

Mon., Nov 25	Planning Commission	5:30 PM	Council Chambers, City Hall
Weds., Nov. 27	Homelessness Task Force	11:30 AM	Council Chambers, City Hall
<b>Thurs., Nov. 28</b>	<b>City offices CLOSED.</b>		
<b>Fri., Nov. 29</b>	<b>City offices CLOSED.</b>		



## Responsive and Responsible Government

### Clerk's Office Mini-museum

The historical "mini-museum" collection in the Clerk's office has added several items. Of particular interest are displays from the City's civil war history - including a series of letters from a musician in the 5<sup>th</sup> Vermont Regiment near the front lines to his wife back home in Montpelier - that were discovered in the City vault.

### Hiring Processes

*Finance Director* – We have interviewed four candidates this week. We've narrowed the field to two people and will conduct a more complete second round the week after Thanksgiving. We can hopefully make an appointment shortly after that.

*Executive Assistant* – Great applications continue to come in as today is the deadline. We've already met with six people and expect to talk with at least four more early next week. We hope to fill this position as soon as possible.

### Jamie Granfield Carroll

Monday is Jamie's last full time day with us. She will be working one or two days a week after the holidays until we get a new person on board and trained. We can all agree that Jamie has been an extraordinary presence in our organization. She has made a significant impact on all of us and Montpelier residents. We will miss her terribly but wish her the very best in her future endeavors. We'll look forward to having tea with her.



## Sustainable Infrastructure

### DPW Street & Water / Sewer divisions:

Our street division worked during a number of rain, ice and snow events this week that involved salting operations every day. DPW also called the City's first parking ban with a number of cars being ticketed and towed. Our crews also completed the following additional winter operation tasks:

- Sand barrels were put out and filled in areas throughout the city.
- Small projects were completed on the new bike path crossings.

- Spoils piles from the material storage area on Dog River Road and spoils piles from under the Interstate bridge on Lower State were brought to the stump dump.
- Concrete Jersey barriers and a chain were installed at the ballfield on Elm Street to secure the impound area for vehicles towed under the winter parking ban.

Depending on weather conditions and how often our crews are out salting streets, our Streets Division will pave sidewalk sections on Clarendon Avenue and on Nelson/Ridge Street next week, as well as pave the water leak excavations from last Friday and Sunday. Crews will also clean and organize the equipment storage building, put summer project supplies away to make winter operations more efficient, have plow operators mark obstacles to avoid equipment damage and install erosion control measures at the snow dump area under the interstate bridge on Lower State Street.

Our Water/Sewer Division had two water leaks - one on Colonial Drive and the other on Stone Cutters Way. Our crews also continued working on hydrant winterization and meter repairs.

Next week, the Water/Sewer division will continue hydrant winterization, equipment maintenance, and pump station maintenance.

**Cummings Street Bridge Project:**

The pressure test passed and chlorination began today. The bacteria test will be taken tomorrow and Saturday. The contractor plans on doing the final connection on Monday, no earlier than 9 AM. VTrans will hand out shut-down notices to all of the residents, but the City will have to be on-site Monday morning to operate valves. VTrans has requested that the Cummings Street water line be traced out on or before Monday so they know where the connection is being made. The contractor is continuing to remove concrete forms from the bridge, and found and repaired the leak that was on the water main.

**Clarendon Ave Reconstruction:**

Herbert Excavation continued work on road reconstruction. They were not able to work on Tuesday due to safety concerns with icy road conditions. The City's paving contractor, J. Hutchins, met with Hebert Excavation about temporary pavement. They've been fine-grading Bailey and Clarendon Avenues.

**UPCOMING WORK:**

On Friday, J. Hutchins plans to be on-site and paving Bailey Ave. from Terrace Street to the Clarendon corner with permanent pavement. With any remaining time on Friday, they'll start the main line temporary pavement on Clarendon. Hebert will continue to smooth out the road from Redstone to Jordan. They've scheduled the last sewer services to be connected at #40 Clarendon Ave on Monday. Whenever they are not working on road prep they'll switch back to water services. The water services are already stubbed into everyone's lawn and the final 1' connection needs to be completed. These houses will be notified beforehand and loss of water service is expected to last no longer than two hours.

Weather permitting, the remaining temporary pavement will be put down.

**Street Paving:**

- Nelson Street & Ridge Street is scheduled to be paved Friday morning.
- Bailey Avenue is scheduled to be paved Friday after Nelson Street & Ridge Streets
- Clarendon Avenue is schedule for temporary paving next Wednesday, November 27<sup>th</sup>.

**WRRF OE Project:**

The leaking underground water main remains under repair. We anticipate it will be complete tomorrow. Once the water main is replaced, the contractor will start on the underground hot water piping. Grit removal equipment has been replaced. Next week, all septage receiving will be shut down to allow for replacement of the screening

equipment. New activated sludge pumps will also continue to be installed.

**Recreation Department Pool Valve:**

DPW assisted the Recreation Department in soliciting prices for replacement of a gate valve used to drain the pool. The valve is no longer functioning and is causing problems with pool maintenance. Replacement of the valve is scheduled to begin on Monday.



**Public Health and Safety**

On Wednesday, November 20<sup>th</sup>, Detective Sergeant Wade Cochran was sworn-in as a FBI Task Force Officer (federal authority). The swearing-in took place at the FBI Albany Division Field Office with Special Agent in Charge James Hendricks and Chief Tony Facos present. This special partnership between the Montpelier Police Department and the FBI will further enhance the capabilities of both the Bureau and the Department by providing greater resource coordination, training, information sharing, and case management. SGT Cochran will continue to work out of the MPD station coordinating criminal investigations and supervising the Department’s detective and school resource officer.



On Friday November 22, MPD Officer Hunter Lane graduated from the 108<sup>th</sup> Basic Training Course at the Vermont Police Academy in Pittsford, VT. Officer Lane was also a member of the class color guard. Officer Lane received the Top Driver Award, presented by DMV Commissioner Robert Ide (Ret.). This award is given “to the recruit who has demonstrated through performance, their ability to complete the driving standard exercises during the Driving Week, a final 275 cone exercise with the best time with zero cones struck, and the final written exam. This award is given to that recruit who scores highest of their class in all areas.”



**Inclusive, Equitable and Engaged Community**

**Winter Class Registration begins on Monday, Nov. 25.**

Winter Class Registration begins on Monday, November 25 at 8:45 am in person at 58 Barre Street or online at: <https://web1.vermontsystems.com/wbwsc/vtmontpelierwt.wsc/>. A username and password is required to use the online registration and can be set up by contacting the office at 223-2518 or by dropping by M-F 9 -4.

We are excited to be able to offer a number of new programs this winter, Chinese Calligraphy, Yoga for Anatomy, Staged Readings and two new film series with Rick Winston. We are also excited to be able to offer the “Great Decisions” program, “America's largest discussion program on world affairs“. A complete list of January - March classes, class descriptions and details can be found online and in hardcopy in the Winter Program

Guide, and registration forms available at 58 Barre Street. Our new Assistant City Manager, Cameron Niedermayer, is planning to be on-site Monday morning to meet and talk with members!

**Demonstration of Arthritis Foundation Exercise Program**

Tuesday, Dec. 3, 1:00-2:00 pm | MSAC Activity Room | Ages 50+ | Free and Open to the public

Join the instructors (Laura Morse and Sue Carey) of this new Winter Class to see what it's like! The class, scheduled for 12 weeks, Mon/Fri, 2-3pm starting January 6, is designed for people with arthritis. It will be based on the evidence-based Arthritis Foundation's Exercise Program (AFEP) and will be mostly completed while seated. Any standing exercises will be performed while holding onto a chair. No exercises will be done lying on the floor. Benefits of this low-impact exercise program include: reduced levels of pain, stiffness, and fatigue; improved strength, range of motion, balance, flexibility, coordination, and endurance. Both instructors for this class have completed the Arthritis Foundation certification.

**No Open Gym Saturday**

There will be no Open Gym at the Rec. Center this Saturday, Nov. 23 from 1 – 4pm due to the Elks Club Shootout. Shootout begins at 1 pm and is open to both boys and girls ages 8 – 13 (as of 4/1/20).



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> Chapter 13 Ordinances Home energy labeling Interim River Hazard Map amendment Parking garage update Winter Parking Ban, 1 <sup>st</sup> PH	<b>12/18</b>	Budget <b>CM/FD</b> Chapter 10 Ordinances <b>DPW/PD</b> Interim River Hazard Map amendment, 1 <sup>st</sup> PH
<b>1/8</b>	Budget <b>CM/FD</b> Hazard Mitigation Plan update Chapter 10 Ordinances <b>PD</b> Recreation Center EDSP	<b>1/15</b>	1 <sup>st</sup> Hearing for warning & Budget Chapter 11 Ordinances <b>PD</b>
<b>1/22</b>	2 <sup>nd</sup> Hearing for warning & budget	<b>2/12</b>	Building Codes IRC Codes

## Upcoming Reports (TENTATIVE)

<b>Nov.</b>	WiFi feasibility	<b>Jan.</b>	Rental properties survey
<b>?</b>	Downtown Master Plan Process for adding new projects/funding		

## 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