

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 9/21/2018

UPCOMING MEETINGS...

Monday, September 24	Sprinkler Variance Committee, 4:30 PM, City Council Chambers
Monday, September 24	Planning Commission, 5:30 PM, Memorial Room
Tuesday, September 25	Parks Commission (Special Meeting), 6:30 PM, City Manager's Conference Room
Wednesday, September 26	Community Fund Board, 5:00 PM, City Manager's Conference Rm.
Wednesday, September 26	City Council, 6:30 PM, City Council Chambers

CITY MANAGER'S REPORT...

1 Taylor Street/Recreation Path

Demolition is complete on the Montpelier Beverage and VABVI buildings. Environmental work is now underway on the Montpelier Beverage site where gas tanks are buried (three have been removed; two will be removed shortly). Work on the recreation path along that stretch (1 Taylor Street to Main Street) gets underway around the first of October.

Public Parking Garage

Thank you for your work at the Special Council Meeting this week on the proposed public garage design and structure. We anticipate Greg Rabideau presenting you with a new design drawings at Wednesday's meeting.

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 ...

Fire Department

Fire Chief Robert Gowans attended the National Weather Service Integrated Warning Team Workshop this week. As part of this workshop, the City of Montpelier will be applying for the [National Storm Ready Status](#).

Public Works

Street Paving & Sidewalks

Work is wrapping up on the College Street, Liberty Street & Sherwood Drive projects, with all work now completed on Sherwood Drive. We have one side street approach left to pave on Liberty Street @ Fuller Street but everything else is done including restoration. For College Street, we have ½ dozen side street approaches and 10 driveway aprons left to pave. There is also some property restoration left to complete on the College Street sidewalk between Foster St & Sibley Ave. We are still awaiting confirmation from the paving contractor but we're hopeful their subcontractor will be able to complete all the paving during the week of September 24th. Lague Drive paving is also included in the overall paving contract which we expect will be ready to pave in a couple of weeks after our contractor completes reconstruction of the sub-base.

Shared Use Path Project (STP-BIKE(33)s)

The sub-contractor has substantially completed the railroad track relocation work and now the general contractor can begin preparing the slope along the side of Barre Street for the new retaining wall that will support the shared use path. Vegetation clearing & grubbing work on Old Country Road through to Rte 2 has begun and is progressing well. The contractor is also finalizing permit clearances, making arrangements for material & equipment staging, and has been delivering the various submittals for review and approval for the products that will be used on the project. Work planned for next week:

- Construction of a new culvert under the railroad track that will be connected to the Caledonia Spirits culvert as planned through a coordinated project design development.
- Railroad track restoration
- Soil testing and borings on Barre Street and Old Country Club Road which is needed for final design of the numerous retaining walls planned between Granite Street & US Rte 2. One-way traffic conditions will take place on Barre Street while the soils boring takes place.

Clarendon Avenue Project (2019)

Preliminary engineering is now in progress for development of the Clarendon Avenue utility reconstruction project now being planned for the 2019 construction season. Survey work including inspections of building utility services which will be taking place over the next few weeks and will involve the use of a non-toxic smoke injected into the sewer main for location tracing purposes due to the insufficiency of existing record drawings. The smoke testing is scheduled to begin next week.

Crestview Drive Culvert Project

Lawn restoration and final paving are scheduled for the beginning of next week.

Lague Drive Reconstruction

The DPW water & sewer division crew will perform the second water main interconnection on Tuesday, which will require a temporary water shutdown for Lague, Quesnel and Overlook Drive. This crew is also making the house connections now that the new water main is complete and has been disinfected and approved for use. DuBois Construction will begin road reconstruction starting from the intersection of Gaylord Drive and working up the hill next week.

Miscellaneous

The street division will be replacing a failed culvert on Fuller Street next week. They will also begin reconstruction of the First Avenue sidewalk on the southerly side. The plan is to replace the full length this construction season. DPW has also been asked to take care of the driveway paving on Northfield Street because of a prolonged delay expected by the contractor Dubois Construction due to subcontractor scheduling issues.

Community Services

Welcome to ECO AmeriCorps Member Jacqueline Huettenmoser!

Jacqueline began her service with Montpelier Parks and Trees this past Monday, September 17. Jacqueline will be focusing much of her time and energy on improving the Montpelier watershed and riparian zones, as well as improving the health and diversity of trees throughout the city. We're very excited to have had her come aboard!

Montpelier Recreation Department Open Gym

The Montpelier Gym located at 39 Barre Street will start offering Open Gym hours on October 1, 2018. The gym will be open Monday through Friday from 3:00 – 4:00pm as well as 7:00 – 9:00pm. The gym will be open on Saturdays from 1:00 -4:00 pm as well as 7:00 -9:00 pm. On Friday and Saturday nights, the gym will also be open (for those in high school or older) from 9:00 – 10:00 pm.

FEAST at Home Drivers

The FEAST senior meals program, housed in our Montpelier Senior Activity Center, is growing! Just this season, we nearly doubled the participants receiving nutritious, healthy meals at home while recuperating from surgery or an illness. While we are happy to be serving our community, this increased need has placed a serious strain on our volunteer drivers. If you or someone you know has a working car in good condition, a valid driver's license, an hour or two of free time every week, and a desire to meet others and help your community, we have an opportunity for you to make a real difference! Call or email Becky at rjohnston@montpelier-vt.org or 802-225-8694.

Enchanted Forest

On October 13th, we are inviting the community of Montpelier to join the City of Montpelier Parks and Trees Department for a night of magic, storytelling, and nature. Throughout Hubbard Park, we will host five to seven stages of storytellers, musicians, and dancers to entertain the general community of Montpelier. We need volunteers to help us create this magical atmosphere for our guests, from making food to accepting tickets. If you love nature and storytelling, help share that love with others by volunteering at Enchanted Forest! For more information or to sign up, please call or email Becky at rjohnston@montpelier-vt.org or 802-225-8694.

Savoy Archive Volunteers

Did you know the Montpelier Senior Activity Center is home to over one hundred independent, art-house and classic films? We host the Savoy Archive movie collection, free movies available for Montpelier Senior Activity Center and Savoy members to check out for a week at a time. Currently, we are in need of volunteers to serve at the archive on Monday and Wednesday nights from 4:00pm-6:00pm. Volunteers will help check in and out movies, update our membership and film database, coordinate social media and our film blog, and be the face of the Savoy archives. All volunteers are entitled to check out movies from the archives whenever they serve. For more information or to sign up to volunteer, please call or email Becky at rjohnston@montpelier-vt.org or 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 / 802-225-8694.

Montpelier Trash Tramps Celebrate Another Year of Making Montpelier Cleaner, One Piece of Trash at a Time

The Montpelier Trash tramps celebrated another year of cleaning of the streets of Montpelier this past Tuesday, September 18. Seven tramps and guest tramp, the Honorable Mayor Anne (of Green Garbage) were awarded the coveted golden tongs for their commitment to the cause. Out of the 52 weeks, the tramps went out a whopping 48 times with an average of 4.8 Tramps each week. 338 bags of trash were collected. 105,600 cigarette butts were picked up off the sidewalks and streets and an additional 15,200 cigarettes were collected in the Sidewalk Butlers. This is pretty impressive work by a group of amazing volunteers helping to keep our rivers cleaner, our wildlife healthier, and our city looking spiffy!

Presentation: Nutrition Tips to Help Prevent Type 2 Diabetes | Tuesday, Sept. 25, 12:45 – 1:45 PM at MSAC

Presented by Ilene Siegel and Lisa Champagne from CVMC's Blueprint for Health

Learn about eating healthy for diabetes prevention, including an overview of healthy food choices, the divided plate and tracking your food intake. Also learn about CVMC's year-long Prevent Type 2 program that will be led by a trained lifestyle coach at MSAC beginning October 17. Ilene and Lisa will bring informational brochures, sample materials used in the program, and visual food models. Bring your questions; open discussion welcome. Free and open to the public, no pre-registration necessary. Brochure for year-long program available in the MSAC lobby.

Fall Classes and First in Fitness Programs Start Next Week

Many classes still have openings. Inquire at 58 Barre Street or online at <http://www.montpelier-vt.org/751/Classes>

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Sept 26	Committee Appointments: ATCM Investment Policy: Finance -Planning Commission -Design Review Committee -Recreation Board Parklet Ordinance – 1 st reading - CM Communications Strategy – ACM VLCT Policy – CM CVSWMD Grant - Compost – Mayor Housing Task Force update – P&D Parks Commission – CM Permit Report P & D Set Date for Public Hearing	Oct 3	Special Meeting – warn special election CM Bond public hearing: WRRF, Garage Charter public hearing: Sustainability, voting Necessity resolutions TIF resolutions
Oct 10	Housing Authority appointments ATCM Community Fund Board appointments ATCM Budget workshop - Finance Adopt performance indicators - CM Energy Efficiency Update - Facilities Parklet Ordinance – 2 nd reading - CM Strategic Plan/Envisio Progress report - CM	Oct 24	Art Synergy Master Plan – P&D Rec Center Study – ACM/CS MTIC appointments - ATCM Budget workshop w/survey Finance Body Cam Policy (budget) – MPD DID Budget - MA
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 – joint w/Barre CC
Nov 28	Report on PCI Targets DPW Main/Barre Corridor Study DPW Personnel Plan Revision – CM/Finance Master Plan Update – P&D Zoning Fixes – P&D Student Ex-Officio appointments	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
- Reinststitute council budget survey **CM done**
- 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 done**
- Conduct public outreach about housing rights and issues **ACM/P&D done**
- 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 - **done**
- Open Meeting/Public records briefing



William Fraser
City Manager