


**CITY OF MONTPELIER  
CAPITAL CITY OF VERMONT**

**City Manager's Weekly Report – 07/13/2018**

**UPCOMING MEETINGS...**

|                    |   |
|--------------------|---|
| Monday, July 16    | Design Review Committee, 5:30 PM, Council Chambers              |
| Monday, July 16    | Development Review Board, 7:00 PM, Council Chambers             |
| Tuesday, July 17   | Parks Commission, 6:00 PM, Police Dept. Community Room          |
| Tuesday, July 17   | Energy Advisory Committee, 7:00 PM, Memorial Room               |
| Wednesday, July 18 | Complete Streets Group, 5:30 PM, City Manager's Conference Room |

**ATTACHMENTS...**

 Construction Update for the Week of July 16<sup>th</sup>

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

**Capitol Plaza Project**

We are continuing parking garage discussions. I am preparing an outline of the various components for public release.

**TIF**

We continue to prepare additional information for the VEPC Board in advance of our next meeting scheduled on July 26<sup>th</sup>.

**1 Taylor Street**

You will notice asbestos/environmental abatement work in the Montpelier Beverage and Association for the Blind buildings underway very shortly, with demolition to follow. We will keep the Council updated.

Final deed exchanges and subdivision recordings are wrapping up with construction to follow.

**Strategic Plan**

Now that the plan has been approved, deadline dates are being assigned and the information is being loaded into the Envisio tracking software. We will soon be providing you a calendar of expected activity deadlines as well as rolling out the public dashboard.

**Ice Rink**

The City goes before the Capitol Complex Commission on Monday to continue to discuss a newly constructed rink for the State House lawn.

**Sound system**

The sound system in City Council Chambers is improved, but not perfect. More work to come ...

**Legal**

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, but the Court has not yet determined whether to grant that request. 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.

Attorney Brian Monaghan has filed a motion to dismiss in Smith v. Town of East Montpelier and the City of Montpelier regarding provision of ambulance service.

### **City of Montpelier Help Wanted**

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

## **WEEKLY REPORTS FROM DEPARTMENT HEADS ...**

### **Facilities**

An RFP for the Police Station Cooling System Upgrade Project was issued on July 11. Bids are due by August 15. The full document is posted on the City website.

### **Police Department**

The Montpelier Police Department is pleased to announce the hiring of Officer Samuel Lambert. Sam will fill the full-time officer vacancy that department has had for over a year. He is a full-time certified police officer who has nine years of policing experience. He was a Randolph officer before joining the ranks of MPD.

The MPD did a tally of expenses directly related to the July 3 festivities (last week's report documented Fire and DPW). MPD spent about \$3,716 in overtime and comp time that day, and another \$180 in incidentals. Chief Facos and Captain Martel also worked the extra hours.

### **Finance Department**

Property tax bills were mailed on Thursday July 12, 2018. You should receive your bill in the mail over the next few days. The first installment is due Wednesday August 15. Please remember that if you sell or purchase a property during the tax year, new tax bills are not generated and must be exchanged between the buyer and seller at the time of closing. If you need a replacement copy of your bill, feel free to contact the finance office or City Clerk's office and we will be happy to provide the information to you.

If you have questions regarding your State Tax Payment, please contact the Vermont Department of Taxes at 802-828-2505.

### **Public Works**

A combined force of DPW street & water/sewer divisions completed shim paving of the severe wheel ruts within and near the Rte 2/Rte 302 roundabout on Thursday night, finishing up at 6:00 am. Approximately 112 tons of hot mix was used as a temporary measure to carry us through until the state performs resurfacing under the Class One program in 3-4 years.

The Main Street waterline replacement project will be ongoing throughout the week of July 16th. Beginning on Tuesday, Main Street will be closed to through traffic between Liberty and Loomis Streets. Local traffic will be

able to enter the road closure area to access their properties. The Loomis Street detour route will be in use for up to two weeks while the street is closed and the work is occurring.

\*\*As an FYI, the detour route uses Loomis and Liberty Streets to detour traffic around the construction area. North Street will be closed to through traffic between Cross Street & Main Street, and Jay Street will also be closed to through traffic while work is taking place on the water main connections at the intersection with the Street. The contractor, JA McDonald, will work to complete the Jay & Main Street interconnection first as an effort to coordinate with planned sidewalk reconstruction on Liberty St (Main – Loomis). Jay Street will be an alternate detour route to avoid construction conflicts.

As noted above, the planned Liberty Street sidewalk reconstruction is tentatively scheduled to begin the week of July 16<sup>th</sup>. This is dependent on whether the contractor, Blow and Cote, has completed sidewalk work on College Street.

At this time we are awaiting word from the paving contractor, Pike Industries, regarding the schedule for paving the finish course on College & Liberty Streets and to begin the reclaiming project on Sherwood Drive. As of now, we are anticipating the first week of August when all of our preparation will be completed and the streets made ready.

#### Water Resource Recovery Facility:

The Methane Boiler repairs were recently completed and the system is back online. However, this week it was discovered that the heat exchanger, which is used to heat the digester year round, has multiple internal leaks. Plant staff worked with our HVAC contractor to rebuild the unit, which required some custom fabrication due to the unavailability of replacement parts.

The clutch on one of the primary clarifier motor drives failed this week. Staff has shut down and drained the tank and will work with our equipment division next week to fabricate a coupling and eliminate the clutch. This is a cost effective temporary repair until the facility upgrade replaces this equipment.

Septage pilot testing for the Organics-to-Energy project has been completed.

#### Water Treatment Facility:

Completed posting for the property surrounding the Berlin Pond in accordance with our source protection plan.

The plant operators have completed about half of the crack sealing and pavement seal coating for the plant driveway and parking lot. It is expected that this will extend the useful life of the asphalt.

Operators removed rotten wooden guardrail at the facility parking lot and replaced it with removable wheel stops, which will allow for more efficient snow removal during winter months.

### **Community Services**

#### **Volunteers still needed for BioBlitz**

Next weekend (July 21-22), the Parks Department and North Branch Nature Center will welcome biologists from across the country and guests from every part of Vermont for the once-a-decade conservation spectacular, BioBlitz. BioBlitz is a 24 hour conservation challenge and community celebration during which biologists from across the country come to Montpelier and catalogue every living species of plant, animal, bug, or mineral across the city and surrounding areas while also having a really good time! We are seeking volunteers

to help support the event's many programs at Hubbard Park and the North Branch Nature Center. Volunteers will serve a 4 hour shift on either day of the event, and volunteer opportunities will range from admissions to working with kids. To learn more about volunteer opportunities, please contact Becky at [rjohnston@montpelier-vt.org](mailto:rjohnston@montpelier-vt.org) or by calling 856-776-9425. The complete schedule of the event can be viewed at: <https://bioblitzmontpelier.org/>.

### **Parks and Trees welcomes new international volunteers**

9 volunteers hailing from the Czech Republic, Mexico, France, China, Japan and Russia have been working in our City and parks this last week, helping maintain and improve the parks, as well as preparing for the BioBlitz and music festival July 21-22. Among many other projects, they are helping us finish up the new composting toilet at the old shelter, which we hope will be in service for the music festival next weekend.

### **Vista news and recruitment**

- Community Services is thrilled to announce that our **Resource Development VISTA member, Becky Johnston, will re-enroll in service** with us for another year starting at the end of August. Becky's effective service has been focused in the areas of Fundraising and Volunteer Management. We are also recruiting for a new full-time VISTA position that will involve exciting community-building work.
- **Recruiting for New Resiliency Resource Development VISTA Member**—Duties: The Resiliency Resource Development VISTA builds the capacity of a coordinated Substance Abuse Prevention Initiative in Montpelier to address opioid use and other risky behaviors. The VISTA creates a "Parents Children's Affinity Network," and additionally leads efforts to help parents & teachers identify & implement initiatives that build youth-self-esteem. The VISTA—(1) identifies key stakeholders. (2) Develops a parents support network. (3) Organizes planning meetings. (4) Develops diverse funding streams to build and sustain initiative's goals. (5) Designs a communication strategy to keep community informed. (6) Collaborates with stakeholders to develop model to improve youth self-esteem & reduce risk behaviors. Monthly Housing Subsidy. Local travel via walking or car pool, car not required. Send resume, cover letter, & contact info for 3 references. Local travel via walking or car pool, car not required.
- For more information:  
<https://my.americorps.gov/mp/listing/viewListing.do?id=82013&fromSearch=true>

### **Art Show Reception**

On Monday, July 16th night from 6-7:30 pm, join us for an exhibit reception of **the Nerula: Illustrations of Clare Emerson Lane** collection currently on display in the MSAC Community Room. Lane, who was employed by the US Postal Service in the 1940s to sort letters on the mail train, wrote many letters of his own, each of which would arrive in an illustrated envelope reflecting the time and place of writing. Refreshments served; free and open to the public.

### **Disco Fever Prom Review**

Several dozen dancers enjoyed MSAC's 4<sup>th</sup> Annual Senior Prom at Capitol Plaza on Friday evening, June 29. We are grateful to the event sponsors: Armistead Senior Care; Washington Electric Co-Op; Maple Capital; AARP; People's United Bank Special thanks to Americorps VISTA member Becky Johnston who led the planning effort, community volunteers from MSAC and beyond who helped out, all who bid in the Silent Auction, DJ Fred Wilber who donated his time, and Mayor Ann Watson and Councilor Ashley Hill who also attended! The event was successful in raising money to support lifelong learning and healthy aging programming at MSAC. Any community members who are interested in helping plan next year's event are invited to get in touch, and current thinking is for a focus on Swing Dancing and/or other Ballroom Dancing with lessons included. Calling all dancers!

**TOPICS FOR UPCOMING COUNCIL MEETINGS...**

|                |  |                 |  |
|----------------|--|-----------------|--|
| <b>July 25</b> | Parklet Ordinance?<br>Emerald Ash Borer<br>UES Playground<br>Development Review Board appts.<br>Art Synergy Master Plan<br>EC Fiber Resolution   | <b>August 8</b> | No Meeting   |
| <b>Aug 22</b>  | Parking Garage Update<br>Environmental, Social, Governance<br>Investment Policy<br>Adopt indicators<br>WRRF Update<br>Main/Barre Corridor Study<br>Stormwater Update<br>Zoning Fixes<br>Committee Appointments:<br>- Social & Economic Justice Advisory<br>- Investment Committee<br>- Housing Authority<br>- Community Fund Board | <b>Sept 12</b>  | Possible Bond votes for November<br>Possible charter changes for November<br>Warn Special Election?<br>Committee Appointments:<br>- Complete Streets Committee<br>- Historic Preservation Commission |
| <b>Sept 26</b> | Bond Public Hearing<br>Committee Appointments:<br>- Planning Commission<br>- Design Review Committee   | <b>Oct 10</b>   | Housing Authority appointments   |

**WHAT TO EXPECT IN THE FUTURE...**

|                  |   |                 |  |
|------------------|---|-----------------|--|
| <b>July</b>      | Board of Civil Authority meets<br>July 3 <sup>rd</sup> Celebration<br>Zoning Fixes<br>Mayor at HKS program<br>Appointment of all DRB members  | <b>August</b>   | Parking  |
| <b>September</b> | Mid-year City Manager check-in<br>Art Walk<br>Advertising for and appointment of all<br>Planning Commission members<br>Possible warning for special November<br>voting for bonds<br>ICMA Conference for Manager | <b>November</b> | Set budget guidelines<br>State general election, possible bond votes |
| <b>December</b>  | Budget<br>Art Walk  | <b>January</b>  | Budget<br>Ballot   |
| <b>February</b>  | City Manager review<br>Welcome Legislators Reception  | <b>March</b>    | Orientation  |



William Fraser  
 City Manager