trust Fund update Homelessness Task Force update Winter Parking Ban, 2 <sup>nd</sup> PH
<b>1/8</b>	Budget <b>CM/FD</b> Hazard Mitigation Plan update EDSP Chapter 13 Ordinances, 2 <sup>nd</sup> PH Interim River Hazard Map amendment, 1 <sup>st</sup> PH	<b>1/15</b>	1 <sup>st</sup> Hearing for warning & Budget Ordinance amendments Parking Garage update Bond PH (?)
<b>1/23 (Thurs)</b>	2 <sup>nd</sup> Hearing for warning & budget Ordinance amendments Petitions	<b>2/12</b>	Rental survey Home equity labeling Ordinance amendments

## Upcoming Reports (TENTATIVE)

<b>Jan.</b>	Rental properties survey	<b>?</b>	Downtown Master Plan Process for adding new projects/funding
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## Budget

ADA projects  
 Combined Sewer Overflow projects  
 Equity consultant  
 Downtown Master Plan Implementation  
 Emergency Management Operations  
 Fuel  
 Parking Garage Operations  
 Housing Trust Fund  
 Infrastructure  
 Downtown LED light conversion  
 Personnel Plan matters  
 Police Dept. Social Worker  
 Recreation Center  
 Confluence Park/Riverfront efforts  
 Sabin's Pasture (purchase?)  
 WiFi