



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
September 27, 2017
6:00 P.M.

- 1) Call to Order by the Mayor
- 2) 17-281. Review and Approve Agenda
- 3) 17-282. General Business and Appearances
- 4) 17-283. Consideration of the Consent Agenda:
 - a) Consideration of the Minutes:
 - i. August 23, 2017 Regular Council Meeting
 - ii. September 13, 2017 Regular Council Meeting
 - iii. September 20, 2017 Special Council Meeting
 - b) Langdon Street closure application “ Autumn Onion 5K
 - c) Water/Sewer rates
 - d) Recreation Center Request for Proposal
 - e) Request to extend Oct. 7th State Street closure
 - f) Approval of resolution to apply for a 2018 Municipal Planning Grant

- 5) 17-284. Planning Commission appointments
- 6) 17-285. Dog Ordinance, 2nd reading
- 7) 17-286. Budget process/schedule
- 8) 17-287. Economic Development Goal/Montpelier Development Corporation update
- 9) 17-288. Heroin Update/Safe Needle Disposal
- 10) 17-288(a). 7:00 – 9:00 P.M –
- 11) 17-289. Zoning
- 12) 17-290. Appoint voting representative for the VLCT Town Fair
- 13) 17-291. Other Business
- 14) 17-292. Council Reports
- 15) 17-293. Mayor’s Report
- 16) 17-294 City Clerk’s Report
- 17) 17-295. City Manager’s Report
- 18) Adjournment

Minutes of the Montpelier City Council Meeting
August 23, 2017, 6:00 PM
City Council Chambers, City Hall

In attendance: Mayor John Hollar (Chair), Councilors Anne Watson, Ashley Hill (arrived at 6:09), Justin Turcotte, Dona Bate, Jean Olson, and Rosie Krueger. City Clerk John Odum acted as secretary of the meeting.

At 6pm, the Mayor called the meeting to order.

- 17-248. The Mayor noted the addition to the proposed agenda of a litigation settlement, as well as the appeal of the French Block zoning decision. Also, the approval of a purchase of an electric vehicle charging station to be installed at the North Branch, and the discussion of the City Manager review process were pulled from the consent agenda for discussion. Without objection the proposed agenda was approved with those amendments by unanimous consent.
- 17-250. Councilor Watson moved approval of the consent agenda as amended and was seconded by Councilor Bate. Motion carried unanimously (5-0).
- 17-251. City Manager Fraser gave the report on the submitted Econo Lodge mitigation plan. Discussion followed. Councilor Turcotte moved the Council approve the submitted mitigation plan with the following additional conditions: COPS, Inc. will provide the city with a full list of all required permits within one week, will provide the city notice of application dates for all permits needed and will provide the city copies of all issued permits within 2 days of issuance. As per submitted plan, buildings will be demolished, debris removed and site cleaned within 30 days of receipt of all permits. Full compliance with the Council's order will be deemed to have occurred when the Building Inspector certifies that the structures have been demolished and all debris has been removed. Failure to apply for all required permits in a timely manner will void acceptance of the mitigation plan. Councilor Hill seconded. Motion carried unanimously (6-0).
- 17-252. Paul Gambill discussed Montpelier ArtSynergy and offered a Public Arts Master Plan update. Discussion followed. No formal action taken.
- 17-253. Fire Chief Bob Gowans came forward for a public hearing on changes to the Dog Ordinance (1st reading, formally opened at 6:27PM). After discussion, Councilor Hill moved the Council adopt the proposed amendment to strike from the proposed changes the victim restitution language in Sections 201, 208 and 210. Councilor Bate seconded. Discussion followed before the motion carried unanimously. The public hearing was closed at 6:34PM.

Councilor Turcotte moved to amend Section 5 paragraph D to follow the phrase "was in reaction to pain, or injury" with "as a result of an emergent event." Councilor Hill seconded. Discussion followed. The motion carried unanimously at 6:37.

Councilor Turcotte moved to remove the last "only" from the last line of paragraph 2 in

section 213. Motion died for lack of a second.

Danis Regal addressed the Council. Marilyn Mode also commented. Councilor Bate moved the Council pass 1st reading as amended and set the second hearing for the next city council meeting. Councilor Watson seconded. Motion carries unanimously.

Sarah Swenson (Parks Commission) addressed the council. After discussion, Councilor Krueger moved the Council request a report from the parks commission within 6 months regarding dogs in Hubbard Park. Councilor Turcotte seconded. The motion carried unanimously at 7:03.

Recess at 7:04. Reconvened at 7:09.

- 17-255. Planning Director Mike Miller and Barbara Conrey came to the front table for the continuation of the discussion of the proposed zoning ordinance. Steve Sease, Alan Goldman and Joe Castellano offered questions and comments.
- 17-254. The 1st public hearing on Caledonia Spirits Tax Stabilization opened at 9:04. Discussion followed. Joe Castellano asked a question. Councilor Turcotte moved to conclude public hearing 1st reading and to set the second hearing for next meeting. Councilor Olson seconded. After further discussion, motion carries 5-1 (Councilor Hill voting nay).
- 17-257. In other business. Councilor Olson moved to approve the following amendments to the City Manager performance review process: delete reference "May to August, October to December, Manager will meet with individual council members at least once." Under September, add "will include written comments and be fully documented" after "mid-year check in with full council and manager." Councilor Turcotte seconded. After a brief discussion, the motion was withdrawn. Discussion continued.

Councilor Olson moved to delete from the City Manager performance review process the following: "May to August, October to December, Manager will meet with individual council members at least once." And ask the Manager to come back with revisions to Council Manual that includes them. Councilor Turcotte seconded. More discussion followed. Motion carried 5-1 (Councilor Bate voting nay).

Councilor Watson moved to add to the City Council self-review process a bullet point for councilors to consider if they have met with the City Manager. Councilor Turcotte seconded. Motion carried 5-1 (Councilor Olson voting nay).

Councilor Olson moved to add to the City Manager Review process a mid-year check in with full Council and Manager, and will include written comments and be fully documented. Councilor Turcotte seconded. Discussion followed. Motion carries 5-1 (Councilor Bate voting nay).

Councilor Turcotte moved the City Manager evaluation process, page 3, be amended under documents paragraph 2, such that the description of the evaluation process in the inclusion of the 360 review, to change the word on included comments from "compiled" to "all." Input was offered from Police Chief Facos. Motion died for lack of a second.

Councilor Turcotte moved to eliminate the 2nd paragraph regarding feedback in the documentation section in the description of the evaluation process. Councilor Olson seconded. Discussion followed. The motion was withdrawn.

Approval of the purchase of an electric vehicle charging station to be installed at the North Branch center was taken off the table for review. Discussion followed. Councilor x moved to approve the purchase not to exceed \$8300. Councilor x seconded. Motion carried 5-1 (Councilor Olson voting no).

City Manager Fraser introduced the French Block zoning appeal discussion. Councilor Hill moved the city provide up to \$5000 to participate in the appeal regarding the French Block. Councilor Watson seconded. Discussion followed. Motion carried 5-1 (Councilor Turcotte voting nay).

The City Manager introduced the discussion of the mediation on drainage appeal, and the proposed tentative settlement. Councilor Watson moved to authorize the City Manager to settle under the terms laid out in the settlement agreement. Councilor Bate seconded. The motion carried unanimously.

- 17-258. Councilor Bate thanked the City Manager and Councilors Turcotte and Watson for their work on the evaluation processes. Councilor Turcotte shared comments from the public on construction, he also noted he was looking forward to the discussion in October around “aging in place” and fees. Councilor Krueger noted the passage of the gender neutral bathroom policy. Councilor Watson shared an update on the Guertin pocket park and the Mayors’ Innovation Project. Councilor Hill reported on volunteering at the Senior Center and commended city employees.
- 17-261. The City Manager’s report on the development of a 4-way stop, and the addressing of problems with mold and the roof at City Hall.
- 17-262. Councilor Watson moved the Council enter Executive session with Chief Facos and the City Clerk for a Police Department Security Briefing. Councilor Bate seconded. The motion carried unanimously.

Without objection, the Mayor declared the meeting returned to open session and subsequently adjourned by unanimous consent.

Minutes of the Montpelier City Council Meeting
September 13, 2017, 6:00 PM
City Council Chambers, City Hall

In attendance: Mayor John Hollar (Chair), Councilors Anne Watson, Ashley Hill, Justin Turcotte, Dona Bate, Jean Olson, and Rosie Krueger. City Clerk John Odum acted as secretary of the meeting.

At 6pm, the Mayor called the meeting to order.

17-263. The Clerk asked that the minutes be pulled from the consent agenda. Items b) c) and d) on the consent agenda were also tabled for discussion. Councilor Bate moved approval of the agenda as amended, Councilor Krueger seconded. The motion carried unanimously at 6:02.

17-265. Councilor Turcotte moved the consent agenda (as amended) be passed, with item e) being tabled for discussion. Councilor Bate seconded. Motion carried unanimously.

The Council took up consent agenda items b) appointments to the Development Review Board, c) appointments to the Design Review Committee, and d) appointments to the Historic Preservation Commission. Eric Gilbertson came forward and spoke about his candidacy for reappointment to the Design Review Committee and answered questions. Gregory Tisher and spoke about his candidacy for the 2-year Historic Preservation Commission position.

Councilor Watson moved the Council enter executive session to discuss the appointments. Councilor Hill seconded. The motion carried unanimously. At 6:25, Councilor Krueger moved the Council return to open session and was seconded by Councilor Bate. The motion carried unanimously.

Councilor Krueger moved the Council make the following appointments: To the Development review board, James Lamonda (full term), William Schebaum (alternate), Ryan Kane (alternate). To the Design Review Committee, Eric Gilbertson (full term), Stephen Everett (full term), Seth Mitchell (full term), Benjamin Cheney (alternate). To the Historic Preservation Commission, Gregory Tisher (2-year term), Jenna Lapachinski (3-year term). Councilor Turcotte seconded. Motion carries 5-1 (Councilor Hill voting nay).

17-266. Fire Chief Gowans came forward for a discussion of the sprinkler ordinance. After discussion, Councilor Turcotte moved the Council create a committee to review the issue that would include Councilors Olson, Watson, and Krueger. Councilor Hill seconded. The motion carried unanimously.

17-267. City Manager Fraser took a moment to recognize Police Chief Facos for his 30 years of service. Afterwards, Planning Director Michael Miller and Eric Gilbertson joined in a discussion of the proposal to expand the Montpelier Historic District. Questions and discussion followed. Councilor Watson moved the Council approve the amended Montpelier Historic District report. Councilor Bate seconded. After further discussion,

motion passed 4-1 (Councilor Turcotte voting nay, Councilors Watson, Krueger and Bate, along with the Mayor, voting aye. Councilors Olson and Hill did not vote. Further discussion followed.

- 17-268. Without objection, the Chair continued the 2nd reading of the proposed Dog Ordinance, to the next meeting.

- 17-270. Planning Director Miller, along with Barbara Conrey and Tina Ruth of the Planning Commission, came forward for the discussion of the proposed zoning ordinance. Comments were offered from Steve Sease. Councilor Turcotte moved to amend the proposal for the Towne Hill neighborhood (from slide 11-1) to change lot size from 17,000 to 23,000. Motion died for lack of a second. No formal action was taken.

The Chair called a 5 minute recess at 8:07. Council reconvened at 8:15. Discussion continued on zoning and closed with a brief report on the master plan process.

- 17-269. The Caledonia Spirits Tax Stabilization 2nd public hearing was opened at 9:01. Hearing no comments, the hearing was closed at 9:02. Councilor Olson moved approval of the proposed Caledonia Spirits Tax Stabilization and was seconded by Councilor Turcotte. Motion carried 5-1 (Councilor Hill voting nay).

- 17-271. The City manager opened a discussion/update on the Council's Housing Goal Planning Director Miller participated in discussion. No formal action taken.

- 17-272. Councilor Olson introduced a discussion of the alternative transportation definition for the alternative transportation fund. Councilor Olson moved to accept the proposed definition offered on the agenda with the word "commuting" to "moving around" other than driving alone. There was no second.

After discussion, Councilor Olson moved to accept the proposed definition of alternative transportation to say "alternative transportation refers to moving around in any way other than driving alone. Examples including biking, walking, carpooling and taking public transportation." Councilor Turcotte seconded. More discussion followed. Motion carried 4-2 at 9:41PM (Councilors Bate and Hill voting nay).

Hearing no objection, the Chair postponed discussion of consent agenda item e) Water/Sewer rates to the next meeting.

- 17-273. The Council discussed the City Manager/City Council evaluation process in the Council policies. Councilor Olson moved to amend the language under the documents section reading "results will be tracked for 5 years" to "results will be tracked for the tenure of the City Manager." Councilor Krueger seconded. After discussion, the motion was withdrawn.

Councilor Watson moved the Council approve the proposed City Manager and City Council evaluation process with direction with minor clarifications as discussed. Councilor Krueger seconded. Motion carried unanimously at 9:52.

- 17-275. Councilor Watson noted the upcoming TW Wood art gallery fall gala on October 14th. Councilor Bate encouraged councilors to attend the Vermont League of Cities and Towns upcoming town fair. Councilor Turcotte thanked the Recreation Department for their work on fall sports programs.
- 17-276. The Mayor's reported on the fundraising dinner at the Vermont College of Fine Arts, and noted the American Cancer Society was holding a fundraising dinner the next Tuesday. He also reported on a successful meeting on the TIF district the previous day.
- 17-277. The City Clerk noted that water/sewer bills were coming due, and reported on the index card digitizing process in his office.
- 17-278. The City Manager reported on the coming Master Plan public hearing, and also indicated there would be a CIP meeting soon. He also reported on the misspelled Montpelier, France soccer jerseys that were being sent to Montpelier, as they had been misprinted with a single letter "L."

Hearing no objection, the Chair declared the meeting adjourned at 10:00PM.

Minutes of the Montpelier City Council Meeting
September 20, 2017, 5:00 PM
City Council Manager's Conference Room, City Hall

In attendance: Mayor John Hollar (Chair, via phone), Councilors Dona Bate and Justin Turcotte, and Councilors Anne Watson, Ashley Hill, Jean Olson, and Rosie Krueger via phone. City Clerk John Odum acted as secretary of the meeting.

At 5pm, the Mayor called the meeting to order.

17-279. Without objection, the proposed agenda was approved unanimously.

17-280. Councilor Bate moved the Council approve the noise variance request from the Vermont College of Fine Arts for an event on Saturday, September 23rd. Councilor Turcotte seconded. Hearing no objection, the Chair declared the motion approved by unanimous consent.

Without objection, the meeting was adjourned by the Chair at 5:01 by unanimous consent.



CITY COUNCIL Agenda Item #17-283(b)

Date: September 27, 2017

Consent X Discussion _____

SUBJECT: Consideration of a Street Closure Permit Application for Langdon Street

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Approve a Street Closure Permit Application from Onion River Sports for the closure of Langdon Street on Sunday, October 29, 2017, from 6:00 A.M. to 1:30 P.M. for the Autumn Onion 5K Run.

RELATED COUNCIL GOAL/PRIOR ACTION: Goal F: Quality of Life – Developing a Healthy and Welcoming Community

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: The City's new Street Closure Permit Application has a section which shows that Police, Public Works, Fire and Montpelier Alive have reviewed and signed off on these applications. Another step in the new Street Closure Policy is that if the request is for State, Main, Langdon or Elm Streets or adjacent parking lots, the City will provide public notification of both the proposed closure and the date the Council will consider this request. If this request is approved, the organizers will then provide written notice of their event to all nearby property owners.

SUPPORTING DOCUMENTS: Street Closure Application Form; E-mail from Applicant stating notification process

INTERESTED PARTIES: All property owners in the Langdon Street area; Montpelier Alive; Fire; Police and Public Works

CITY MANAGER'S APPROVAL: *Susa Allen*

Street Closure Permit Application

1. Event Sponsor

Name: ONTON RIVER SPORTS	Email: TRISTAN@ONTONRIVER.COM
Address: 20 LANGDON ST MONTPELIER VT 05602	
Cell Phone: 802-229-9409	Other Phone: "

2. Event Details

Name of Event: AUTUMN ONTON 5K RUN	
General description of the event (1 to 3 sentences): A 5K RUN THROUGH DOWNTOWN MONTPELIER.	
Date of Event: 10-29-2017	Start and End Time of Event: 7AM 1 PM
Street(s) to be Closed - Please provide a sketch of the event layout. LANGDON ST.	
Time Street will close (recommend up to an hour before event): 6 AM	Time Street will reopen (recommend 30 minutes after the event ends): 1:30 PM
Number of Staff/Volunteers on site for Event: 15	
Number of people expected at event: 100-150	Number of vendors and/or entertainers who will participate: 1

3. Community Support

Is this a reoccurring event in Montpelier? YES	If no, do you have experience elsewhere with such events? Please explain.
How does this event benefit the public (as outlined in the Street Closure Policy)? PROMOTES A HAPPY + HEALTHY ACTIVE LIFESTYLE.	

4. Public Safety and Public Health

Please describe any discussions or arrangements that the Event Sponsor has made with public safety or public works professionals in Montpelier.

AS ALWAYS WE HAVE A GREAT RELATIONSHIP WITH THE MONTPELIER POLICE AND FIRE DEPTS WE NOTIFY AND HAVE THEM SUPPORT OUR INTERSECTIONS ON THE DAY

What arrangements have been made for food, water, and toilet facilities (if applicable)?

WE PROVIDE WATER + FOOD AS WELL AS ONSITE PORTO-LETT.

What arrangements have been made to assure that litter will be cleaned up and disposed of and that trash and recycling containers will be provided?

WE MAKE SURE ALL LITTER + WASTE IS CLEANED UP. WE HAVE ON SITE DUMPSTERS + RECYCLING.

If additional law enforcement officials will be hired for your event, please list:

NO ADDITIONAL NEEDED.

Please note any other unique aspects of this event:

RUNNERS WILL BE DRESSED UP IN UNIQUE HALLOWEEN COSTUMES.

Will noise levels or hours exceed the city's noise ordinance? If so, will this event require a request for variance from the noise ordinance?

5. Accessibility

As this event will take place on public property, I, as the Event Sponsor, attest that this event and all related programming and facilities meet the Americans with Disabilities Act accessibility requirements. These requirements are available at the City's website.

Street Closure Permit Application



TRISTAN VON DUNITZ

8-31-17

Signature

Printed Name

Date

6. Signature

I, the undersigned, certify that the information provided above is valid and I will abide by any additional provisions note by Officials below. I acknowledge that I have read and understand the Montpelier Street Closure policy and that I am responsible for compliance with all requirements contained in that policy. I also agree to be onsite for the duration of the above mentioned street closure.



TRISTAN VON DUNITZ

8-31-17

Signature

Printed Name

Date

Notice Documentation

Name of Event: AUTUMN OXTON 5K RUN	
Date of Event: 10-29-17	Start and End Time of Event: 7AM - 1 PM
Street(s) to be Closed: LANGDON ST.	
Time Street will close (recommend up to an hour before event): 7AM	Time Street will reopen (recommend 30 minutes after the event ends): 1:30
Date of City Council Meeting to consider permit request:	
Describe Efforts made to notify residents and businesses along the street to be closed. Notification must include both the date/time of the proposed event and the date/time of the City Council meeting where the street closure will be considered. WE ALWAYS GIVE ALL OUR NEIGHBORING BUSINESSES A VERBAL + HANDWRITTEN LETTER NOTIFYING THEM OF STREET CLOSURE + EVENT.	

Street Closure Permit Application

Reviewed by: <u>Robert Gowans</u> Print Name <u>[Signature]</u> Signature <u>9-1-17</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
MONTPELIER ALIVE	
Reviewed by: <u>Ashley Witz</u> Print Name <u>[Signature]</u> Signature <u>Sept 8, 2017</u> Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: <u>Must notify businesses</u> <u>condensed approval</u> ☐ Reviewed – do not recommend approval
OTHER	
Reviewed by: _____ Print Name _____ Signature _____ Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval

This permit request was reviewed at the _____ City Council

Street Closure Permit Application

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <i>Captain</i> <i>NEIL MONTGOMERY</i> Print Name <i>[Signature]</i> Signature <i>9/6/17</i> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: <i>Police will ASSIST AT BAILY AVE & STATE ST AT RACE START, MARSHALLS WILL CONTROL & ASSIST RUNNERS ON THE RETURN ON RACE COURSE</i> ☐ Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <i>Thomas McArdle</i> Print Name <i>[Signature]</i> Signature <i>9/11/17</i> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT	

Street Closure Permit Application

(MONTH/DAY/YEAR)

meeting. This permit request was:

APPROVED _____ DENIED _____



CITY COUNCIL Agenda Item #17-283(c)

Date: September 27, 2017

Consent X Discussion

SUBJECT: Set water and sewer rates for FY18

SUBMITTING DEPARTMENT: Finance Office/Public Works Office

RECOMMENDED ACTION: Adopt the FY18 Water and Sewer Rate Resolution (signatures required) as planned in the Water/Sewer Master Plan increasing FY18 fees by 3.5%. The annual fixed charges for water and sewer users will increase \$16 to \$204. Water usage rates will be \$8 per 1000 gallons for the first 50,000 gallons per quarter, \$8.65 for usage between 50,000 and 250,000 gallons and \$13.52 per thousand for amounts over 250,000. Charges for turning water on/off at the curb will increase from \$20 to \$40 during business hours and from \$75 to \$120 after hours to cover actual employee costs. The on-demand water meter reading fee will increase from \$50 to \$75 for readings requested outside the normal billing cycle. The sewer rate will increase from \$9.06 to \$9.20 per 1000 gallons and flat rate accounts will increase from \$725 to \$752 annually.

RELATED COUNCIL GOAL/PRIOR ACTION:

- A: Affordability
- D: Economic Development
- E: Housing
- F: Quality of Life
- G: Infrastructure
- H: Environment

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Per City Charter Section 1208 and City Ordinance Section 3-325(b) the City Council shall establish water and sewer rates.

BACKGROUND INFORMATION: Since adoption of the Water/Sewer Master Plan in 2016, specific revenue targets and increases in rates were established. For FY18, the rate increase was established at 3.5%. This increase has been split between usage fees and fixed fees to aggregate to the targeted increase. The rates reflect the need to cover the fixed infrastructure costs of maintaining the water and sewer systems. For FY18 these rate changes will increase the average residential water bill by \$21 per year and the average residential sewer bill by \$21 per year.

SUPPORTING DOCUMENTS: Historical rates chart with proposed rates. Water Sewer Rate Resolution.

INTERESTED PARTIES: Council, ratepayers, city staff

CITY MANAGER'S APPROVAL:

Ausa Allen

CITY OF MONTEPELIER
WATER SEWER RATES
HISTORY

Fiscal Year	WATER STEP 1 Metered Rate per 1,000 Gallons (First 50,000 per quarter)	WATER STEP 2 Metered Rate per 1,000 Gallons (Between 50,000 and 250,00 gallons per quarter)	STEP 2 % Increase (Decrease)	WATER STEP 3 Metered Rate per 1,000 Gallons (Exceeding 250,000 per quarter)	STEP 3 % Increase (Decrease)	WATER FIXED COST ANNUAL	WATER FIXED COST % Increase (Decrease)	Annual Flat Rate SEWER (only 38 accounts)	SEWER (Metered Water) Rate per 1,000 Gallons	% Increase (Decrease)	SEWER FIXED COST ANNUAL	% Increase (Decrease)	Total Annual WATER & SEWER Fixed Costs	% Increase (Decrease)
Proposed Rates 2018	\$8.00	\$8.65	1.5%	\$13.52	1.5%	\$204.00	8.5%	\$752.00	\$9.20	1.5%	\$204.00	8.5%	\$408.00	8.5%
2017	\$7.88	\$8.40	2%	\$13.32	0%	\$188.00	10%	\$725.00	\$9.06	2%	\$188.00	10%	\$376.00	10%
2016	\$7.73	\$8.21	0%	\$13.32	0%	\$170.00	8%	\$725.00	\$8.89	2%	\$170.00	4%	\$340.00	6%
2015	\$7.73	\$8.21	0%	\$13.32	0%	\$158.00	5%	\$725.00	\$8.72	0%	\$164.00	31%	\$322.00	17%
2014	\$7.73	\$8.21	0%	\$13.32	0%	\$150.00	4%	\$690.00	\$8.72	0%	\$125.00	1%	\$275.00	3%
2013	\$7.73	\$8.21	3%	\$13.32	3%	\$144.00	3%	\$690.00	\$8.72	3%	\$124.00	3%	\$268.00	3%
2012	\$7.51	\$7.97	0%	\$12.93	0%	\$140.00	40%	\$630.00	\$8.47	0%	\$120.00	0%	\$260.00	18%
2011	\$7.51	\$7.97	0%	\$12.93	0%	\$100.00	0%	\$630.00	\$8.47	0%	\$120.00	0%	\$220.00	0%
2010	\$7.51	\$7.97	3%	\$12.93	3%	\$100.00	22%	\$630.00	\$8.47	3%	\$120.00	15%	\$220.00	18%
2009	\$7.29	\$7.74	5%	\$12.55	5%	\$82.00	5%	\$600.00	\$8.22	5%	\$104.00	5%	\$186.00	6%
2008	\$6.94	\$7.37	5%	\$11.95	5%	\$78.00	0%	\$572.46	\$7.83	5%	\$98.00	0%	\$176.00	0%
2007	\$6.61	\$7.02	8%	\$11.38	8%	\$78.00	0%	\$572.46	\$7.46	10%	\$98.00	0%	\$176.00	0%
2006	\$6.12	\$6.50	26%	\$10.54	26%	\$78.00	11%	\$505.30	\$6.80	39%	\$98.00	9%	\$176.00	10%
2005	\$4.85	\$5.15	0%	\$8.35	0%	\$70.00	0%	\$400.00	\$4.90	0%	\$89.56	0%	\$159.56	0%
2004	\$4.85	\$5.15	0%	\$8.35	0%	\$70.00	0%	\$400.00	\$4.90	0%	\$89.56	0%	\$159.56	0%
2003	\$4.85	\$5.15	0%	\$8.35	0%	\$70.00	40%	\$400.00	\$4.90	16%	\$89.56	79%	\$159.56	60%
2002	\$4.85	\$6.44	0%	\$8.35	0%	\$50.00	0%	\$350.00	\$4.22	0%	\$50.00	0%	\$100.00	0%
2001	\$4.85	\$6.44	0%	\$8.35	0%	\$50.00	150%	\$350.00	\$4.22	15%	\$50.00	42%	\$100.00	81%
2000	\$4.85	\$6.44	16%	\$8.35	15%	\$20.00	0%	\$350.00	\$3.67	21%	\$35.20	0%	\$55.20	0%
1999	\$4.19	\$5.60	25%	\$7.26	25%	\$20.00	0%	\$292.60	\$3.03	4%	\$35.20	0%	\$55.20	0%
1998	\$3.35	\$4.48	10%	\$5.81	10%	\$20.00	0%	\$280.00	\$2.90	4%	\$35.20	0%	\$55.20	0%
1997	\$3.04	\$4.07	0%	\$5.28	0%	\$20.00	0%	\$271.43	\$2.80	5%	\$35.20	0%	\$55.20	0%
1996	\$3.04	\$4.07	10%	\$5.28	10%	\$20.00	0%	\$246.75	\$2.67	5%	\$35.20	0%	\$55.20	0%
1995	\$2.76	\$3.70	0%	\$4.80	0%	\$20.00	0%	\$235.00	\$2.54	0%	\$35.20	0%	\$55.20	0%

RESOLUTION

Water and Sewer Rates established by the City Council of the City of Montpelier.

WATER USE RATES RESIDENTIAL:

Unless metered, each residential unit, including apartments, duplex, multi-family and similar type housing units which contain bathroom and/or kitchen facilities, shall be charged at the rate of \$975.00 per unit, per year. No reduction in annual rates will occur due to the seasonal occupancy and/or extended discontinuance of service.

SEASONAL:

An annual seasonal flat rate of \$214.00 will apply to the following properties: Recreation Department-Hubbard Park Shelter; Cemetery-Lincoln Avenue property.

FIRE PROTECTION SPRINKLER SYSTEMS:

Fire protection sprinkler systems for commercial, industrial, and governmental units shall be charged at the rate of \$0.00 per year.

FIRE PROTECTION STANDBY CHARGE:

For fire protection for buildings that are located within the City water supply area, but are not connected to such water supply, or are connected to a private water supply in addition to the City water supply, a standby or capacity charge is set at \$0.

HYDRANT USE:

For the use of the hydrant at the DPW garage on Dog River Road, a hydrant use application and applicable fee shall be submitted prior to drawing water. The fee schedule shall be per truck and as follows:

\$100 up to 2,500 gallons, \$125 up to 5,000 gallons and \$150 up to 7,500 gallons.

METERED:

All Metered units shall be charged at the rate of \$8.00 per 1,000 gallons for the first 50,000 gallons, at the rate of \$8.65 per 1,000 gallons for usage between 50,000 and 250,000 gallons and at the rate of \$13.52 per 1,000 gallons for usage over 250,000 gallons during a three-month billing period except for multi-unit elderly housing as defined in the Vermont State Statutes, Title 24, Section 4002 (11) for the fiscal year 2017.

In addition, a readiness-to-serve charge of \$51.00 per meter per billing period shall be imposed on each residential, commercial, industrial, and governmental metered premise to partially offset the fixed costs of the water system.

ON/OFF FEES:

During regular working hours, a charge of \$40.00 shall be made for turning off water service, and a charge of \$40.00 shall be made for turning on water service at the City curb stop. During non-working hours, these fees will be \$120.00 respectively.

ON DEMAND WATER METER READING FEE:

During regular working hours, a charge of \$75.00 shall be made for individual meter readings requested outside the normal billing period.

SEWER USE RATES

RESIDENTIAL:

Unless metered, each residential unit, including apartments, duplex, multi-family and similar type housing units which contain bathroom and/or kitchen facilities, shall be charged at the rate of \$188.00 per quarter for the fiscal year 2018. No reduction in annual rates will occur due to seasonal occupancy and/or extended discontinuance of service.

METERED:

Metered residential, commercial, industrial, and governmental units shall be charged at the rate of \$9.20 per 1,000 gallons of water usage for the fiscal year 2018.

In addition, an administrative charge of \$51.00 per meter per billing period shall be imposed on each residential, commercial, industrial, and governmental metered premise to fully offset fixed administrative costs of the sewage facilities.

Further, a credit may be granted toward the sewer bill of any business that diverts substantial amounts of metered water from the sanitary sewer system continually, such as a cooling tower or other similar structure. The Director of Public Works may grant a credit to any commercial or industrial user who installs a separate meter to measure the volume of water that is not discharged into the City's wastewater disposal system. The credit shall be equal to the sewer use charges for such volume of water.

NEW WATER CONNECTIONS

It is hereby resolved by the City Council of the City of Montpelier, acting as the Board of Water Commissioners, that all new service connections to the Montpelier water system will be made as outlined in Section 3-305 of the Montpelier City Ordinances.

SEWER CONNECTIONS

It is hereby resolved by the City Council of the City of Montpelier, acting as the Board of Sewer Commissioners, that an application/inspection fee of \$500 shall be charged for sanitary sewer connections and \$100 for storm water sewer connections. A new sewer service charge shall not pertain to properties already serviced by the system unless an indirect connection is proposed. An indirect connection is defined as any change in the structure currently or proposed to be served through an existing connection which will result in additional dwelling units, and for each unit to be served by a common new or existing service, or in the case of non-residential and tax exempt space, where such change will result in additional building square footage. All

connections for sanitary lines shall be performed by the applicant under City inspection and all costs thereof shall be borne by the applicant. The applicant is responsible for obtaining all construction and access permits as necessary to make the connection.

WATER AND SEWER RATES - DELINQUENCIES

A penalty of eight percent (8%) shall attach to any rate charge for water and sewer service or connection if not paid when due. In addition, interest at the rate of one percent (1.0%) per month, or any part thereof, shall be charged for the first three months - and at a rate of one and one-half percent (1.5%) thereafter - on any unpaid balance from the due date of any water or sewer charge, or connection charge, until date of payment. Collection of all delinquent rate charges and service connections, together with penalty and interest and costs, shall be as provided by law.

WATER AND SEWER RATES - REFUNDS

It is the ultimate responsibility of the water and sewer user to verify the accuracy of their account and billing information. Water and sewer rates charged and collected in error shall be refundable up to one (1) year from the date billed.

WATER & SEWER UTILITY BILL ADJUSTMENT

In the event that a customer (per account) receives a utility bill that is based on consumption greater than 2.5 times the average of the last four (4) consecutive readings, within the same billing cycle (example fall cycles or spring cycles to account for seasonal variation), due to a water leak or other problems associated with the customer's plumbing, then said customer (per account) will be eligible for a one-time adjustment to their utility bill based on the following:

- Customer has made appropriate repairs to plumbing. Evidence of repair shall be in the form of receipt from a plumber or subsequent water readings indicating that the problem has been corrected;
- In applying for adjustment, the customer shall swear that he or she had no knowledge of the plumbing problem prior to incurring the charges;
- As an adjustment, the customer shall pay a sum equal to 2.5 times the average of the last four (4) consumption readings within the same billing cycle;

EFFECTIVE DATES

Water and Sewer Rates for Metered use and all other rates were made effective July 1, 2017 with the exception of on/off fees and demand reading charges which are effective on the date of this resolution.

Adopted this ____ day of September 13, 2017

SIGNED:

John Hollar, Mayor

Council Members:

CITY SEAL:

John Odum, City Clerk



CITY COUNCIL Agenda Item #17-283(d)

Date: September 27, 2017

Consent X Discussion

SUBJECT: Request for proposals for a feasibility study to determine Montpelier's recreational needs.

SUBMITTING DEPARTMENT: Community Services

RECOMMENDED ACTION: Approve the City's issuance of an RFP for proposals

RELATED COUNCIL GOAL/PRIOR ACTION: Develop a healthy and welcoming community; consider new projects/initiatives; determine future of Rec Center and Community Center possibilities

EXPENDITURE REQUIRED: None at this time. Pending RFP responses, Council might be asked to approve an expenditure in the future.

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Given existing challenges with 55 Barre Street Recreation Center, this request for proposals will ask for in-depth assessment and evaluation of the City's desire for more expansive recreational services. That will include the feasibility of a new recreational facility in Montpelier, including preliminary design, planning, location, cost estimates, and operational analysis. A robust public participation is envisioned.

SUPPORTING DOCUMENTS: N/A

INTERESTED PARTIES: City, Jump and Splash

CITY MANAGER'S APPROVAL:

Aura Allen

Last fall, the Capital Improvement Program committee approved \$30,000 for an in-depth assessment and evaluation of the City's Recreation Building at 55 Barre Street. The Property includes a .30 acre parcel in Montpelier's vibrant downtown, is an armory building that was built in 1932, containing approximately 8,422 square feet, and is connected to municipal water and sewer.

The goal of the assessment was to have a qualified firm complete a comprehensive forensic building evaluation of the structure that includes:

- Architectural, structural, mechanical, electrical, plumbing, and water evaluation;
- Product and materials research and specification;
- Remediation plan recommendation;
- Site logistics and environmental factors;
- Budget estimates for corrective work; and
- An estimated schedule for the completion of all recommended corrective work.

In other words, what are the challenges (structural, environmental, historic, parking, etc.) and costs required to renovate the building to meet Montpelier's current and future recreational needs.

A 2016 Appraisal Report conducted by O'Grady & Minor Appraisal Services to develop an opinion of the current market value of the building examined some of the issues sought in the current assessment. For example, the report noted water damage that appeared to be cosmetic but not structural. However, the report clarified, "The appraiser is not qualified to comment on the structural integrity of the building, and collection of further information is beyond the scope of this appraisal assignment."

Additional information is also contained in the 55 Barre Street Capital Needs Assessment.

To that end, the planned assessment approved by the CIP last fall remains a priority.

In addition, there has been active City (a key finding of the Montpelier Integrated Community Services Study completed in November 2016, page 29) and citizen interest expressed in the potential approval, design, funding and construction of a recreational facility located elsewhere in the City should the assessment recommend closure of the existing site at 55 Barre Street, or find renovation too costly. The citizen interest, spearheaded by Jump and Splash Vermont Inc. <https://jumpandsplashvt.org/about/>, has included support for on-site swimming, workout facilities, and class space for exercise and meetings. Discussions have included moving some of the Senior Center activities, such as yoga, into any new facility to ease crowding in that building (58 Barre Street).

The Community Services Department would like to add to the current assessment RFP an additional charge of proposing preliminary design, planning, location, cost estimates and operation of a self-sustaining recreational facility elsewhere in the City. This would include a market analysis, recommended space program and design, a business model, suggested sites, fundraising options, and environmental and economic impact. A robust public participation is envisioned.

The city of Claremont, NH (population 13,000) opened a facility in 2013 that includes a 25 yard indoor pool, teaching area pool, elevated track, basketball courts, fitness facility, aerobics room, multi-function rooms, conference room, game room, shower and locker rooms, and kitchen. This project was made possible by a donation of land and a \$3 million contribution from the Claremont Savings Bank. There has been local citizen interest expressed in a similar facility for Montpelier, potentially funded through a public-private effort, pending a feasibility study.



**Addendum to Agenda
for
City Council Meeting**

September 27, 2017

- 17-283(e). Request to extend Oct. 7th State Street closure until 7:00 PM for Walk and Ride event
- 17-283(f). Approval of resolution to apply for a 2018 Municipal Planning Grant



CITY COUNCIL Agenda Item #17-283(e)

Date: September 27, 2017

Consent X Discussion ____

SUBJECT: Request to extend closure of State Street until 7 p.m. on Saturday, Oct. 7 for Walk and Ride event.

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Act on State Street closure proposal.

RELATED COUNCIL GOAL/PRIOR ACTION: Develop a healthy and welcoming community; Council has already approved closing State Street from 6 a.m. until 2:30 p.m. on Oct. 7 for the Farmers Market event.

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Sustainable Montpelier Coalition has received City Council approval to close State Street from Main Street to Elm Street from 6 a.m. until 2:30 p.m. on three Saturdays: Sept. 23, Sept. 30 and Oct. 7. The event on Sept. 23 was successful: set up and break down went smoothly, the Farmers Market was crowded with city residents and tourists. The Coalition would like to extend the closure on Oct. 7 until 7 p.m. to host a Plein Air Artists event, a stage with musicians in half-hour shifts, and children's events.

SUPPORTING DOCUMENTS: Letter of request and application, Walk and Ride info-sheet with signatures from business owners,

INTERESTED PARTIES: City, Sustainable Montpelier Coalition.

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. Hoffman", written over a horizontal line.



September 22, 2017

Dear Members of the Montpelier City Council,

I am writing with the hope that you will extend the hours of the State Street street closing to 7 PM on the weekend of October 7th to allow an Art Festival to happen. The Art Resource Association has been asked to coordinate this event and the plan was enthusiastically approved by our Board at our meeting on Wednesday, September 20th.

It is a huge coordination effort for us in a short time, but we are up to the task. Dan Jones attended our meeting too and together we created a plan. There is music planned too with some popular Vermont musicians.

I am asking that the longer closure hours be approved very quickly. We have many very talented members and also want to include non members, but every day we lose in getting the word out means the less participation and volunteer help we can expect.

Montpelier has always embraced the Arts as part of its vibrant downtown. Please try to expedite the permitting as we cannot afford to lose any time to make this a wonderful community event. Thank you for your consideration.

Linda Hogan

President of the Art Resource Association

www.artresourceassociation.com

We are on Facebook too.

Street Closure Permit Application

1. Event Sponsor

Name: Sustainable Montpelier Coalition	Email: info@sustainablemontpeliercoalition.org
Address: 15 State Street	
Cell Phone: (802) (617) 817-3638	Other Phone: (802) 279-1495

2. Event Details

Name of Event: Walk and Ride - State Street Saturday	
General description of the event (1 to 3 sentences): Street will be filled with Plein Air Artists a stage with musicians in half hour shifts, children's events. Grant from MTIC to cover performers and promotional	
Date of Event: October 7 th	Start and End Time of Event: 2pm - 7pm
Street(s) to be Closed - Please provide a sketch of the event layout. State Street between Main and Elm	
Time Street will close (recommend up to an hour before event): Already closed for Farmers Market	Time Street will reopen (recommend 30 minutes after the event ends): 7pm
Number of Staff/Volunteers on site for Event: 6+	
Number of people expected at event: Indigenous People Weekend Tourists + Locals	Number of vendors and/or entertainers who will participate: Plein Air Painters Performers 2-6:30

3. Community Support

Is this a reoccurring event in Montpelier? One off this year	If no, do you have experience elsewhere with such events? Please explain. Sustainable Montpelier 2030 Design Competition
How does this event benefit the public (as outlined in the Street Closure Policy)? Indigenous People Weekend - Well marked parking @ State & Municipal lots - Creates a tourist attraction	

Street Closure Permit Application

4. Public Safety and Public Health

Please describe any discussions or arrangements that the Event Sponsor has made with public safety or public works professionals in Montpelier.

Have discussed with departments - Fire is OK
Public works does not like street closure

What arrangements have been made for food, water, and toilet facilities (if applicable)?

City Hall is available until 5 then Lost Nation Theater so
toilet will be ~~available~~ - This is being done to promote
downtown restaurants afternoon and evening patronage.
and downtown merchant - see attached petition

What arrangements have been made to assure that litter will be cleaned up and disposed of and that trash and recycling containers will be provided?

Standard recycling and trash: Will remove at end of day
when full.

If additional law enforcement officials will be hired for your event, please list:

No

Please note any other unique aspects of this event:

This event is designed to promote pedestrian and
cycling in downtown. What a pedestrian centric downtown
does to promote businesses. Support + funding by MTIC

Will noise levels or hours exceed the city's noise ordinance? If so, will this event
require a request for variance from the noise ordinance? NO

5. Accessibility

As this event will take place on public property, I, as the Event Sponsor, attest that this event and all related programming and facilities meet the Americans with Disabilities Act accessibility requirements. These requirements are available at the City's website.

Street Closure Permit Application

Signature Printed Name Date
6. Signature

I, the undersigned, certify that the information provided above is valid and I will abide by any additional provisions note by Officials below. I acknowledge that I have read and understand the Montpelier Street Closure policy and that I am responsible for compliance with all requirements contained in that policy. I also agree to be onsite for the duration of the above mentioned street closure.

Signature Printed Name Date
 Daniel Jones 9-22-17

Notice Documentation

Name of Event: State St. Saturday Walk and Ride	
Date of Event: 10-07-2017	Start and End Time of Event: 2 - 6:30 PM
Street(s) to be Closed: State St from Main to Elm	
Time Street will close (recommend up to an hour before event): already closed for Market	Time Street will reopen (recommend 30 minutes after the event ends): 7 PM
Date of City Council Meeting to consider permit request:	
Describe Efforts made to notify residents and businesses along the street to be closed. Notification must include both the date/time of the proposed event and the date/time of the City Council meeting where the street closure will be considered. 9-27-17	

Street Closure Permit Application

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <i>Captain</i> <u>NEIL MARTEL</u> Print Name <i>[Signature]</i> Signature <u>9/22/17</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <u>Thomas McArdle</u> Print Name <i>[Signature]</i> Signature <u>9/25/17</u> Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: <i>I have concerns about closing an important street with less than adequate alternative routes ie Elm/Court & School/Main intersections with constraints & lack of pedestrian accommodations.</i> ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT	

Street Closure Permit Application

Reviewed by: <u>Robert Gowers</u> Print Name <u>[Signature]</u> Signature <u>9-25-17</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <u>Maintain Emergency Vehicle Access</u> ☐ Reviewed – do not recommend approval
MONTPELIER ALIVE	
Reviewed by: <u>Ashley Wigenberger</u> Print Name <u>[Signature]</u> Signature <u>9/25/17</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
OTHER	
Reviewed by: _____ Print Name _____ Signature _____ Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval

This permit request was reviewed at the _____ City Council

Street Closure Permit Application

(MONTH/DAY/YEAR)

meeting. This permit request was:

APPROVED _____ DENIED _____

State Street Saturdays
Walk and Ride Downtown
October 7th 2 – 7 PM

Dear State Street Merchants,

We are proposing to extend the closing of State Street after the Farmers Market on October 7th from 2 – 7 PM for **Walk and Ride Downtown** which will feature local culture and encourage tourists and locals to spend time exploring shops and restaurants. We are looking for your support for this innovative and fun event!

- **October 7th State Street will be closed from Main to Elm from 2—7PM** as the block becomes a pedestrian mall with cultural activities.
- Leaf peepers will be able to stroll along the block, stopping in at your establishment, perusing a section of plein air artists' booths from the bridge to Elm Street and on the Main Street end enjoying a rotating schedule of musicians and story tellers.
- There will be signage for parking: on Main Street – with an arrow to in back of City Hall & across the street at the municipal lot, as well as, on State Street -- at the State parking lot in back of the movie theater and the municipal parking lot.
- Detour signs already in place from the Farmers Market will take people up Main to the roundabout over Spring and down Elm or vice versa.
- Bike racks will be located on the Elm Street end of the block.

The Sustainable Montpelier Coalition has received a small grant from the **Montpelier Transportation and Infrastructure Committee (MTIC)** for entertainment and promotion of the event. MTIC supports pedestrians and cyclists downtown.

Our goal is to bring more foot traffic to you! We look forward to your suggestions and feedback. Please send your ideas and questions to info@sustainablemontpelier.org or call Elizabeth Parker at (802) 279-1495. The application for this event will be before City Council Wednesday, September 27th.

Counter cards will be distributed next week, after Council approval, to promote the event. Please include a mention of **Walk and Ride Downtown** in your social media campaign and on your website! Together we can create a buzz to attract more people to shop and eat downtown!

Sincerely,

Dan

Dan Jones
Executive Director



State Street Saturdays
Walk and Ride Downtown
October 7th 2 - 7 PM

Name	Business	Owner	Support
JEANNEMARIE SCHINHOFFEN	KATIE'S JEWELS	YES	YES
MamaBoffa	Online Salon	yes	✓✓✓✓
Lauren Andrews	Aromed Aromatherapy	yes	yes!
Sonyi Grahn	Botanica Florals	Yes	
Nancy Martel	Pinky's on State	yes	
Jess Turner	Capital Kitchen	Yes	Yes
Karen Williams	Woodbury Mtn Taps	Yes	Yes
Edie Martel	Subway	yes	Yes
Cocoa Beans VT	Cocoa Beans of VT.	yes	yes
Theo Kennedy	Chill, LLC	Yes	Yes
Juan Lesser	Salaam, Manager	YES	yes
Rick Power	Boor GARDEN	YES	YES
Sonia Rhee	Incognito Salon	yes	
Adrienne Brownlee	alla vita	yes	yes
Summer Vo	Lotus Day Spa	Manager	Yes
Cendra Conison	The Quirky Pet	yes	yes
Cyrus Graves (employee)	Delish	yes	yes



State Street Saturdays
Walk and Ride Downtown
October 7th 2 – 7 PM

Name	Business	Owner	Support
Lauren Parker	North Branch Center	self	Yes
Wes Parker	North Branch Tech	self	Yes
Amanda Forgeallaz	Julios Cantina	G.M.	Yes
Walt Jr	COOL Jewels	WB	
William Azarain	William	yes	yes





**Addendum to Agenda
for
City Council Meeting**

September 27, 2017

- 17-283(e). Request to extend Oct. 7th State Street closure until 7:00 PM for Walk and Ride event
- 17-283(f). Approval of resolution to apply for a 2018 Municipal Planning Grant



CITY COUNCIL Agenda Item #17-283(f)

Date: September 27, 2017

Consent X Discussion

SUBJECT: Approval of resolution to apply for a 2018 Municipal Planning Grant

SUBMITTING DEPARTMENT: Planning & Community Development

RECOMMENDED ACTION: Staff recommends approval of municipal planning grant *for the purposes of developing a streetscape plan for State Street from Main to Taylor Street. [Pending approval of grant topic by Planning Commission on September 26 meeting]*

RELATED COUNCIL GOAL/PRIOR ACTION: Quality of life: Improve downtown infrastructure, Enhance sense of place, Develop a healthy and welcoming community.

EXPENDITURE REQUIRED: If approved, a \$6,000 match would be required.

SOURCE OF FUNDS: Match would be in the Professional Services line in the 2019 budget. That line is used to match smaller grants and already carries \$5,000 annual appropriation so a \$1,000 increase would be required to meet this match.

LEGAL REQUIREMENTS: None.

BACKGROUND INFORMATION: A number of related projects have made the idea of a streetscape plan a priority at this time. In 2014 the City developed pieces of a downtown master plan using funding from Greening America's Capitals. That project looked at a number of downtown problem areas and provided recommendations. One area examined was Taylor Street which is currently set for construction over the next year. Barre Street, Main Street, and the parking lot at 60 State Street were also looked at in that planning process. The second project on the horizon is the Rialto Bridge reconstruction. Whenever that project is ready to go, part of State Street would need to be closed for a time making streetscape improvements easier than other times when the road is open. Finally, there is a discussion of Tax Increment Financing to support downtown projects. One of the most common uses of those funds is to make streetscape improvements. As we are now working on an application it would make sense for the city to have a process where the public can participate in how our downtown should be changed to make the sidewalks more vibrant and streets safer.

SUPPORTING DOCUMENTS: A resolution has been attached for signing.

INTERESTED PARTIES: DPW, Montpelier Alive

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. J. [unclear]".

Municipal Resolution for Municipal Planning Grant

WHEREAS, the Municipality of the **City of Montpelier** is applying for funding as provided for in the FY18 Budget Act and may receive an award of funds under said provisions; and

WHEREAS, the Department of Housing and Community Development may offer a Grant Agreement to this Municipality for said funding; and

WHEREAS, the municipality is maintaining its efforts to provide local funds for municipal and regional planning purposes or that the municipality has voted at an annual or special meeting to provide local funds for municipal and regional planning purposes,

Now, THEREFORE, BE IT RESOLVED

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to match funds if the request is over \$8,000 (over \$15,000 for consortia);
2. That the Municipal Planning Commission recommends applying for said Grant;

Leslie Welts
(Planning Commission Chair)

(Signature)

- 3a. That William Fraser , City Manager who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is a Select Board Member, the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal/ Authorizing Official (M/AO) for the Grants Management On-Line System, Intelligrants, and to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

(Alternate Authorizing Official for redundancy)

- 3b. That (Name)_____ Title_____

who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or a Select Board Member, is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal/ Authorizing Official (M/AO) for the Grants Management On-Line System, Intelligrants, and to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

- 3c. That Michael Miller, Director of Planning & Community Development is hereby designated as the Grant Administrator, the person with the overall Administrative responsibility for the Municipal Planning Grant program activities related to the application, and any subsequent Grant Agreement provisions.

Passed this 27th day of September, 2017.

LEGISLATIVE BODY*

(name)

(signature)

Mayor John Hollar	
Dona Bate	
Jean Olson	
Justin Turcotte	
Ashley Hill	
Anne Watson	
Rosie Kruger	

INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be typed on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g., Board of Selectmen), and the name and title of the Municipal/Authorizing Official(s) (M/AOs); and the Grant Administrator.
- B. Following formal adoption, the Resolution must be signed by a majority of the legislative body. The Chair of the Planning Commission must also sign upon endorsement by vote of the Planning Commission.
- C. This form must be either uploaded to the online application or grant, or mailed to:

Municipal Planning Grant Program
Department of Housing and Community Development
One National Life Drive, Sixth Floor
Montpelier, VT 05620-0501
- D. If mailed, an electronic copy of the submitted Resolution document will be uploaded by DHCD staff and available online.
- E. Please note that the designated Municipal/Authorizing Official(s) and Grant Administrator must also [register for an account](#) in the online grants management system, if they have not done so already, before the application can be considered complete.

CONSORTIUM APPLICATIONS:

- E. For consortium applications, each municipality must complete a separate Resolution form. All municipalities must designate the same Municipal/Authorizing Official(s) and grant Administrator.



CITY COUNCIL Agenda Item #17-284

Date: September 27, 2017

Consent ☐ **Discussion** ☒ **Time Sensitive** ☐

SUBJECT: Appointments to the Planning Commission

SUBMITTING DEPARTMENT: City Manager's office

RECOMMENDED ACTION: Make appointments to fill two, 2-year terms on the Planning Commission

RELATED COUNCIL GOAL/PRIOR ACTION: N/A

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: No legal requirements; Council makes appointments to fill vacancies on City Boards and Commissions

BACKGROUND INFORMATION: Jon Anderson and Tina Ruth's 2-year seats are set to expire. Both were originally appointed in 2010. Staff advertised for these seats and received responses from the following:

Tina Ruth, Elm Street
Jon Anderson, East State Street
Tony Snow, Sherwood Drive
Stephanie Smith, Charles Street

Current Member Name	Term	Expiration Date	Initial Year of Appointment
Jon Anderson	2	10/09/2017	2010
Tina Ruth	2	10/09/2017	2010
Leslie Welts, Chair	2	08/25/2018	2014
Kirby Keeton	2	08/25/2018	2011
Kimberly Cheney, Vice Chair	2	08/25/2018	2011
John Adams	2	08/25/2018	2014
Barbara Conrey	2	03/25/2019	2015

SUPPORTING DOCUMENTS: Letters of interest from applicants

INTERESTED PARTIES: City Council; Applicants; Planning Department; Planning Commission Members

CITY MANAGER'S APPROVAL:

See all

Jamie Granfield

From: Tina Ruth <tinapruth@gmail.com>
Sent: Tuesday, August 29, 2017 8:32 PM
To: Dona Bate; Ashley A. Hill; Rosie Kreuger; Jean Olson; Justin Turcotte; Anne Watson; John Hollar
Cc: William Fraser; Sandy Pitonyak; Jamie Granfield; Michael Miller
Subject: Reappointment to Planning Commission

Dear Mayor Hollar, Members of the City Council, City Manager and Staff,

My term on the Montpelier Planning Commission ends in September, and I am writing to ask the Council to consider reappointing me for another two year term.

I have been a member of the Planning Commission since 2010, shortly before the adoption of the 2010 Montpelier Master Plan.

I have owned my house on Elm Street since 1999, although I was in and out of it until 2008. After I settled in to living in Montpelier, I learned in 2010 of a vacancy on the Commission, applied for it, and was fortunate enough to be appointed.

I applied for it because I had worked for the VT Department of Housing and Community Affairs, in the Planning Division from 1989 until about 1995, and as the Department's lawyer from then until I retired in 2000. I was always interested in both municipal and regional planning, so I was very happy to be appointed to do something for this city that I really love living in. I was later appointed to represent the city on the CV Regional Planning Commission, until about a year ago, when I resigned from CVRPC.

During this time, the Commission completed and recommended that the Council adopt the 2010 Master Plan, the Planning Commission made various changes to the flood control regulations, among other things, and then embarked on the very long process of devising new proposed Montpelier Unified Development Regulations, commonly called the new proposed zoning regulations, to carry out the new Master Plan.

While you continue your hard work on reaching a decision about the proposed zoning regulations, the Commission has undertaken the second re-adoption of the 2010 plan, following the raising of questions about the first re-adoption process in 2015. With the very able help of Planning and Development Director Mike Miller and his staff, we are adding certain elements required by new statutes, and updating information and the status of some of the goals. Mike is proposing to reorganize the goals in ways that I believe you and Montpelier residents will find more realistic and helpful. We are also straightening out the confusion in the 2015 re-adoption caused by the unexpected differences between the two same-dated versions in different formats of the adopted 2010 Master Plan.

The Planning Commission members and Planning and Development staff have been working intensively and very well together for the past several years. I realize the process has been very long and complicated, but I do believe that both the Planning Commission and Mayor Hollar and the Council members are well versed in the issues reflected in the Plan and enabled in the proposed zoning regulations.

I believe that the most efficient way to conclude the process is to re-appoint the two Planning Commission members whose terms expire in September. Jon Anderson has been a very thoughtful and productive member the Commission for many years, and I hope he will seek re-appointment too.

Thank you for the opportunity to have served on the Montpelier Planning Commission, and for your attention.

Sincerely, Tina Ruth



PRIMMER PIPER
EGGLESTON &
CRAMER PC

JON T. ANDERSON
ADMITTED IN VT
janderson@primmer.com
TEL: 802-864-0880
FAX: 802-864-0328

30 Main Street, Suite 500 | P.O. Box 1489 | Burlington, VT 05402-1489

September 13, 2017

Jamie Granfield
City of Montpelier - City Manager's Office
City Hall - 39 Main Street
Montpelier, VT 05602

Re: Letter of Intent Regarding City of Montpelier Planning Commission

Dear Jamie:

Please accept this letter as notice of my interest in being appointed for another term on the City of Montpelier Planning Commission. I am enclosing a copy of my resume.

Very truly yours,

Jon Anderson

JTA/alb

Enclosure



PRIMMER PIPER
EGGLESTON &
CRAMER PC



Jon Anderson

Of Counsel- Burlington, VT

Phone: (802) 862-0500

Email: janderson@primmer.com

Jon Anderson concentrates his practice in Zoning, Act 250, Environmental permitting, Environmental clean-up, Real Estate, Complex property valuation, Title Insurance, Land Use and Environmental Litigation in Vermont. He has developed his practice to meet the needs of his widespread clientele throughout the state.

Jon's experience in Zoning and Real Estate extends over 37 years and has positioned him to understand Vermont's unique real estate landscape and be able to obtain the best business result for his client including the expeditious resolution of permitting issues for a wide variety of facilities such as banks, shopping centers, other retail operations and housing developments.

He received his J.D. from Yale University and his B.S./Ch.E from Worcester Polytechnic Institute, where he received the Salisbury Award, the highest distinction given to graduating students in each discipline.



**PRIMMER PIPER
EGGLESTON &
CRAMER PC**

Practice Areas:

- Environmental & Land Use
- Insurance
- Real Estate

Notables:

- Appointed by Governor Kunin to Technical Advisory Committee on Solid Waste for the State of Vermont and to the Blue Ribbon Task Force on Hazardous Waste of which he was chosen Chair
- Interim Counsel to the Governor, 1990-1991
- Montpelier Planning Commission, 1985-1988, 2011-
- Vermont Bar Association's Environmental Law Committee, Vice Chair, 1995-1998, Chair, 1998-2001
- Vermont House of Representatives (on the Water Resources Committee), Member, 2007-2008
- Judge Advocate General Officer for the Vermont State Guard, 2008-

Publications:

- Decision Analysis in Environmental Decision-making: Improving the Concorde Balance, 5 Columbia Journal of Environmental Law 156 (1978)
- Environmental Enforcements, Vermont Bar Journal & Law Digest, October 1995
- Planning and Zoning Chapter Environmental Law Practice Manual, Vermont Bar Association (1st ed. 1998), (2nd ed. 2006)
- Law and Land Development in Vermont (1st ed. 2002), (2nd ed. 2006)
- A Commentary on the Permit Reform Bill, Vermont Bar Journal and Law Digest, Summer, 2004
- Land Use Litigation is Different, Vermont Bar Journal and Law Digest, Winter 2005-2006
- Approaches to Off-Site Mitigation of Agricultural and Forestry Soils, Vermont Environment Monitor, February 2005
- Recent Act 250 Decisions Threaten To Reduce Local Control, VLCT News



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- Environmental Enforcements, The Vermont Bar Journal & Law Digest, October 1995
- Reopening Permit Threatens Land-Use Process, The Burlington Free Press, August 20, 1998
- It's "Sprawl" in the Eye of the Beholder, New England's Environment, June 1999
- Changes to Regional Plan Could Strangle Development, Vermont Business Magazine, November, 1999
- Imprecise Tool for Measuring Sprawl Produces Misleading Results, AIV News & Views, January 14, 2000
- There Are Some Ways Vermont Can Respond To Sprawl, The Burlington Free Press, June 16, 1999
- Two Views On Making Local Plans Work For Towns In The Act 250 Process, VLCT News, February 2000
- Legislators Challenged To Thoughtful Permit Reform, The Burlington Free Press, December 20, 2000
- Defining the Limits of Act 250 Jurisdiction, The Vermont Bar Journal, Spring 2005
- Vermont's Revised Water Clean-Up Law, Vermont Business Magazine, September 2015
- S.123 Should Be Defeated, The Vermont Bar Journal, Fall 2015

Scholarly Lectures:

- Major Land Use Laws, NBI, January, 1995
- Land Use Law Update in Vermont, NBI, July 27, 1995
- Major Land Use Laws, NBI, March 22, 1996
- Land Use Law Update in Vermont, NBI, September 18, 1996
- Lead Paint Hazard, VT Bankers Association, October 17, 2006
- Major Land Use Laws in Vermont, NBI, March 27, 1997
- Advanced Real Estate Law in Vermont, NBI, December 2, 1997
- Advanced Real Estate Law in Vermont, NBI, December 8, 1998
- Major Land Use Laws in Vermont, NBI, August 18, 1999
- Advanced Real Estate Law in Vermont, NBI, February 1, 2000
- Land Use Law Update in Vermont, NBI, May 17, 2000



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- Major Land Use Laws in Vermont, NBI, December 15, 2000
- Land Use Law Update in Vermont, NBI, November 30, 2001
- Issues Affecting Brownfields Development Projects In Vermont, Lorman Education Service, December 3, 2002
- Zoning and Land Use in Vermont, Lorman Education Services, November 12, 2002
- Land Use Law Update in Vermont, NBI, November 13, 2002
- Contaminated Property Transactions Seminar, NBI, October 2-3, 2002
- Major Land Use Laws in Vermont, NBI, May 6, 2003
- Practical Guide to Zoning and Land Use Law in Vermont, NBI, August 18, 2003
- Zoning and Land Use in Vermont, Lorman Education Services, November 13, 2003
- Vermont Land Use: Current Issues in Subdivision and Zoning Law, NBI, April 29, 2004
- Permit Reform, Stormwater and other Hot Topics in Environmental Law, VT Bar Association, May 27, 2004
- Basic Skills in Vermont Practice and Procedure, VT Bar Association, October 28, 2004
- Zoning and Land Use Law, Lorman Education Services, February, 2005
- Rural Land Use Issues in Vermont, NBI, May 18, 2005
- How To Address Zoning, Act 250 and Other Environmental Issues in Assembling Complex Real Estate Deals in Vermont, NBI, August 31, 2005
- Zoning and Land Use in Vermont, Lorman Education Services, December 1, 2005
- Advanced Zoning and Land Use, Lorman Education Services, April 11, 2006
- Complying with Vermont Land Use Laws and Regulations, NBI, May 10, 2006
- Resolving Real Estate Title Defects, NBI, November 15, 2006
- Examining and Resolving Title Issues, NBI, December 5, 2006
- Land Use and Zoning Law Litigation, NBI, February 13, 2007
- Zoning and Land Use Law, NBI, June 12, 2007
- Advanced Zoning and Land Use, Lorman Education Services, March 29, 2007
- Plat and Subdivision Law in Vermont, Lorman Education Services, November 11, 2008
- Trends in Water Regulation, Vermont Association of Commercial Real Estate Brokers
- Land Use and Zoning Law, NBI, April 13, 2009



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- Title Law in Vermont, NBI, May 11, 2009
- Real Estate Closings A-Z, NBI, June 11, 2009
- VBA CLE for Military Family Law, July 28, 2009
- Advanced Title Insurance Issues, NBI, March 31, 2010
- Real Estate Law: Advanced Issues and Answers, NBI, June 28, 2010
- Handling Real Estate Transactions With Confidence, NBI, March 31, 2011
- Top 10 Title Defects-Cured, NBI, June 18, 2012
- Advanced Issues in Real Estate Law, NBI, March 15, 2012
- Title Workshop: From Examination to Commitment, NBI, February 5, 2013
- Title Law In Vermont, NBI, March 3, 2014
- Handling Real Estate Transactions With Confidence, NBI, June 12, 2014
- Advanced Issues in Real Estate Law, NBI, March 5, 2015
- Environmental and Regulatory Seminar, AIV, August 13, 2015
- Surveys, Plats, Historical Records, Legal Descriptions & Title Insurance, NBI, March 2, 2016
- Title Law Boot Camp, NBI, June 9, 2016
- Land Use from Start to Finish, NBI, December 5, 2016

Other Community Service:

- Board of Trustees of the Vermont Arts Council, Member, 1992-1996
- Vermont Lodging & Restaurant Association, Member, Treasurer, 1992-1998, Vice President, 1997-1998
- Montpelier Downtown Community Association, Board Member, 1999-, Chair, 2003-2005 and 2014-2015
- Pyralisk Arts Center, Board Member, 2000-, Secretary, 2000-2004, Treasurer, 2004-
- Montpelier Travel Information Council, Chair, 1996-2005
- Committee to develop a transit center and park in downtown Montpelier, Chair, 2002-2012
- Montpelier City Council (three terms as President), 1988-1996
- Vermont Board of Architects (by gubernatorial appointment), 1999-2000
- Central Vermont Chamber of Commerce, Member, 1996-, President, 1998-2000
- White House Conference on Travel & Tourism, 1997



**PRIMMER PIPER
EGGLESTON &
CRAMER PC**

- Central Vermont Economic Development Corp., Board Member, 2014-
- Vermont House Member, 2007-2008

Honors & Awards:

- Designated by Best Lawyers in the field of environmental law
- Martindale-Hubbell AV Rating
- Vermont Innkeeper of the Year – 2000
- One of four smartest legislators – 2008
- Designated by Best Lawyers as Vermont Land Use and Zoning Law Lawyer of the Year

September 19, 2017

To Whom It May Concern:

My name is Tony Snow and I would like to be considered for a seat on the Montpelier Planning Commission. As a resident of Montpelier, owning a house at 414 Sherwood Dr., my partner and I are very interested in the future planning of our community. Currently I am a school teacher at Walden School, with my Masters degree from the University of Vermont.

I believe I have experience that would allow me to hopefully play a beneficial role on the commission. I have formerly worked as a Transportation Planner for the State of California, tasked specifically for working with California's 111 federally recognized tribes. I have also worked closely with the Federal Highway Administration as well as the Bureau of Indian Affairs on planning projects throughout the state. I have passed California's Transportation Planner examination for promotion to Associate Transportation planner, and have versed myself in complete streets, zoning practices, multimodal transportation, and city, county, and statewide master planning. I have also had the opportunity to work in community planning with the Center for Indian Community Development, as well as the Humboldt Area Foundation, working on projects around place making, and community building.

As a newer member of the Montpelier community I have been seeking to find ways to participate more in my community. I would be coming to the commission with the intention of listening to community needs, paying attention to city and statewide policy, and collaborating with others on the commission to ensure that we are making the best decisions for the future of our city.

Thank you for the consideration,

Tony Snow

414 Sherwood Dr.
Montpelier, VT 05602
707-496-8669
tonysnowvt@gmail.com

Tony Snow

414 Sherwood Dr.
Montpelier, VT 05602
707-496-8669
tonysnowvt@gmail.com

Recent Relative Professional Experience

2017- present Walden School Walden, VT
6-8 Humanities

2016-2017 Edmunds Middle School Burlington, VT

Full time Student Intern

- Worked on a team with over 80 7th/8th grade students from diverse backgrounds including ELL, New American, 504, IEP, as well as students who are high achieving.
- Used educational models to create effective lesson plans including: SAMR, UDL, Universal Design, ZPD.
- Participated in team meetings, 504, EST, IEP meetings, staff development days, as well as weekly staff meetings. I am familiar with canvas grading system, and Google applications, which we use throughout the school.

2015-2016 Sara Holbrook Teen Center Burlington, VT

Director

- Supervise a staff of 9 to provide a safe community for one of the largest after school programs in Burlington.
- Outreach to New American, low income, and generational Vermonters to grow program from an average daily attendance of 25 participants to an average daily attendance of 70 participants, with a record of over 350 unduplicated participants.
- Successfully written and received several grants to create new leadership programs for middle and high school participants. Written and received grants to create a resource computer lab for participants, as well as grants to support summer adventure programs for New American youth.

2012-2014 Rock Point School Burlington, VT

Residential Educator

- Live in position for a private, non-profit, boarding school with 30+ students who have not had success in traditional learning environments. A majority of our students are working through learning and emotional struggles (anxiety, ADD, depression, etc).
- Work to provide a safe learning environment for my students, strive to listen so that students speak, and speak so that students listen.
- Advise students in healthy living, and positive educational habits. I work to build a strong relationship with my students to make sure that their educational needs are met, and that I can help them develop their strengths, and recognize their weaknesses.
- Teach Health and Wellness classes dealing with topics ranging from healthy coping mechanisms to dealing with stress. I often substitute teach for Math, History, Art, and English classes. Team-taught theater program during the spring and summer program.
- Plan and lead weekend activities (known as Tony's Adventures), major activities (water rafting, camping, Boston trips, etc), study halls, detentions, work crews, and all things related to living in a community.

2010-2012 Department of Transportation Sacramento, CA

Native American Liaison, Transportation Planner

- Worked with the 109 Federally Recognized Tribes of California on transportation, pedestrian safety, environmental justice, and grant related issues.
- Provided expertise and advocate for the Department's efforts concerning government-to-government relationships with Native American Tribal Governments and Native American groups.
- Responsible for completed staff work including analyzing issues and developing recommendations, completing federal and state legislative analysis, implementing and managing contracts, and acting as the contact for planners on tribal related issues.

- Assist Tribal governments with grant related issues. Review and analyze federal and state grants to provide resources to Tribes to assist them in applying for and obtaining grants.
- Review grant applications, contracts, close outs, and final projects for both Tribal and non-Tribal related grants for the Environmental Justice grant and Community Based Transportation Planning grants program. This is a \$6 million program.

Education

University of Vermont

Burlington, VT

2017 Masters of Arts in Teaching: Middle Level Social Studies

- One year, intensive Masters program. First semester 3 days a week, second semester full time.
- Courses including Foundations of Special Education; Teaching Pedagogy; Content literacy; Adolescent Learning, Behavioral, and Cognitive Development.
- Critical Friends Group practices.
- Practices in: unit writing, school advocacy, advisory.

Humboldt State University

Arcata, CA

2009 Bachelor of Arts Degree: History

- Majored in History.
- Presented thesis on the black market economies of Soviet Russia.
- Attended and presented at Political Science and History conferences.
- Trained in historical research and writing.
- Educated on the subjects of: Political Economies, Environmental Law, Political Advocacy, Colonial Latin America, Colonial and Modern US History, US Foreign Relations and Soviet History.

2006 Panetta Institute for Public Policy

Monterey, CA

- Invited to study in Leon Panetta's Leadership Training Seminar.
- Trained in Leadership, decision-making, research, and policymaking.

Trainings (days)

- (6) Cross Cultural Communication, Mediation – Indian Dispute Resolution Services
- (3) Principals of Tribal Consultation – Archaeological and Cultural Education
- (7) Grant Writing – Grantsmanship Center
- (14) Transportation Planning **and** Field Academy – Dept. Transportation
- (2) People Improving Communities through Organizing – PICO
- (30) Community Emergency Response Team – Humboldt State University
- (4) National Rural Youth Assembly – National Rural Assembly

Honors and Certifications

- Recipient of Tim Sampson Memorial Student Internship.
- Participant in the Panetta Institute for Public Policy, 2006.
- Participant in the National Rural Youth Assembly Santa Fe, 2010.
- Success in Education awarded by Educational Talent Search of Humboldt State University.
- Elected President of the Associated Students of Humboldt State.
- Elected Environmental Affairs Representative for the CSU.
- Appointed to the Chancellors Sustainability Advisory Committee.
- Co-Founder of Books Building Bridges, an organization that helped to rebuild children's libraries in Mississippi after Hurricane Katrina.
- Certified in CPR and Lifeguard: 'Standard First Aid' and 'CPR/Adult/Child'
- Trained grant writer by the Grantsmanship Center.
- Community Emergency Response Team (CERT) member.

September 20, 2017

Montpelier City Council
Montpelier, Vermont

Re: Planning Commission Vacancy

Montpelier City Council Members,

I am writing to express my interest in becoming a member of the Montpelier Planning Commission. Unfortunately, I'm unable to attend the upcoming City Council meeting, but I appreciate your time and consideration in reviewing my resume. In the event there is not an opening at this time, I would kindly ask to stay on your radar and be considered for any upcoming openings.

In my current role as the Hazard Mitigation Planner with Vermont Emergency Management, I work with municipalities and Regional Planning Commissions to develop Local Hazard Mitigation Plans and I assist in the administration of several FEMA mitigation grant programs. I am currently coordinating a statewide planning effort to increase resiliency in Vermont as we adapt to a changing climate.

I appreciate your consideration and hope that you will allow me to serve the City of Montpelier on the Planning Commission now or at some point in the future.

Best,

Stephanie A. Smith, MUPP

Stephanie A. Smith

6 Charles Street Montpelier, VT 05602 | stephsmith11@gmail.com | 920-606-9979

EDUCATION

University of Illinois at Chicago | Masters in Urban Planning and Policy, 2013

Community Development Concentration, GPA: 3.84

University of Wisconsin at Milwaukee | Bachelors in Architecture, Minor in Psychology, 2011

Honors Degree, Graduated Cum Laude, GPA: 3.60

John Cabot University Rome, Italy | Study Abroad in Historic Preservation, Summer 2009

WORK EXPERIENCE

Hazard Mitigation Planner | Vermont Emergency Management | June 2016-Present

- Provide statewide support to municipalities and Regional Planning Commissions in developing Local Hazard Mitigation Plans and receiving FEMA approval.
- Coordinate the 2018 State Hazard Mitigation Plan update process.
- Assist the State Hazard Mitigation Officer in the administration of the Pre-Disaster Mitigation and Hazard Mitigation Grant Programs.

Farm to Plate Network Assistant | Vermont Sustainable Jobs Fund, Montpelier, VT | September 2014-June 2016

- Provided logistical and administrative support to Farm to Plate Network groups and Network leadership.
- Managed the logistics and planning of the annual Network Gathering and other special events.
- Maintained the Farm to Plate website, including managing content and assisting users.
- Assisted the Farm to Plate Network in implementing a project management approach.

Community Engagement Coordinator A*VISTA | Central Vermont Regional Planning Commission, Montpelier, VT | September 2013-September 2014

- Developed community outreach tools and projects for the 2016 Regional Plan update.
- Reviewed town plans for regional approval and conformance with state statute.
- Gathered data and performed analysis for the Central Vermont regional data profile.
- Assisted municipalities with data gathering for town plan updates and reviewed plan sections.
- Developed marketing materials for the Regional Plan, including website, newsletter and branding.

Planning Intern | Wicker Park Bucktown Chamber of Commerce, Chicago, IL | May 2012-May 2013

- Supported programming for the Special Service Area taxing district.
- Managed a weekly farmers market and provided support for neighborhood promotional events.
- Created and edited content on the Chamber website and membership database.

Planning Intern | Greater North Michigan Avenue Association, Chicago, IL | August 2011-December 2011

- Researched, designed and edited the "By the Numbers" report for the GNMAA area.
- Performed administrative duties including survey creation and member mailings.

SOFTWARE KNOWLEDGE

Program Skills

Microsoft Office Suite, Adobe Illustrator, Adobe InDesign, Adobe Photoshop, ArcGIS, Google SketchUp

Additional Skills

Wordpress, Constant Contact, MailChimp, Survey Monkey, Eventbrite, Social Media, Web Content and Design

ORGANIZATIONS

Northfield Street Community Garden Member, 2014-Present and Plot Manager, 2015-Present

Purple Asparagus Corks and Crayons Event Planning Committee Member, 2012-2013

American Planning Association Member, 2011-2013

Urban Planning and Policy Student Association Member, 2011-2013

American Institute of Architecture Students Member, 2007-2011



CITY COUNCIL Agenda Item #17-285

Date: September 27, 2017

Consent ☐ **Discussion** ☒ **Time Sensitive** ☐
(outlined below)

SUBJECT: Second Reading for Amendments to Chapter 8, Article II, Dog Ordinance. (Postponed from September 13th meeting)

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Vote to adopt proposed amendments

RELATED COUNCIL GOAL/PRIOR ACTION: F: Quality of Life. Address dog concerns in a balanced manner, consider revised ordinance.

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Conduct two readings of proposed amendments. Vote whether to adopt proposed amendments with or without any changes.

BACKGROUND INFORMATION: In response to resident complaint following an incident where a dog killed a cat, the City Council asked that the dog ordinance committee (who had recommended amendments last year which were adopted) revisit the ordinance for further changes. At their August 23rd meeting, Council approved amendments. Since that meeting, two changes have been made (see attached document. Further changes in red).

SUPPORTING DOCUMENTS: Dog ordinance as passed with two proposed amendments in red; Enforcement amendment proposed by Montpelier PD and Community Justice Center.

INTERESTED PARTIES: Dog owners, residents, City Council

CITY MANAGER'S APPROVAL:

Susan Allen

**MONTPELIER NOTICE
ORDINANCE AMENDMENT**

To amend the Montpelier City Code of Ordinances, by the following revisions to Chapter 8, Animals and Fowl, Article II, Dogs:

ARTICLE II. DOG CONTROL ORDINANCE

Sec. 8-200. ORDINANCE INDEX.

- Definitions
- Licensing
- Running at Large
- Penalties
- Duties of Police Officers and Persons Having Control of Impounding
- Conditions of Release
- Dogs as a Nuisance
- At Risk Dogs
- Dangerous Dogs
- Animal Control Committee Review and Appeal Process for Dangerous Dogs
- Defecation
- Repeal of Conflicting Ordinances
- Separability of Provisions
- Effective Date

Sec. 8-201. DEFINITIONS.

1. "Owner" shall mean any person or persons, firm, association, or corporation owning, keeping or harboring a dog.
2. "Run at large" shall mean any dog that is off the premises of the owner and not:
 - a. on a leash if on a City street, sidewalk or bike/recreation path;
 - b. clearly under the verbal or non-verbal control and in sight of the owner who has a leash in their possession, when not on a City street, sidewalk or bike/recreation path;
 - c. in a vehicle; or
 - d. on the premises of another person with that person's permission, i.e., hunting with the owner
3. "Nuisance" shall mean any dog that:
 - a. chronically disturbs the quiet, comfort and repose of others by barking, whining, calling, or howling for a continuous period of twenty (20) minutes or more. This regulation shall not apply to dogs in a kennel/boarder facility which has received a zoning permit under the City's Zoning Regulations.
 - b. damages property of another person.
 - c. The provisions of this section and section 8-203 pertaining to running at large and disturbing the quiet, comfort and repose of others shall not apply to working farm dogs if:
 1. The working farm dog is barking in order to herd or protect livestock or poultry or to protect crops; or
 2. The working farm dog is running at large in order to herd or protect livestock or poultry or to protect crops.
4. "At Risk" shall mean any dog, regardless of breed, breeding, type or appearance, which, when unprovoked:

- a. On two separate occasions within 36- month period engages in any behavior that requires a defensive action by a human or domestic animal to prevent bodily injury.
 - ~~b. Acts in a highly aggressive manner, when unprovoked, within a fenced yard or enclosure and appears to be able to jump over or escape.~~
 - c. Inflicts minor injuries on a person through direct contact.
 - d. Causes damage to personal property as a result of aggressive behavior
 - e. Aggressively chases or charges ~~off leash~~ another domestic pet or person
 - f. Vocalization or barking, without more, shall not cause a dog to be deemed of a highly aggressive manner.
- 5. "Dangerous" shall mean any dog, regardless of breed, breeding, type or appearance, which, when unprovoked:
 - a. Kills, seriously bites, or inflicts serious injury upon a domestic animal
 - b. Inflicts injury on person which requires medical attention
 - c. Inflicts severe injury on or kills a human being
 - i) severe injury means any physical injury to a human being that results in muscle tears or disfiguring lacerations or requires multiple sutures or corrective or cosmetic surgery.
- 6. "Animal Control Committee" shall mean a committee appointed by the city council for the purpose of determining a recommended course of action for dogs with multiple violations after sufficient police investigation in order to maintain public safety consistent with provisions of this ordinance. The committee shall be composed of 5 individuals: the Health Officer, the Police Chief or designee, and 3 individuals which will include 2 dog advocates (veterinarian, veterinary behaviorist, certified animal behaviorist) appointed by the City Council. In the event that qualified volunteers are not available, the City will contract with professionals to fill the dog advocate positions.
- 7. Offenses are specific to the individual dog involved in an incident, so that incidents may be considered cumulatively even if the "owner" is different at the time of different incidents. Additionally, any dog "owner" involved in multiple incidents may have those incidents considered cumulatively under this ordinance, even if each incident involves a different dog.
- 8. These definitions shall not apply if the dog was protecting or defending itself, was in reaction to pain or an injury, protecting its offspring, another domestic pet or animal or a person, or protecting its owner's property from attack or assault, or the person attacked or threatened by the dog was engaged in teasing, tormenting, battering, assaulting, injuring or otherwise provoking the dog.

Sec. 8-202. LICENSING.

No dog shall be kept within the limits of the City of Montpelier, County of Washington, State of Vermont, unless such dog shall have been licensed by its owner in accordance with the statutes of the State of Vermont. Dog license fees shall be set at \$5 above the amount set by the State of Vermont.

Sec. 8-203. RUNNING AT LARGE PROHIBITED.

It shall be unlawful for the owner of any dog to permit such dog to run at large.

Sec. 8-204. PENALTIES FOR RUNNING AT LARGE.

The penalties for violation of this section shall be as follows:

1st Offense in a 12 month period Formal warning

2nd Offense Completion of a restorative process with the Montpelier Community Justice Center (MCJC). Completion to be certified by the MCJC. Failure to participate in or complete the restorative process is a \$200 fine.

3rd Offense Completion of a restorative process with the MCJC and a \$200 fine. Completion to be certified by the MCJC. Failure to participate in or complete the restorative process is a \$400 fine.

4th Offense \$400 fine for each subsequent violation and referral to Animal Control Committee

Sec. 8-205. DUTIES OF POLICE OFFICERS AND PERSONS HAVING CONTROL OF IMPOUNDING.

Any police officer, including special police officers or dog catchers within the city of Montpelier, shall have the authority to seize, impound or restrain any dog kept in violation of this ordinance and deliver such dog to the person or organization duly authorized or contracted to have control of impounding. If the owner of such dog is known or can be located with reasonable diligence, then the person who has control of impounding shall personally notify the owner within three days of the receipt of such dog. If the owner of such dog is not known or cannot be located with reasonable diligence, then the person who has control of impounding shall post, within forty-eight hours of the time such person shall have taken such dog into his possession, written notice at City Hall in Montpelier, and on the City's website giving a description and photo image of the dog, stating where it is impounded, and the conditions for release. If the owner, within seven days after receiving notice or within seven days after notice has been posted, does not claim such dog, then the person having control of impounding shall dispose of the dog by sale, adoption, or euthanasia.

The person having control of impounding shall keep a record of every dog disposed of by sale or otherwise. Such record shall include (a) a description including a photo image which identifies the dog with reasonable certainty; (b) the manner of disposing of the dog; and (c) if the dog was transferred to another person, the name and address of the transferee. In addition, the transferee must sign a statement giving his name, address, and the date of delivery or receipt of the dog.

Any police officer may order a dog impounded or kept within the owner's residence pending resolution of the Animal Control Committee process.

Sec. 8-206. CONDITIONS OF RELEASE.

Before such dog may be transferred to another person, (a) such dog shall be vaccinated with anti-rabies vaccine, unless there is proof of vaccination within the previous year; (b) such dog must be licensed in accordance with the statutes of the State of Vermont; and (c) the transferee shall pay to the City Treasurer of Montpelier the total of the following charges.

\$150.00 transportation charge, plus

Vaccination charge, if required, plus
License fee, if required, plus
Daily rate set by impoundment area, when dog bite requires, according to State
Statute, impoundment of said dog for not less than 10 days.

Sec. 8-207. DOGS AS A NUISANCE.

The owner of a dog shall not allow their dog to create a nuisance.

Sec. 8-208. PENALTIES FOR NUISANCE DOGS.

The penalties for violation of this section shall be as follows:

Penalties:

1st Offense in 12 month period Formal Warning

2nd Offense Completion of a restorative process with the Montpelier Community Justice Center. Completion to be certified by the MCJC. Failure to participate in or complete the restorative process is a fine of \$200.

3rd Offense Completion of a restorative process with the MCJC and a \$200 fine. Completion to be certified by the MCJC. Failure to participate in or complete the restorative process is a fine of \$400.

4th and subsequent offense Referral to the Animal Control Committee for action.

Sec. 8-209. AT RISK DOGS.

The owner of a dog shall not allow their dog to behave in an 'at risk' manner.

Sec. 8-210. PENALTIES FOR AT RISK DOGS.

The penalties for violation of this section shall be as follows:

Penalties:

1st Offense Completion of a restorative process with the MCJC and a \$50.00 fine. Completion to be certified by the MCJC. Failure to participate in or complete the restorative process is a fine of \$400.

2nd and subsequent offense Referral to the Animal Control Committee for action.

Sec. 8-211. DANGEROUS DOGS.

The owner of a dog shall not allow their dog to behave in a dangerous manner. In order for the animal control committee to take action the victim must file a written complaint with the police department who shall investigate the incident. The written complaint must contain the time, date, place of the incident, and any other facts that may assist the investigation. Upon investigation, the police department may then refer the incident to the animal control committee. The animal control committee, within 7 days of receiving the complaint, shall set a time for a public hearing to determine whether the dog shall be deemed dangerous and to recommend corrective action. The committee will make all

reasonable efforts to contact the owner and the victims and provide them with a copy of the complaint and time/date of the hearing.

Sec. 8-212. PENALTIES FOR DANGEROUS DOGS.

If the dog is deemed dangerous by the Animal Control Committee, the committee shall, in writing, recommend an order to the city manager as the facts and circumstances of the case may require. The owner and victims will be immediately notified of the recommendation of the animal control committee and will have an opportunity to appeal pursuant to sec. 8-213.

Penalties:

1st & Subsequent Offenses:	Recommendation by the animal control committee not limited to muzzling, confining, or euthanizing the dog. Chaining the dog shall not be a remedy.
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Sec. 8-213. ANIMAL CONTROL COMMITTEE REVIEW AND APPEAL PROCESS FOR DANGEROUS DOGS

Prior to making any recommendation, the Animal Control Committee will receive information from the dog owner such as testimony, witnesses or other evidence if the dog owner wishes to present information. The Committee will, likewise, receive information from the citing officer and any affected parties. Any recommendation made by the animal control committee can be appealed to the city manager by either the owner or other affected parties. In the event that the city manager affirms euthanasia as the correct remedy, the decision may be appealed to the city council in a hearing open to the public.

Any recommendation for euthanasia made by the animal control committee shall only be made after the committee has consulted with a certified animal or veterinary behaviorist and that individual has determined euthanasia is the appropriate remedy.

The owner of the dog and victims of record must be notified immediately of all decisions made in the review and appeals process. If the owner or victims contests the decision, they may, within five days of receiving the notice of determination appeal the decision of the hearing entity to the Civil Division of the Superior Court, which shall consider the matter de novo. (VSA 20 sec 3550)

Sec. 8-214. DEFECATION.

The person in control of any dog which defecates in a public park, walkway, sidewalk, street, public way, playground, cemetery, school grounds, and state property shall remove such material immediately and dispose of it in a sanitary manner.

Sec. 8-215. PENALTIES FOR DEFECATION.

The penalties for violation of this section shall be as follows:

Penalties:

1st Offense:	\$50 fine
2nd Offense:	\$75 fine
3rd & Subsequent Offenses:	\$100 fine

Sec. 8-216. REPEAL OF CONFLICTING ORDINANCES.

All existing ordinances of the City of Montpelier are hereby repealed insofar as they may be inconsistent with the provisions of this ordinance.

Sec. 8-217. SEPARABILITY OF PROVISIONS.

It is the intention of the municipality that each separate provision of this ordinance shall be deemed independent of all other provisions herein, and it is further the intention of the municipality that if any provision of this ordinance be declared invalid, all other provisions thereof shall remain valid and enforceable.

Sec. 8-218. EFFECTIVE DATE.

This ordinance shall be effective 15 days after passage as per 702 (c) of the City Charter.

The Montpelier City Council approved the above Code of Ordinances amendment at the second public hearing/reading held as part of their meeting on August 10, 2016. The effective date is August 26 2016.

Note to Council and Mayor: If accepted, the ordinance will be re-numbered to reflect changes. MPD believes this clarifies that these are civil – not criminal – penalties, and the enforcement mechanism. These proposed changes reflect VLCT guidance on this issue.

Sec. 8-(number to be assigned) ENFORCEMENT

Violations of this ordinance (each section) shall be a civil matter which may be enforced in the Vermont Judicial Bureau in Washington County Superior Court at the election of the Chief of Police, or completion of a restorative process with the Montpelier Community Justice Center.

Violations enforced in the Judicial Bureau shall be in accordance with the provisions of 24 V.S.A. 1974a and 1977 et seq. For purposes of enforcement in Judicial Bureau, any enforcement officer shall have authority to issue tickets and represent the town at any hearing.

Violations enforced in the Superior Court shall be in accordance with the Vermont Rules of Civil Procedure. The town of Montpelier may pursue all appropriate injunctive relief.

Sec. 8-203. RUNNING AT LARGE PROHIBITED.

It shall be unlawful for the owner of any dog to permit such dog to run at large.

Sec. 8-204. PENALTIES FOR RUNNING AT LARGE.

The penalties for violation of this section shall be as follows:

1st Offense in a 12 month period Formal warning

2nd Offense A second offense of this provision shall be punishable by a fine of between \$150 and \$250. The waiver fine shall be \$200. No fine shall be levied if the owner completes a restorative process with the Montpelier Community Justice Center (MCJC). Completion to be certified by the MCJC.

3rd Offense A third offense in this provision shall be punishable by a fine of between \$350 and \$450. The waiver fine shall be \$400. The fine shall be reduced to \$200 if the owner completes the restorative process with the MCJC. Completion to be certified by the MCJC.

4th Offense \$400 fine for each subsequent violation and referral to Animal Control Committee.

Sec. 8-205. DUTIES OF POLICE OFFICERS AND PERSONS HAVING CONTROL OF IMPOUNDING.

Any police officer, including special police officers or dog catchers within the city of Montpelier, shall have the authority to seize, impound or restrain any dog kept in violation of this ordinance and deliver such dog to the person or organization duly authorized or contracted to have control of impounding. If the owner of such dog is known or can be

located with reasonable diligence, then the person who has control of impounding shall personally notify the owner within three days of the receipt of such dog. If the owner of such dog is not known or cannot be located with reasonable diligence, then the person who has control of impounding shall post, within forty-eight hours of the time such person shall have taken such dog into his possession, written notice at City Hall in Montpelier, and on the City's website giving a description and photo image of the dog, stating where it is impounded, and the conditions for release. If the owner, within seven days after receiving notice or within seven days after notice has been posted, does not claim such dog, then the person having control of impounding shall dispose of the dog by sale, adoption, or euthanasia.

The person having control of impounding shall keep a record of every dog disposed of by sale or otherwise. Such record shall include (a) a description including a photo image which identifies the dog with reasonable certainty; (b) the manner of disposing of the dog; and (c) if the dog was transferred to another person, the name and address of the transferee. In addition, the transferee must sign a statement giving his name, address, and the date of delivery or receipt of the dog.

Any police officer may order a dog impounded or kept within the owner's residence pending resolution of the Animal Control Committee process.

Sec. 8-206. CONDITIONS OF RELEASE.

Before such dog may be transferred to another person, (a) such dog shall be vaccinated with anti-rabies vaccine, unless there is proof of vaccination within the previous year; (b) such dog must be licensed in accordance with the statutes of the State of Vermont; and (c) the transferee shall pay to the City Treasurer of Montpelier the total of the following charges.

\$150.00 transportation charge, plus
Vaccination charge, if required, plus
License fee, if required, plus
Daily rate set by impoundment area, when dog bite requires, according to State Statute, impoundment of said dog for not less than 10 days.

Sec. 8-207. DOGS AS A NUISANCE.

The owner of a dog shall not allow their dog to create a nuisance.

Sec. 8-208. PENALTIES FOR NUISANCE DOGS.

The penalties for violation of this section shall be as follows:

Penalties:

1st Offense in 12 month period Formal Warning

2nd Offense A second offense in this provision shall be punishable by a fine of between \$150 and \$200. The waiver fine shall be \$200. No fine shall be levied if the owner completes a restorative process with the Montpelier Community Justice Center. Completion to be certified by the MCJC.

3rd Offense A third offense in this provision shall be punishable by a fine of between \$350 and \$450. The waiver fine shall be \$400. The fine shall be reduced to \$200 if the owner completes a restorative process with the MCJC. Completion to be certified by the MCJC.

4th and subsequent offense Referral to the Animal Control Committee for action.

Sec. 8-209. AT RISK DOGS.

The owner of a dog shall not allow their dog to behave in an 'at risk' manner.

Sec. 8-210. PENALTIES FOR AT RISK DOGS.

The penalties for violation of this section shall be as follows:

Penalties:

1st Offense A first offense in this provision shall be punishable by a fine of between \$350 or \$450. The waiver fine shall be \$400. The fine shall be reduced to \$50 if the owner completes a restorative process with the MCJC. Completion to be certified by the MCJC.

2nd and subsequent offense Referral to the Animal Control Committee for action.

Sec. 8-211. DANGEROUS DOGS.

The owner of a dog shall not allow their dog to behave in a dangerous manner. In order for the animal control committee to take action the victim must file a written complaint with the police department who shall investigate the incident. The written complaint must contain the time, date, place of the incident, and any other facts that may assist the investigation. Upon investigation, the police department may then refer the incident to the animal control committee. The animal control committee, within 7 days of receiving the complaint, shall set a time for a public hearing to determine whether the dog shall be deemed dangerous and to recommend corrective action. The committee will make all reasonable efforts to contact the owner and the victims and provide them with a copy of the complaint and time/date of the hearing.

Sec. 8-212. PENALTIES FOR DANGEROUS DOGS.

If the dog is deemed dangerous by the Animal Control Committee, the committee shall, in writing, recommend an order to the city manager as the facts and circumstances of the case may require. The owner and victims will be immediately notified of the recommendation of the animal control committee and will have an opportunity to appeal pursuant to sec. 8-213.

Penalties:

1st & Subsequent Offenses: Recommendation by the animal control committee not limited to muzzling, confining, or euthanizing the dog. Chaining the dog shall not be a remedy.

Sec. 8-213. ANIMAL CONTROL COMMITTEE REVIEW AND APPEAL PROCESS FOR DANGEROUS DOGS

Prior to making any recommendation, the Animal Control Committee will receive information from the dog owner such as testimony, witnesses or other evidence if the dog owner wishes to present information. The Committee will, likewise, receive information from the citing officer and any affected parties. Any recommendation made by the animal control committee can be appealed to the city

manager by either the owner or other affected parties. In the event that the city manager affirms euthanasia as the correct remedy, the decision may be appealed to the city council in a hearing open to the public.

Any recommendation for euthanasia made by the animal control committee shall only be made after the committee has consulted with a certified animal or veterinary behaviorist and that individual has determined euthanasia is the only appropriate remedy.

The owner of the dog and victims of record must be notified immediately of all decisions made in the review and appeals process. If the owner or victims contests the decision, they may, within five days of receiving the notice of determination appeal the decision of the hearing entity to the Civil Division of the Superior Court, which shall consider the matter de novo. (VSA 20 sec 3550)

Sec. 8-214. DEFECATION.

The person in control of any dog which defecates in a public park, walkway, sidewalk, street, public way, playground, cemetery, school grounds, and state property shall remove such material immediately and dispose of it in a sanitary manner.

Sec. 8-215. PENALTIES FOR DEFECATION.

The penalties for violation of this section shall be as follows:

Penalties:

- | | |
|--|---|
| 1st Offense: | A first offense shall be punishable by a fine of between \$25 and \$75. The waiver fine shall be \$50. |
| 2nd Offense: | A second offense shall be punishable by a fine of between \$50 and \$100. The waiver fine shall be \$75. |
| 3rd & Subsequent Offenses: | A third and subsequent offense shall be punishable by a fine of between \$50 and \$150. The waiver fine shall be \$100. |

Sec. 8-216. REPEAL OF CONFLICTING ORDINANCES.

All existing ordinances of the City of Montpelier are hereby repealed insofar as they may be inconsistent with the provisions of this ordinance.

Sec. 8-217. SEPARABILITY OF PROVISIONS.

It is the intention of the municipality that each separate provision of this ordinance shall be deemed independent of all other provisions herein, and it is further the intention of the municipality that if any provision of this ordinance be declared invalid, all other provisions thereof shall remain valid and enforceable.

Sec. 8-218. EFFECTIVE DATE.

This ordinance shall be effective 15 days after passage as per 702 (c) of the City Charter.

The Montpelier City Council approved the above Code of Ordinances amendment at the second public hearing/reading held as part of their meeting on August 10, 2016. The effective date is August 26 2016.



CITY COUNCIL Agenda Item #17-283(e)

Date: September 27, 2017

Consent X Discussion ____

SUBJECT: Request to extend closure of State Street until 7 p.m. on Saturday, Oct. 7 for Walk and Ride event.

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Act on State Street closure proposal.

RELATED COUNCIL GOAL/PRIOR ACTION: Develop a healthy and welcoming community; Council has already approved closing State Street from 6 a.m. until 2:30 p.m. on Oct. 7 for the Farmers Market event.

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Sustainable Montpelier Coalition has received City Council approval to close State Street from Main Street to Elm Street from 6 a.m. until 2:30 p.m. on three Saturdays: Sept. 23, Sept. 30 and Oct. 7. The event on Sept. 23 was successful: set up and break down went smoothly, the Farmers Market was crowded with city residents and tourists. The Coalition would like to extend the closure on Oct. 7 until 7 p.m. to host a Plein Air Artists event, a stage with musicians in half-hour shifts, and children's events.

SUPPORTING DOCUMENTS: Letter of request and application, Walk and Ride info-sheet with signatures from business owners,

INTERESTED PARTIES: City, Sustainable Montpelier Coalition.

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. Hoffman", written over a horizontal line.



September 22, 2017

Dear Members of the Montpelier City Council,

I am writing with the hope that you will extend the hours of the State Street street closing to 7 PM on the weekend of October 7th to allow an Art Festival to happen. The Art Resource Association has been asked to coordinate this event and the plan was enthusiastically approved by our Board at our meeting on Wednesday, September 20th.

It is a huge coordination effort for us in a short time, but we are up to the task. Dan Jones attended our meeting too and together we created a plan. There is music planned too with some popular Vermont musicians.

I am asking that the longer closure hours be approved very quickly. We have many very talented members and also want to include non members, but every day we lose in getting the word out means the less participation and volunteer help we can expect.

Montpelier has always embraced the Arts as part of its vibrant downtown. Please try to expedite the permitting as we cannot afford to lose any time to make this a wonderful community event. Thank you for your consideration.

Linda Hogan

President of the Art Resource Association

www.artresourceassociation.com

We are on Facebook too.

Street Closure Permit Application

1. Event Sponsor

Name: Sustainable Montpelier Coalition	Email: info@sustainablemontpeliercoalition.org
Address: 15 State Street	
Cell Phone: (802) (617) 817-3638	Other Phone: (802) 279-1495

2. Event Details

Name of Event: Walk and Ride - State Street Saturday	
General description of the event (1 to 3 sentences): Street will be filled with Plein Air Artists a stage with musicians in half hour shifts, children's events. Grant from MTIC to cover performers and promotional	
Date of Event: October 7 th	Start and End Time of Event: 2pm - 7pm
Street(s) to be Closed - Please provide a sketch of the event layout. State Street between Main and Elm	
Time Street will close (recommend up to an hour before event): Already closed for Farmers Market	Time Street will reopen (recommend 30 minutes after the event ends): 7pm
Number of Staff/Volunteers on site for Event: 6+	
Number of people expected at event: Indigenous People Weekend Tourists + Locals	Number of vendors and/or entertainers who will participate: Plein Air Painters Performers 2-6:30

3. Community Support

Is this a reoccurring event in Montpelier? One off this year	If no, do you have experience elsewhere with such events? Please explain. Sustainable Montpelier 2030 Design Competition
How does this event benefit the public (as outlined in the Street Closure Policy)? Indigenous People Weekend - Well marked parking @ State & Municipal lots - Creates a tourist attraction	

Street Closure Permit Application

4. Public Safety and Public Health

Please describe any discussions or arrangements that the Event Sponsor has made with public safety or public works professionals in Montpelier.

Have discussed with departments - Fire is OK
Public works does not like street closure

What arrangements have been made for food, water, and toilet facilities (if applicable)?

City Hall is available until 5 then Lost Nation Theater so
toilet will be ~~available~~ - This is being done to promote
downtown restaurants afternoon and evening patronage.
and downtown merchant - see attached petition

What arrangements have been made to assure that litter will be cleaned up and disposed of and that trash and recycling containers will be provided?

Standard recycling and trash: Will remove at end of day
when full.

If additional law enforcement officials will be hired for your event, please list:

No

Please note any other unique aspects of this event:

This event is designed to promote pedestrian and
cycling in downtown. What a pedestrian centric downtown
does to promote businesses. Support + funding by MTIC

Will noise levels or hours exceed the city's noise ordinance? If so, will this event
require a request for variance from the noise ordinance? NO

5. Accessibility

As this event will take place on public property, I, as the Event Sponsor, attest that this event and all related programming and facilities meet the Americans with Disabilities Act accessibility requirements. These requirements are available at the City's website.

Street Closure Permit Application

Signature Printed Name Date
6. Signature

I, the undersigned, certify that the information provided above is valid and I will abide by any additional provisions note by Officials below. I acknowledge that I have read and understand the Montpelier Street Closure policy and that I am responsible for compliance with all requirements contained in that policy. I also agree to be onsite for the duration of the above mentioned street closure.

Signature Printed Name Date
 Daniel Jones 9-22-17

Notice Documentation

Name of Event: <u>State St. Saturday Walk and Ride</u>	
Date of Event: <u>10-07-2017</u>	Start and End Time of Event: <u>2 - 6:30 PM</u>
Street(s) to be Closed: <u>State St from Main to Elm</u>	
Time Street will close (recommend up to an hour before event): <u>already closed for Market</u>	Time Street will reopen (recommend 30 minutes after the event ends): <u>7 PM</u>
Date of City Council Meeting to consider permit request:	
Describe Efforts made to notify residents and businesses along the street to be closed. Notification must include both the date/time of the proposed event and the date/time of the City Council meeting where the street closure will be considered. <u>9-27-17</u>	

Street Closure Permit Application

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <i>Captain</i> <u>NEIL MANTEL</u> Print Name <i>[Signature]</i> Signature <u>9/22/17</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <u>Thomas McArdle</u> Print Name <i>[Signature]</i> Signature <u>9/25/17</u> Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: <i>I have concerns about closing an important street with less than adequate alternative routes ie Elm/Court & School/Main intersections with constraints & lack of pedestrian accommodations.</i> ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT	

Street Closure Permit Application

Reviewed by: <u>Robert Gowans</u> Print Name <u>[Signature]</u> Signature <u>9-25-17</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <u>Maintain Emergency Vehicle Access</u> ☐ Reviewed – do not recommend approval
MONTPELIER ALIVE	
Reviewed by: <u>Ashley Wigenberger</u> Print Name <u>[Signature]</u> Signature <u>9/25/17</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
OTHER	
Reviewed by: _____ Print Name _____ Signature _____ Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval

This permit request was reviewed at the _____ City Council

Street Closure Permit Application

(MONTH/DAY/YEAR)

meeting. This permit request was:

APPROVED _____ DENIED _____

State Street Saturdays
Walk and Ride Downtown
October 7th 2 – 7 PM

Dear State Street Merchants,

We are proposing to extend the closing of State Street after the Farmers Market on October 7th from 2 – 7 PM for **Walk and Ride Downtown** which will feature local culture and encourage tourists and locals to spend time exploring shops and restaurants. We are looking for your support for this innovative and fun event!

- **October 7th State Street will be closed from Main to Elm from 2—7PM** as the block becomes a pedestrian mall with cultural activities.
- Leaf peepers will be able to stroll along the block, stopping in at your establishment, perusing a section of plein air artists' booths from the bridge to Elm Street and on the Main Street end enjoying a rotating schedule of musicians and story tellers.
- There will be signage for parking: on Main Street – with an arrow to in back of City Hall & across the street at the municipal lot, as well as, on State Street -- at the State parking lot in back of the movie theater and the municipal parking lot.
- Detour signs already in place from the Farmers Market will take people up Main to the roundabout over Spring and down Elm or vice versa.
- Bike racks will be located on the Elm Street end of the block.

The Sustainable Montpelier Coalition has received a small grant from the **Montpelier Transportation and Infrastructure Committee (MTIC)** for entertainment and promotion of the event. MTIC supports pedestrians and cyclists downtown.

Our goal is to bring more foot traffic to you! We look forward to your suggestions and feedback. Please send your ideas and questions to info@sustainablemontpelier.org or call Elizabeth Parker at (802) 279-1495. The application for this event will be before City Council Wednesday, September 27th.

Counter cards will be distributed next week, after Council approval, to promote the event. Please include a mention of **Walk and Ride Downtown** in your social media campaign and on your website! Together we can create a buzz to attract more people to shop and eat downtown!

Sincerely,

Dan

Dan Jones
Executive Director



State Street Saturdays
Walk and Ride Downtown
October 7th 2 – 7 PM

Name	Business	Owner	Support
JEANNEMARIE SCHINHOFFEN	KATIE'S JEWELS	YES	YES
MamaBoffa	Online Salon	yes	✓✓✓✓
Lauren Andrews	Aromed Aromatherapy	yes	yes!
Sonyi Grahn	Botanica Florals	Yes	
Nancy Martel	Pinky's on State	yes	
Jess Turner	Capital Kitchen	Yes	Yes
Karen Williams	Woodbury Mtn Taps	Yes	Yes
Edie Martel	Subway	yes	Yes
Cocoa Beans VT	Cocoa Beans of VT.	yes	yes
Theo Kennedy	Chill, LLC	Yes	Yes
Juan Lesser	Salaam, Manager	YES	yes
Rick Power	Boor GARDEN	YES	YES
Sonia Rhee	Incognito Salon	yes	
Adrienne Brownlee	alla vita	yes	yes
Summer Vo	Lotus Day Spa	Manager	Yes
Cendra Conison	The Quirky Pet	yes	yes
Cyrus Graves (employee)	Delish	yes	yes



State Street Saturdays
Walk and Ride Downtown
October 7th 2 – 7 PM

Name	Business	Owner	Support
Lauren Parker	North Branch Center	self	Yes
Wes Parker	North Branch Tech	self	Yes
Amanda Forgeallaz	Julio's Cantina	G.M.	Yes
Walt Jr	COOL Jewels	WB	
William Azarain	William	yes	yes





CITY COUNCIL Agenda Item #17-286

Date: September 27, 2017

Consent ☐ Discussion ☒

SUBJECT: FY19 Preliminary Budget Schedule

SUBMITTING DEPARTMENT: City Manager and Finance

RECOMMENDED ACTION: Review budget schedule and preliminary budget information for fiscal year 2018. Determine meeting dates in November and December.

RELATED COUNCIL GOAL/PRIOR ACTION:

- A: Affordability
- B: Good Governance
- C: Public Safety
- D: Economic Development
- E: Housing
- F: Quality of Life
- G: Infrastructure
- H: Environment

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: "§ 902 The City Manager shall submit a proposed budget to City Council in December or in compliance with their agreed-upon schedule."

City Council approves the budget and presents it to voters. The Annual Meeting Warning must be published not less than 40 days before the Annual City Meeting (March 6, 2018)

BACKGROUND INFORMATION: The budget process requires input from every City Department and numerous outside agencies. As we start the process, it is helpful to establish clear milestones to keep the process on track. Modification of the standard meeting schedule may be necessary to accommodate various groups, legal requirements and winter holiday schedules.

SUPPORTING DOCUMENTS: Fiscal Year 2019 Budget Schedule

INTERESTED PARTIES: City Council, City Voters and staff

CITY MANAGER'S APPROVAL: *Jana Allen*



**CITY OF MONTPELIER
FY19 BUDGET SCHEDULE (JULY 1, 2018– JUNE 30, 2019)**

Wednesday September 27, 2017

- Regular Council Meeting, budget schedule

Thursday September 28, 2017

- Distribute capital projects & equipment request forms to Management Team.

Wednesday October 11, 2017

- Regular Council Meeting, 5 year budget forecast, CVPSA, D.I.D. Budget, new revenue sources/local sales tax.

Friday October 13, 2017

- FY19-FY23 capital improvement program (CIP) and equipment requests due to Finance.

Tuesday October 17, 2017

- FY19 budget process and funding letter to Inside Agencies, Boards and Commissions, Montpelier Community Fund application preparation

Wednesday October 18, 2017

- Leadership meeting 9 AM, performance measurements and department report formats.
- Distribute initial operations budget worksheets/guidelines to Management Team.

Wednesday, October 18, 2017 Special Date

- Regular Council Meeting, new revenue sources/fees.

Thursday October 19, 2017 Special Date

- Management Team meeting 9AM-12 PM – budget workshop – CIP, equipment, new debt, staffing
- Distribute performance measurement worksheets/guidelines to Management Team

Wednesday November 8, 2017

- Regular Council Meeting – department presentations TBD
- Capital Improvements Committee meeting at **time and date to be determined pending availability**
- Departmental operating and budget requests due to Finance including changes to the organizational chart and any supporting documents

Thursday November 9, 2017

- Management Team meeting - 9:30-11 AM

Friday November 10, 2017

- Funding requests due from Inside Agencies, Boards and Commissions

Wednesday November 15, 2017 **Special Date – option to meet November 29**

- Council Meeting, department presentations TBD
- Rental Inspections
- 2nd Meeting of Capital Improvements (CIP) Committee – **time and date to be determined pending availability.**

Thursday November 16, 2017

- Management Team Meeting – 9:30 – 11 AM

Friday November 17, 2017

- Departmental performance measures due to Assistant City Manager

Tuesday November 28 through Friday December 1, 2017

- First draft of budget completed and presented to City Manager by Finance Director.
- City Manager and Finance Director to complete draft budget

Monday December 4 - 8, 2017

- Management Team meets with City Manager and Finance Director to finalize budget
- Management Team provides budget book documents

Wednesday December 13, 2017

- Council Meeting – City Manager presents preliminary budget.

Thursday December 14, 2017

- Management Team meeting – 9:30 – 11 AM

Wednesday December 27, 2017 (option to meet December 20 instead)

- Regular Council Meeting – City Manager presents budget with budget books.

Wednesday January 3, 2018 – (if needed)

- Special Council Meeting - budget discussion

Wednesday January 10, 2018

- Regular Council Meeting – finalize and approve budget

Thursday January 11, 2018

- Management Team Meeting 9:30 – 11 AM

Wednesday January 17, 2018 Special Meeting (First Public Hearing)

- First Public Hearing on budget
- Public Hearing on bond (anticipated)
- Necessity Resolution for bond (anticipated)
- Draft Warning for Annual Meeting

Wednesday, January 24, 2018 (Final Warning Approval)

- Regular Council Meeting - second and final Public Hearing on budget
- Second Public Hearing on Bond
- Deadline for petitions
- Approve Warning for Annual Meeting
- Montpelier Community Fund Award Recommendation
- School Board Budget Presentation at City Council Meeting

Thursday January 25, 2018

- Management Team meeting 9:30 – 11 AM

Tuesday March 6, 2018

- Annual Meeting Day – Please Vote!



CITY COUNCIL Agenda Item #17-287

Date: Sept. 27, 2017

Consent Discussion X

SUBJECT: Monthly Goals Update: Economic Development

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Review report, receive update from MDC Executive Director Joe Evans. Discussion as needed.

RELATED COUNCIL GOAL/PRIOR ACTION: Goals document

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: None

BACKGROUND INFORMATION: The Council adopted goals, policies and priorities on July 27, 2017. Each month the Council will focus on one goal and receive information on all goals and activities.

SUPPORTING DOCUMENTS: Summary of economic development goals, progress report on all goals, update on activity calendar, Montpelier Development Corporation Bi-Annual report, The Bridge article on Joe Evans

INTERESTED PARTIES: City Council, staff

CITY MANAGER'S APPROVAL: *Dana Allen*



America's Small Town Capital

Mayor John Hollar

William Fraser,
City Manager

City Council Members:

Dona Bate
Ashley Hill
Rosie Krueger
Jean Olson
Justin Turcotte
Anne Watson

Sue Allen,
Assistant City Manager

MEMORANDUM

To: Mayor Hollar & City Council Members
From: William Fraser, City Manager
Re: Goal Update: Economic Development
Date: September 27, 2017

This is the second of our monthly updates on the adopted 2017-18 goals. Specific action items will appear on agendas throughout the year but reviews of overall goal categories will also be included. The current schedule is as follows:

September: Economic Development
October: Quality of Life
November: Public Safety
December: Affordability
January: Infrastructure
February: Good Government
March: Environment
April: Adopt new goals

The topic for this month is E: Housing. An excerpt from the Overall Goals document is color coded to denote progress. The overall work calendar, also color coded, is included as well. I've also included the overall goals document with color coding.

Color Code – **Bold** = completed. **Green** = proceeding as planned **Yellow** = proceeding but slower than planned. **Red** = Started but not proceeding well. **Purple** = Not started yet.

Summary: Economic development (along with housing) has been a key focus area. The Montpelier Development Corporation (MDC) has been formed and is working closely with the City. They will be providing an update of their activities at this meeting.

Specific activities listed in the goals document which have occurred or are recurring include: TIF application contract has been approved and process is underway, the MOU with MDC has been approved, the Master Plan is being drafted, zoning review is well underway. Development Agreement and Tax Stabilization approved for Caledonia Spirits who have purchased property and are preparing their project for construction. Active negotiations are near completion with Mowatt. Conversations about potential projects are underway.

Revolving loan fund and development related infrastructure needs policies will be presented later in the year. Some of the infrastructure needs will be addressed through the TIF process.

Economic Development	Enact responsible growth policies	Adopt and implement zoning	Conduct hearings, make final changes and adopt
		Implement EDSP	Work with MDC
			Approve MOU with MDC
			Provide funding as per EDSP
	Facilitate Economic Development opportunities	Master Plan	Decision on deadline
			Planning Commission to begin work
			Consider Net Zero finalist concepts
		Develop internal toolkit and policies to increase capacity to support development	Create policy on infrastructure needs for development for council consideration
			Formalize internal revolving loan fund
			Recommendation on TIF implementation
	Facilitate Economic Development opportunities	Support Existing businesses	NECI
			River St and Berlin St. area
			Community promotion
			Use DID
	Facilitate Economic Development opportunities	Provide support, coordination, review, contract assistance, communication to potential commercial projects	Mowatt
			Capitol Plaza
			Caledonia Spirits
			Actively recruiting new projects

2017-2018 City Council Goals



Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
A	Affordability	Adopt budget within resources available	Set funding levels and priorities	Early discussion about budget	Budget projections presentation	Finance	Workshop	Sept. 27, 2017 Oct. 11, 2017	Establish budget process Budget projections presented
			Review Personnel Costs	Negotiate fair but contained collective bargaining agreements Update staff/salary study	Continue negotiations Report on current staffing, ideas to bring number below 100	City Manager, Finance City Manager, Finance		Oct. 2017 Sept. 27, 2017 Part of budget discussion	Update Council on Police negotiations Suggestions to Council on Potential of cutting staff below 100
			Continue to seek efficiencies and savings	Secure grants; improve energy efficiency in city facilities.	Progress Reports to Council	All Depts.		On-going, starting in Dec. 2017	Updates to Council outlining Specific progress improving Efficiency in city buildings
			Establish long term sustainability target	Develop a 3-5 year budget plan	Agenda item for Council	City Manager Finance Council	time	Oct 11, 2017	Staff will update existing 5-year plan for Council discussion, with additional needed information.
		Keep tax rates and user fees sustainable							
		Seek new revenue sources	Decide whether to pursue local sales tax	Compile data on sales tax and a recommended plan for decision making; include outside input (chamber of commerce)	Report on data, potential process	City Manager		Oct. 11, 2017	Present local sales tax info And options to Council; Discuss tax options/action.



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
B	Good Governance	Strengthen high performing organization	Promote Leadership Values and Philosophy	Continue Staff leadership team model, encourage training, Council provides regular feedback to staff through City Manager.		City Manager, Council	None	Begin immediately, on-going	Document and report on staff training participation; Council is comfortable providing staff feedback.
		Maintain excellent public communications	Improve outreach	Improve website, Facebook and other social media; develop specific communications strategy for major projects, and plan for city depts. to communicate with public/Council. Obtain updated survey data	Work with all departments and Council. Conduct updated National Citizen Survey	Asst. City Manager, Interested Council Members Asst. City Manager	No financial obligation, but increased staff time. Already underway. \$10,000, Contingent on FY 18 budget.	This has already begun: Web page improvements increased social media; but must be expanded. Oct. 25, 2017	Keep Council updated on changes, track Facebook and other social media interactions. Survey report to the Council. Discussion of next actions.
		Meet organizational needs	Update Personnel Plan	Meet to focus on personnel issues/concerns/ideas	Work with Pers. Plan committee	City Manager, HR	TBD	June 2018	Present Council with updated plan that suggests changes to ensure efficient, effective city government.
			Establishing a clearer, more directive evaluation process for city manager and Council	Create a formal process for both manager and council evaluation	Committee to draft proposed plan for Council approval	City Manager and 2 Council Members	None	September 13, 2017	Evaluation process reported to Council; action taken
			Emphasize Employee Wellness	Continue wellness program	On-Going	Finance		On-going	Provide briefing for Council as desired.
			Implement asset management program	Provide status update and demonstration of the program to Council	Implementation of plan	DPW		Dec. 2017	Demonstration for Council



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
C	Public Safety	Address Drug Issues proactively	Continue all efforts to educate the public and curb drug abuse in our community, including expanding Project Safe Catch; Integrate support programs throughout city government	Re-emphasize and publicize Safe Catch (using last year's # as a base); Convene a public forum to discuss problems/alternatives Provide staff training in recognition of drug abuse and referral to treatment programs.	Provides stats ie overdoses; expand programs for families of addicts. Increase needle drop-boxes.	MPD, Community Services, State's Attorney, others	TBD	Planning gets underway in Nov. 2017; drug forum held in the Spring.	Public forum is held; Council is regularly updated on drug-related stats.
		Maintain Emergency Preparedness	Prepare in advance for Events, Marches, Street Closures and Protests	Provide summary of costs and resources needed at public events. Discuss whether costs can be assessed to participants.	Consider fee for Corp. Cup; list these costs as budget line item; include in event cost list.	Finance,MPD MFD,DPW	TBD	Currently collecting event costs, and reporting to Council. Decision is part of budgeting work.	Council to decide if a fee or other charges are appropriate. Staff will recommend.
			Maintain resiliency from Natural disasters	Complete Flood Mitigation Plan	Receive and review plan from consultant	DPW Council	None, recommended action might require costs (dam control?)	Flood plan is underway; expected as early as Aug.	Council will be briefed on plan, staff will recommend any action; Council discussion and action
		Improve Public Safety Capacity	Make decision on participation in Regional Public Safety Authority	Negotiations continue with additional communities for dispatch	Council will be briefed on final recommendation; decision on Ceding authority	Council reps MPD, MFD,City Manager,City reps	Unclear, that will be part of CVPSA report	Oct 11, 2017	Council has asked for specific information, including cost impacts, of plan.

2017-2018 City Council Goals



Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
C (CONT.)	Public Safety		Update Continuity of Operations Plan (COOP) and conduct training on Plan.	Continue joint training with neighboring communities	Conduct Preparedness drill with Council	MPD, MFD, EMS	None		Safety plan and active drill for Council; staff
			Continue Paramedic program	Hire qualified paramedic staff as opportunities occur	Explore funding opportunities for training	Fire	Trans Funds	On-going	Update Council during budget discussions.
		Use Restorative Justice practices	Continue ordinance review and changes	Incorporate restorative justice language into ordinances and policies as opportunities arise.	Review all ordinance proposals	CJC, Manager, Council	N/A	On-going	Complete review, make language changes
		Maintain Safe facilities	Improve crosswalk safety Identify cooling and warming centers for extreme temperature conditions Expand E-911 compliance	Provide information on options and implement selected plan, enforce crosswalk parking Identify public locations where people can seek relief E911 sub-committee will research resources needed; brief full Council	Staff will make proposal for Council discussion and action Work with public/private groups to develop plan and publicize Develop a plan for expanding E911 compliance	DPW Council's MTIC MPD Community Service, MPD, With partners Planning, Small Council group	Unclear, that will be part of budget work and the proposal. No cost anticipated; services exist No cost anticipated; work already underway	Nov. 2017 Nov 2017 Subcommittee has been appointed. Report due by Nov. 1, 2017	Work is already started, but Council will be updated Present plan to Council, actively publicize centers Brief Council on suggested action to increase E911 compliance



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
D	Economic Development	Enact responsible growth policies	Adopt and implement zoning	Conduct hearings, make final changes and adopt	Council and Public Hearings	Planning Council		On-going	Council approval of zoning report
			Implement EDSP	Work with MDC Approve MOU with MDC Provide funding as per EDSP	MOU presented, being reviewed	MDC, City Manager, Council	\$100,000 /yr for 5 years		Update Council Part of Council's budget work
			Master Plan	Decision on deadline Planning Commission to begin work Consider Net Zero finalist concepts	Need decision on deadline	Planning Council		July 26, 2017	Council sets process
			Develop internal toolkit and policies to increase capacity to support development	Create policy on infrastructure needs for development for council consideration Formalize internal revolving loan fund Recommendation on TIF implementation	Create policy Presentation on July 26, Update on Oct 25	City Manager Planning MDC City Manager	 \$20,000 initially, another \$30,000 if move forward, plus application and consultant fees	June 2018 July 26, 2017 proceed with consultant	For budget discussion Council kept updated on TIF plans, action might eventually be required
		Facilitate Economic Development opportunities	Support Existing businesses	NECI River St and Berlin St. area Community promotion Use DID	On-going	MDC Mont. Alive City Manager	Montpelier Alive	On-going	Council will be updated on a timely basis of progress/issues
			Provide support, coordination, review, contract assistance, communication to potential commercial projects	Mowatt Capitol Plaza Caledonia Spirits Actively recruiting new projects	On-Going	City Manager, MDC	Cost included in various Taylor Street pieces	Hoping to close Mowatt by end of August, working with Cap Plaza, Cal Spirits deals near completion. Will update Council	Keep Council up to date on progress.



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
E	Housing	Facilitate Housing projects	Continue support of One Taylor Street, French Block and other housing projects currently being discussed and/or planned.	Continue project assistance as needed; keep Council well-briefed moving forward.		City Manager, DPW, Planning, Partners including DEW, Downstreet	We are investing staff time, contracts break out costs. Vary on projects.	Pieces of the various projects might require Council approval; staff will provide information and keep Council informed.	Progress on project Update Council
			Support work with landowner on Sabins Pasture development plan	Help facilitate discussions with potential developers and land owners, neighbors, etc.	Meet with landowner, set up meetings with interested developers	City Manager MDC DPW	N/A	This is already underway. City Manager will keep the Council informed going forward. Hoping for solid progress by July 2018	Progress on project Update Council
		Promote varieties of housing opportunities	Complete housing strategic plan	Included in the Master Plan	Write Plan	Planning Housing Task Force	N/A	On-going	Complete and Council approval of plan
			Improve quality of rental housing	Discuss fee to expand inspection program, to ensure safer and healthier rental options.		Planning Housing Task Force	Expense would be determined, possibly ½-time inspector, funded with appropriate fee	Part of budget work that is scheduled to begin on Sept. 27, 2017	Decision by Council on whether to add and inspector, or improve process in another way.
			Address barriers to housing	Review sprinkler ordinance	Staff will review ordinance, make recommendation to Council	Fire; Planning	Cost impacts, if any, will be included in staff recommendation	September 2017	Council will consider and act on any staff recommendation.
				Review rehab programs for existing housing (this is a resource issue/CDBG?)		Planning Housing Task Force	Costs TBD	February 2018	Recommendation will be presented to the Council for action.
				Enact regulations and policies which support housing development	This is a key piece of zoning discussions	Council Planning		On-going	Council approval of zoning changes.



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
F	Quality of Life	Improve downtown infrastructure	One Taylor St	Right of Way obtained Final design of path and building Architectural and construction documents executed Option agreement signed/housing	Include action on Mowatt property, architectural design completion, etc.	City Manager Planning DPW		On-Going	City Manager will keep the Council updated on progress of this important project.
			Taylor St reconstruction and water quality improvements	Complete Project	This work is progressing	DPW	TBD	On-Going	Update Council
			Downtown Paving Project	Complete Project	On-Going	DPW		On-Going	Update Council
		Improve Parking	Complete Parking Plan	Plan to be integrated into Master Plan Look at city staff parking benefit Understand parking needs as related to development Feasibility analysis on rail initiative	Council members are meeting on this issue, and will look at parking issues in details.	City Manager Planning Council members	Bond Or Revised Capital Plan	Oct. 11, 2017 Run ads in paper two months prior	Council subcommittee reports progress/decisions? To full Council. Council will decide how to proceed.
			Continue DID	Review and approve DID budget		Council Mont. Alive		Due on Sept. 13, 2017	This will be part of budget discussion.
		Provide Financial and Logistic Support for downtown	Fund Montpelier Alive	Review in budget	Part of budget work, which begins in Sept.	Council, Mont. Alive		Budget work begins Sept. 27, 2017	Decision by Council on funding Mont. Alive
			Complete Art Master Plan	Complete and approve design Identify funding sources		Planning Montpelier Alive			Report to Council
		Enhance Sense of Place	Wayfinding Sign Plan	Complete and approve design Identify funding sources	Mont. Alive is working on this; will update council	Mont. Alive; DPW	N/A	Oct. 2017	Report to Council on status.
			Institutionalize Parklet program	Adopt parklet ordinance	Council Action	City Manager	N/A	Aug. 23, 2017 – moved to October	Ordinance approved
		Develop a Healthy and Welcoming Community	Continue with pedestrian and bicycling initiatives	Implement Montpelier in Motion Plan, Complete Streets Plan Consider multi-use trail options	This work is on-going; Council will be kept up to speed.	Parks MTIC/REC	N/A	This is in process; Council will be briefed as this progresses.	Council will be briefed, action sought as needed, and appropriate plans implemented



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
F (CONT.)	Quality of Life		Accessible programs	Ensure Community Services programs are available to all ages, incomes and abilities	Staff will review scholarship/income issues, etc., to identify barriers.	Community Services	Review costs	Nov. 2017	Provide an update to Council of any barriers identified; action recommended.
				Complete ADA Transition Plan	Staff and ADA committee working toward compliance.	DPW City Manager ADA Committee	Funds earmarked for compliance	On-going	Regular updates on progress presented to Council.
				Consider gender neutral bathrooms in city buildings	Staff will research best practices; current status of buildings	Facilities Council	TBD	August 23, 2017	Report findings and recommendations to Council for approval
			Promote open space	Adopt Open Space Master Plan	Council needs to be briefed on plan	Conservation Commission	Costs, if any, will be included in plan		Council will be asked to discuss and act on plan.
				Adopt Official Map	Council needs briefing	Planning/ Planning Commission	N/A	2018	Act on Official Map
				Incremental improvement of Blanchard Park	Staff to prepare plan	Parks MPD	Costs will be part of plan	On-going	Report plan to Council; approval
				Create management plan for Stonewall Meadows Park	Staff to prepare plan	Parks	Part of plan	On-going	Report plan to Council; approval
			Address dog concerns in a balanced manner	Consider revised ordinance	For Council agenda	City Manager Parks	N/A	August 23, 2017	Ordinance Action
				Consider creation of dog parks	Prepare plan, seek public input	Rec Parks	Cost will be included in plan	April 2018	Make a recommendation to Council



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
G	Infrastructure	Complete Current Major Projects	One Taylor St Taylor St. Reconstruction Shared Use Path (Winooski East Extension) Downtown repaving Northfield Street	On-Going	Construction 2018 2017-18 2018 2017 2017-18				City Manager will keep the Council updated on progress and changes to any projects in a timely manner.
		Fund/Implement CIP Maintenance	Complete projects Reference CIP plan with dates Full funding in budget	Review plan for sufficiency of funding for future needs	Bring streets to 70 PCI Update Council	CIP DPW	Funded CIP (update PCI index)	2019	Agenda item for Council
			Implement adopted water/sewer plan Implement equipment plan	Review plans for sufficiency of funding for future needs	Staff will review needs/funding/options	DPW CIP Council	TBD	Part of budget work to begin in Sept. 2017 On-going	Budget
		Consider new projects/initiatives	Establish process for project approval	Draft a project development plan		City Manager		May 2018	Present to council for discussion/approval.
			Determine future of Rec Center/ Community Center possibilities	Feasibility Study; Identify partners, gauge community support	CIP to consider RFP proposal	Community Services Planning	\$40,000 CIP request	July 2017 for RFP; longer timeline for study and eventual report to Council	Issue RFP for study, keep Council informed
		Address Facility needs in a coordinated manner	Consider facility maintenance and operational needs	Maintain buildings	Update on facilities manager position	City Manager DPW	\$25,000 (manager's cost)	Maintenance is on-going Update Council in Dec. 2017	Update Council on maintenance, Council discussion of facilities manager position.
		Ensure that District Heat Montpelier is financially sound	Pursue new customers	Unitarian Church Capitol Plaza TD Bank	Grant funding MEAC	MEAC Council	N/A	This is already underway; Update council in Dec. 2017	Keep Council informed



2017-2018 City Council Goals

Reference Letter	Policy Goal	Key Strategies	FY18 Focus	FY18 Actions	Future Actions	Lead Agency	Future Resources Needed	Anticipated Council Review/Update	Deliverables
H	Environment	Move toward Net Zero	Continue progress with Municipal efforts	Track and report energy use Use revolving loan fund	MEAC report to Council; RFP issued to assess municipal building efficiency	Finance MEAC	Assessment will clarify what funds might be needed	Spring 2018	Council update; might have action item to expand efficiency work
		Provide Effective Storm Water management	Implement Stormwater Master Plan Continue focus on storm water management	Create a working group to implement Stormwater Master Plan and consider policy for private property Complete low cost/high impact recommendations Consider long term funding (utility?)	Review permit requirements in 2018	Council, DPW Conserv. Commission, CJC (support) CIP	Grants?	March 2018	Report progress to Council. Outline any action required.
		Assure Clean rivers and waterways	Implement CSO rules	Identify needs, projects. Develop cost estimates. Complete roof drain study	Prepare for long-range control plan Recommend implementation plan	DPW DPW	Costs being developed Grant	March 2018 June 2018	Report to Council Study completed, implementation plan presented to Council for discussion.
		Be as Energy Efficient as possible	Implement efficiency practices	Consider fuel switching, track vehicle miles and usage, review possible acquisition of hybrid and electric vehicles for city, review city vehicle idling	Consider charger installation increase (part of parking plan?) Document miles, review issues, idling data	Finance Police	TBD	April 2018	Update Council with data and information collected on transportation efficiency opportunities.
		Provide Clean Drinking water	Limit risk related to water source	Charter Change – continue with negotiation process	Discuss options going forward	DPW City Manager	Unclear	On-Going	Council action will be required
		Implement Greening America's Capitals	Evaluate concepts and selection for advancement	Taylor St reconstruction	Select next project; identify funding	Planning	TBD	May 2018	Present proposed 'next project' to Council.

City Council				
Calendar of Goal Initiatives				
MONTH	Ref. Letter	Proposed Policy Goal	Proposed Action-Deliverable to Council	Lead
2017				
July	D	Adopt Implement Zoning & Master Plan	Make decision on timing of Master Plan/Zoning (DONE)	Mike
	D	TIF Implementation	Council to act on hiring TIF consultant (DONE)	Sue
	D	Implement EDSP	Approve MOU with MDC (DONE)	Bill
Aug.	B	Clearer evaluation process	Council reviews new evaluation proposal DONE 9/13	Bill
	B	Promote Leadership values & Philosophy	Leadership team meeting to review model and strategies DONE 8/16	Bill
	C	Improve Public Safety	Council safety briefing DONE 8/23	Tony
	D	Adopt & Implement Zoning	Council to work through proposed ordinance	Mike
	D	Master Plan	Planning Staff to draft - DONE	Mike
	F	Parklet Program	Council acts on ordinance – moved to October 11	Bill
	F	Accessibility	Council considers proposal for gender neutral bathrooms in City buildings DONE 8/23	Sue
	F	Dog Ordinance	Council to act on proposed ordinance 8/23,/9/13,/9/27	Bob
	G	Address Facility Needs	Council decision on contract for WRRF upgrade (DONE) 8/10	Tom
Sept.	A	Start budget work: Set funding levels	Establish budget process/projections; this will be on-going (include report on staffing levels, new revenue, efficiencies, etc.) – moved to Oct 11	Todd/Bill
	B	Meet organizational needs	Update council on asset management program – moved to Oct 25	Tom
	B	Improve outreach	Leadership team to review presentations and communication – moved to Oct 18	Bill/Sue
	C	Address drug issues proactively	Proposal for safe needle disposal – Sept 27	
	D	Adopt & Implement Zoning	Council to work through proposed ordinance	Mike
	D	Master Plan	Planning Commission to review draft	Mike
	D	Update on Economic Development Goal	MDC presentation. On Sept 27	Bill
	E	Address barriers to housing	Council to review Sprinkler ordinance – Sept 13	Bob
	F	Parking Plan/Team Bridges	Subcommittee recommends decide how to proceed – moved to Oct 11	Kevin
	G	Determine Future of Rec. Center	Council will consider funding feasibility study – Sept 27	CS

Oct.	A	Keep tax rates and fees sustainable	Staff will update current 5-year budget plan – Oct 11	Todd
	A	New revenue sources	Staff will present local tax options/Council action? – Oct 11	Todd
	C	Address drug issues proactively	Leadership team to plan staff training and support efforts – Oct 18	Bill/Sue
	C	Improve public safety capacity	Public Safety Authority update – Oct 11	Tony
	D	TIF	Update Council on TIF process – Oct 25	Sue
	D	Adopt & Implement Zoning	Council to work through proposed ordinance	Mike
	D	Master Plan	Planning Commission to hold hearings	Mike
	F	Wayfinding Signs	Mont. Alive reports plan to Council – Oct 11	Ashley
	F	Parklet Program	Council acts on ordinance – postponed to Oct 11, 25	Bill
Nov.	A	Adopt Budget with resources available	Staff to begin budget work	Todd
	C	Crosswalk safety	Update council on progress improving crosswalks Nov 8	Tom
	C	Warming and cooling shelter	Present plan to Council, begin publicizing Nov. 8	CS
	C	Expand E911 compliance	Brief Council on action to increase compliance	Mike/Audra
	C			
	D	Adopt & Implement Zoning	Council to complete work on proposed ordinance	Mike
	D	Master Plan	Planning commission completes work,, sends to Council, Council warns hearings on master plan	Mike
	F	Accessible programs	Council briefed on accessibility of city buildings/programs – Nov 8	Tom/CS ADA Comm
	G	Fund/Implement CIP/Maintenance Plans	Review plans for sufficiency	Tom/Bill CIP comm
Dec.	A	Energy efficiency savings	Update Council on progress with city buildings	Tom
	A	Adopt Budget with resources available	Council budget work sessions	Bill/Todd
	B	Improve Citizen Outreach	Council will consider National Citizen Survey proposal	Sue
	D	Adopt & Implement Zoning	Council holds first zoning hearing	Mike
	D	Master Plan	Council holds first Master Plan hearing	Mike
	G	District heat	Update Council on potential new customers	Bill
	G	Consider facility maintenance needs	Update Council on maintenance progress/facilities director position	Bill/Sue
	G	Implement CIP	Council reviews and approves CIP (incl W/S/SW) and Equipment plans	Tom/Todd Bill
	G	Consider new projects	Council makes decisions about WRRF, Rec Center and possible bonds	
2018				
Jan.				

	A	Adopt Budget with resources available	Council public hearings, adopt budget for ballot	Bill/Todd
	D	Adopt & Implement Zoning	Council holds final hearing and adopts zoning by Jan 8	Mike
	D	Master Plan	Council holds final hearing and adopts Master Plan	Mike
	F	Official Map	Council to act on adoption of Official Map	Mike
Feb.	E	Barriers to housing	Council will consider rehab of existing housing (\$)	Mike
	G	Establish process for project approval	Draft a City project development plan	Tom/Sue
March	H	Stormwater Masterplan/management	Working group reports progress to Council; outlines and action required. Update on CSO rules/controls.	Tom
	C	Maintain resiliency from Natural Disasters	Present Flood Mitigation Plan	Bill/Tom
	C	Update COOP and training	Conduct training, include Council	Bob
April	F	Dog Parks	Council to consider recommendation on dog parks	Geoff
	H	Track efficiency in city buildings	Brief Council, might have action item	Steve T.
	H	City Vehicle efficiency study	Presented to Council (electric vehicles?)	Tony
May	G	Establish process for project approval	Present to Council for discussion/action	Bill/Tom
	H	Select next Greening America project	Present project to Council	MEAC?
June	B	Meet City/staff organizational goals	Present updated personnel plan	Sue
	D	Increase capacity to support growth	Create policy on infrastructure needs for development	Bill/Mike MDC
	D	Increase development support	Formalize internal revolving loan fund	Bill/Todd
	H	Complete roof drain study	Implementation plan presented to Council	Tom
July	E	Sabins Pasture housing project	Solid progress by July 2018; brief Council	Mike
	G	Plan for future funding needs	Agenda item: Infrastructure needs/adequate funding	Tom/Todd
On-Going	B	Strengthen good government	Provide timely info to Council, improve staff skills	Bill
			Provide summary of event costs, consider fees	Todd
			Incorporate restorative justice into ordinances/policies	Yvonne
	F	Develop welcoming community	Consider multi-use trails	Geoff
	D	Implement EDSP	Work cooperatively with MDC	Bill

	D	Facilitate Economic Development	Support existing businesses	Bill/Sue Mike
	D	Facilitate Economic Development	Provide support and assistance to potential commercial projects	Bill/Sue Mike/MDC
	C	Continue Paramedic Plan	Hire staff incrementally	Bob
	C	Update COOP	Continue joint training with neighboring communities	Bob
	B	Improve outreach	Improve website, social media use, communications plans for projects, etc.	Sue
	B	Meet organizational needs	Continue wellness program	Todd/Tanya
	F	Maintain vibrant neighborhoods	Enforce nuisance and junk ordinances	Chris L.
	G	Complete Current Projects	One Taylor, Taylor St, Bike Path, Downtown repaving, Northfield St.	Bill/Tom
	G	Complete Paving Projects	Bring Streets to 70 PCI average	Tom
	H	Environment: Assure clean waterways	Implement CSO rules, identify needs and projects	Tom



Bi-Annual Report to City Council

September 27, 2017



*Michael Nobles, Chair
President & CEO, Union
Mutual Insurance*

*Sarah Jarvis, Vice Chair
Staff Attorney, VLCT*

*Steve Ribolini, Treasurer
Commercial Property
Development*

*Cheryl LaFrance, Secretary
SVP, COO Northfield Savings
Bank*

*Elinor Bacon
Owner, ER Bacon Development*

*Tim Heney
Owner, Heney Real Estate*

*Harrison Kahn
Brand Manager, Magic Hat
Brewing*

*Bill Kaplan
Commercial Property
Development, Founder VCFA*

*Robert Kasow
Owner, Bear Pond Books*

*Joe Evans, Executive Director
Montpelier Development Corp.*

***Montpelier Development
Corporation***

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To: Honorable Mayor and City Council
From: Montpelier Development Corporation
Date: September 27, 2017

Subject: Bi-annual Appropriation Report

Dear Mayor and Council:

The Montpelier Development Corporation (MDC) wishes to thank the City of Montpelier for the continued support and the funding appropriations provided to date as well as those committed over this initial five year period.

The investment in Montpelier's economic future already is helping build a solid foundation that will support existing businesses, attract new companies and bring additional housing developments to our community. In short, the City's investment in the MDC promises a high return on investment and will pay dividends to local businesses and residents for years to come.

MDC has operationalized the **Economic Development Strategic Plan** that was developed for the city and has determined our top five strategic priorities to work on during the coming year. We are now fully engaged in the execution of that plan.

The attached Report to City Council represents the first of many bi-annual reports the MDC will provide to the City Council. This first report describes our top five strategic priorities and explains the importance of each. The report also lists many of the accomplishments achieved during its first six months in operation (April - September 2017) as well as our challenges we face going forward.

Please accept our sincere thanks and appreciation for the city's funding support.

Regards,

Joe Evans

Joe Evans, Executive Director

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Bi-annual City Council Report

The Montpelier Development Corporation (the “MDC”) Board and Executive Director wish to thank the City of Montpelier for the continued support and funding appropriations provided to the MDC. The investment in Montpelier’s economic future is already helping build a solid foundation that will support existing businesses, attract new companies and bring additional housing developments to our community. In short, your investment in MDC promises a high return on investment and will pay dividends to local businesses and residents for years to come.

MDC Strategic Priorities

The outcomes specified in the Montpelier **Economic Development Strategic Plan** have driven the MDC’s operational planning and the identification of our current top five strategic priorities. By accomplishing each of these current and long-term strategic priorities, the MDC will help increase the population, broaden the types and numbers of professional opportunities and strengthen our tax base, thereby improving Montpelier residents’ overall quality of life and the educational opportunities for our children.

The MDC spends every dollar of our budget with care and with the ultimate goal in mind:

*“to position the city as a superior location for development so that
Montpelier can continue to increase economic activity,
private-sector jobs and population.”*

This report will be submitted every six months to demonstrate that the funding appropriations committed to MDC by the City over this initial five year period are being appropriately directed to growing and bettering Montpelier. The City also benefits by MDC’s co-marketing of Montpelier Alive and City promotions.

The MDC Board and Executive Director will continually review the strategic priorities and programs underpinning our operational plan — assessing them in terms of value brought to the community and actions called for in Montpelier’s **Economic Development Strategic Plan**.

Current Priorities are provided in the table below:

100.00 / Economic Development Resources
Align, consolidate and package economic development resources for developers and small business owners.
200.00 / Grow Employment
A-R-E: A tttract, R etain and E xpand business for Montpelier
300.00 / Business Outreach
Broadcast the resources and assistance available from the MDC and communicate the City's vision for growth to developers, businesses and partners - within the region and beyond.
400.00 / Tax Increment Finance District
Collaborate closely with the City to create a TIF district in Montpelier
500.00 / Housing
Actively work to promote new housing development in Montpelier

“Our search for expansion space had us in contact with many towns, but Montpelier proved to be the greatest opportunity for our business.”

- Ryan Christiansen,
Caledonia Spirits



Getting Started - Milestones Accomplished Thus Far

Several milestones within our strategic priority areas have been accomplished since the MDC Executive Director started on April 3, 2017. Those foundational milestones each represent important ground that needed to be gained as quickly as possible. For instance, the 100.00 series projects (Economic Development Resources) are key to establishing credibility for the office of the MDC and have the purpose of consolidating many types of information related to economic development, business operations, financing and regulations (permitting, etc.) for accessibility and ease of use.



Among the completed projects are critical infrastructure initiatives, such as the MDC website's design, build and implementation (MDC-Vermont.com) as well as the social media / Facebook strategy and deployment (@mdcvermont). Additionally, three sub-site portals were added for commercial and residential real estate listings and lastly a one-stop portal for business support resources. A blog was added to MDC-Vermont.com with helpful articles to support MDC's mission and outreach.

- ✓ **[MDC-Vermont.Com](http://MDC-Vermont.com)**
- ✓ **[@MDCVermont](https://twitter.com/mdcvermont)**
- ✓ **[Real Estate Listings](#)**
- ✓ **[Funding Resources](#)**
- ✓ **[Planning Resources](#)**

Of course, not everything that has been accomplished thus far falls into the category of a project. The MDC Board has met twice monthly to weigh in on issues, provide guidance and support the new Executive Director in getting off to the right start in his new role. When the Article 3 tax stabilization code changes were needed to support Caledonia Spirits in their decision to relocate to Montpelier, the MDC and its Board quickly mobilized to support the passage of Article 3 in the June 2017 special town vote. The MDC's Executive Director went on local cable access TV to explain tax stabilization and why the commercial real personal property language needed to be changed in support of a more progressive economic development stance — one shared by every other Vermont city. The MDC also purchased and distributed "Vote Yes for Article 3" yard signs and published letters to the editors of major locally circulated newspapers. The MDC's role often straddles the duties of promoting Montpelier while furthering the economic policy understanding amongst our city's residents.

A Plan In Execution

100.00 / Economic Development Resources

The MDC faces an on-going challenge in developing, refining, applying and promoting the use of economic development tools and resources in fulfilling our mission. As a newly formed entity, relationships with funding partners (both public and private) needed to be established. Gap financing, or secondary funding channels also needed to be identified and relationships established. Likewise, knowledge and tools related to business formation, licensing, permitting, training and advisory services in Montpelier were missing from MDC's resource toolbox.



Given the critical importance of possessing a foundation of resources to build upon, the MDC immediately set about researching, consolidating information, identifying key contacts and then forming relationships. Of course, the types of resources mentioned above only begin to scratch the surface of what is actually needed to run a successful economic development office. The Executive Director has actively met with local and regional developers as well as numerous builders locally and regionally in order to better understand their perspectives, challenges and feedback related to Montpelier's development potential.

A resource portal now exists on the MDC's website and already is receiving hundreds of views per week. This reception confirms its importance, but by no means is the resource portal complete, nor will it ever be. The information it contains must be maintained going forward to insure it remains current and useful. This is an on-going duty of the Executive Director.



200.00 / Employment

Perhaps the key that unlocks Montpelier's true potential as a premier Vermont destination is as simple as the concept of "growing employment." The MDC's strategic priority of growing employment is comprised of three sub-goals: Attract-Retain-Expand (A-R-E).

Attract

Montpelier must actively work to market itself as a progressive, vibrant and hospitable host to companies and small businesses with reason to consider relocation. In addition to active marketing, old fashioned selling is required. Targeted and informed outbound contact with company leaders is key to the generation of interest in Montpelier. The highly competitive economic development environment we currently operate within can crush our growth aspirations for Montpelier unless we exercise a continual sales campaign consisting of targeting, researching and contacting companies both within and outside of Vermont for recruitment purposes.

Current efforts have already yielded one housing developer expressing strong interest in a major project in Montpelier. Additionally, two food service / manufacturing companies are also involved in ongoing discussions with the Executive Director of the MDC. Perhaps the most exciting outcome of the recruitment activities thus far is the potential of a major senior living community coming to Montpelier. Such a project would create construction jobs along with long-term employment for many full-time and part-time workers.



Retain

The MDC must operate in retention mode — proactively working to prevent the loss of any business that lawfully operates in our city, while providing stable employment and living wages to its employees / our residents. Clearly, when things are going well in a relationship, no one considers leaving. It is when dialog lapses and issues fester that businesses begin to consider greener pastures.

Perhaps New England Culinary Institute (NECI) represents an example of such a relationship in trouble. For years the city's relationship with NECI went without tending. Neglected maintenance in the relationship began to inflict damage over time. The City and NECI mutually failed each other in terms of constructively working through issues before they became too large to solve. Now, the MDC and the City must continue combining efforts to help NECI remain in Montpelier.

Expand

Business growth is a sign of a healthy market for the company doing the expansion. When businesses experience growth in sales and profit, expansion almost always crosses their mind. The MDC, through our Outreach programs, will continue to position ourselves as the “go to” office for businesses. MDC intends to be a one-stop shop that can help connect businesses with the resources they need...when they need them.



The potential expansion plans the Capitol Plaza Hotel has shared represents the most exciting prospect for a Montpelier business to substantially grow and re-invest in the City. The City and the MDC are coordinated in efforts to assist this project in any way possible.

Unfortunately, there are no other known major expansion plans in the works for our local businesses at current. While this fact is disturbing on the surface, Montpelier does have several local businesses with expansion hopes on hold — pending zoning ordinance changes.

Updated zoning regulations represent a major call to action for the City and will be a key factor in the MDC's success in bringing new development to the City going forward.

300.00 / Business Outreach

In step with the City's goals of growing Montpelier, the MDC began a business outreach program that consists of an email newsletter to a subscribed list, social media posts of blog articles, shared news stories and other business updates and sponsored content related to the City's economic development.

The strategic purpose of the business outreach program is to create awareness and to promote discussions with the community related to potential projects that the City and MDC can assist with.

Social media posts generally link back to the MDC website (blog, news or featured content such as Resources). This approach has been highly effective and has been applied to the email newsletter segment of our outreach strategy as well.

Since the launch of MDC-Vermont.Com, the website receives an average of 55 visits to its home page weekly. The @MDCvermont Facebook page averages between 7,500 and 10,000 visits per week, depending on post activity.

A new discussion forum was also added to Facebook to encourage productive dialog related to various topics introduced by group members. Further outreach channels will be introduced in the future, such as town hall meetings and webcasts.



- ☒ **Newsletters**
- ☒ **Town hall meetings**
- ☒ **Online discussion groups**
- ☒ **Webcasts**
- ☒ **Social media**

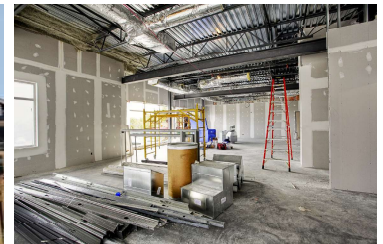
400.00 / Tax Increment Finance District

MDC has strongly advocated for the passage of new Tax Increment Finance (“TIF”) legislation during the 2017 session. Under the leadership of David While of *White + Burke Real Estate Investment Advisors, Inc.*, many letters and phone calls were directed at state law makers in support of adding new TIF districts in Vermont.

Once the TIF bill passed, and in advance of the Montpelier TIF application process even getting underway, the MDC’s Executive Director began working closely with local and regional developers, architects and builders to build interest in partnering with Montpelier on new projects related to a tax increment district.

Opportunities for such unprecedented employment growth, combined with housing and mixed use development of this scale simply do not come along often. The MDC is spearheading the effort to maximize Montpelier’s opportunity as one of the six new TIF districts in Vermont. Of course, there is fierce competition for these TIF district awards. Each county can only have a maximum of two districts and Montpelier could find themselves in direct competition with Berlin in the application process.

To that end, the MDC will attend and actively participate in TIF planning meetings — sharing our vision and input throughout the TIF application journey over the coming months. The MDC will also continue to recruit potential developers and inform them of the development opportunities associated with the TIF district. Overall, the TIF application process is anticipated to take between eight to twelve months.



500.00 / Housing

The MDC Board and Executive Director are keenly aware of the scant availability of market-rate small homes (one or two bedrooms) suited for local “downsizers” or new families wishing to buy in Montpelier. Unfortunately, the ultra tight housing market is feeding on itself due to extreme shortages of homes for rent or sale. Prices will continue to rise and eventually become too high for some families to afford, forcing many to buy outside of Montpelier.



The housing shortage in Montpelier must be addressed on two fronts:

1. Re-inventing & re-invigorating downtown housing
2. Encouraging new housing development outside of downtown



Every aspect of our local economy is helped out by getting a healthier and balanced housing market restored in Montpelier. Downtown shops and restaurants will see sales go up, the grand list will expand and local service companies will gain customers. It is time to see our population declines of the last decade reverse and housing is the key to that occurring.

Unfortunately, solving Montpelier’s housing shortage won’t be easy. One challenge we face in renovating existing upper floors downtown for residential living involves the cost of installing the required elevators and sprinkler systems to make units meet code and ADA requirements. Those investments alone can make it too costly for some developers to consider such a project viable.



Likewise, our housing problems cannot be solved by simply encouraging new development. The housing shortage in Montpelier can only be solved through encouraging a mix of new development and the re-appropriation/zoning of downtown space into residential living. As such, new development can be at least partially pushed forward through partnership between the city and developers in addressing common costly obstacles like public infrastructure and roads as a partnership investment model. Downtown buildings might be renovated by developers with a combination of enticements such as tax stabilization. Other economic development tools such as tax increment financing allow for certain infrastructure hard costs to be covered up front — thus providing a “green light” for housing and other development within the TIF district to move forward unobstructed of those major road blocks. The MDC is actively pursuing developers to partner with the City on TIF projects, including a first-class downtown independent senior living facility and a multi-phased housing development in the Sabin’s Pasture growth district.

Conclusion

While much has been accomplished in the first six months since the hiring of the MDC's Executive Director, even more remains to be done. Montpelier's city leaders and tax payers can be assured that the business of steering Montpelier's economic growth is in the capable hands of a seasoned professional and receives dedicated daily attention aimed at the accomplishment of the Montpelier **Economic Development Strategic Plan**.

Major projects underway or in the formative stages include:

- New Businesses
- Independent Senior Living
- New Housing
- TIF District



Indeed, this is an exciting time to live and work in Montpelier. Positive changes are occurring and more is coming. Now more than ever, the MDC needs continued the city's support.

The role of the Executive Director in the MDC today is a multifaceted one. At present, the MDC employees only one full-time resource and does not have funding to hire additional help. The role of the Executive Director is that of a full-time sales professional, part-time web developer, part-time social media expert, part-time writer and full time marketing professional.



Perhaps the MDC's model can adapt over time to one day generate revenue streams to help pay some some or all operating costs. Until such a day comes when the MDC is partially or fully self sustaining, the city's continued support is needed and vital to the MDC's survival. Despite our humble beginnings, the MDC has shown progress thus far that is impressive by any comparison. We are proud to be serving Montpelier through our work and look forward to celebrating many successes with the city.

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Getting to Know Joe Evans

Posted by [thebridge](#) on [June 16, 2017](#) in [2017 Issues](#), [June 15 – July 19, 2017](#), [News](#), [News & Features](#)

by Nat Frothingham

When Joe Evans came aboard on April 3 as executive director of the Montpelier Development Corporation he became the city's first-ever economic development chief.

But let this be noted — Joe Evans is not a City of Montpelier employee. Instead he's the lead — and at the moment the only employee — of the newly formed Montpelier Development Corporation — which itself is a non-profit 501(c)3 tax-exempt organization.

The recent hiring of Joe Evans has this added significance. It is just the latest in a series of solid steps the Montpelier City Council and city administration have been taking in recent years to foster business and economic development.

As early as February 2014 (as reported in *The Bridge*) then Montpelier city councilor Thierry Guerlain was pushing the City Council to create a free-standing "local development corporation" to support economic development. Guerlain felt that a local development corporation that was quite separate from city government and the state's open meeting requirements could create "a more appealing and efficient liaison between the city and private sector developers" such as business people, property owners, bankers, architects and the like.

That was three years ago. But increasingly, since then, city officials, the city's business community and Montpelier's voting public and taxpayers have become more deeply aware of the hot — some would say "very hot" regional competition for business development.

Today, there's a growing understanding that it's no longer good enough for any city or town that's seeking economic development just to "talk the talk." Increasingly, it's



Joe Evans. Photo by Carla Occaso

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Salary range from \$30,000–\$38,000 depending on qualifications and experience. Job is to be performed in the newspaper's office in Montpelier, VT and not remotely.

Please apply no later than Monday, October 2, 2017

Please send a letter of application, (attention Nat Frothingham) to this e-mail address: nat@montpelierbridge.com. Please include a resume, three samples of published writing, the names and contact information for three references who know your work well.

imperative to “walk the walk” by actively retaining existing business activity and by seizing business opportunities by creating the conditions for economic development to take place.

In September 2015, the City of Montpelier hired Fairweather Consulting from New Paltz, New York to work with the Montpelier community, conduct research, and submit an economic development plan.

That plan with the title “The Innovative Capital: An Economic Development Strategic Plan for the City of Montpelier” was submitted in June 2016 and was both detailed and hard-hitting.

Here's one of the more hard-hitting statements from the plan: “But the real issue for Montpelier is seen in the trend with regard to private sector jobs.” According to Fairweather, from 2009 to 2014, “While Barre added 394 private-sector jobs and Waterbury gained 294 private-sector jobs, Montpelier saw its private-sector jobs increase by a mere 10 jobs.”

Fairweather then concluded. “Clearly the City has not been as effective as Barre and Waterbury in participating in the modest economic growth taking place in Central Vermont.”

Among other action steps, the Fairweather “Strategic Plan” recommended the following.

The establishment of a city-supported, free-standing, public benefit Montpelier Development Corporation with its own State of Vermont incorporation, bylaws and board of directors.

An annual City of Montpelier financial outlay of \$100,000 per year over the first five years of the new development corporation's life — with these hoped for returns during that period: \$5.6 million in new economic activity, \$550,000 in new City of Montpelier taxes, 57 new jobs, \$1.9 million in wages (based on average wage of over \$30,000/year) with a total, overall economic development impact of \$6.5 million.

Finally, to ignite these efforts, the hiring of an executive director — a very recent process that involved 30 or more candidates and three interviews.

Drum roll and flourish please. Enter Joe Evans.

Meeting Joe Evans

Joe Evans, who talked to *The Bridge*, first in person then by phone, came across as someone who is thoughtful, committed, intelligent, analytical — with an unusual range of work experiences.

“I view my job as a consultant,” he said at one point. “I'm not a consultant, but I'm in a consultant-type role. I have to behave like a consultant — looking at all sides.”

He also said, “A lot of listening. A lot of listening followed up by well-directed action.”

“Are we lagging?” he asked, about the current economic development situation in Montpelier.

The he answered his own question. “We have lost some ground to our neighboring cities and towns,” he conceded. “And I think that's attributable to lack of proactivity. We've not thought about the need to bring those businesses in. We've allowed businesses to leave — there's a million different factors.”

Still thinking about his answer to the question, he added, “There's a history here. Things that may have happened — could be competition, could be taxes, could be bottom line.”

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HELP WANTED

LIBRARY / MEDIA PARA-EDUCATOR

Barre City Elem. & Middle School, Barre, Vermont 05641

BCEMS Library/Media Para Educator

Barre City Elementary and Middle School is looking for person committed to children and technology. They will be instructing weekly classes with curriculum designed by the Library/Media Specialist in various grades from Pre-K, Kindergarten, 1st-3rd Grade Library or Computer classes in our Library/Media Center. This job will also include working in the library under the supervision of the Library/Media Specialist, and supporting students/staff in the computer lab when needed.

Job Details

Job ID: Library/Media Para Educator

Application Deadline: Posted until Filled

Job Description

Barre City Elementary and Middle School seeks a Para-educator to assist the Library/Media Specialist. They will be instructing weekly classes with curriculum designed by the Library/Media Specialist in various grades from Pre-K, Kindergarten, 1st-3rd Grade Library or Computer classes in our Library/Media Center. This job includes working in the library under the supervision of the Library/Media Specialist, and supporting students/staff in the library and computer lab when needed. It includes library duties such as shelving, processing, checking out books and library events. Person must be highly qualified in technology skills and able to multi-task. The successful candidate must have an associate's degree or the equivalent college credits. Candidates send a letter of interest, resume, copies of any certifications, and letters of recommendation to:

James Tafel, Principal
Barre City Elementary and Middle School
50 Parkside Terrace
Barre, VT 05641

Position Type: Full time

Positions Available: 1

Equal Opportunity Employer Barre Supervisory Union is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, gender, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation or disability, as defined and required by state and federal laws.

Requirements

Entry-level accepted -Associates degree from an accredited institution preferred

Application Questions -None required



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In talking about his quite unusual work history, Evans, who is from Texas and who was majoring in marketing at Texas Tech got a job during his freshman year working for a cotton brokerage firm called Texas Cotton Marketing.

What Texas Cotton Marketing wanted to avoid was "yarn breaks" as cotton was being spun into cloth. In Evans, who was "tech savvy" they found the man who could help them deal with yarn breaks. He looked carefully at the fiber quality of the cotton, how the cotton behaved in humidity. He examined its strength.

"I did a multiple regression analysis on the fiber quality," he said. The result of this analysis was a measurement called Count Strength Product and he created a software program that enabled Texas Cotton Marketing to achieve cotton production runs "for high efficiency by reducing or eliminating yarn breaks altogether."

"It worked. It was a pretty simple solution," Evans said. But that pretty simple solution sounded pretty impressive when Evan said that Levi Strauss — the company that makes denim for blue jeans — bought the software. "A UK company bought it as well," he said.

After taking his Master's in Business Administration Evans moved to Dallas and worked with MCI Communications in the long-distance communications business. At MCI his task was to make the billing system work.

Describing the size of that task, Evans said, "The calls had to be routed the right way. It was complex. They had different switches and routing systems. I took that problem and just worked with them. I had seven development groups working with me."

His next work assignment was working in the criminal justice field to develop an electronic case filing system. This system made it possible to integrate the criminal justice case files of 43 police agencies into the district attorney's office in Fort Worth, Texas. Later on, that system as further developed under a "TechShare program" integrated the criminal and then juvenile justice files of the 37 largest counties in Texas including cities like Dallas, Houston, Austin and the like.

"I've been a 'connect-the-dots' sort of guy," Evans said. "I'm not intimidated by obstacles. I don't see obstacles as constraints. They have to be worked around. I always identify a business outcome I want to achieve and then I go for that outcome."

Evans has quite specific ambitions for the very new Montpelier Development Corporation.

"I'd like to have high speed internet and fiber would be my choice," he said.

"Right now, we're not buying property. We're not spending thousands of dollars to bring in a company. We want to get to the point where we have a revolving loan fund. Or take a distressed property and make it a viable part of our town.

Evans alluded to high taxes and restrictive zoning. "I'd like to solve those problems." But some of the problems will only be solved incrementally and over time. "We're not going to make the world change overnight," he said.

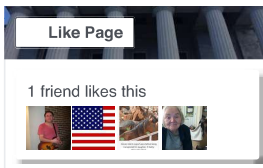
In the meantime, he also said, "Opportunities abound. We have land. The city apparatus has a 'can-do' attitude. Clearly, they want economic development to occur."

Then talking about himself, he said, "I feel privileged to be the guy coming in at this juncture to make the city everything that it can be."



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Caledonia Spirits

In recent days, the City of Montpelier along with some last-minute help from the Montpelier Development Corporation has supported the proposed expansion of Caledonia Spirits in Montpelier.

On May 24, the City Council unanimously approved spending \$466,700 for several infrastructure improvements to a proposed riverfront building site directly off Barre Street directly across from Sabin's Pasture.

Caledonia Spirits President Ryan Christiansen acknowledged the City of Montpelier's support for the expansion project, saying,

"Our search for expansion space has us in contact with many towns, but Montpelier proved to be the greatest opportunity for our business. Improvement includes a railroad crossing, relocation of a city water line, sewer connection and pretreatment and the building of a public access road." Christiansen added, "The distillery is one of many developments for Barre Street including a city bike path that will pass directly in front of the distillery. Construction of the 30,000-square-foot distillery is scheduled to begin in the fall of 2017."

Speaking about the modest — but still important — contribution that the Montpelier Development Corporation made to the Caledonia Spirits project, Joe Evans said,

"My involvement in the Caledonia Spirits project came at the end of the process. The City Manager and his team, along with the Mayor, invested many months of work in getting this deal to come to fruition. Together we worked on the Development Agreement and got that approved by the city council unanimously. I'm currently still campaigning for passing the amendment to our tax stabilization law in order to completely finalize the outcome of Caledonia Spirits moving to Montpelier. We are 99 percent there!"

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CITY COUNCIL Agenda Item #17-288

Date: Sept. 27, 2017

Consent ☐ **Discussion** ☒ **Time Sensitive** ☐

SUBJECT: Heroin update: Discussion regarding the intent to add additional safe needle disposal containers around City owned/controlled buildings.

SUBMITTING DEPARTMENT: Police and Fire Departments

RECOMMENDED ACTION: Discussion regarding the City's comprehensive strategy around opiate addiction and public safety.

RELATED COUNCIL GOAL/PRIOR ACTION: Public Safety and address drug issues by integrating support and effective practices throughout city government.

EXPENDITURE REQUIRED: TBD

SOURCE OF FUNDS: TBD

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Topics to be discussed include: the need for more safe needle disposal boxes and where they could/should be located, Project Safe Catch, status of treatment capacity in Central Vermont, enforcement strategy, and community response to the overall problem.

SUPPORTING DOCUMENTS: Action item document

INTERESTED PARTIES: City Departments and the public

CITY MANAGER'S APPROVAL:

Don Allen



America's Small Town Capital

Mayor John Hollar

City Council Members:

Dona Bate
Ashley Hill
Rosie Krueger
Jean Olson
Justin Turcotte
Anne Watson

William Fraser
City Manager

Sue Allen
Assistant City Manager

To: Montpelier City Council, Mayor John Hollar

From: Police Chief Tony Facos, Fire Chief Bob Gowans, Assistant City Manager Sue Allen, and Recreation Director Arne McMullen

Action item for Sept. 27 meeting:

Approval of the City staff's request to install up to 14 safe needle disposal containers in bathrooms in City Hall, the Recreation Center, Senior Center, and Recreational fields (Mountaineers). Chief Facos has also reached out to the Vermont Agency of Transportation for permission to install a container at the AOT commuter lot.

The total expense is expected to \$1,000 or less. The Fire Department will empty the containers and handle disposal. Chief Gowans will bring a container to the Council meeting on Sept. 27. These containers are locked and secure.

Background: Vermont and Montpelier are not alone in taking this action.

CDC:

- The CDC believes that these containers reduce needle-stick injuries among first responders – and 1 in 3 officers may be stuck with a needle in his/her career. Also protects the public.
- Does not increase local crime in areas where they are located.

EPA:

- Each year 8 million people use more than 3 billion needles and syringes. Haphazard disposal puts people at risk of being stuck
- Many states and communities are choosing to offer safe, convenient disposal options.
- Risk of stick: HIV, Hepatitis B or C, diseases, and related costs.

In Vermont:

- Burlington has been providing needle containers for several years, starting in City Hall. Burlington recently expanded the number of boxes and locations.
- Department of Health on Cherry Street has containers in their public rest rooms.
- Newport and St. Johnsbury have boxes in their Health Department office bathrooms downtown.



CITY COUNCIL Agenda Item #17-289

Date: September 27, 2017

Consent ☐ Discussion ☒

SUBJECT: Continuation of the review of the matrices of the Unified Development Regulations (also known as the zoning bylaws).

SUBMITTING DEPARTMENT: Planning & Community Development

RECOMMENDED ACTION: The council should be prepared to ask questions of the Director and take comment from the public. The Council may, if they choose, vote to make any changes to the bylaws they deem appropriate within limits of state law.

RELATED COUNCIL GOAL/PRIOR ACTION: Support and promote a vibrant downtown; Alleviate parking pressures in Montpelier to maintain a vibrant downtown; Create a hospitable environment for housing development and grand list growth; Create a hospitable environment for housing development and grand list growth.

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Title 24 Chapter 117 lays out the requirements for the development and adoption of land use regulations.

BACKGROUND INFORMATION: This will be the tenth meeting to discuss zoning by the Council and for them to take public comments. The Planning Director has completed his presentation of the draft and has provided a matrix of comments that have been received. The council has started and will now continue to review comments and make decisions.

SUPPORTING DOCUMENTS: The most up to date matrix can be found at:
<http://www.montpelier-vt.org/947/Public-Comment-Matrices>

INTERESTED PARTIES: Planning Commission, Housing Task Force, Conservation Commission, and MEAC.

CITY MANAGER'S APPROVAL: *Ann Allen*



CITY COUNCIL Agenda Item #17-290

Date: September 27, 2017

Consent ☐ Discussion ☒

SUBJECT: Appointment of Voting Representative for VLCT Town Fair

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Appoint a Council or Staff member as the official city voting representative for the Vermont League of Cities & Towns Annual Town Fair on October 4th-5th in Killington.

RELATED COUNCIL GOAL/PRIOR ACTION: Policy advocacy for all Council goals and city operations.

EXPENDITURE REQUIRED: \$60.00 registration fee

SOURCE OF FUNDS: General Fund budget

LEGAL REQUIREMENTS: VLCT Bylaws allow one voting representative per municipality. That representative must be designated in advance by the community's governing body.

BACKGROUND INFORMATION: VLCT is the policy advocacy arm of local governments throughout the state. Each year, the League adopts a Municipal Policy which guides its advocacy efforts throughout the legislative session.

SUPPORTING DOCUMENTS: Delegate Designation Form; Town Fair Attendee Program; VLCT Proposed Municipal Policy.

INTERESTED PARTIES: City Council Members; Legislative Delegation

CITY MANAGER'S APPROVAL:

Susan Allen

**VLCT ANNUAL BUSINESS MEETING
1:30 p.m. - 4:00 p.m.**

Wednesday, October 4, 2017

**Killington Grand Hotel Resort
Northstar Room**

DELEGATE DESIGNATION FORM

We, the Selectboard/City Council of Montpelier, designate the following individual as the voting delegate for our city/town at the 2017 Annual Business Meeting:

_____	_____
Name (please print)	Position

We understand that the above individual will represent the city/town as a voting member of the VLCT membership.

Signed,

Chairperson

Date

Please complete and return by Wednesday, September 27th, to VLCT, 89 Main Street, Suite 4, Montpelier, Vermont 05602. If you prefer, you may fax it to us at (802) 229-2211 or bring it with you to TOWN FAIR.

Please note that this is not a Town Fair registration form. Visit our website, www.vlct.org/eventscalendar/, to register on-line.

If you plan to attend only the VLCT Annual Meeting (and Wednesday evening Reception in the Exhibit Hal) please check below. There is no charge to attend either Wednesday activity.

☐ **I will *only* be attending the Annual Meeting.**



2018 PROPOSED POLICY

MUNICIPAL GUIDING PRINCIPLES

VLCT supports:

1. a robust ongoing partnership between state and local governments;
2. decision-making at the local level, including allowing the adoption of local fees and taxes; full implementation of municipal charter provisions following adoption by local voters; and a home rule amendment to the Vermont Constitution;
3. including local officials and personnel in discussions regarding changes governing local response to emergency situations;
4. enabling implementation of local planning decisions and encouraging collaboration between the state and municipalities to support policies that best meet the needs of cities and towns;
5. substantial deference to municipal officials' planning, zoning, and siting decisions when state entities make permitting decisions;
6. maximum flexibility in municipal decision-making regarding how cities and towns respond to state regulatory and statutory requirements;
7. allowing local flexibility in pursuing economic development activity;
8. state collection of funds assessed to implement statewide goals; and
9. locally initiated and approved regionalization of services.

State Mandates. VLCT opposes all unfunded mandated programs, pre-emption of municipal programs, regulatory overreach by agencies of state government that is not supported in statute, and cost shifts to local government. We support full reimbursement of costs for any mandated programs and the preparation of fiscal impact statements that show any potential shift in cost prior to any action that is taken by the legislature or administration.

State Funding Policy. VLCT supports using state funding efficiently, effectively, and fairly for the specific purposes for which it is appropriated. We oppose diverting those funds to other programs.

VLCT supports funding and incentives for:

- payments in lieu of taxes (PILOT) based on fair market value;
- all municipal highway programs;
- programs to spur economic development at the local level;
- required stormwater management infrastructure;
- Department of Corrections programs that return offenders to the community;

- sufficient beds, support services, and mobile crisis units to serve those with long- and short-term mental health or addiction needs;
- local government recovery of costs incurred in providing services to individuals lodged in state-owned or funded facilities and costs to comply with federal, state, or court-ordered licensing, registration, or testing of those individuals;
- housing and transportation of persons who present a danger to themselves or the public;
- reimbursing the cost to train municipal law enforcement officers who are hired by the state.

1.0 FINANCE, ADMINISTRATION AND INTERGOVERNMENTAL RELATIONS (FAIR)

1.01 EDUCATION FUNDING

Policy.

VLCT supports:

1. municipal and school officials, state administration, and the legislature working as equal partners to create a new education finance system that reduces and reforms the property tax burden;
2. a legislative assessment to determine if Act 46 has resulted in cost reductions in school district budgets and per-pupil expenditures without affecting educational quality;
3. using Education Fund monies *only* for pre-K-12 education (No new obligations should be shifted to the Education Fund.);
4. maintaining billing and collection of the state education property tax at the local level; and
5. simplifying the education finance system to make it understandable, transparent, and reasonable to implement.

1.02 VERMONT TAX STRUCTURE OVERHAUL

Policy.

VLCT supports:

1. legislation to reform Vermont's income, sales, and property taxes that ensures simplicity, equity, balance, and sustainability; and
2. providing sufficient revenue for local government initiatives and reimbursing municipalities for all state-mandated property tax exemptions, or providing local voters with the authority to impose municipal service fees on such properties.

VLCT opposes any new state property taxes.

1.03 OPEN MEETING LAW

Policy.

VLCT supports:

1. applying the Open Meeting Law to the legislative and executive branches of state government;
2. applying the Open Meeting Law to entities that receive state or municipal funding; and
3. making the following changes to the law:
 - increasing the requirement for posting minutes from five days to ten business days;

- limiting mandatory application of the 2014 amendment establishing posting and penalty requirements to statutory- and charter-required public bodies;
- making other municipal public bodies, including committees and subcommittees of public bodies, comply with the law as it existed before July 1, 2014, and;
- providing funding for an educational program for municipal officials addressing Open Meeting Law requirements.

1.04 STATE PAYMENTS IN LIEU OF TAXES (PILOT) PROGRAMS

Policy.

VLCT expects full funding of all state payments in lieu of taxes (PILOT) using fair market value as the basis of valuation for “state owned property” (state buildings including Vermont state colleges, the University of Vermont and State Agricultural College, and buildings of the Agency of Transportation and Department of the Military, but excluding the value of the land on which buildings are located and state-owned land pertaining to state correctional facilities (32 V.S.A. § 3701 (1)). In the event of a surplus in the state-owned property PILOT which is funded with local option taxes, dedicate funds to full fair market value payments. Additionally, in the event of a surplus, expand the state-owned property PILOT to include payments for all state-owned lands on which state buildings are located.

1.05 LOCAL OPTION TAXES

Policy.

VLCT supports:

1. allowing all cities, towns, and villages to adopt consumption taxes;
2. allowing proceeds from the state’s portion of local options taxes to fund only PILOT for that state-owned property specified in 32 V.S.A. § 3701(1) as of 2017. All money raised by local option taxes should be retained in the state-owned property PILOT and used only to increase PILOT for those state-owned buildings specified in 32 V.S.A. § 3701(1) as of 2017 and in the event of a fund surplus, for state-owned lands on which state buildings are located.

1.06 PROTECTING AND ENHANCING MUNICIPAL FINANCES

Policy.

VLCT supports:

1. adjusting all local fees set in statute on a minimum three-year cycle, encouraging significant participation from local officials;
2. creating a partnership with municipalities and regional entities to implement a clearly communicated state economic development strategy at all levels of government;
3. enabling cities and towns to effectively manage blighted properties and tax sale transactions;
4. state payment of costs associated with defending the grand list and property tax collections, including appeals, attorneys’ fees, and abatements in proportion to its share of the overall property tax; and
5. paying taxpayers directly for education property taxes and interest required to be reimbursed when a property value is adjusted due to an appeal beyond the board of civil authority.

VLCT opposes any new or increased state agency fees assessed against municipalities unless the agency shows a comparable increase in costs, quality, or quantity of the services provided.

1.07 MUNICIPAL AUTHORITY

Policy.

VLCT supports:

1. properly adopted municipal charters and amendments taking effect on the July 1 following voter approval without a vote by the legislature, unless both houses of the legislature vote by majority to take up the municipal charter or amendment for consideration. Upon enactment of this provision, the legislature could vote to take up the charter or amendment only if the proposal contained provisions never previously approved by the legislature; and
2. continuation of authority for municipalities to adopt conflict of interest policies or ordinances locally, either by local legislative body action or by voter petition.

VLCT opposes any state-imposed process or law that governs municipal conflict of interest policies.

1.08 PUBLIC RECORDS

Policy.

VLCT supports:

1. subjecting nonprofit organizations that receive government financial support, except those exempted based on a constitutionally-protected religious purpose, to the Open Meeting and Public Records laws;
2. clarifying that the Public Records Law allows municipalities to charge for and collect the actual cost of staff time associated with complying with a request to inspect or copy public records and allows a public agency to require pre-payment for the cost of that staff time;
3. making property tax bills with homestead property tax adjustments public documents; and
4. recognizing the tremendous increase in volume and expansiveness of public records requests enabled by advances in technology, as well as the increasing complexity of information sources that are considered public records, amending the Public Records Law to allow individuals or entities the right to request the same materials no more than twice during a 12-month period, and providing for a five-day initial response time.

1.09 OTHER PRIORITIES

Policy.

VLCT supports:

1. requiring municipal ratification of the county budget;
2. allowing local voters to decide whether or not to assess property tax penalties on each late installment;
3. requiring the implementation of all state rules, regulations, criteria, and other administrative actions affecting local government operations 30 days after a publicly noticed hearing;
4. eliminating the mandate that local governments take over non-municipal cemeteries;
5. continuing to implement mechanisms that prohibit resident property owners with high unearned income or assets from receiving a property tax adjustment;
6. encouraging cooperative municipal activities to achieve cost savings and eliminate any statute or rule that prohibits or hinders cooperation;

7. holding the Department of Taxes responsible for any changes to education tax property parcel classification or homestead property tax adjustment amounts made after June 30 and requiring the department to deal directly with the taxpayer; and
8. allowing a gap-day without early voting or new voter registrations on the day before Election Day;
9. the Vermont Tax Department and Agency of Commerce and Community Development assessing the long-term benefits of applying education tax stabilization in concert with municipal tax stabilization agreements so as to spur economic development in a community; and
10. providing the option of posting legal notices on web-based news media to comply with requirements for open meeting, public records, and legal notices laws.

2.0 TRANSPORTATION

2.01 PRIORITY ISSUES FOR IMPLEMENTATION

Policy.

VLCT supports:

1. substantially increasing funding to all highway programs that affect local government, especially clean water initiatives and mandates, in light of five years of stable funding from the federal government to the Agency of Transportation (VTrans) under the Fixing America's Surface Transportation Act of 2015;
2. fully funding any new transportation programs, including the Municipal Roads General Permit (MRGP);
3. ensuring communication between all state agencies and their divisions to eliminate redundant oversight of municipal projects, expediting the permitting process, and tailoring project review to the size and impact of the proposal;
4. simplifying and streamlining funding and program administration to maximize all state and federal dollars and alleviate burdensome processes at both the state and local level; increasing the gas tax and dedicating new revenues to meeting municipal stormwater obligations;
5. implementing additional recommendations of the 2013 Vermont Transportation Funding Options Section 40 Report;
6. funding the Local Transportation Facilities (LTF) program with state money; and
7. applying efficiencies from the Accelerated Bridge Construction (ABC) and design-bid-build processes to other programs and applying the processes to all bridge projects unless there is a compelling reason not to use them.

VLCT opposes:

- the establishment of a municipal roads permit fee without regard to a municipality's size or number of road miles or charging fees for roads permits which the law requires of every municipality;
- using any money from the Transportation Fund for non-transportation purposes.

2.02 ADDITIONAL FUNDING PRIORITIES

Policy.

VLCT supports:

1. ensuring that the level of funding for the Town Highway Emergency Fund is sufficient to cover municipal costs resulting from natural or manmade disasters, whether or not a federal disaster has been declared;
2. finding new state and federal funding streams for clean water initiatives so other transportation programs won't have to subsidize them;
3. using a portion of clean water funding to assist municipalities with project planning, development, programming, design, maintenance, scoping, and implementation to ensure proper implementation of the array of clean water programs and mandates, such as the Municipal Separate Storm Sewer System General Permit (MS4), Vermont's Stormwater Total Maximum Daily Loads (TMDL), and MRGPs;
4. streamlining Municipal Assistance Bureau programs and establishing performance standards within VTrans;
6. reimbursing any project using federal dollars at the federally allowed rate if it includes undergrounding of utilities or moving water, sewer, and similar infrastructure;
7. fully funding any upgrade to a municipal post-disaster recovery project mandated by a state agency which is not eligible for funding from the Federal Emergency Management Agency or other federal source; and
8. ensuring that town highways and bridges are adequately engineered to mitigate any impacts of future weather-related disaster.

2.03 STATE AND LOCAL COOPERATION

Policy.

VLCT supports:

1. giving municipalities enough time to apply for grant funding so necessary and valuable projects can be developed;
2. restoring District Transportation Administrators' flexibility and authority to work with local governments;
3. eliminating Act 250 review and nullifying existing Act 250 permits of town highway maintenance and reconstruction projects;
4. developing road design and traffic standards to better define approaches to downtown areas and enhance traffic and infrastructure needs for Vermont's villages and downtowns;
5. expanding the state's line painting operations to include painting all lines on all Class 2 highways each year;
6. modifying the billboard law to allow municipalities to hang temporary banners within the state highway right-of-way advertising events and activities;
7. exempting municipalities from signing management or maintenance agreements as co-applicants or accepting responsibility for the state's stormwater infrastructure on state projects; and
8. providing incentives to municipalities to take over state highways that function as main streets.

2.04 COMMERCIAL VEHICLES

Policy.

VLCT supports:

1. substantially increasing the overweight permit fee or instituting a statewide process for permitting overweight or oversized vehicles on local roads and authorizing municipalities to fine vehicle owners who violate permit or fail to obtain such a permit; and
2. requiring commercial and agricultural custom service vehicles to comply with all motor vehicle laws when operating on state and local highways.

2.05 MULTI-MODAL TRANSPORTATION

Policy.

VLCT supports:

1. establishing a state funding source for the construction and repair of municipal sidewalks and recreation paths;
2. fully funding the “Complete Streets” program, and providing state money to fund portions of paving and rehabilitation projects in combination with other funding sources; and
3. encouraging state coordination with municipalities on state-managed projects regarding appropriate siting of transportation infrastructure and ensuring funding is available to pay for required stormwater management infrastructure when projects are constructed or re-constructed.

2.06 RAIL

Policy.

VLCT supports:

1. requiring that all railroad-related projects comply with environmental regulations, especially those regarding water quality;
2. requiring rail companies to notify municipalities of hazardous materials they are transporting through or storing within a municipality’s borders;
3. restricting funds allocated for rail or related projects to those specific projects;
4. working with railroad companies to prohibit trains from speeding in downtown areas;
5. extending passenger rail service to Burlington on the western side of the state by 2020; and
6. providing the authority for municipalities to extend municipal water or wastewater lines under railroad tracks to serve citizens, ensuring access to maintain them, and protecting municipalities from liability for accidents caused by the railroad that affect those lines.

3.0 PUBLIC SAFETY

3.01 PRIORITY ISSUES FOR IMPLEMENTATION

Policy.

VLCT supports:

1. Law enforcement implementing the principles of procedural justice and continued efforts to address and support:
 - building trust and legitimacy in communities;

- creating sound policy and oversight mechanisms;
 - best practices in the use of technology and social media;
 - embracing community policing principles to include crime reduction strategies;
 - providing ongoing training and education to employees;
 - emphasizing officer wellness and safety; and
 - providing sufficient funding to make these goals successful.
2. providing public safety officials with the authority, information, and funding to combat drugged driving and other drug-related crimes;
 3. funding Department of Corrections' (DOC's) programs and initiatives to avoid adverse local government impacts resulting from criminal justice system decisions;
 4. providing the support for presently unmet social service needs in communities related to short - and long-term mental health and addiction care;
 5. additional personnel to provide support services for individuals with mental illness or addictions and additional mobile crisis units to support law enforcement and emergency services in crisis situations;
 6. collaborating with host municipality officials in decisions about where to provide or locate temporary transitional housing while respecting local zoning bylaws and plans in those decisions;
 7. developing a transparent and comprehensive planning process and collaborative governance structure that includes a broad spectrum of stakeholders to resolve technology issues;
 8. providing statewide access to complete, affordable fiber optics service that benefits public safety first responders, and builds the economy;
 9. creating new ways to recruit and retain public safety personnel, both paid and volunteer.

Marijuana should only be legalized for recreational purposes after all public safety, public health, and local regulatory and budgetary concerns are adequately addressed.

3.02 CORRECTIONS, MENTAL HEALTH, AND ADDICTION

Policy.

VLCT supports:

1. requiring 30 days' notice to local officials from the DOC of changes in the status of offenders in their municipalities, particularly those at risk to re-offend, and collaborating with those officials in any decision about where to place a released person;
2. ensuring that offenders housed in community settings receive reasonable DOC supervision and access to support services that ensures the safety of the community;
3. adherence to municipal zoning in approving housing for offenders and locating adequate supervision and support services where offenders are lodged near the general population;
4. clarifying in Title 24 Chapter 117 that temporary housing for offenders does not meet the definition of a "group home";
5. coordination between DOC and municipal law enforcement to monitor the release of offenders and avoid undue burden on any individual municipality;
6. authorizing corrections officers to serve citations and domestic abuse orders to offenders in a correctional facility in lieu of municipal police serving the paperwork there; and
7. collaborative solutions to handle incapacitated persons between all affected stakeholders.

3.03 PUBLIC SAFETY FUNDING

Policy.

VLCT supports:

1. authorizing local emergency service agencies to recover all costs associated with complying with any federal, state, or court-ordered licensing, registration, or testing requirement;
2. a moratorium on unfunded training requirements for volunteer first responders;
3. identifying and funding housing and transportation needs of persons who present a danger to themselves or to the public;
4. reimbursing providers for uninsured costs of providing emergency medical services for all persons lodged in state-owned or -funded facilities; and
5. providing funding to municipalities to undertake their own drug investigations.

3.04 PUBLIC SAFETY TRAINING

Policy.

VLCT supports:

1. providing adequate funding and resources to the Vermont Fire Academy for certified training programs and activities for all full-time, part-time, and volunteer firefighters that address the needs of volunteer firefighters and emergency services personnel;
2. providing adequate funding and resources to the Department of Health for certified training programs and activities for all full-time, part-time, and volunteer emergency services personnel;
3. determining if current statutorily mandated training mandates and the associated impacts on public safety personnel and agencies are necessary;
4. exploring flexible alternatives to the traditional residential Vermont Police Academy recruit training program;
5. providing tuition credits to municipalities that send students to the Vermont Police Academy if those municipalities also contribute instructors or training assistants; and
6. reimbursing the cost to train municipal law enforcement officers who are hired by the state.

3.05 PUBLIC SAFETY EMERGENCY RESPONSE

Policy.

VLCT supports:

1. including local personnel in discussions about changes in laws or regulations governing how local public safety and emergency management personnel respond to emergency incidents, and providing incentives or seed funding for regional public safety services programs run locally.

VLCT opposes mandating a response time for fire departments or EMTs.

3.06 SAFE DRIVING INITIATIVES

Policy.

VLCT supports:

1. directing resources to developing and implementing reliable roadside testing for law enforcement when enforcing incidents of drugged driving;
2. enacting primary enforcement of the seat belt law;

3. providing for sanctions levied upon a driver under 18 charged with a motor vehicle violation to continue past the driver's 18th birthday until the case is adjudicated; and
4. the state's initiatives to address highway safety, particularly with respect to bicyclists, pedestrians, and workers in the highway right of way.

3.07 LAW ENFORCEMENT ISSUES

Policy.

VLCT supports:

1. allowing a Vermont law enforcement officer to make an arrest based on a warrant from another state;
2. indemnifying any law enforcement agency that provides field training to a constable;
3. prosecuting as a crime possession of bath salts and, synthetic and designer drugs above a specified quantity;
4. in any discussion of marijuana legalization, identifying and addressing its impacts on cities, towns, and villages, including those on school populations, municipal first responders, municipal regulations, and municipal budgets; and
5. maintaining the independent status and function of the E-911 and Vermont Communications boards.

4.0 QUALITY OF LIFE AND ENVIRONMENT

4.01 HOUSING

Policy.

VLCT supports:

1. directing incentives and programs to designated downtowns, village centers, new town centers, growth centers, and other areas designated in the adopted municipal plan for growth and development near jobs, services, and amenities;
2. where regional and municipal plans agree, accommodating development in prioritized areas and implementing Act 250 incentives for housing; and
3. allocating property transfer tax funds to the Housing and Conservation Trust Fund at the rate established in Act 200.

4.02 ACT 250 AND STATE PERMITS

Policy.

VLCT supports:

1. consolidating, coordinating, and expediting all required state permit processes for all projects;
2. delegating responsibility for Act 250 to municipalities demonstrating the professional capacity and willingness to assume responsibility for administration;
3. defining "local impact" and "regional impact" for development projects in Act 250;
4. eliminating Act 250 review of projects with local impact in municipalities that have duly adopted municipal plans approved by the regional commission, zoning, and subdivision regulations if the local legislative body votes to eliminate such review;

5. assigning to district commissions review of projects with regional impact expected to affect regional interests; and
6. retaining Criterion 10, conformance with any duly adopted local or regional plan or capital program, under 24 V.S.A. chapter 117.

VLCT opposes revisiting permitting decisions in a second forum such as Act 250 if a local or state permit decision has been made subsequent to appropriate hearing and review. Regional plans should be considered in concert with municipal plans and must not be used to trump duly adopted municipal plans.

4.03 GROWTH AND LOCAL LAND USE

Policy.

VLCT supports:

1. allocating property transfer tax revenue to cities and towns for municipal planning purposes at the rate established in Act 200 before appropriating revenues to new uses and programs;
2. providing additional incentives to spur development in locally planned growth centers as well as designated downtowns, new town centers, or village centers;
3. enabling municipalities to regulate retail agricultural and diversified agripreneurial and silvicultural facilities through zoning bylaws;
4. compliance with the municipal approved plan and zoning bylaws by a federal or state governmental entity that owns or leases any facility;
5. continuing the Tax Increment Financing (TIF) program and providing incentives to municipalities and funding municipal infrastructure necessary to support economic development;
6. authorizing municipalities to enact ordinances that hold property owners responsible for the maintenance of their properties and structures to address the structural integrity of dilapidated properties that present a hazard to the public health;
7. recognizing that adopted regional plans are only guidance documents whose function is to help municipalities implement duly adopted plans at the local level; and
8. balancing environmental standards for relocation of lightly contaminated urban soil with state policy to locate or redevelop economic development and housing projects in compact centers with access to wastewater, water supply, and transportation options instead of in greenfields.
9. stimulating needed investment in downtowns, new town centers, villages, and areas in which state and local policies encourage economic development.

4.04 WASTE MANAGEMENT

Policy.

VLCT supports:

1. holding municipalities harmless from liability for any hazardous material incident at any facility that conforms with all state and federal permits and regulations;
2. enabling local governments to determine the most appropriate collection, storage, disposal, and treatment methods for sewage, solid waste, wastewater, their process byproducts, and recyclables;
3. regulating complete treatment processes for materials such as wastewater, solid waste, and recyclables through single permits that address the entire treatment cycle at a facility, and issuing permits for facilities based on the useful life or capacity of the facility;

4. requiring the departments of Health and Environmental Conservation to coordinate regulations and create unified treatment standards for the safe management and disposal of products determined to be hazardous;
5. providing municipalities with maximum flexibility to implement the Universal Recycling Law of 2012; and
6. stimulating needed investment in downtowns, new town centers, villages, and areas in which state and local policies encourage economic development.

VLCT opposes requiring certificate or permit holders to reduce any analyte below background levels found in the environment.

4.05 AIR QUALITY AND ENERGY

Climate change is real, manmade, and affects the environment in the State of Vermont, threatening much of its traditional agricultural, rural, and recreational economy.

Policy.

VLCT supports:

1. policies that empower municipalities to reduce local emissions, plan for and improve resiliency to climate change, and participate in the transition to a clean energy economy;
2. reducing the consumption of fossil fuels;
3. ensuring the reliability of Vermont's energy supply and restoring balance between transitioning to renewable energy and protecting land use priorities established in municipal plans and state land use goals;
4. encouraging the use of solar panels and renewable or energy-efficient measures on buildings where appropriate, installing them without detracting from a building's structural or design integrity, and ensuring that such installations are subject to existing local building and electrical codes and standards;
5. establishing state mechanisms to ensure statewide compliance with Vermont's building codes for energy efficiency without imposing further mandates on municipalities;
6. including all local decisions concerning a renewable energy generation project within the Public Utility Commission docket, providing substantial deference to those local decisions and municipal plans, formulating areas of inquiry based on concerns raised in the local hearing process, and specifically addressing local concerns raised in local determinations and adopted municipal plans; and
7. moving renewable energy generation project determinations related to siting of facilities to Act 250 jurisdiction.

4.06 TELECOMMUNICATIONS

Policy.

VLCT supports:

1. active participation by VLCT and municipalities in a transparent governance structure regulating development of fiber optics service that is complete, statewide, and affordable to municipalities for both the use of public safety first responders and for building Vermont's economy and
2. appropriate local regulation of telecommunications facilities.

4.07 HEALTH CARE

Opioid addiction is a tremendous and growing crisis that affects municipalities' ability to provide quality of life and municipal services to Vermonters.

Policy.

VLCT supports:

1. the universal availability of opioid addiction treatment on demand and without delay;
2. empowering municipalities to respond to local public health and opioid addiction induced crises in appropriate ways;
3. requiring medical providers to rigorously adhere to medical community-developed and evidence-based protocols and best practices for the prescription of opioids;
4. the "whole population" health care model, which engages partners across many sectors to improve the individual experience of care, reduces per capita cost of care, and improves the health of populations;
5. refining the health care system to improve the health of Vermonters and manage costs that lead to lower health insurance premiums, allowing more Vermonters to afford health insurance.
6. pursuing universal health care coverage;
7. reducing cost shifts such as from Medicaid;
8. ensuring health care mandates are paid with public funding and are accessible to all; and
9. continuing and expanding health promotion and wellness activities that promote healthy lifestyles and the appropriate use of medical care.

5.0 WATER RESOURCES

5.01 VERMONT CLEAN WATER ACT FUNDING AND IMPLEMENTATION

Policy.

VLCT supports:

1. accounting for the capacity of potential funding sources to pay for priorities related to the Vermont Clean Water Act in conjunction with programs to which that funding source is already dedicated;
2. stable funding and expanded governance, including representation from municipalities, of the Clean Water Fund to achieve the goals of the Vermont Clean Water Act and Total Maximum Daily Loads (TMDLs);
3. centralized collection and management of per parcel or impervious surface fees;
4. project implementation based upon design and scoping to ensure a successful project. Match requirements for funds to support design and scoping should be as attractive and low as possible; and
5. a statewide authority for centralized collection of impervious surface or per parcel fees, development, and implementation of clean water projects.

5.02 TOTAL MAXIMUM DAILY LOADS (TMDLs)

Policy.

VLCT supports:

1. financial and technical support to municipalities to fully implement mandates included in the Clean Water Act and its associated TMDLs and Act 64;
2. the fair, effective, and efficient spending of state and federal dollars to achieve TMDL goals and to mitigate phosphorus and other TMDL-regulated discharges;
3. subjecting potential mitigation efforts to a cost-effective analysis, with implementation based on that analysis;
4. directing the Agency of Natural Resources (ANR) to work closely with the U.S. Environmental Protection Agency (EPA) to implement reasonable TMDLs for Lake Champlain and other Vermont waters;
5. reducing runoff from non-point sources of pollution by state and local governments, developers, farmers, and other stakeholders;
6. requiring ANR to automatically re-issue permits for five-year terms if they have been expired without renewal for more than three years;
7. ensuring wastewater facility discharge limits are based upon permitted waste load allocations and
8. timely responses and guidance from ANR to permit required conditions, and clear for implementing those conditions.

VLCT opposes:

1. requiring municipalities to construct treatment plants to meet the highest available technical standards for discharges to impaired waters, regardless of cost;
2. re-opening facility permits so as to amend them before their five-year terms expire;
3. imposing water quality mandates without funding to achieve compliance; and
4. adjusting wastewater treatment facility permit discharge limits to reflect their historical performance.

5.03 POTABLE WATER AND WASTEWATER SYSTEM PERMITTING

Policy.

VLCT supports:

1. ANR enforcing the provisions of the Wastewater System and Potable Water Supply Program, including requirements to repair or replace failed on-site septic systems;
2. increased funding to improve public health protection by ensuring high quality potable water supplies;
3. in-state solutions to handling wastewater residuals and bio-solids, particularly providing for continued land application while preserving valuable and limited in-state landfill space;
4. developing standards for the Combined Sewer Overflow rule that recognize the benefits of combined sewers; and
5. managing drinking water treatment residuals outside of wastewater residuals rules.

5.04 PRIORITIZATION TO IMPLEMENT ENVIRONMENTAL PROJECTS

Policy.

VLCT supports:

1. ANR and EPA implementing the Integrated Planning Approach Framework so municipalities can prioritize and schedule municipal Clean Water Act responsibilities and investments in compliance activities according to greatest need, notwithstanding statutory limits;
2. requiring ANR to use a system similar to the Integrated Planning Approach Framework that allows municipalities to prioritize and schedule municipal investments in compliance based on financial ability, notwithstanding statutory limits; and
3. limiting the rights of third parties to appeal approved integrated planning and implementation schedules.

5.05 STORMWATER AND MUNICIPAL ROADS

Policy.

VLCT supports:

1. on-site collaboration and technical assistance from ANR and the Agency of Transportation to municipalities that conduct road inventories so that prioritized projects complying with the Municipal Roads Permit are economically feasible at the municipal level; and
2. promoting the improvement of town highways and bridges through all means available so they are properly engineered to mitigate the impacts of weather-related disasters.



Vermont League of Cities & Towns
TOWNFAIR2017



CONFERENCE & EXHIBITION

October 4-5, 2017
Killington Grand Hotel
Killington, Vermont

Vermont League of Cities & Towns **TOWNFAIR2017**



WHY SHOULD YOU ATTEND TOWN FAIR?

Town Fair, VLCT's annual trade show and conference, has something for everyone this year. It features over twenty training sessions that were created based on specific requests and feedback from municipal officials. The two most requested topics, Human Resources and Economic Development, will have their own training tracks. You can choose to experience the complete track or attend just one or two sessions. Town Fair will also feature workshops on social media, water quality, the Better Roads Program, Vermont's Open Meeting Law, and more topics that are important to local officials. Look elsewhere in this program for details, or visit our website, vlct.org, for the most up-to-date information.

HIGHLIGHTS

- Training and exhibitors in one building
- Roundtable discussions at lunch
- Continuing Education Credits and CLE Credits (Please email info@vlct.org to verify which credits will be available)
- Attend one or both days
- Free to attend on Wednesday
- Thursday's program features a morning welcome and keynote address
- Two training tracks: Human Resources and Economic Development

VLCT ANNUAL MEETING AND ADOPTION OF THE 2018 MUNICIPAL POLICY



VLCT's municipal legislative policy will be discussed and adopted by the membership. We urge one voting delegate per member city or town to participate. All members are welcome to attend and speak; non-members may observe and speak when recognized by the group in accordance with VLCT bylaws. The voting delegate form is available to download on the VLCT website, vlct.org.

WEDNESDAY

1:30-4:00

VLCT Annual Meeting and Adoption of the 2018 Municipal Policy

Location: Northstar

VLCT's municipal legislative policy will be discussed and adopted by the membership. We urge one voting delegate per member city or town to participate. All members are welcome to attend and speak; non-members may observe and speak when recognized by the group in accordance with VLCT bylaws. This portion of Town Fair is free to attend.

4:00-7:00

Reception in Exhibit Hall

Location: Oscar Wilde Ballroom

Immediately following the VLCT Annual Meeting, attendees will be able to mingle with colleagues and exhibitors in the Exhibit Hall. View the exhibits and collect a few giveaways before the rush of people on Thursday. Refreshments and a cash bar will be available. This portion of Town Fair is free to attend.

THURSDAY

8:00 - 11:00

Registration

Location: Killington Grand Hotel, Lower Lobby

8:00 - 11:00

Meet and Greet at the Conversation Café

Location: Oscar Wilde Ballroom

Enjoy a continental breakfast sponsored by People's United Bank.

8:00 - 3:30

Visit the Exhibit Hall

Location: Oscar Wilde Ballroom

CONCURRENT SESSIONS

8:30



Economic Development Success Stories

Location: Northstar I

This session will focus on successful economic development projects of small and rural communities. Learn how towns have created economic development initiatives that work regardless of size, and what you can do to make your community thrive.

8:30

Vital Records - Sponsored by VMCTA

Location: Northstar II

Representatives from the Vermont State Archives and the Vermont Department of Health will discuss Act 46, Vermont's new vital records statute, and municipalities' responsibilities to it. A lively Q&A session is anticipated.

Speakers: Tanya Marshall, State Archivist, Vermont State Archives and Records Administration; Richard McCoy, Public Health Statistics Chief, Vermont Department of Health

8:30



Municipal Human Resources Meeting

Location: Gateway I

Join your municipal colleagues for a session of HR news and networking. Whether you're brand new to your role or a seasoned professional, if you handle any aspect of human resources administration or management for your municipality, this casual yet informative session will be an excellent way to kick off your day. Get the latest HR news and legal updates, share stories with peers, and pick up your VLCT Human Resources Toolbox as an added bonus.

Speaker: Jill Muhr, Human Resources Consultant, VLCT Municipal Assistance Center



Economic Development Track



Human Resources Track

KEYNOTE

Future Trends Affecting Local Governments



SPEAKER: Matt Thornhill,
Institute for Tomorrow

Matt Thornhill is a futurist, generational expert, author, and a managing partner of SIR's Institute for Tomorrow, a think tank dedicated to helping organizations and communities learn what's coming and what to do about it today. Matt's meaningful insights help organizations and communities plan for tomorrow. He will talk about "the future we already know," focusing on key trends in demographics, society, and culture that will affect every community.

Matt has appeared on NBC Nightly News, CBS Evening News, MSNBC, NPR, CNBC, and in stories in The New York Times, The Wall Street Journal, USA TODAY, Time magazine and many other publications.

THURSDAY CONTINUED

8:30

Open Meeting Law and Social Media

Location: Gateway II

Is it possible for municipal officials to use group email without violating the Open Meeting Law? Can selectboard members post to Front Porch Forum? Who should be able to post to the town's Facebook page? These questions and more will be addressed in this session about the use of social media within the legal constraints imposed by Vermont's Open Meeting Law.

Speaker: Carl Andeer, Staff Attorney I, VLCT Municipal Assistance Center

8:30

Vermont DEC Municipal Road General Permit

Location: Escapade I

This session will cover the Municipal Road General Permit (MRGP), one of several new Vermont Clean Water Act (Act 64) requirements. Our presenter will discuss the draft MRGP framework, the latest MRGP practice standards and implementation triggers, MRGP timelines, the road erosion inventory, the implementation plan spreadsheet template, and annual reporting. Towns may begin to apply for coverage under the MRGP in July 2018.

Speaker: Jim Ryan, DEC Municipal Roads Program Coordinator, Vermont Department of Environmental Conservation

THURSDAY CONTINUED

8:30

Live from the General Assembly, it's VLCT Advocacy!

Location: Escapade II

VLCT Advocacy will highlight legislative activity from the 2017 legislative session, summarize their expectations for 2018, and answer any questions you have about the legislature, legislative changes past and present, and the policies VLCT will focus on next year.

Speakers: Karen Horn, Director, Public Policy and Advocacy; Gwynn Zakov, VLCT Public Policy Advocate

9:30

Keynote: Future Trends Affecting Local Governments

Location: Northstar

Speaker: Matt Thornhill, Institute for Tomorrow

CONCURRENT SESSIONS

10:30

PACIF and VERB Trusts Annual Meeting

Location: Northstar II

10:30

Police Chiefs' Annual Meeting

Location: Escapade II

11:00

Emerging Trends in Law Enforcement

Location: Escapade II

Over the last three decades, law enforcement has faced an ever-growing amount of civil litigation with respect to the high-risk, critical tasks in law enforcement. While there is no magic formula for law enforcement agencies to eliminate all risk of liability lawsuits, you can take a number of steps to reduce the risk of lawsuits and make them more defensible when they occur. Visit vlct.org for a list of the topics that will be covered in this session.

Speaker: Jack Ryan, Legal and Liability Risk Management Institute

11:00



Vermont's Workforce Supply Gap: Can we fill it?

Location: Northstar I

How do we find 11,000 new people to enter the labor market? What strategies should we use? How do we attract new Vermonters to our state? How do we do this in all regions of the state? Vermont's population and workforce have grown too slowly to meet demand, and the future of our economy depends on filling this gap. Join the Vermont Futures Project to help solve the workforce supply gap.

The Vermont Futures Project will present data and recommendations to address this talent supply issue and explore with Town Fair attendees ideas to answer these questions in breakout sessions. Add your recommendations to the growing list of solutions. Vermont's economy runs on great people and your suggestions are needed here to create a robust economic future for our state.

Speakers: Representatives from the Vermont Futures Project



THURSDAY CONTINUED

11:00



Maneuvering Medicare

Location: Gateway I

Learn how to maneuver in the complex world of Medicare and what steps you must take when employees or retirees become eligible for Medicare. Our presenter will thoroughly explain the three basic parts of Medicare – A, B, and D – and highlight what options are available in the group and individual markets.

Speaker: Derek Obrey, Consumer and Business Support Services Supervisor, Blue Cross Blue Shield of Vermont

11:00

Keep Up: Planning and Managing Social Media

Location: Gateway II

Social media is entering a second decade of use, yet it can still be difficult to master. What and where should you post? How do you incorporate social media into your overall communications plan? How do you keep up with the times? In this workshop, you'll learn how to better communicate with your constituents to create a vibrant online and offline community. This fast-paced presentation, geared toward those who are building or maintaining their social media accounts, will provide tools and tips that you can put into action today.

Speaker: Sara Munro, Chief Collaboration Officer and Owner, Bay Haven Consulting

11:00

Managing Conflicts of Interest

Location: Escapade I

Conflicts of interest – real or perceived – are inevitable, especially in small towns. To help elected and appointed municipal officials address these conflicts, VLCT's Municipal Assistance Center developed a model Conflict of Interest Policy. In this session, we will summarize the policy and touch upon the legalities and best practices for managing conflicts of interest when they arise. We will also highlight how the State's new ethics law affects municipalities.

Speaker: Garrett Baxter, Senior Staff Attorney, VLCT Municipal Assistance Center

11:00

VALA-Sponsored Training

Location: Snowshed Highlander

Please see vlct.org for details on this training.

Speaker: George Sansoucy, P.E., George Sansoucy, LLC

12:15

Lunch

Location: Snowshed Ballroom (across the bridge)

Topic Tables: Topics will be identified on each table so that attendees can sit with others who want to discuss the same subject.

1:30

Dessert

Location: Exhibit Hall

CONCURRENT SESSIONS

1:45



Effective Public Communication

Location: Northstar I

Communicating with the press and the public can be difficult for municipal officials who have to deal with contentious issues. Hear from a panel of experts about how to get your message out to the public, communicate with the press, and learn about legal requirements of Vermont's Public Records Law.

Speakers: Municipal Representative, Attorney TBD, Press Representative



Economic Development Track



Human Resources Track

ECONOMIC DEVELOPMENT TRACK

8:30

Economic Development Success Stories

Hear from communities that have undertaken successful economic development projects.

11:00

Vermont's Workforce Supply Gap: Can we fill it?

How do we find 11,000 new people to enter the labor market? Speakers from Vermont Futures Project will present data and recommendations, and explore with Town Fair attendees ideas to answer these questions in breakout sessions.

1:45

Effective Public Communication

Communicating with the press and the public can be difficult for municipal officials dealing with contentious issues. Hear from a panel of experts about how to comply with the law, communicate with the press, and get your message out to the public.

3:15

Young People in Your Town

Members of the Rutland Young Professionals will discuss how to make your town more welcoming to newcomers, including young professionals and growing families.

Location: Northstar I

HUMAN RESOURCES TRACK

8:30

Municipal Human Resources Meeting

Join your municipal colleagues for a session of HR news and networking.

11:00

Maneuvering Medicare

Learn how to maneuver the complex world of Medicare.

1:45

Multiple Generations in the Workplace

Intergenerational differences are evidence that our culture is in transition. Learn how to attract and keep the talent we want in our municipalities without alienating the other generations.

3:15

Employment Practices "Dos and Don'ts"

Employment practices claims (such as unlawful termination, harassment, or discrimination) can be extremely expensive. Hear from Kerin Stackpole and Kaveh Shahi, seasoned attorneys who participate in VLCT PACIF's Employment Practices Liability Assistance Program, along with Kelly Kindestin, VLCT Property and Casualty Claims Manager, who has over twenty years of municipal claims management experience.

Location: Gateway I



THURSDAY CONTINUED

1:45

Computer Security 101

Location: Northstar II

The many benefits generated by the rapid and dramatic advances in information technology are sometimes tempered by the significant risks they create, which has made computer security a high priority for government entities. Incidences of data tampering, fraud, and inappropriate disclosure of sensitive information increasingly affect municipalities. In this session, you will learn some of the fundamentals of computer security, including basic terminology and how to identify and mitigate sources of risk to better protect your information. The session will be interactive, with questions and comments welcome.

Speaker: Jonathan Rajewski, Director, Champlain College Center for Cybersecurity and Digital Forensics

1:45

Multiple Generations in the Workplace

Location: Gateway I

Intergenerational differences are evidence that our culture is in transition. Differences between the five (gasp!) generations found in today's workplace can be identified by factors such as norms, beliefs, values, and the historical influences that shaped each generation. In this session, we'll examine the most commonly understood traits of each generation. More importantly, we'll talk about how to attract and keep the talent we want in our municipalities without alienating the other generations.

Speaker: Michael Kilfoyle, Principal/Senior Vice President, Hickok & Boardman HR Intelligence

1:45

Effective and Legal Meetings

Location: Gateway II

Municipal meetings are not generally known for their efficiency, but the constraints of the Open Meeting Law require that the members of municipal public bodies (such as boards, councils, committees, commissions, etc.) generally can't work outside the context of a public meeting. Public meetings, however, can be set up and managed so that they are as efficient and effective as possible, given legal and ethical constraints. This session will provide suggestions and best practices for holding effective meetings and touch on Open Meeting Law requirements and managing conflicts of interest.

Speaker: Sarah Jarvis, Staff Attorney II, VLCT Municipal Assistance Center

1:45

The Vermont Municipal Bond Bank: A Resource for Municipalities

Location: Escapade I

The Vermont Municipal Bond Bank provides municipalities with access to low-cost municipal bond proceeds. In this session, we will review the VMBB's lending services, financial planning assistance, and loan application and repayment processes.

Speaker: Robert W. Giroux, Executive Director, Vermont Municipal Bond Bank

THURSDAY CONTINUED

1:45

Long-Range Transportation Plan Update

Location: Escapade II

The Vermont Agency of Transportation is updating Vermont's Long-Range Transportation Plan (LRTP). The LRTP establishes the state's long-term vision for the transportation system, strategic direction, and priorities for implementing the vision over the next twenty years. Advancements in vehicle and communication technology, more frequent severe weather events, and an aging population are just a few examples of issues that require us to think differently about how we plan, build, maintain, and manage our transportation system. Come learn more about the LRTP and offer your thoughts about the future of transportation in Vermont.

Speaker: Dave Pelletier, Planning Coordinator, Vermont Agency of Transportation

11:00

VALA-Sponsored Training

Location: Snowshed Highlander

Please see vlct.org for details on this training.

Speaker: George Sansoucy, P.E., George Sansoucy, LLC

3:00

Raffle and Prizes

Location: Exhibit Hall

CONCURRENT SESSIONS

3:15



Young People in Your Town

Location: Northstar I

Members of the Rutland Young Professionals will discuss how to make your town more welcoming to newcomers, including young professionals and growing families. They will tell you about the programs and strategies they developed to help early and mid-career workers get involved in the community, including in town government and community organizations. They'll also provide tips about how to create a young professionals group in your town or region.

3:15

VMCTA and VALA Member Roundtable

Location: Northstar II

Members of the Vermont Assessors and Listers Association and the Vermont Municipal Clerks' and Treasurers' Association will talk about the day-to-day cooperation between the various municipal departments that is necessary to keep a typical town office running efficiently. Additional topics may be discussed. Note: Roundtable discussions will also take place during lunch for anyone who can't attend this session.

3:15



Employment Practices "Dos and Don'ts"

Location: Gateway

Managing employees can be rewarding and challenging. Employment practices claims (such as unlawful termination, harassment, or discrimination) can be extremely expensive. Here is your opportunity to learn the "dos and don'ts" of employment practices from attorneys specializing in the field and a PACIF claims manager. While names and identifying details will be blurred to protect confidentiality, you will reap an insider's view of real Vermont municipal employment practice scenarios and be provided with information that will help you manage and reduce your legal risks. Kerin Stackpole and Kaveh Shahi are seasoned attorneys who participate in VLCT PACIF's Employment Practices Liability (EPL) Assistance Program. Kelly Kindestin has over twenty years of years of municipal claims management experience.

Speakers: Kerin E. Stackpole, Director, Employment and Labor Law Group, Paul, Frank + Collins; Kaveh S. Shahi, Principal, Cleary Shahi & Aicher, PC; Kelly Kindestin, Manager, Property and Casualty Claims, VLCT PACIF



Economic Development Track



Human Resources Track

THURSDAY CONTINUED

3:15

Better Roads

Location: Escapade I

The Vermont Agency of Transportation's Better Roads Program (formerly the Better Backroads Program) is a grant program for municipalities that provides funds for planning and erosion control projects that improve water quality and reduce maintenance costs. In this session, our speakers will detail the program and how to apply for funding. They will also discuss the requirements of Act 64 (Vermont's Clean Water Act) and the Municipal Roads General Permit.

Speakers: Alan May, VTrans Better Roads Program Manager; Rachel Beauegard, VTrans Municipal Assistance Project Supervisor

3:15

Protecting Your Municipality's Budget by Avoiding Costly Claims

Location: Escapade II

As part of their duties, municipal officials not only procure insurance but also make many decisions that can end up increasing the cost of insurance—especially now, as Vermont joins the national trend of very expensive liability claims. In this session, VLCT Property and Casualty Intermunicipal Fund (PACIF) insurance staff will outline the coverage necessary for Vermont municipalities, discuss examples of large claims reported by PACIF member municipalities, and explain practical ways to reduce the risk of incurring or exacerbating costly claims.

Speakers: Pam Fecteau, Underwriter, VLCT; Jeff Theis, Loss Control Consultant, VLCT

4:15

Conclusion



REGISTER ONLINE

Visit our website
for the most
current details
and to register.

VLCT.ORG

Early bird registration. Save \$10 on your registration if we receive it by Friday, September 15, 2017. Individuals registering after Wednesday, September 27, should plan to register at the door.

If you have any questions, please call our offices at 800-649-7915 or email info@vlct.org. The most up-to-date information on the Town Fair schedule, speakers, training, and exhibitors can always be found on our website, vlct.org.

We look forward to seeing you at Town Fair!



VENUE

Killington Grand Hotel



ARRIVE EARLY OR STAY LATE

Experience more of what Killington has to offer. You'll find plenty of things to do at the resort and even more if you venture into downtown!

Killington Resort Activities

- **K-1 Express Gondola.** Ride the gondola to the top of 4,241-foot Killington Peak. Experience fantastic fall views and access 15 miles of designated hiking trails. Stop at the Peak Lodge for a snack before leaving.
- **Mountain Bike Park.** The newly expanded mountain bike park features trails for every experience level. Bring your own bike or rent one for the day! Lessons and tours are also available.
- **Killington Grand Spa.** Relax in a warm and welcoming spa environment. The spa menu features a comprehensive list of available services (appointments required).
- **Golf.** Enjoy the end of golf season at the Killington Grand. The 6,186-yard, par-72 golf course closes for the season shortly after Town Fair. Take some time out of your busy schedule to experience the breathtaking mountain vistas this course has to offer.

LODGING

Overnight accommodations are available at the Killington Grand Resort Hotel.

Call 877-458-4637 to make a reservation or visit killington.com.

Killington is located in south-central Vermont at the junction of U.S. 4 and Vt. 100 North in Killington, 11 miles east of Rutland.

Killington Grand Resort
4763 Killington Road
Killington, VT 05751

802-422-6200 (general information)

TOWN FAIR 2017 SPONSORS

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