



***CITY OF MONTPELIER
MONTPELIER, VERMONT***

Agenda for Regular City Council Meeting

City Council Chambers, City Hall

January 14, 2015

6:30 P.M.

- 1) Call to Order by the Mayor
- 2) 15-011. Review and Approve Agenda
- 3) 15-012. General Business and Appearances
- 4) 15-013. Consideration of the Consent Agenda:
 - a) Approve Minutes from the January 7th, 2015 Special City Council Meeting. 
 - b) Approve Amendment #1 of a "Finance & Maintenance Agreement" with the Vermont Agency of Transportation (VTrans) for the Granite Street Bridge painting project (now complete) entitled "MONTPELIER BF BPNT(007)", Contract No. FM0106. 
 - i. The purpose of this amendment is to permit VTrans to correct an error in their expenditure account because the project number should have been BF BPNT(017) not BF BPNT(007). All other terms of the original Finance & Maintenance Agreement approved by the City Council and signed by the City Manager in September, 2013 are unchanged and remain in effect.
 - ii. The Public Works staff has reviewed the amendment and discussed the reason for the amendment with the VTrans Special Agreements Administrator.
 - iii. Recommendation: Approval for the City Manager to act as the duly authorized agent to execute the amendment.
 - c) Authorize City Manager to execute and deliver a mortgage discharge for 1990 Community Development Loan for 39, 40 Barre Street. 

- i. These funds were only to be repaid if the property did not stay affordable. Since these properties have a covenant from VHCB which maintains perpetual affordability, the intent of the 1990 mortgage maintaining affordability is satisfied by VHCB covenant. The formal discharge will help CVCLT refinance their project. The City intent was never to have the loan repaid.

d) Approval of Payroll and Bills

5) 15-014. Appointments to the City's Conservation Commission

a) Staff advertised for the following expired terms/vacancies:

- i. Chris Hilke 2-year term Expires 1/15/15
- ii. Ben Eastwood 3-year term Expires 1/15/15
- iii. Vacant Seat 2-year term Expires 2/05/15
- iv. Alternate Seats (2) 1-year terms

b) Chris and Ben have both indicated they would like to be reappointed; Jeff Schumann, James Brady, John Jose, Emily Byrne and Charlie Hohn would like to be considered for one of the five vacancies. Whoever is appointed to the unexpired 2-year term, staff is recommending that the expiration date be pushed back to June of 2015 as there is another seat that expires at that time. This would help get the staggered terms back in sync. See attached list.

c) Recommendation: Following an opportunity to meet the candidates, it is anticipated that Council Members will enter Executive Session in accordance with Title I, §313, Executive Sessions, (3) *The appointment or employment or evaluation of a public officer or employee*. Upon returning to public session, announce their decision to fill these vacancies.

6) 15-015. Presentation from Montpelier's Community Fund Board.

- a) On December 15, 2014, Board Members met; their agenda was to review all grants submitted to the MCFB and prepare a recommendation to City Council.
- b) Recommendation: Receive presentation; opportunity for discussion; possible direction to the Board and/or Staff.

- 7) 15-016. Conduct First Public Hearing on Proposed FY '16 Municipal Budget.
- a) The City Manager presented a recommended budget on December 17, 2014.
 - b) The Council conducted “budget workshops” as part of their meetings held on December 17th, 2014, and January 7th, 2015. The City Council preliminarily adopted their budget on January 7th.
 - c) The Council’s proposed budget restores \$30,800 in funding to support FY ‘16 Montpelier Alive activities and requires a 2.15 cent (2.2%) increase in the municipal tax rate (two cents for Capital Projects and Equipment Purchases).
 - d) Recommendation: Present budget to public; conduct public hearing; provide direction to staff as necessary.
- 8) 15-017. Conduct First Public Hearing on Warning for March 3, 2015 Annual City Meeting. 
- a) A draft warning of ballot items for the Annual City Meeting has been prepared and is attached.
 - b) Recommendation: Conduct Public Hearing; provide direction to staff as necessary.
- 9) 15-018. Set date, time and location for Annual City Meeting.
- a) Recommendation: Set date for the Annual City Meeting on Tuesday, March 3rd, from 7:00 A.M. to 7:00 P.M. in the City Hall Auditorium.
- 10) 15-019. Discussion of the process and time of the City Manager’s Review
- a) The Council will conduct the City Manager’s annual review before the end of February.
 - b) Recommendation: Discuss and decide on a process and set the time for the review.

- 11) 15-020. Council Reports
- 12) 15-021. Mayor's Report
- 13) 15-022. Report by the City Clerk
- 14) 15-023. Report by the City Manager
- 15) *Adjournment*



**CITY OF MONTPELIER
MONTPELIER, VERMONT**

Addendum to Agenda for Regular City Council Meeting

January 14, 2015

Additional Item ...

15-023A. Personnel Status Update

- a) This would be eligible for Executive Session under 1 VSA 313 (a)
(3) “the appointment or employment or evaluation of a public officer or employee...” This will be brief and will not require action.

Councilors,

Councilor Watson requested a resume. I hope this will suffice. I do not have a current resume on file as I have been a stay at home dad for the past several years, but hopefully this will give you and the rest of the council a little insight into who I am, and why I have a passion for serving my community through my roll on the Conservation Commission.

I grew up Leicester, VT, and left High School (Otter Valley) early to attend Northland College in Ashland, WI, where I majored in Outdoor Education, with a Natural history emphasis, and minored in Natural Resources Management. My dad is retired from the US Forest Service, and I have a lifelong love of the outdoors, wild places, and public lands. It was one of my biggest lifetime disappointments that I could not afford to complete my college education. Instead, I attended Job Corps, where I studied Culinary arts, (another passion of mine) and was sent to San Francisco for advanced training in the National Maritime Union Chief Cook/ Hotel Restaurant Management program on Treasure Island. After Job Corps, I worked various cooking jobs, from cooking on the wagon train at a Juvenile Corrections program called Vision Quest, to the Mural Room in scenic Teton National Park in Jackson Wyoming.

After traveling the country cooking for a few years, I returned to Vermont, until shortly after 9/11, when I moved to New York City temporarily to help with cleanup around Ground Zero. Working for Certified Moving, I was among the crew that cleaned the city law offices at 100 Church Street... It was an eerie specter, seeing peoples cubicles just as they left them on that fateful morning... I remember seeing a mummified bagel with a bite taken out sitting under a half inch of fine dust...

Upon returning to Vermont, I worked at Mt. Independence State Historic Site, as a grounds keeper and site interpreter. I got that job after volunteering to guide school groups there. It is located on Lake Champlain, and is one of the least archaeologically disturbed Revolutionary War encampments, and is also an amazing diverse habitat for wildlife and some protected plant species. I grew up not far from there and loved the opportunity to share such a special place.

I also volunteered with Brandon Rescue, and became a first responder. I love serving my community, and the rescue squad gave me a chance to do so, and also helped me hone my skills for conflict management, and dealing with crisis situations.

I moved to western North Carolina for a few years, got married, learned how to convert diesel engines to run on straight vegetable oil.

Upon returning to Vermont, I reestablished my commitment to Brandon Rescue, and became an EMT. While volunteering at the rescue squad, I also joined the preliminary board of the Acorn Energy Coop, located in Middlebury, VT, where we wrote the founding bylaws, marketed and sold the first Vermont Sourced wood pellets, and we also worked with the Vermont Oilseed Project, which was a joint project of the Vermont Sustainable Jobs Fund and UVM tasked with studying and developing crops to grow here that could be used to produce fuel, along with the co-products that could be developed from fuel crops.

I had developed an Open Source, On Demand Straight Vegetable Oil system for Diesel engines, and was hired to design a system based on my design to install on a test tractor for the Oilseed project.

Shortly after that I began to work full time as a paid EMT with a non emergent ambulance service. Due to poor working conditions that put patient and crew safety and careers in danger, several fellow employees and I began to organize a Union. When Management found out about

the union, there were layoffs, and I used that opportunity to spend time with my kids as a stay at home dad. That was the fall of 2010. I have 3 sons. My eldest son's mother passed away from Cancer in 2010, and my youngest son was just a few months old, so I was blessed with the opportunity to spend time with my kids.

I moved to Montpelier in 2011, and became active in politics, testifying in favor of GMO labeling, and following the GMO bill through the committee process. I also became the state coordinator for the Rocky Anderson Presidential campaign in 2012. I led the effort that put the only constitutionally eligible independent Presidential candidate onto the ballot in Vermont. It took a lot of hard work, a dedicated team of volunteers and paid canvassers, and a successful lawsuit to do it, which was challenged all the way to the VT Supreme Court where the lower court's decision in our favor was affirmed. During that process I read the entire Vermont statute on Election Law, to assist in formulating the legal argument for the case.

I have been very active in the Progressive Party since 2013. I am the current city and county chair of the party, served on the elections committee, and chaired the Platform Committee, which oversaw a complete overhaul of our party platform. I developed an online poll, and held several online forums, as well as facilitated discussions at the state committee meetings. Public participation and transparency are paramount to me... This past elections cycle I helped recruit several local candidates, held a successful candidates forum for local candidates, and ran for Secretary of State in the general election, where I received an historically high percentage for a Progressive statewide candidate in what was generally a very low turn out year.

Civically, I volunteer at the Freeride Community bike shop, having a lifelong love of cycling. (you may see me zooming around town on my recumbent trike) I also have been working for full protection of Berlin Pond, both independently, and with the citizens action group, as well as through the Conservation Commission.

I have served awhile on this commission, and feel like we have a strong team. I believe it is important to have a well balanced mix of professionals in the field, and lay people who have a similar dedication to the goals of the committee, and I think we achieve that admirably.

The Berlin Pond issue, 1 Taylor street, and the survey conducted by the High School have been 3 big projects that we have been working on. I have enjoyed digging into the heart of issues, like 1 Taylor street, and insuring that all of the underlying issues are addressed, so that as we progress we can be assured we will not meet unexpected expensive, and or hazardous surprises, and I look forward to being able to take on some of these projects earlier in the process so we can deal with them in a more timely manner, and maintain the highest level of public participation to insure we meet the public demands in a smooth and transparent manner.

In the coming year, we will be finding ways to form a more proactive working relationship with the city council and planning commission to address the conservation needs of our city, and to find constructive ways to balance the desires of the citizens, through the master plan, with the realities of development needs. For example, we are planning on doing a wetlands survey/ map to assist both development and conservation needs, as currently neither developers nor citizens have an accurate resource to determine where protected wetlands exist.

We need to find proactive ways to address our stormwater runoff situation, so we can deal with problems now, before they become costly MS4 problems. It will ultimately be cheaper, and healthier to address the issues before our waterways are further Impacted. Once impacted waterway designation occurs, we lose much local control over how we manage the situation. Stormwater is an overlooked, but vital issue that we need to address, and educate the public about, because most people are not aware of what happens to runoff after it goes down the

storm drain, and the expense of mitigating a problem once it occurs. According to the EPA, both the North Branch and the Winooski are polluted waterways, so it is important to address those issues before TMDL plans are enacted, and to insure that further impact does not occur.

The coming year looks like it will be a year to focus on Water. Berlin Pond continues to be a concern, repairing and protecting riverways, and protecting vernal pools and wetlands are all projects I am excited to be part of. I would love to find ways to get more community involvement in these processes, and to help educate and excite folks about the amazing place we live and help instill a shared sense of community and ownership. we are a river city, with no real connection to our water, and I would love to see that change.

I also share the concerns of my fellow commission members around the zoning process, and look forward to working with the Planning Commission on projects like Sabin's to find the best solutions to balance development with the conservation needs of our city. I look forward to serving another term on the Conservation Commission, and will continue to serve to the best of my ability, and with the highest ethical standards. Thank You.

Regards, Ben Eastwood, Montpelier, VT

Christopher J. Hilke

149 State Street, Suite 1, Montpelier, Vermont 05602 | 802.552.4322 | hilkec@nwf.org

EDUCATION:

Antioch New England Graduate School, NH. M.S. Conservation Biology. May, 2004.

Green Mountain College, VT. B.S. May, 1999. Environmental Law & Policy

PROFESSIONAL EXPERIENCE:

Senior Manager, Climate Change Adaptation

Sept 2013 - Present

National Wildlife Federation, Northeast Regional Center, Montpelier, VT

- Manage regional and national projects focused on climate adaptation planning and implementation
- Partner with federal, state and municipal entities to facilitate climate adaptation planning in the Northeastern, U.S.
- Work with federal and state entities to develop and implement landscape-scale conservation plans

Program Manager, Climate Change Adaptation

Sept 2012 – Sept 2013

National Wildlife Federation, Northeast Regional Center, Montpelier, VT

- Partner with federal, state and municipal entities to facilitate climate adaptation planning in the Northeastern, U.S.
- Conduct trainings in partnership with USFWS for federal and state agencies on climate-smart conservation, habitat and species vulnerability assessments, and climate adaptation planning
- Facilitate local delivery of downscaled landscape conservation planning
- Develop and manage landscape-scale conservation partnerships focused on coordinated regional planning and implementation
- Founded and chairs NWF's Coastal Adaptation Working Group

Program Coordinator, Climate Safeguards Program

March 2009 - Sept 2012

National Wildlife Federation, Northeast Regional Center, Montpelier, VT

- Partner with Northeastern State Fish and Wildlife Departments to conduct habitat and species climate vulnerability assessments
- Develop reports on the impacts of climate change on Northeastern habitats and wildlife
- Establish project-oriented partner networks and coalitions engaged in climate adaptation planning and implementation
- Deliver presentations and facilitate workshops across the Northeastern, U.S. focused on climate adaptation planning

Research Director

June 2007 - February 2009

Rey Foundation, Tamworth, NH

- Facilitate research partnerships with private, state, and federal institutions focused on regional climate change analysis
- Develop programs that expand community awareness of climate change issues by integrating environmental place-based education and participatory citizen science
- Work with other local organizations to develop new, and extend existing biological/wildlife “corridors” from the Ossipee Mts., NH to the White Mountain National Forest

CURRENT SERVICE ACTIVITIES:

- Program Review Committee, [National Adaptation Forum](#) 2014 - Present
- Steering Committee, [North Atlantic Landscape Conservation Cooperative](#) 2013 - Present
- Science Delivery Committee, North Atlantic LCC 2013 - Present
- Steering Committee, [Staying Connected Initiative](#) 2013 - Present
- Green Mountain College Alumni Advisory Board 2013 - Present
- City of Montpelier, VT Conservation Commission 2009 - Present
- American Society of Adaptation Professionals 2012 - Present
- Board of Directors, Rey Foundation 2009 - Present

Minutes of the Montpelier City Council Meeting
January 7, 2015
City Council Chambers

In attendance: Mayor John Hollar (Chair), Councilors Tom Golonka, Justin Turcotte, Dona Bate, Anne Watson, Jessica Edgerly Walsh and Thierry Guerlain. City Manager William Fraser was in attendance. City Clerk John Odum served as Secretary of the meeting.

Mayor Hollar called the meeting to order at 6:30 PM.

15-001. Councilor Guerlain moved the Council approve the proposed agenda. Councilor Turcotte seconded the motion, which carried unanimously at 6:30.

15-003. Councilor Watson moved approval of the Consent Agenda and was seconded by Councilor Bate. The motion passed unanimously at 6:31.

15-004. City Manager Fraser opened the discussion concerning the appointment of an Investment Committee to oversee future investments. Candidates Terry Field and David Brownlee addressed the Council on their interest and qualifications and responded to councilors' questions.

Councilor Watson moved the Council appoint Terry Field and David Brownlee to the Investment Committee with the understanding that those appointees will work with Tom Golonka and Sandy Gallup as the complete committee. Councilor Edgerly Walsh seconded. A discussion followed. The motion carried unanimously at 6:46.

15-005. The Mayor opened a continuation of the discussion of the FY '16 Budget.

Councilor Guerlain acknowledged the feedback he had received on the preliminary budget documents before moving that the part of the budget proposal (regarding Montpelier Alive funding) be eliminated, such that the DID funds as originally envisioned and allocated remain as such. Councilor Turcotte seconded. Discussion followed. The motion passed unanimously at 6:56. Sarah Jarvis rose to thank the Council and add comments.

Discussion continued, with additional information provided by Finance Director Sandy Gallup and Planning & Development Director Michael Miller.

Councilor Guerlain moved that the Council formally invite the citizen's budget committee to make a presentation to the Council. Councilor Edgerly Walsh seconded. The motion carried unanimously at 7:33PM.

Councilor Turcotte moved that the Council receive a recommendation from the City Manager to find cuts to offset the restored Montpelier Alive funding in the budget proposal. Councilor Guerlain seconded the motion. Further discussion followed. The motion failed on a 1-5 vote (Councilor Turcotte voting aye, Councilors Guerlain, Bate, Edgerly Walsh, Watson and Golonka voting nay).

Councilor Edgerly Walsh moved that the Council move forward with the proposed budget with the previously approved change regarding the DID and Montpelier Alive. Councilor Bate seconded. Motion passed unanimously at 7:49.

The City Manager praised Seth Wood's work on the budget books.

- 15-007. After a brief discussion initiated by Councilor Golonka, he moved that Councilor Edgerly Walsh be appointed to the Housing Trust Fund. Councilor Watson seconded and the motion carried unanimously at 7:50. Councilor Golonka concluded his report by praising the budget book format.

Councilor Edgerly Walsh wondered where citizens who may be having trouble keeping warm could look for help. Fire Chief Robert Gowans came forward to respond, indicating people in such need should contact the Police Department to get in touch with Rick DeAngelis. They could also call the fire department during working hours.

Councilor Edgerly Walsh announced she will be running for re-election.

Councilor Bate offered a reminder that "Citizens to Protect Berlin Pond" is now the "Vermont Clean Water Coalition." She also praised the budget book.

Councilor Guerlain praised the budget book and the budget process with city staff. He further reported that we had begun receiving the Recreation Department numbers he had requested at the previous meeting, before reporting on the recent Vibrant and Affordable Montpelier (VAM) meeting, adding a request that the city promote its upcoming budget forum on its website. The Mayor indicated that such promotion was already planned.

Councilor Turcotte also liked the budget book. He went on to note that Barre is using American-made solar panels in their solar projects. Councilor Turcotte concluded his report with questions about the railing on the corner of Hubbard and East State Streets, and about the City Annual Report.

- 15-008. The Mayor praised city staff for their work on the budget.

- 15-010. City Manager Fraser announced that the Request for Proposals (RFP) for the city website is out. He also discussed moving the February 25 Council meeting to February 18. The Council consensus was in favor of the change. A brief discussion of the schedule and format of the City Manager's review followed.

Councilor Bate moved to adjourn and was seconded by Councilor Watson. The motion passed unanimously at 8:05PM.



OFFICE OF THE CITY MANAGER
City Hall - 39 Main Street, Montpelier, VT 05602
Telephone: (802) 223-9502
Fax: (802) 223-9519
E-Mail: wfraser@montpelier-vt.org

December 16, 2014

The Times-Argus

Please insert the following with City of Montpelier notices on Thursday, December 18th and Monday, December 29th. Thank you!

CITY OF MONTPELIER
Conservation Commission Vacancies

The City of Montpelier is looking for citizens interested in filling an unexpired 2-year term (said term is set to expire in February, 2015, but Council might consider extending it to June, 2015); an expired 2-year term; and an expired 3-year term. There are still two Alternate seats that are vacant as well; Alternate seats are 1-year terms. Letters of interest and/or resumes should be submitted to the Office of the City Manager, City Hall - 39 Main Street, Montpelier (or by e-mailing spitonyak@montpelier-vt.org) by Thursday, January 8th, 2015. The City Council will make appointment(s) at their January 14th meeting; applicants are encouraged to attend. All municipal meetings are accessible to people with disabilities and are held in accordance with the public meeting and public records laws. Questions should be directed to Commission Chair Roy Schiff: 223-7214.

William J. Fraser
City Manager

From: Chris Hilke [christopherhilke@gmail.com]
Sent: Monday, December 15, 2014 10:42 AM
To: Sandy Pitonyak
Subject: Re: Conservation Commission Vacancies

Is this better?

Hi Sandy,

I would like to be reappointed to the Montpelier Conservation Commission. Thank you for your time.

Cheers,
Chris

From: Ben Eastwood [ben.eastwood.energy@gmail.com]
Sent: Monday, December 15, 2014 1:50 PM
To: Sandy Pitonyak
Subject: Re: Conservation Commission Vacancies

Sandy,

Thanks for the heads up. I would like to be reappointed. I will also spread the word so we can hopefully find enough folks to have a full commission.

Regards, Ben Eastwood

These are the following vacancies. I worded Mary's vacant seat to be filled until June, 2015, so to get these appointments back in sync. Chris and Ben ... if you'd like to be reappointed, please send me an e-mail to that effect when you have a minute. Maybe everyone could do some recruiting to get Mary's vacant seat and the Alternate seats filled? I almost hated to spend the money on advertising because we're getting no responses, but we'll try again!

Thank you ...

CONSERVATION COMMISSION:

Christopher Hilke	2-year	1/24/2013	1/22/2015	1/15/2015
Ben Eastwood	3-year	3/26/2014	1/22/2015	1/15/2015
Mary Harbaugh	2-year	2/13/2013	2/13/2015	2/5/2015
Shawn White	3-year	6/13/2012	6/13/2015	6/4/2015
John D. Fox	4-year	10/9/2013	6/25/2016	6/16/2016
Roy Schiff	3-year	2/12/2014	2/12/2017	2/2/2017
Jim Murphy	3-year	2/12/2014	2/12/2017	2/2/2017
VACANT Youth Ex-officio Member				
2 Vacant Alternate Seats	1-year			

29 December 2014

Montpelier City Manager,

I read the recent post in FPF about the vacancies on the Montpelier Conservation Commission and I am writing to express my interest in serving on the commission for either a 2-year term or an Alternate 1 year term.

I am a relatively new resident to Montpelier, having moved here a little more than 6 years ago. Since then I have become involved in volunteer work for a number of environmental and conservation organizations. I initially did some volunteer work for the local offices of both The Nature Conservancy and National Wildlife Organization. I have served on the board of North Branch Nature Center and continue to remain involved with the nature center through volunteer work. I am currently a board member and treasurer for The Friends of the Winooski River. I am also a current member of the Montpelier Tree Board.

I very much enjoy working with these groups and feel that I have, in a small part, been able to contribute to their mission. I would like to do the same for the Conservation Commission and would welcome the opportunity to become more involved with the community and city government to help protect and preserve our natural environment keeping in mind the needs of the city and its residents.

I understand that the Conservation Commission will be addressing storm water management issues in Montpelier. Given my work with the Friends of the Winooski River that area would be one of my interests with the Conservation Commission.

I should note that I do not have formal education or experience in the area of conservation or environmental studies but I have a great interest in helping sustain our natural areas while supporting the community needs.

Sincerely,

Jeff Schumann
1428 Terrace St.
Montpelier VT
jefflynn.vt@gmail.com

James Joseph Brady

242 Elm Street, Apt. 2, Montpelier, VT 05602

james.brady@state.vt.us

(802) 598-8745

January 8, 2015

Montpelier City Council
Office of the City Manager
City Hall, 39 Main Street
Montpelier, VT 05602

Dear City Councilors:

I am writing to express interest in one of the open seats on the Montpelier Conservation Commission. I have spent my entire professional career working to protect natural resources throughout the Northeast and would love the opportunity to use my skills and knowledge to help protect these resources in my adopted home city, Montpelier.

I feel that my background and drive would make me an asset to the commission. I regularly engage with the public and various stakeholders regarding natural resources and transportation issues as part of my work for the VTrans Environmental Section. In addition, I am experienced in identifying and monitoring wildlife habitat, I have training and hands-on experience with flood resiliency (fluvial geomorphology) and water quality standards, and I possess an intimate understanding of how transportation infrastructure affects a local government's ability to protect and conserve its natural resources.

I am excited at the opportunity to use my skills and knowledge to serve the Montpelier community and dive into conservation projects of all types, not just transportation related. I know that some of the biggest victories for our natural environment have started at the local level and I am eager to contribute my skills and energy to Montpelier's role in that effort.

Thank you for your consideration and I look forward to meeting you all soon.

Sincerely,



James J. Brady

James Joseph Brady

242 Elm Street, Apt. 2, Montpelier, VT 05602

james.brady@state.vt.us

(802) 598-8745

Professional Experience

THE VERMONT AGENCY OF TRANSPORTATION

Montpelier, VT: May 2011-Present

Environmental Specialist III

Responsible for environmental review for all transportation projects in the Southwest region of Vermont

- In-house GIS specialist for Agency of Transportation (VTrans) Environmental Section
- Primary contact with all state and federal resource regulatory agencies to identify and obtain natural resource permits
- Coordinate resource review process identifying the presence and significance of natural and cultural resources, including identifying opportunities for improving wildlife habitat connectivity
- Involved heavily with three major photo-monitoring studies for wildlife throughout the state; includes holding workshops on the use of trail cameras to study wildlife
- Serve as VTrans representative on the Staying Connected Initiative and the Northeastern Transportation and Wildlife Conference steering committees

THE TRUSTEES OF RESERVATIONS

Ipswich, MA: 2008-2010

Interim Program Coordinator / Lead Wildlife Technician

Responsible for management and coordination of shorebird protection program on Crane Beach, Martha's Vineyard and Nantucket

- Trained and oversaw four seasonal ecology staff
- Coordinated consolidation of three Trustees properties into single management program for purpose of sharing effective protocols and resources
- Compiled and submitted annual state and federal census data for coastal properties for purpose of official population estimates required by state and federal Endangered Species Acts
- Helped implement and develop cutting-edge video monitoring program of beach nesting shorebirds

U.S. FISH AND WILDLIFE SERVICE

Oceanville, NJ: 2007

Biological Intern

Responsible for performing wide ranging tasks related to wildlife biology throughout Edwin B. Forsythe national wildlife refuge

- Conducted daily monitoring of threatened or endangered beach nesting birds
- Aided in preparation of Annual Mating Success Report for entire refuge complex

T&M ASSOCIATES: CONSULTING ENGINEERS

Middletown, NJ: Summers 2003, 2004

Construction Inspection and Survey Intern

- Performed construction inspection field work throughout state, including measurements and visual inspection
- Responsible for setup and running of state-of-the-art survey equipment

Speaking Engagements & Interviews

Association of Vermont Conservation Commissions Annual Summit, "Use of Wildlife Cameras in Monitoring Habitat Connectivity," Montpelier High School, Nov. 2014

Northeastern Transportation and Wildlife Conference, "Use of Motion-detection Cameras in Assessing Wildlife Movement Associated with Transportation Infrastructure," Sheraton South Burlington, VT, Sept. 2014

Northeastern Transportation and Wildlife Conference, Presented at conference fieldtrip sites on the following topics: GIS modeling of wildlife habitat, wildlife camera studies, use of waste materials to construct wildlife shelves under bridges. Waterbury, VT, Sept. 2014

Northeastern Transportation and Wildlife Conference, "Connecting Habitats Across the Northern Appalachians for Wide Ranging Mammals: Identifying Regionally Critical Road Segments and Restoring/Maintaining Permeability Across Key Roads in Vermont," Sheraton South Burlington, VT, Sept. 2014

Interview with Burlington Free Press journalist Joel Banner Baird, "A study shoots for improved wildlife mobility across our roads," Oct. 6, 2013

Interview with WCAX reporter Kristin Carlson, *The 30*, "VTrans, Fish and Wildlife team up for animal crossings," July 31, 2013

Volunteer Work

National Audubon Society Annual Christmas Bird Count, Middlebury, VT
Middlebury Circle Counter, 2011-Present

The Monkton Road Salamander Crossing Project, Monkton, VT
Member of the Project Management Team and Developer for Indiegogo Fundraising Website, 2012-Present

UVM Transportation and Parking Services Advisory Committee, Burlington, VT
Student Liaison, 2005-06

Education

PENN STATE UNIVERSITY - State College, PA

Online Geospatial Education Program

Postbaccalaureate Certificate in Geographic Information Systems (GIS), Dec. 2014

THE UNIVERSITY OF VERMONT - Burlington, VT

The Rubenstein School of Environment and Natural Resources

Bachelor of Science, Natural Resources, May 2007

Software Certification & Trainings

ArcGIS 10.2: ArcMap Advanced 10.2, ArcCatalog 10.2

Habitats and Highways: training on native Vermont wildlife and aquatic species and their respective habitats, along with their interaction with transportation infrastructure

Rivers and Roads Tiers I and II: advanced training on river geomorphology in the context of transportation infrastructure

Personal Interests

Snowboarding, hiking, birding, automotive industry, carpentry, and home improvements

Sandy Pitonyak

From: John Jose [jjose@ptd.net]
Sent: Thursday, January 08, 2015 10:31 PM
To: Sandy Pitonyak
Subject: Conservation Commission Vacancies

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Ms. Pitonyak:

In response to the City of Montpelier's posting on FPF in December, seeking citizens interested in filling vacancies on the Conservation Commission, I am writing to express my interest in filling one of these vacancies. I contacted Roy Schiff a couple of weeks ago, and last night I attended the Conservation Commission's monthly mtg.

After the meeting, Roy asked me to contact you to inquire about having the opportunity to appear before the City Council at their Jan. 14th mtg to introduce myself and to express my interest in being on the Conservation Commission. Please let me know if this is possible. Also let me know if you need any additional information from me. Thank you.

Sincerely,

John Jose
Montpelier, VT
Otter Creek Environmental Education Services
www.ottercreekenved.com
Phone: 570-445-0173
Email: jjose@ptd.net

January 8, 2015

City of Montpelier

Conservation Commission

Dear Mr. Schiff,

I was recently directed to the posting on the City of Montpelier website regarding vacancies on the cities conservation commission. I recently purchased a home in Montpelier and I am excited about this opportunity to more actively participant in City government activities with the focus on Conservation in our community.

I have been working in the Department of Finance and Management for the state of Vermont for the last three years and living in Montpelier. While I enjoy my work, I have not been able to spend much of my time working in conservation and environmental policy, despite having a master's degree in Natural Resources Policy. I see this as an opportunity to exercise my understanding of natural resource and conservation policy while giving back to a community that I have enjoyed living in for the last three years and plan to stay in for several. Conservation is a critical part of community planning for current and future residents and ensuring and I would be excited to be a part of it.

I am eager to serve on this committee either as a member or an alternate. My resume is attached. Please let me know if you have an additional questions for me. I hope to attend the council meeting on the 14th.

Thank you for your time and consideration.

Sincerely,

Emily Byrne

Emily E. Byrne

Emilybyrne85@gmail.com • (315) 382-4486 • 51 Prospect St. Montpelier, VT 05602

Objective: Appointment to a seat or alternate to the City of Montpelier Conservation Commission

Education

State University of New York, College of Environmental Science and Forestry Syracuse, NY

Master of Science in Forest and Natural Resource Policy – May 2012

Research: Analyzing and constructing an econometric model to determine if a relationship exists between state politics, renewable energy generation and Recovery Act fund distribution/job creation

The Maxwell School of Citizenship, Syracuse University Syracuse, NY

Master of Public Administration – May 2012

Certificate of Advanced Study in Conflict Resolution

Capstone Project: Developing a survey to assess the impact of ARRA funding on weatherization employment

University of Wisconsin - Madison Madison, WI

Bachelor of Arts, May 2008

Environmental/Conservation Experience

Graduate Assistant – SUNY ESF, August 2010 – Present Syracuse, NY

- Supported a professor in course organization and instruction for Natural Resource Managerial Economics and Introduction to Economics

ESF Science Corps Fellow - SUNY ESF, July 2010 – Present Syracuse, NY

- Presented lectures to college level environmental science classes at high school throughout Upstate New York on the topics of environmental/energy policy and economics
- Helped with the organization and implementation of the “Environmental Challenge,” a science fair for 500 Syracuse city middle school students hosted by SUNY ESF

National Science Foundation GK-12 Fellow - SUNY ESF, July 2009-June 2010 Syracuse, NY

- Collaborated with a high school teacher at Fabius-Pompey High School to teach college level environmental science

Other Relevant Experience

Vermont Leadership Institute, The Snelling Center for Government – Class of 2015

Budget Director – State of Vermont, Department of Finance and Management December 2014 - Present

- Oversee the development of the Vermont State Budget within executive policy, legislative directives, and revenue constraints

Budget Analyst – State of Vermont, Department of Finance and Management March 2012-November 2014

- Analyzed and evaluated the budget submissions for several Departments within the Agency of Human Services

Relevant Graduate School Projects

- Examined the use of Renewable Portfolio Standards as a policy tool for renewable energy implementation in the United States. (Spring 2011)
- Assessed the financial status and ability of the New York State Parks department to provide park access given New York State’s current financial standing (Spring 2011)
- Compared and contrasted the benefits of implementing a cap and trade policy versus a carbon tax to mitigate greenhouse gas emissions (Fall 2009)
- Researched and analyzed French policy and public opinion of climate change for a course simulation to construct an international climate change policy. (Spring 2010)
- Investigated city water resource policies in the South-Western US and assessed recent changes implemented to mitigate future water resource access issues. (Fall 2010)

Other Relevant Courses

- Water resource policy; introduction to hydrology; introduction to forestry and silvaculture; natural resources law; energy, environment and energy policy

Sandy Pitonyak

From: Charlie Hohn [naturalist.charlie@gmail.com]
Sent: Sunday, January 04, 2015 6:51 PM
To: Sandy Pitonyak
Subject: Conservation Commission
Attachments: Hohn Resume 2015.pdf

Hi! My name is Charlie Hohn. I'm interested in potentially becoming a part of the Montpelier Conservation Commission.

A bit about me:

I've lived in Vermont since 2009, and in Montpelier since 2012. My wife and I bought a house here about a year and a half ago, on 282 Main Street near the Murray Hill development.

I work as an ecologist for the Vermont Fish and Wildlife Natural Heritage Inventory, where I work with Eric Sorenson and Everett Marshall to track state significant natural communities throughout the state. I have been in this position since 2012, and before this I attended the Field Naturalist graduate program at UVM. I previously lived in California where I worked on natural community mapping, habitat restoration, invasive species removal, and botany.

While I am not a Vermont native, much of my passion for conservation comes from growing up in a place where conservation had not happened - we had essentially no open space and our local creek consisted of a large concrete ditch. Even though I have lived in Vermont for over 5 years I am still constantly in awe of the natural beauty here and the efforts people go through to conserve it.

In addition to my professional work, I am involved in a variety of other conservation and natural history endeavors. I am interested in runoff management, have built a large rain garden at our home and have a blog where I discuss water issues at coyot.es/slowwatermovement. I am also very involved with iNaturalist.org, a citizen science website and smartphone app where anyone can upload animal or plant sightings. I've been involved with the Vermont Center for Ecostudies who has created and promoted a local Vermont iNaturalist project as part of their Vermont Atlas of Life. I'm also interested in a wide range of other conservation communication endeavors ranging from botanical sketches to rainwater art to creating a video game simulating invasive species spread.

If you think I might be a good fit, let me know! The best way to contact me is by email but you can also try calling at 310-977-6556 (my cellular phone doesn't always get reception at work so if I don't answer please leave a message). I've also attached my resume. Thank you!

-Charlie Hohn

--

Charlie Hohn
Montpelier, Vermont
coyot.es/slowwatermovement

Charlie Hohn
282 Main Street
Montpelier, VT 05602
naturalist.charlie@gmail.com
(310) 977-6556

Qualifications and Abilities

- ▲ Experience using Trimble and Garmin GPS units and Apple iPhone apps for collecting field data and navigating unknown terrain.
- ▲ Strong skills in written and oral communication.
- ▲ Experience with ArcGIS 10, MS Word, MS Excel, Google Earth, and PowerPoint.
- ▲ Curator for iNaturalist.org and Vermont Atlas of Life citizen science and outreach projects.
- ▲ Strong and continued interest in Vermont's waterways and forests.

Education

Master of Science, Botany - Field Naturalist Program, University of Vermont, 2011.

Bachelor of Science, Environmental Horticulture and Urban Forestry - Plant Diversity and Habitat Restoration Emphasis, University of California, Davis, 2001.

Professional Experience

Natural Community Information Manager, Vermont Fish and Wildlife Department, Montpelier, Vermont, 2012-present.

- ▲ Delineating, classifying, and assessing condition of a wide range of natural communities throughout Vermont using field reconnaissance, aerial photo interpretation, and data collected by multiple ecologists.
- ▲ Mapping includes exemplary natural communities in all regions of Vermont.
- ▲ Conducting extensive mapping using ArcGIS 10 and entering spatial and descriptive natural community data into NatureServe BIOTICS database.

Teaching Assistant, University of Vermont, Burlington, Vermont, 2009 – 2011.

- ▲ Prepared and presented undergraduate curriculum in field and laboratory settings; graded assignments.
- ▲ Subjects addressed included natural resources, botany, and general biology.

Botanist/Restoration Coordinator, Santa Monica Mountains National Recreation Area, Thousand Oaks, California, 2002 – 2005; 2009.

- ▲ Performed field surveys, aerial photo interpretation, classification, data entry, and data analysis for region-wide map of natural communities.
- ▲ Implemented habitat restoration, native plant propagation, and invasive plant removal projects.
- ▲ Supervised and trained interns and staff, and provided information on ecology and recreation to the general public.

Senior Botanist/Restoration Ecologist, Wildscape Restoration, Inc., Ventura, California, 2007 – 2009.

- ▲ Coordinated, implemented, and monitored habitat restoration, invasive plant removal, and native plant landscaping projects in riparian, rangeland, agricultural, and urban areas.
- ▲ Wrote and interpreted technical plans.
- ▲ Carried out detailed mapping of natural communities and invasive plant infestations.
- ▲ Prepared and delivered presentations for policymakers and the general public.

District Botanist, Angeles National Forest, Arcadia, California, 2005 - 2006.

- ▲ Prepared Biological Evaluations and Biological Assessments (BEBA) for National Environmental Policy Act (NEPA) documents.
- ▲ Conducted comprehensive vegetation surveys and special status plant surveys.
- ▲ Acted as a biological monitor to ensure resource protection during various projects.

Publications and Presentations

Hohn, Charles and McEachern, Bryarly. **VINS Forest Stewardship Plan.** Fall 2011.
Forest management plan written for the Vermont Institute of Natural Sciences.

Hohn, Charles. **Hearing the Birdsong for the Tweets: Do Smartphones have a Place in Conservation?** Summer 2011.
Description of potential applications of smartphone technology in conservation.

Hohn, Charles. **Junction Hollow Watershed Outreach Plan.** Spring 2011.
Outreach plan addressing water quality issues in an urban watershed in Pittsburgh, PA.

The Lost Channels of Squirrel Hill – or, Hearing the Birdsong for the Tweets.
Spring 2011. Seminar describing graduate work.

Bettigole, C, et al. **Raven Ridge – A Place Based Landscape Analysis.** Spring 2010.
Landscape analysis of Raven Ridge near Monkton, VT., written for The Nature Conservancy and the Vermont Land Trust as part of service learning project.

Native Grasses and Wildflowers in Landscaping, and ***Native Plants in Landscaping.*** Santa Monica Mountains National Recreation Area, fall 2007 and 2008.
Presentation given to the general public.

Tools for Invasive Plant Identification, and ***Biology and Identification of Invasive Plants,***
California Invasive Plant Council, Spring 2008.
Training offered to land managers.

Harrison, S., **C. Hohn,** and S. Ratay. 2002. **Distribution of exotic plants along roads in a peninsular nature reserve.** Biological Invasions 4: 425-430.



State of Vermont
Finance & Administration
Contract Administration
One National Life Drive
Montpelier, VT 05633-5001

www.vtranscontracts.vermont.gov/

Agency of Transportation

[phone] 802-828-2641

[fax] 802-828-5545

December 4, 2014

John Odum, Clerk
City of Montpelier
39 Main Street
Montpelier, Vermont 05602

RE: MONTPELIER BF BPNT(007) - Finance and Maintenance Agreement Contract No. FM0106

Dear Mr. Odum:

Enclosed, please find the original of Amendment #1 to the Finance and Maintenance Agreement for the above referenced project.

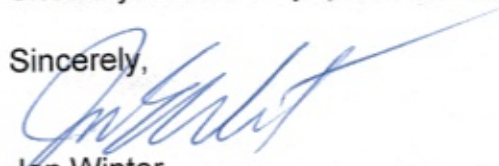
We respectfully request that you have the Amendment signed by the proper authority and witnessed where required.

Please do not date page one of the Amendment. This will be accomplished by our office after the Amendment has been signed by the Secretary of Transportation.

Your cooperation in expediting the signing and return of the Amendment will be greatly appreciated. Once the Amendment is fully executed a copy will be returned to you for your records.

Should you have any questions or concerns, please contact me at 802-828-2643.

Sincerely,


Jon Winter
Special Agreements Administrator



**AMENDMENT #1
TO
FINANCE AND MAINTENANCE AGREEMENT
BETWEEN
STATE OF VERMONT
AGENCY OF TRANSPORTATION
AND
CITY OF MONTPELIER
FOR
MONTPELIER BF BPNT(007)
EA BPNT007 CONTRACT No. FM0106**

THIS AMENDMENT #1, made this _____ day of _____, 20____, by and between the **STATE OF VERMONT**, represented by its Agency of Transportation, with its principal office at 1 National Life Drive, Montpelier, Vermont 05633-5001 (the STATE), and the **CITY OF MONTPELIER**, with its principal office at 39 Main Street, Montpelier, Vermont 05602 (the "MUNICIPALITY"), supplements the Agreement executed on October 2, 2013.

WITNESSETH:

WHEREAS, the STATE and MUNICIPALITY mutually agree that the October 2, 2013 Agreement should be modified;

NOW, THEREFORE, the October 2, 2013 Agreement is modified as follows:

1. On page #1, **header** is hereby modified to revise the Project designation and associated Expenditure Account designation from MONTPELIER BF BPNT(007) EA BPNT007 CONTRACT No. FM0106 to **MONTPELIER BF BPNT(017) EA BPNT017 CONTRACT No. FM0106**
2. On page #1, the paragraph beginning "**WHEREAS**, the STATE proposes..." is hereby deleted in its entirety and replaced with the following:

WHEREAS, the STATE proposes to submit to the Federal Highway Administration, United States Department of Transportation, a federal-aid project known **MONTPELIER BF BPNT(017)**; and,

IN WITNESS WHEREOF the parties hereto caused this Agreement to be duly executed on the day and year first written above.

**CITY OF MONTPELIER
(MUNICIPALITY)**

Its Duly Authorized Agents

Dated: _____

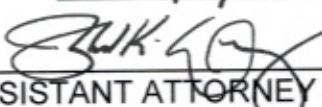
**STATE OF VERMONT
AGENCY OF TRANSPORTATION
(STATE)**

By: _____
Its [Deputy] Secretary of Transportation
and Duly Authorized Agent

Dated: _____

APPROVED AS TO FORM:

Dated: 12/3/2014



ASSISTANT ATTORNEY GENERAL



FY16 Proposed Budget
Montpelier City Council
January 14, 2015

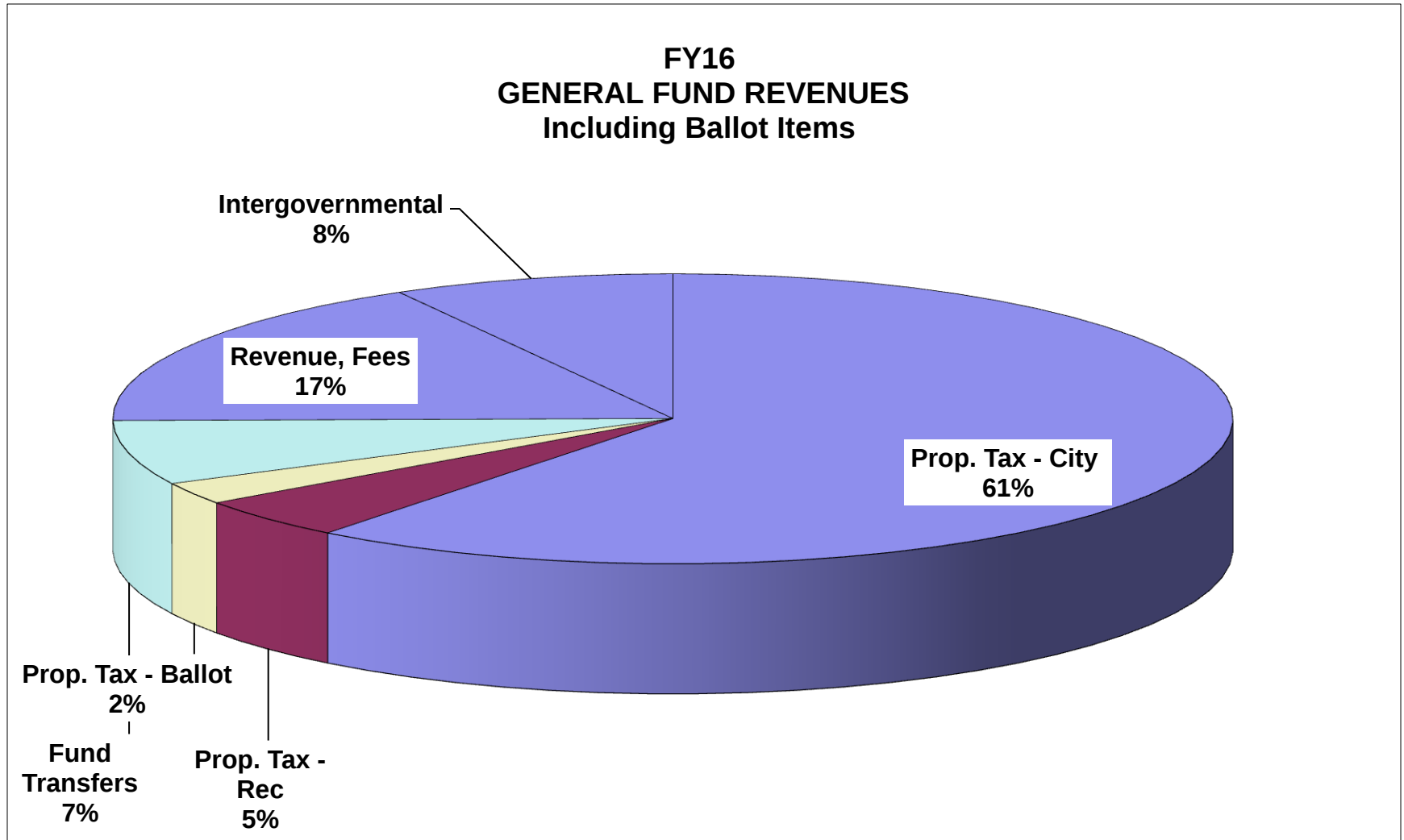
Budget Guidelines

- **Meet Council's Goals/Priorities**
- **Keep Tax increase between 2% and 3%**
- **Incorporate Capital Plan**
- **Deliver responsible services**

Challenges

- **Capital/Equipment Plan “steady state” funding. Increase of \$166,300 per year for six years. This is third year.**
- **Small revenue and grand list growth.**
- **High property taxes limiting budget options.**
- **Fixed costs and popular programs.**

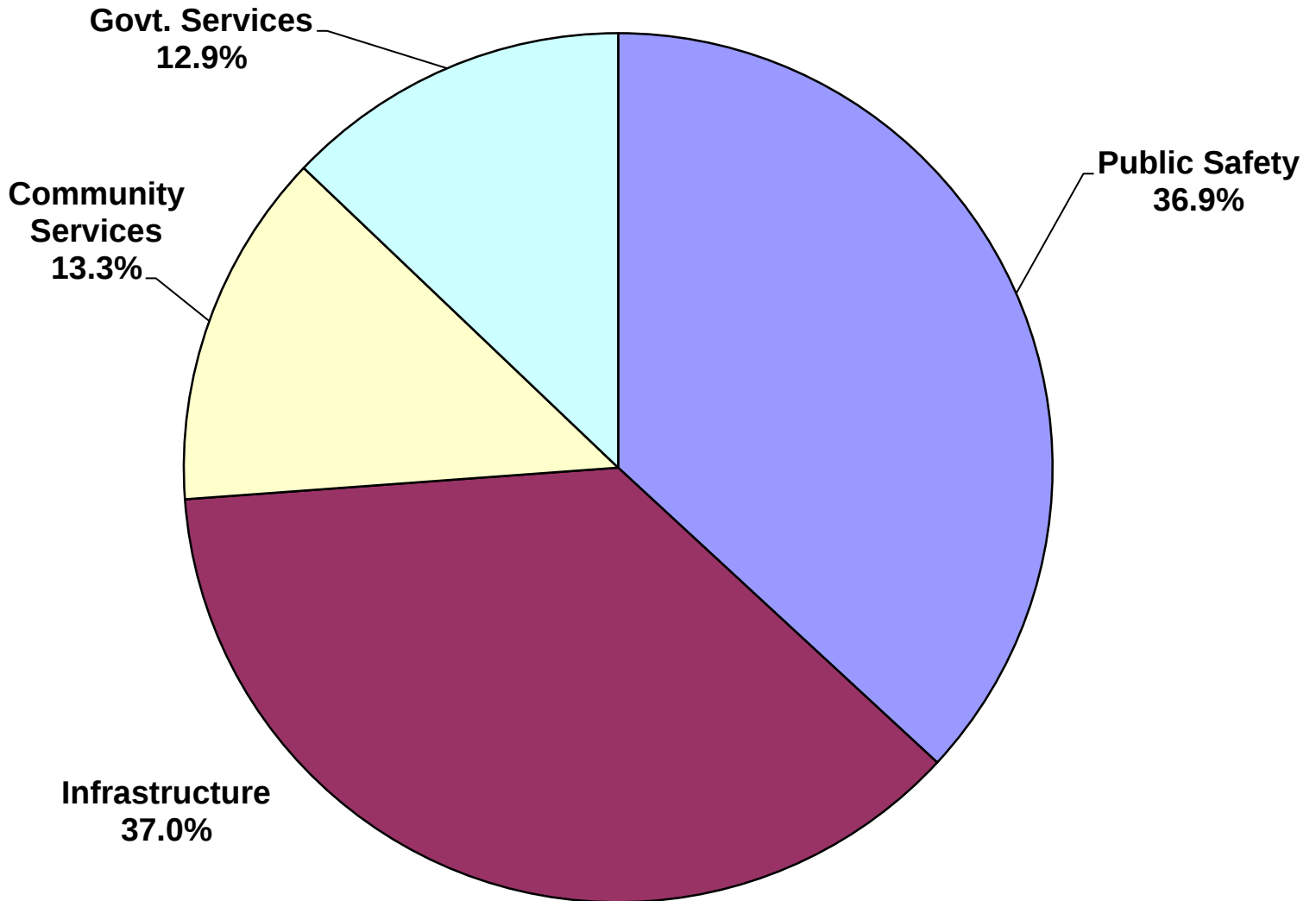
Where does GF money come from?



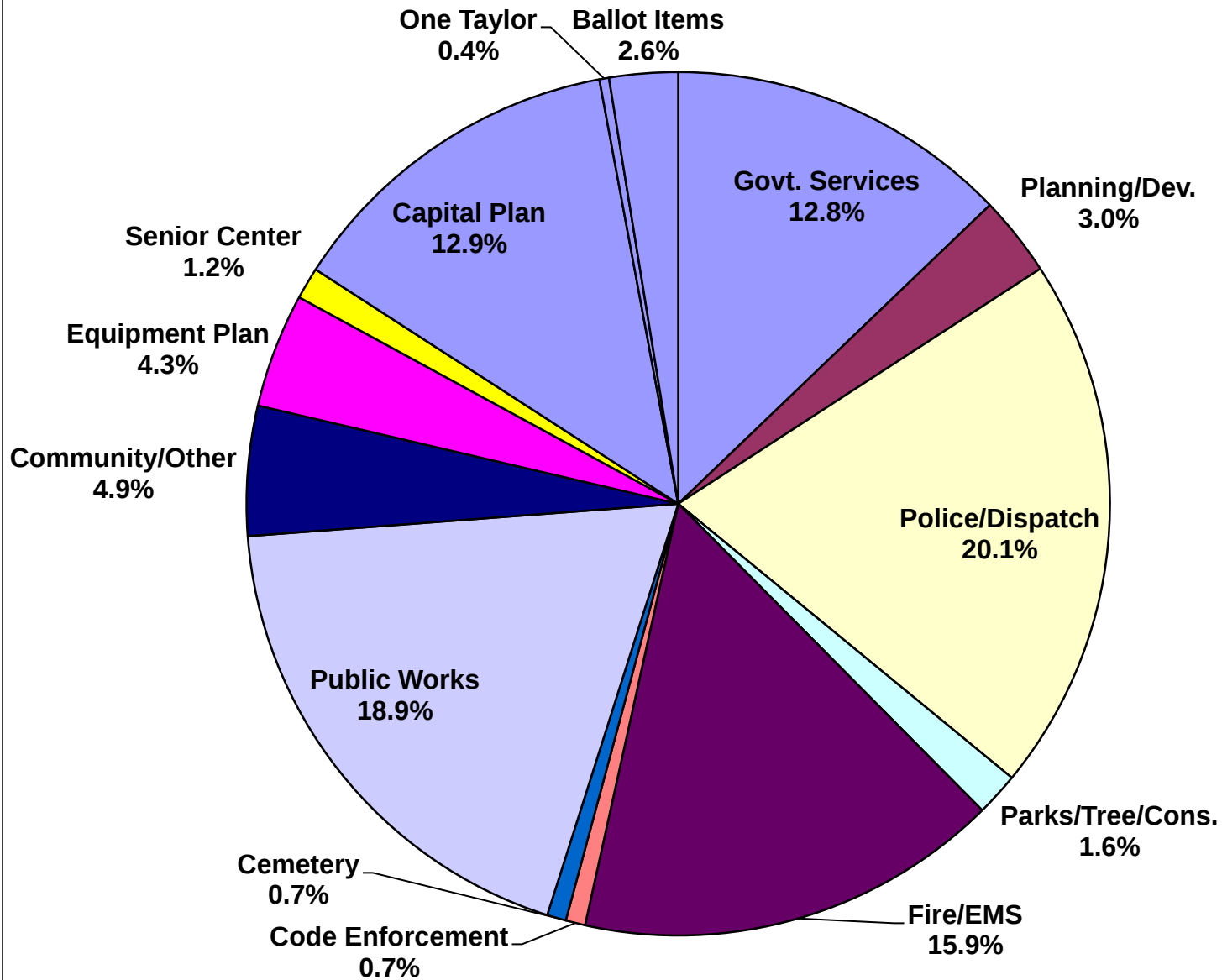
General Fund Budget

- **GF Expenses (non Rec.) are up \$385,650 or 3.4%**
- **GF Revenues are up \$188,550 or 4.9%**
- **Capital/Equipment Plan up \$166,300 or 8.7%**
- **Increase in all other city GF operations is \$219,350 or 1.9%**
- **Net increase in Property Taxes is \$197,100 or 2.12 Cents (2.2%)**
- **Tax bill for \$223,550 home = \$2,228, up \$47.38**

General Fund Expenses by Broad Category FY16

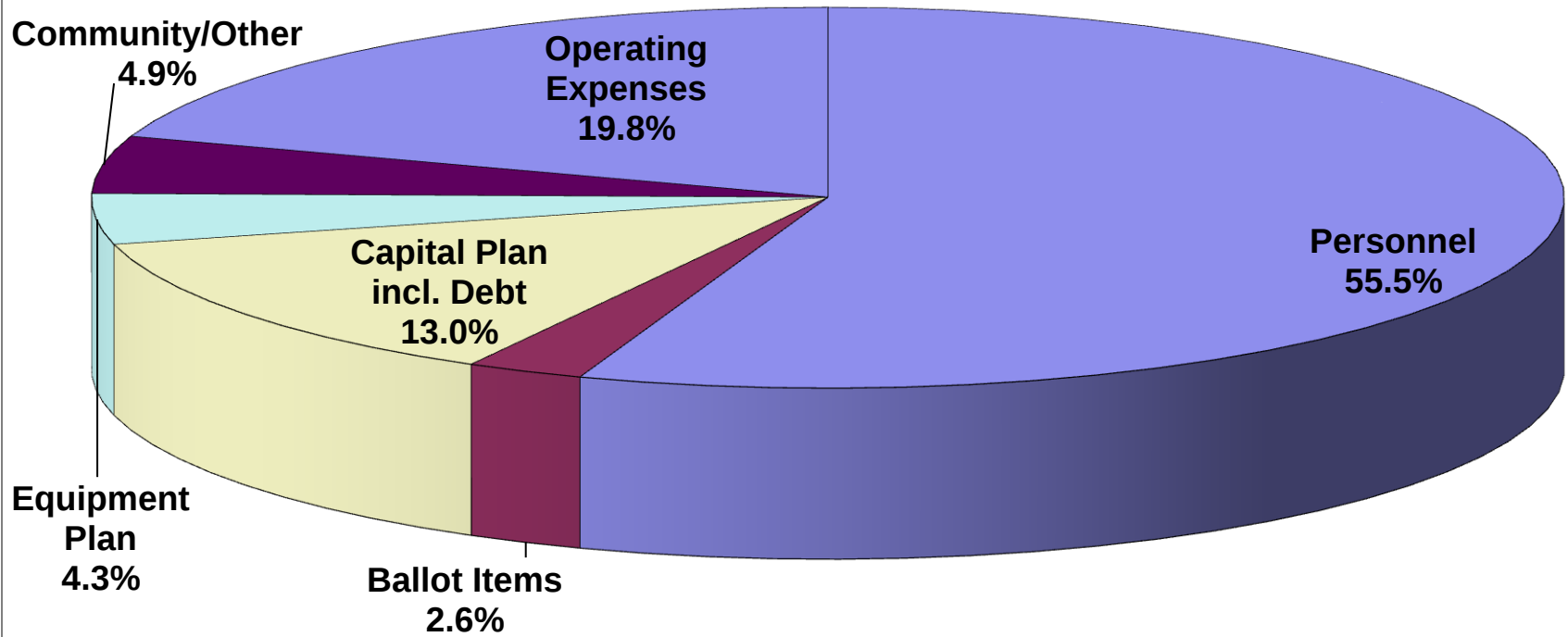


**FY16
General Fund Expenses
Including Ballot Items**



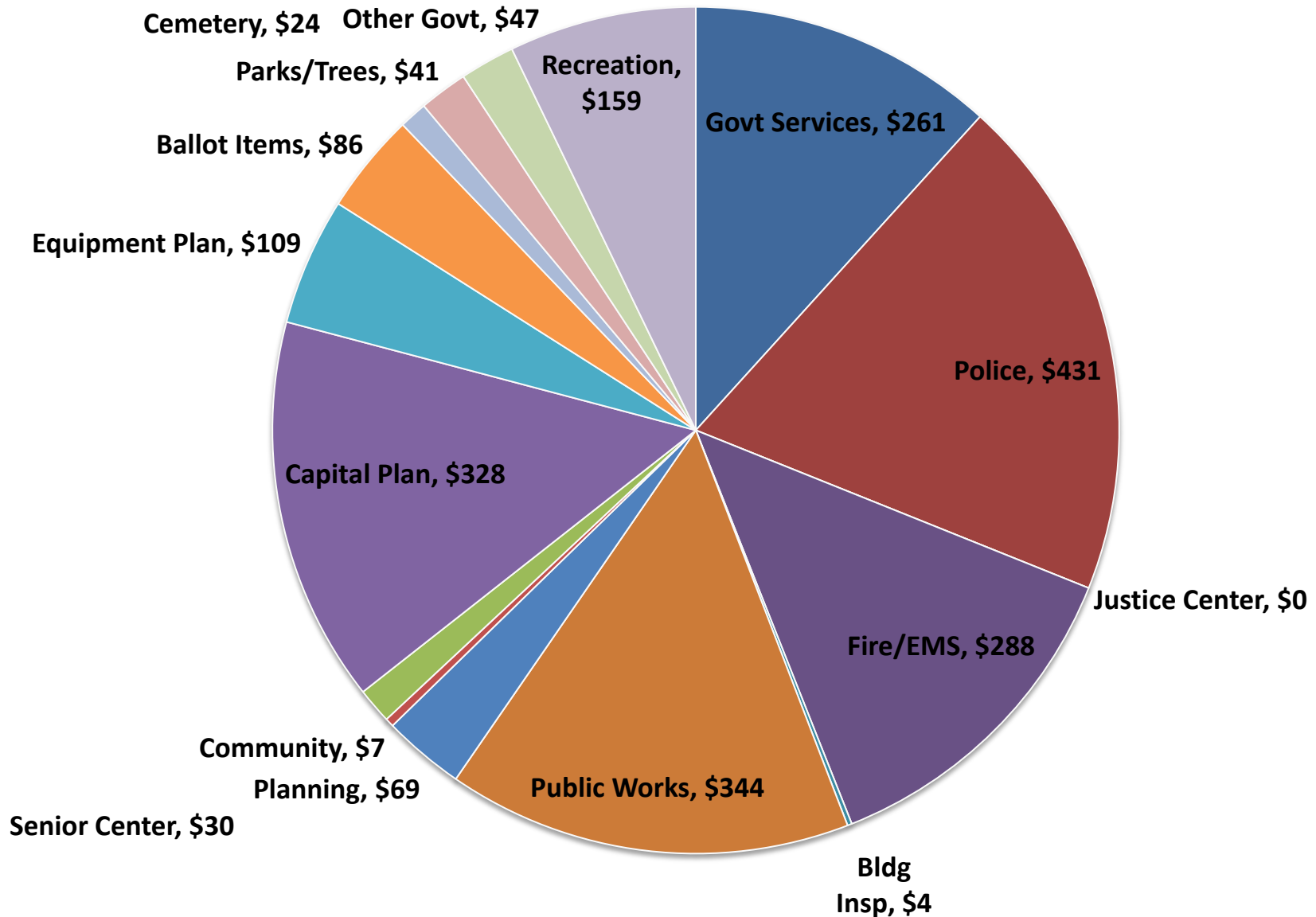
FY16

General Fund Categories



Municipal Tax Dollars: FY16 Budget + Ballot Items

Avg. Residence \$223,550 = Tax Bill \$2,228



Included

- **Maintains Most Services**
- **Net decrease of 0.67 FTE**
- **Includes District Heat**
- **Circulator Bus Included**
- **Parking Fund 5% Allocation**
- **Capital/Equipment Plan**
- ***Bridge* Article**
- **1 VISTA position**

Changes from FY15

- **Housing Trust fund
\$41,000 removed**
- **Funding for Dog Waste
stations \$4,563. Based on
\$12 per license increase.**
- **Community Fund reduced
by \$8,000**
- **Sr. Center .12 FTE
reduction.**
- **Police Canine eliminated**

**Changes from
FY15
Cont.**

- **Tree Board reduced \$1,000**
- **Conservation Commission reduced \$2,250**
- **DPW 1.0 FTE reduction – merged supervisors**
- **Dispatch .4 FTE increase for new contract.**
- **Parks .05 FTE increase**
- **1 Taylor \$43,200 payment**

**Not
included/Unmet
Needs**

- **FT Zoning Administrator**
- **Economic Dev Strat Plan**
- **Housing Initiatives**
- **Community Survey**
- **Net Zero**
- **Downtown Wireless**
- **Ordinance review**
- **HR capacity**
- **Facilities Management**

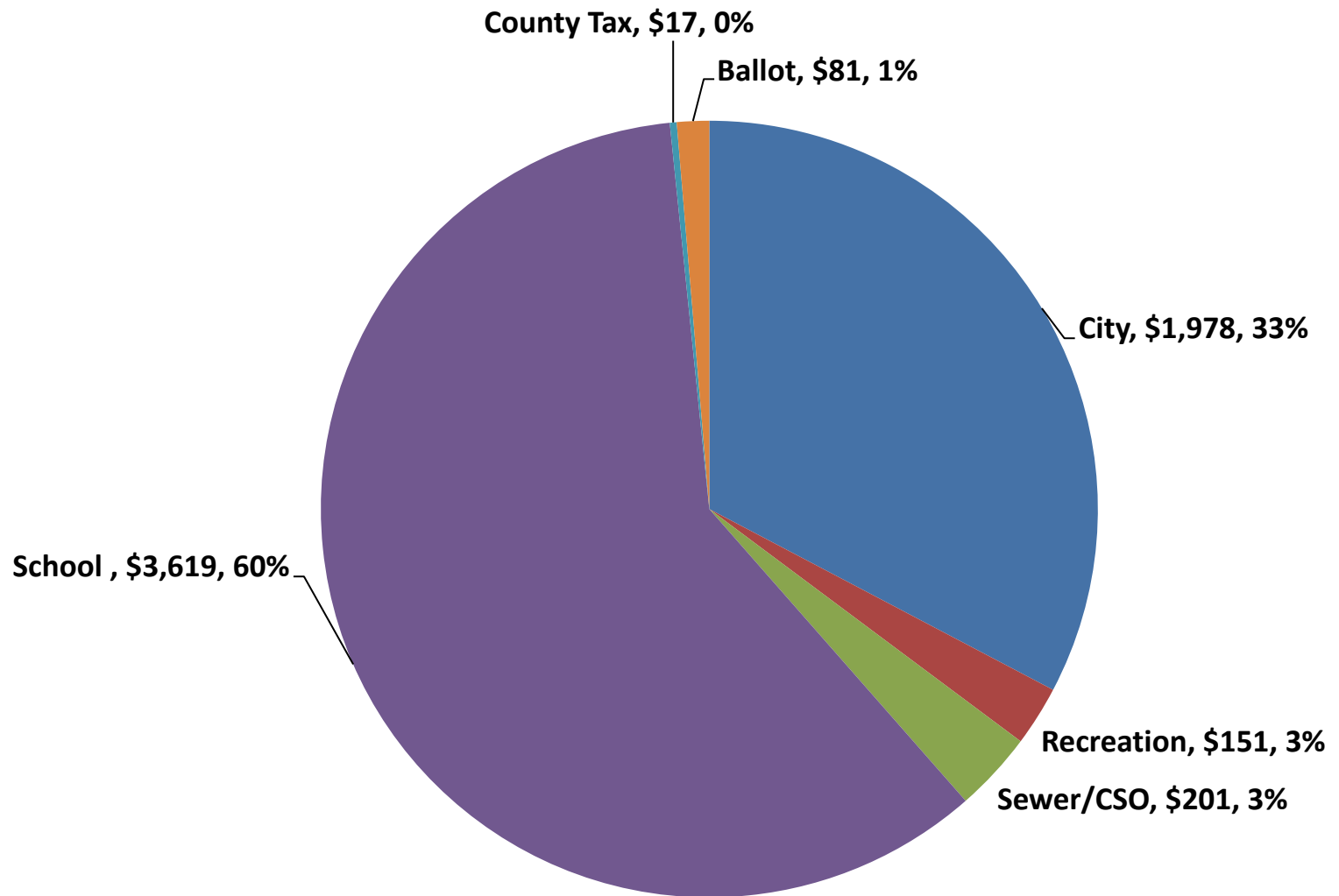
Rates

- **Property Tax rate from \$0.9753 to \$0.9965. 2.12 cents (2.2%)**
- **District Heat rates as contracted**
- **2.5% increase for Sewer**
- **No change required for:**
 - **Water**
 - **Sewer Benefit**
 - **CSO Benefit**
 - **Permit fees***

Overall	FY16 Projected	2.1 cents	2.2%
	FY15 Actual	1.5 cents	1.3%
	FY15 Actual	0.5 cents	0.5%
	3 Years	4.1 cents	4.0%
	Inflation Rate		4.7%
	(1.5%, 1.7%, 1.5%)		

• Municipal	\$0.997	+2.1 cents	+2.2%
• School (Res.)	\$1.619	+4.7 cents	+3.0%
• W/S/CSO	\$0.090	0.0 cents	0.0%
• Res. Total	\$2.706	+6.8 cents	+2.6%
• School (Non Res)			
	\$1.58	+3.4 cents	+2.2%
• DID	\$0.0515	0.0 cents	0.0%

FY16 Avg. Residential Tax Distribution



Current Schedule



- ***Jan. 14 – First Public Hearing***
- ***Thurs., Jan. 22 – Second Public Hearing***
- ***Tues., Mar. 3 – Vote, 7 AM to 7 PM***
- ***All Budget material available at***
www.montpelier-vt.org
- ***Annual Report distributed differently***

Sandy Pitonyak

From: John Jose [jjose@ptd.net]
Sent: Monday, January 12, 2015 11:46 PM
To: Sandy Pitonyak
Subject: Letter
Attachments: J.Jose Letter to Montpelier Council - 1-12-15.pdf

Hi Sandy,

As per your request, attached please find a letter summarizing my relevant experience and my interest in joining the Conservation Commission. Unfortunately, given my work schedule, I may not be able to attend the Council Member's meeting scheduled for this Wednesday evening. I hope this is not a problem. Please let me know if you need any further information from me. Thank you.

John Jose
Montpelier, VT
Otter Creek Environmental Education Services
www.ottercreekenved.com
Phone: 570-445-0173
Email: jjose@ptd.net

January 12, 2015

9 Cummings Street
Montpelier, VT 05602
Cell: 570-445-0173
Email: jjose@ptd.net

Montpelier City Council
City Hall - 39 Main Street
Montpelier, VT 05602

Re: Current Vacancies on the Montpelier Conservation Commission

Dear Montpelier City Council Members:

I am providing this letter in response to the recent posting on Front Porch Forum advertising openings on the Montpelier City Conservation Commission. I believe that Montpelier's natural resources, including its forested landscapes, parklands, wetlands, streams, rivers, ponds, and open meadow areas, are a vital component in what makes this city the unique and wonderful place it is to live in. I recognize that these resources provide multiple ecological, aesthetic, recreational, and economic benefits to Montpelier's residents.

My background in the field of natural resource conservation includes the following:

- Biological field work on reintroduction and management projects for non-game species, including ospreys, bald eagles, and river otters, as well as herpetological surveys for reptiles and amphibians.
- Proprietor of Otter Creek Environmental Education Services, through which I offer my services contractually as an environmental educator.
- Watershed Specialist at a county-level conservation district in Pennsylvania where I coordinated a stream-based water quality monitoring program and also worked with partnering agencies to implement a county-wide groundwater resource reconnaissance.

With my interest in seeing the city's natural resource base protected and used wisely for the benefit of both current and future generations and with my diverse background in the field of natural resource conservation, I believe I can be a great asset to the Conservation Commission's efforts. I greatly appreciate you generously giving your time and consideration to having me fill one of the current vacancies on the Commission. Please feel free to contact me if you have any questions.

Sincerely,

John Jose

Minutes Of Montpelier Community Fund Board Meeting
December 15, 2014
City Council Chambers

In attendance: Julie Hendrickson, Bernie Lambek, Eliza Leeper, John Van Deren, Ron Wild

Meeting came to order at 3:00pm.

Prior to reviewing grant recommendations, it was agreed that Ron Wild will serve as Chairperson of the committee.

Also prior to deliberations, public comments were received. The Board heard from City Council member Dona Bate.

Agenda: Review all grants submitted to MCF and make recommendations to City Council for total Funding.

Review and recommendations are as follows:

American Red Cross: This is a great organization with terrific disaster recovery programs. Currently 0 Montpelier residents are served, yet we felt it important to support their disaster training program. \$500. (\$1,000 requested)

Capstone: Great organization and we want to support their services. We were disappointed in their application, it felt incomplete and information was often duplicated. \$1,800 (\$2,000 requested).

Central VT Adult Basic Ed. \$6,000

Central Vermont Community Land Trust: Final report was one sentence. Next time, please be more complete. Our funding seems out of proportion with funding from other towns. \$4,500 (\$5,000 requested)

Central VT Council on Aging and RSVP: \$7,000

CVHHH: Bernie recused himself. Great application, fantastic organization and services provided. We cut the grant allocation back because the request is out of proportion with our total budget. \$17,000 (\$18,000 requested)

CIRCLE: Level funding \$3,000 (\$3,075 requested)

Community Connections: We want to support program, but note that the school budget provides \$108,000 in funding. Would also like to see support from Berlin Town for their participation. Level funding. \$5,000 (of \$6,000) requested.

Community Harvest: Great new applicant and program. We liked seeing all of the collaborations. Felt their grant request was too high. Felt the unduplicated number of 1200 Montpelier residents was too high. Where did that number come from? \$2,500 (\$5,000 requested).

Everybody Wins: Would like to see funding from other towns and municipalities. \$1,000 (\$2,000 requested).

Family Center of Washington County. Bernie recued himself. Great organization, excellent application. Full \$3,500

Friends of Winooski: Great job in getting grants. Full \$500.

Girlz/Boyz First Mentoring: This organization improved their funding from grants, but we will like to see other municipal/town support. We increased their funding from last year which was \$1,000. \$1,500 granted (\$5,000 requested).

Good Beginnings of Central VT: We like the services provided and doubled our award from last year. \$800 (\$1,000 requested).

Green Mountain Youth Symphony: We would like to see funding from other towns/municipalities. Level funding. \$1,000 (\$1,500 requested).

Home Share Now: Good service to community and well done application. Liked seeing all the funding sources. We were confused about \$1,000 grant to Onion River Exchange, and would like clarification of that funding. Full \$1,000.

Just Basics. Very important service but we would appreciate more clarity of roles of various organizations providing the services. Also clarification on where their unduplicated number count came from. Glad to see collaboration with Community Harvest. Some concern from members that the food pantry needs funding and product as well. While Montpelier is well represented in services provided, we felt this organization could also request funding from other towns and municipalities. Increased funding from \$5,000 to \$8,000. (\$10,000 requested).

Lost Nation: Next year we would like to see a more detailed application, including what is the in-kind value of space and office space, what are managing services worth, and what do these services include. Also, we felt other towns benefit from this theater and should appropriate funds as well. We would like to see an effort in that direction. Full \$5,000.

North Branch: Clear application. Other towns fund organization. Full \$3,000

Onion River Exchange: This organization has done a good job growing, developing and increasing their fundraising. First time we are funding \$500 (of \$2,000 requested).

Our House. Full \$500

People's Health and wellness: Full \$1,250

Prevent Child Abuse: Full \$1,200

VT Association for the Blind: Full \$500

Washington County Diversion. We felt the request for increased funding was out of proportion with the number of Montpelier residents that use the service. More funding should come from other towns. Level Funding \$1,000 (\$2,000 requested).

Washington County Youth Service Bureau: Committee had concerns about budget allocations to this program. Example; phone bill direct carryover, fringe out of proportion. This is a great program but large financial commitment from the city residents. We would like to see more evidence that the program/space is keeping kids out of trouble and reporting about what happens to the 18 year olds. The one story was great, but let's hear others. \$19,000 (\$20,000) requested.

Wood, TW: We recognize improvement over last year and are impressed with additional fundraising. We would also like to see a donation box used for people who enter the gallery. Increased funding from last year. \$5,000 (\$10,000 requested).

Capital City Band: Happy to see the audience is growing and would like to see the band have a donation box at the concerts and/or other forms of fundraising. In October an email was sent to CCB reminding them that we want to see additional sources of funds. They again asked for 100% of their budget, and last year we told them we do not support any organization for 100% of their budget. It is a terrific opportunity for Band Members to come together from all over Central VT, but the committee is not sure Montpelier residents should be paying for the travel stipend for band members from out of town. That stipend is \$1,000 in their budget. Level funding \$1,000 (\$1,500 requested).

Capital City Concerts: This organization has done an amazing job with their fundraising efforts, and as it is a year round concert series, it does not fit into the normal "Arts Grant" category. Full \$1,400.

Card Board Tech: We want to support Ben and his work but the application was too vague for full funding. In your report give us more information. \$500 (\$1,000 requested).

Green Mountain Film Festival: Bernie recused himself. Full \$1,000.

Kellogg Hubbard Library/Kellogg Hubbard/Poem City. This is a great program, but the committee feels that the library, in the future, should not be eligible for this kind

of grant as they get \$308,673 appropriated from the City Budget. We decided to level fund \$1,000 (\$2,000 requested).

Kids Fest: One day event. As such, the committee felt a small grant was appropriate \$750 ((\$1,000 requested).

Linda Hogan: Please provide better follow-up report and a simple budget. Level funding from last year \$500 (\$600 requested).

Montpelier Chamber Orchestra: This group provides many concerts, programs and classes all year long, and does not fit in the Arts Grant category. Members of the orchestra perform on a volunteer basis. We doubled last year's grant to \$2,000. (\$2,500 requested)

Montpelier Community Gospel Choir: 2 concerts all year. We felt funding was commensurate with number of concerts provided. Level funding \$750 (\$1,000 requested).

Hannah Saterlee: We are sorry Hannah is not doing a new and different dance performance. We feel there is a narrow audience for the photo retrospective. \$500 (\$1,000 requested).

For next year's grant cycle, the board noted a few additions to the application:

1. How big is organization's staff
2. For unduplicated count of Montpelier residents, please be specific on how that count was arrived at.

The Board also would like to get clarification from City Council regarding the funding for Montpelier Alive Arts Grants vs MCF Arts Grants.

Next meeting: Presentation to City Council of our recommendations. Ron is checking the date, but we believe it is January 22, 2015. Julie will not be available for this meeting.

Minutes Of Montpelier Community Fund Board Meeting
December 15, 2014
City Council Chambers

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Central VT Council on Aging and RSVP: \$7,000

CVHHH: Bernie recused himself. Great application, fantastic organization and services provided. We cut the grant allocation back because the request is out of proportion with our total budget. \$17,000 (\$18,000 requested)

CIRCLE: Level funding \$3,000 (\$3,075 requested)

Community Connections: We want to support program, but note that the school budget provides \$108,000 in funding. Would also like to see support from Berlin Town for their participation. Level funding. \$5,000 (of \$6,000) requested.

Community Harvest: Great new applicant and program. We liked seeing all of the collaborations. Felt their grant request was too high. Felt the unduplicated number of 1200 Montpelier residents was too high. Where did that number come from? \$2,500 (\$5,000 requested).

Everybody Wins: Would like to see funding from other towns and municipalities. \$1,000 (\$2,000 requested).

Family Center of Washington County. Bernie recued himself. Great organization, excellent application. Full \$3,500

Friends of Winooski: Great job in getting grants. Full \$500.

Girlz/Boyz First Mentoring: This organization improved their funding from grants, but we will like to see other municipal/town support. We increased their funding from last year which was \$1,000. \$1,500 granted (\$5,000 requested).

Good Beginnings of Central VT: We like the services provided and doubled our award from last year. \$800 (\$1,000 requested).

Green Mountain Youth Symphony: We would like to see funding from other towns/municipalities. Level funding. \$1,000 (\$1,500 requested).

Home Share Now: Good service to community and well done application. Liked seeing all the funding sources. We were confused about \$1,000 grant to Onion River Exchange, and would like clarification of that funding. Full \$1,000.

Just Basics. Very important service but we would appreciate more clarity of roles of various organizations providing the services. Also clarification on where their unduplicated number count came from. Glad to see collaboration with Community Harvest. Some concern from members that the food pantry needs funding and product as well. While Montpelier is well represented in services provided, we felt this organization could also request funding from other towns and municipalities. Increased funding from \$5,000 to \$8,000. (\$10,000 requested).

Lost Nation: Next year we would like to see a more detailed application, including what is the in-kind value of space and office space, what are managing services worth, and what do these services include. Also, we felt other towns benefit from this theater and should appropriate funds as well. We would like to see an effort in that direction. Full \$5,000.

North Branch: Clear application. Other towns fund organization. Full \$3,000

Onion River Exchange: This organization has done a good job growing, developing and increasing their fundraising. First time we are funding \$500 (of \$2,000 requested).

Our House. Full \$500

People's Health and wellness: Full \$1,250

Prevent Child Abuse: Full \$1,200

VT Association for the Blind: Full \$500

Washington County Diversion. We felt the request for increased funding was out of proportion with the number of Montpelier residents that use the service. More funding should come from other towns. Level Funding \$1,000 (\$2,000 requested).

Washington County Youth Service Bureau: Committee had concerns about budget allocations to this program. Example; phone bill direct carryover, fringe out of proportion. This is a great program but large financial commitment from the city residents. We would like to see more evidence that the program/space is keeping kids out of trouble and reporting about what happens to the 18 year olds. The one story was great, but let's hear others. \$19,000 (\$20,000) requested.

Wood, TW: We recognize improvement over last year and are impressed with additional fundraising. We would also like to see a donation box used for people who enter the gallery. Increased funding from last year. \$5,000 (\$10,000 requested).

Capital City Band: Happy to see the audience is growing and would like to see the band have a donation box at the concerts and/or other forms of fundraising. In October an email was sent to CCB reminding them that we want to see additional sources of funds. They again asked for 100% of their budget, and last year we told them we do not support any organization for 100% of their budget. It is a terrific opportunity for Band Members to come together from all over Central VT, but the committee is not sure Montpelier residents should be paying for the travel stipend for band members from out of town. That stipend is \$1,000 in their budget. Level funding \$1,000 (\$1,500 requested).

Capital City Concerts: This organization has done an amazing job with their fundraising efforts, and as it is a year round concert series, it does not fit into the normal "Arts Grant" category. Full \$1,400.

Card Board Tech: We want to support Ben and his work but the application was too vague for full funding. In your report give us more information. \$500 (\$1,000 requested).

Green Mountain Film Festival: Bernie recused himself. Full \$1,000.

Kellogg Hubbard Library/Kellogg Hubbard/Poem City. This is a great program, but the committee feels that the library, in the future, should not be eligible for this kind

of grant as they get \$308, 673 appropriated from the City Budget. We decided to level fund \$1,000 (\$2,000 requested).

Kids Fest: One day event. As such, the committee felt a small grant was appropriate \$750 ((\$1,000 requested).

Linda Hogan: Please provide better follow-up report and a simple budget. Level funding from last year \$500 (\$600 requested).

Montpelier Chamber Orchestra: This group provides many concerts, programs and classes all year long, and does not fit in the Arts Grant category. Members of the orchestra perform on a volunteer basis. We doubled last year's grant to \$2,000. (\$2,500 requested)

Montpelier Community Gospel Choir: 2 concerts all year. We felt funding was commensurate with number of concerts provided. Level funding \$750 (\$1,000 requested).

Hannah Saterlee: We are sorry Hannah is not doing a new and different dance performance. We feel there is a narrow audience for the photo retrospective. \$500 (\$1,000 requested).

For next year's grant cycle, the board noted a few additions to the application:

1. How big is organization's staff
2. For unduplicated count of Montpelier residents, please be specific on how that count was arrived at.

The Board also would like to get clarification from City Council regarding the funding for Montpelier Alive Arts Grants vs MCF Arts Grants.

Next meeting: Presentation to City Council of our recommendations. Ron is checking the date, but we believe it is January 22, 2015. Julie will not be available for this meeting.

From: MONTPELIER HOUSING TASK FORCE Jack McCullough, Chair

TO: Montpelier City Council

Re: Housing Trust Fund

DATE: January 8, 2015

On behalf of the Montpelier Housing Task Force I am writing to urge the Council to restore funding for the Housing Trust Fund to the FY 2016 City budget. The Trust Fund is a vital component of the effort to provide affordable housing for Montpelier residents, and its loss would hamper the City's ability to meet the identified housing needs of the city.

- Montpelier's Master Plan recognizes that Montpelier has a shortage of both rental and homeowner housing, particularly for young families and people of limited incomes. According to the 2013 American Community Survey conducted by the census bureau estimated Montpelier's vacancy rate at 0.9%. A healthy housing market exists when vacancy rates are in the 5% range. High demand and lack of supply will lead to ever increasing housing prices and a decline in the quality of rental housing stock.
- Montpelier voters support the Housing Trust Fund. In the years 2005-2008, when the Trust Fund was a petitioned item on the City Meeting ballot, support for the Fund was never less than 60%, and the last time it was on the ballot it was supported by 70.4% of the voters.
- The City Council has identified the production of new housing as a priority to meet the predictable housing needs of the city. The Housing Trust Fund's first goal as outlined in the Housing Trust Fund Guidelines adopted in 2010 is to "Increase the number of homes in Montpelier affordable to eligible households". Defunding of the Trust fund would undermine that goal as outlined in the guidelines as well as the City Council Goal of increasing housing in Montpelier.
- The Housing Trust Fund has been an efficient mechanism to produce and preserve affordable housing in the city. These projects have included perpetually affordable rental homes and condominiums, Senior Housing, down payment assistance, and renovation assistance.
- The City's Housing Trust Fund investments on Barre Street of \$257,448, when leveraged with other funding sources have resulted in 30 units of new, affordable, and energy efficient housing. Those 30 new units alone have added just under \$2.3 million to the grand list. This number rises to 64 units and \$4.321million dollars added to the grand list if we include CVCLT's River Station project which, was the catalyst for the redevelopment of the granite shed properties on Barre Street.
- In 2010 The City of Montpelier's investment of \$105,000 from the Housing Trust Fund at 58 Barre Street almost thirty (30) times as much in matching grants for a \$3.23 Million development project. The 58 Barre Street Senior Housing has added 14 well equipped, energy efficient, accessible, senior housing units online has added \$595,200 to the grand list.

- In 2012 and 2013 two first time homebuyers were able to purchase homes through CVCLT's First Time Home Buyers Equity Building Program with down payment matches which increased the down payment and helped to provide more favorable and affordable mortgages to the homeowners. The citizens served were a young couple looking to settle in Montpelier and a family of three which located in Montpelier for access to the schools.
- The City of Montpelier's contribution of Trust Fund dollars has been an important demonstration of local commitment and support that has been essential in leveraging federal dollars from the Vt. Community Development Program.
- Despite the established need for new housing in the city, the Housing Trust Fund is the only regular, predictable commitment of City funds for the production and preservation of housing within the city.

The Housing Trust Fund and its Advisory Committee have been continuously engaged in seeking and funding new projects to support new affordable housing in Montpelier. The history has shown that, as with the Capital City Housing Foundation project at 58 Barre Street in 2010, sometimes it is necessary to accumulate a balance over two or more years to generate sufficient funds to make a project viable. This is not the time for the city to cut back its efforts to produce affordable housing.

For these reasons the Housing Task Force requests that the Council restore funding for the Housing Trust Fund to the FY 2016 budget. The Housing Trust Fund has been a valuable asset to Montpelier and a good deal for city taxpayers. Both city residents and Council members have spoken about the importance of creating more affordable housing in Montpelier and preserving that which exists. The Housing Trust Fund is an important tool to meet those goals.

**CITY MEETING WARNING
FOR
MARCH 3, 2015**

The legal voters of the City of Montpelier, in City Meeting in Montpelier, in the County of Washington and the State of Vermont, are hereby warned to meet in the City Hall Auditorium, in said Montpelier, on the first Tuesday in March, March 3, 2015, at seven o'clock in the forenoon, and there and then to cast their ballot for the election of officers, matters that by law must be determined by ballot, and other matters as directed by the Council. The polls will be opened at 7:00 A.M. and shall be closed and the voting machine sealed at 7:00 P.M.

ARTICLE 1. To elect one commissioner for the Green Mount Cemetery for a term of five years; one park commissioner for a term of five years; two school commissioners, each for a term of three years; one council member from each district, for a term of two years; one city clerk, for a term of three years.

ARTICLE 2. To elect one at-large Board Member to serve on the Central Vermont Public Safety Authority Board for a three-year term commencing March, 2015.

ARTICLE 3. Shall the voters appropriate the sum of \$_____ for the payment of debts and current expenses of the City for carrying out any of the purposes of the Charter, plus payment of all state and county taxes and obligations imposed upon the City by law to finance the fiscal year July 1, 2015 to June 30, 2016? (Requested by the City Council)

ARTICLE 4. *Shall the voters appropriate the sum of \$_____ necessary for the support of the public school system for the fiscal year July 1, 2015 to June 30, 2016? (Local budget of \$_____ plus grant budget of \$_____, for a total school budget of \$_____)*
(Requested by the School Board)

ARTICLE 5. Shall the voters appropriate the sum of \$575,230 for the support of the Recreation Department for the fiscal year July 1, 2015 to June 30, 2016? (Requested by the School Board)

ARTICLE 6. Shall the voters of the Central Vermont Public Safety Authority (CVPSA) appropriate the sum of \$75,000 (\$40,275 from Barre City and \$34,725 from the City of Montpelier) for the operating budget of the CVPSA for fiscal year July 1, 2015 to June 30, 2016? (Requested by CVPSA)

ARTICLE 7. Shall the voters appropriate the sum of \$3,000 as compensation to the Mayor for services for the fiscal year July 1, 2015 to June 30, 2016? (Requested by the City Council)

ARTICLE 8. Shall the voters appropriate the sum of \$7,200 (\$1,200 each) as compensation to the Council Members for their services for the fiscal year July 1, 2015 to June 30, 2016? (Requested by the City Council)

ARTICLE 9. Shall the voters appropriate the sum of \$7,300 (Chair \$1,300; others \$1,000 each) as compensation to the School Commissioners for their services for the fiscal year July 1, 2015 to June 30, 2016? (Requested by the School Board)

ARTICLE 10. *Shall the voters authorize the Board of School Commissioners to hold any audited fund balance as of June 30, 2015 in a reserve (restricted) fund to be expended under the control and direction of the Board of School Commissioners for the purpose of operating the school? (Requested by the School Board)*

ARTICLE 11. Shall the voters authorize the City levy a special assessment of \$0.0515 per \$100 of appraisal value on properties within Montpelier's Designated Downtown not used entirely for residential purposes? The assessment shall be apportioned according to the listed value of such properties except that the assessment for any property also used for residential purposes shall be reduced by the proportion that heated residential floor space bears to heated floor space for such property. Funds raised by the assessment shall be used to improve the downtown streetscape and to market the downtown. (Requested by the City Council)

ARTICLE 12. *Shall the voters appropriate the sum of \$316,698 to be used by the Kellogg-Hubbard Library for the fiscal year July 1, 2015 to June 30, 2016? (This amount is in addition to the \$39,716 for the library bond payment included in the City General Fund Budget, ARTICLE 3) (By Petition)*

ARTICLE 13.

Dated this ____ day of January, 2015

Signed:

John Hollar, Mayor

Members of the City Council:

CITY SEAL:

ATTEST:

John Odum, City Clerk

DRAFT