



**CITY OF MONTPELIER
MONTPELIER, VERMONT**

Agenda for City Council Meeting

City Council Chambers, City Hall
Wednesday, July 10, 2013
6:30 P.M.

- 1) Call to Order by the Mayor
- 2) 13-176. General Business and Appearances
- 3) 13-177. Consideration of the Consent Agenda:
 - a) Approve Minutes from the June 26, 2013 Regular City Council Meeting. 
 - b) Approve a request from Julie Smart and Steve Pitonyak, *Meadow Neighborhood Party Committee*, for permission to close Summer Street (from Spring to Winter) for their "26th Annual Block Party" scheduled to be held on Saturday, July 27th, 2013, from 3:00 to 10:00 P.M. Their rain date would be Saturday, August 3rd. 
 - c) Approve a request for a waiver of the City's Ordinance for the above-mentioned *Meadow Neighborhood Party* in order to play music from 9:00 to 10:00 P.M.
 - d) Consideration of an application to the League of American Bicyclists for Bike Friendly Communities recognition. 
 - 1) The Bike Friendly Communities application, which is being prepared by the Bike Committee, will be submitted to the League of American Bicyclists to fulfill the 2013-14 Council's goal to "Become a nationally known bike and pedestrian friendly city." It is free for municipalities to apply, and the next deadline is July 16th.
 - 2) Recommendation: Approval of the Bike Friendly Communities Application for submission to the League of American Bicyclists.
 - e) Award contract for Bituminous Concrete Paving - FY2014: 

- 1) The Public Works Department solicited Invitations for Bids through the local newspaper and on the Vermont Bid System for the scheduled summer paving work. Bids were opened on Tuesday, July 2nd at 1:00 P.M. A total of three sealed and competitive unit price bids were received and publicly opened (Bid Tabulation attached). In addition to asphalt paving, the contract bid items include pavement reclamation, cold-planing, excavation, sidewalk paving, curbing, and other incidental items.
- 2) Below is a summary base bid amount of the bids received per estimated unit quantities:

i)	Engineers Construction, Inc.	= \$489,893.00
ii)	S.T. Paving	= \$511,194.80
iii)	Pike Industries, Inc.	= \$577,134.25
- 3) Each of the three Bidders has successfully completed paving projects for us in the past and Engineers Construction, Inc. (ECI) has undertaken our projects the last two years. All three contractors have pre-qualified status with the Vermont Agency of Transportation. A bid evaluation revealed that the ECI costs are within, or slightly below, expectations as compared to the cost estimate. The bid was not weighted, no irregularities were discovered and no undue advantages were revealed. Therefore, DPW staff has concluded that the low bid is in compliance with the contract instructions and requirements.
- 4) The streets scheduled for various surface improvements through this contract are: **Dunpatrick Circle**, **College Street** (Main Street – Woodrow Avenue), **Marvin Street**, (Bingham Street – College Street), **Bingham Street** (Marvin Street – Liberty Street), **North Park Drive**, **Woodcrest Drive**, **Monsignor Crosby Avenue**, **Berlin Street** (River Street – Berlin and Montpelier corporate boundary), **Winooski West Bike Path** (Department of Liquor Control – Bailey Avenue)
- 5) Funding for this contract and for DPW supporting work (materials & equipment) is available from the Capital Improvement Plan (CIP) and a Class 2 Town Highway Grant as follows:

i) Resurfacing & Rehabilitation Budget	=	\$410,318
ii) VT Agency of Transportation Grant (Berlin Street)	=	\$175,000
iii) Total Funds Available	=	\$585,318

- 6) Recommendation: Award of the contract for Bituminous Concrete Paving FY2014 as recommended by the Assistant Director of Public Works to Engineers Construction, Inc. in the amount of \$489,893.00 and designation of the City Manager as the duly authorized agent to execute the contract documents and any contract change orders if applicable.
- f) Award a construction contract for the Barre Street Box Culvert (BR1).
- 1) The Public Works Department issued an Invitation for Bids which was advertised in the local newspaper, the City's website and on the Vermont Bid System for the replacement of this culvert damaged as a result of tropical storm Irene.
 - 2) Bids were opened at the rescheduled (by addendum) date on Tuesday, July 9th at 2:00 P.M. Assuming the bids received are within the available budget and there are no apparent irregularities or problems, a preliminary recommendation to accept the low bid and award of the contract to the bidder submitting the lowest responsive bid will be provided by the Public Works Assistant Director in time for consideration at this City Council meeting.
 - 3) Funding for the project was made available by award of a grant by the Vermont Agency of Transportation (VTrans) on behalf of the Federal Highway Administration under the Emergency Relief Program. The grant funds are provided by the reimbursement method for actual eligible costs with participation levels of 81.08% Federal, 8.92 % State, and 10% local up to the maximum project limit, followed by 100% local funds when funds have been exhausted. Local funds available will be from the retaining wall/sidewalk/culvert bond at an amount up to \$90,000 with a total project cost estimated as follows:

i) Design Engineering (incl. Construction Services)	= \$ 68,430
ii) Right-of-Way	= 6,255
iii) Construction Cost Estimate	= 436,970
iv) Total Estimated Project Cost	= \$511,655

- 4) Recommendation: The Assistant Public Works Director recommends that final approval to award the construction contract to the Contractor submitting the lowest responsible and responsive bid be made, subject to VTrans authorization to award and receipt of a favorable recommendation from the project engineer who will prepare a bid analysis in accordance with the VTrans guidelines. It is also recommended that the City Manager be designated as the duly authorized agent to execute the contract documents and change orders if applicable.
- g) Approve a professional services and construction cost proposal for repair of the Wilder Street retaining wall. 
- 1) This is an unanticipated and unscheduled retaining wall repair project that must be addressed due to a partial failure and to prevent further collapse.
 - 2) The Assistant Public Works Director consulted with a contractor specializing in the restoration of historic masonry structures. Alpine Building Restoration, in partnership with Champlain Engineering who will provide geotechnical design support, developed a preliminary assessment of the repair and preventative maintenance work needed to preserve the structure.
 - 3) From this, a cost proposal for design and construction was presented for consideration.
 - 4) The Assistant Public Works Director prepared a memorandum (copy enclosed) describing the problem and work to be done. Public Works Director Todd Law supports his conclusions and recommendation that the proposal submitted by Alpine Building Restoration be accepted for the reasons outlined.
 - 5) Recommendation: Approval of a professional services and construction cost proposal as submitted by Alpine Building Restoration for the design and repair of the Wilder Street retaining wall. Designation of the City Manager as the duly authorized agent to execute the contract documents and any contract change orders if applicable.

h) Payroll and Bills

- 4) 13-178. Ratify a poll vote taken of Council Members on July 3rd to set the Fiscal Year 2014 Municipal Tax Rate of \$0.9634 and the Downtown Improvement District Tax Rate of \$.0515. 
- 5) 13-179. Appointments to the Development Review Board 
 - a) The 3-year terms of Daniel Richardson and Harvey Golubock expire this month; Alternate Joshua O'Hara's 1-year term also expires. Staff advertised for these positions, as well as another vacant Alternate position which has not been filled for quite some time.
 - b) Staff heard from Dan Richardson and Josh O'Hara who are both seeking reappointment; Harvey Golubock is moving out of town in August.
 - c) Recommendation: Reappoint Dan Richardson to another 3-year term; *possibly* appoint Joshua O'Hara as a regular member to fill the other 3-year term; and direction to staff regarding the two vacant Alternate positions.
- 6) 13-180. Consideration of a request from Tim Shea, Vice President for Facilities, Purchasing & Contracting at the National Life Group, to support their efforts to install a 500kW ground mount photovoltaic system. 
 - a) The National Life Group is considering installing a 500kW ground mount photovoltaic system proposed near the 155 Northfield Street property. Mr. Shea will be in attendance to present information.
 - b) Recommendation: Opportunity for discussion with Mr. Shea; consideration of supporting the project.
- 7) 13-181. Second Public Hearing to consider amendments to the City's Code of Ordinances, Chapter 10, Motor Vehicles and Traffic, Article VII. Parking and Parking Meter Zones, Section 10-716. PARKING PROHIBITED, as it relates to certain parking restrictions on East State Street. 

- a) A request for the Traffic Committee to review the parking restrictions on East State Street was received from Councilor Guerlain; he recommended that the current restriction of parking from 54 East State Street through the Hubbard Street intersection be modified to allow parking along that stretch with the exception of a restriction for sight distance consideration at the Hubbard Street intersection.
- b) “The Traffic Committee cannot endorse a condition which is not within the street geometry standards to allow parking on one side, but understands the position of the City Council if the current restrictions are lifted with the consideration of providing adequate sight distance from Hubbard Street westerly.” The ordinance reflecting such a change is found in the modification below.

1) Sec. 10-716. PARKING PROHIBITED.

- (u) East State Street. Parking is prohibited on the south side of East State Street from Main Street to No. 79 East State Street; and parking is prohibited on the north side of East State Street from a point two spaces (forty-two feet) westerly of the intersection with Hubbard Street ~~No. 54 East State~~ to a point two spaces (forty-two feet) easterly of Hubbard Street; and on the north side of East State Street from 78 East State Street to College Street; and on the south side of East State from West Street westerly for a distance of ninety (90) feet, and from West Street easterly for a distance of sixty (60) feet; and on the south side of East State Street for a distance of forty (40) feet from the College Street intersection.

- c) Recommendation: Conduct the Second Public Hearing; possibly direct staff with further revisions.

- 8) 13-182. Second Public Hearing to consider proposed amendments to the City’s Code of Ordinances as they relate to various licenses issued by the City. 
- a) City Clerk John Odum has been working on getting these ordinances updated. Council reviewed his recommendations at their June 26th meeting and conducted the First Public Hearing.
- b) Recommendation: Conduct the Second Public Hearing; approve with, or without, further revisions.

- 9) 13-183. Second Public Hearing for a proposed amendment to the City's Code of Ordinances, **Chapter 4, Building Regulations, Article 11, Codes - §201-4. AMENDMENTS**
- a) A recent review of this section of the Building Regulations has brought to question some concerns with residential additions, and renovations. Additionally, problems with water supply in some areas have made sprinkler installations difficult and costly. Based on this recent review, the Fire Chief would like to propose the following amendments:
1. *Exception No. 4:* Residential additions which do not exceed 50% of the square footage of the previously existing building or, in any case, 1,000 square feet. Residential additions which do exceed 50%, or 1,000 square feet, may however file an alternate Fire Safety Compliance Plan approved by the Fire Chief.
 2. Add: Exception No. 7: In areas where insufficient water supply would cause an undue hardship, an alternate Fire Safety Compliance Plan can be submitted to the Fire Chief for approval.
- b) Council conducted the First Public Hearing on March 27, 2013. The Sprinkler Committee met on July 3rd and decided to move forward with the Second Public Hearing for these proposed amendments.
- c) Recommendation: Conduct the Second Public Hearing; approve, with or without further revisions.
- 10) 13-184. Further discussion regarding the proposed consolidation of the Central Vermont Regional Planning Commission and the Central Vermont Economic Development Corporation.
- a) Tina Ruth, the City's representative to the CVRPC, recently advised Council and staff that a straw vote regarding this consolidation was scheduled to take place on July 9th.
- b) This was discussed at the Council's May 8th meeting; at that time, it was the consensus of the Council that a vote was premature and more information was needed to make an informed decision.
- c) Councilor Golonka felt that this item should be added to this agenda for further discussion.
- d) Recommendation: Discussion; direction to Ms. Ruth and/or staff.

- 11) 13-185. Discussion regarding Fire Department pull-boxes
- a) City Councilor Guerlain asked that this item be discussed at an upcoming meeting; Fire Chief Bob Gowans will be in attendance to answer any questions.
 - b) Recommendation: Discussion; possible direction to staff.
- 12) 13-186. Update on City Council's Goal: ***"Provide and receive comprehensive, accessible and useful information to and from constituent groups about the City government and the community."*** 
- a) The steps listed are:
 - 1) Re-vamp city website to make it more user-friendly; provide clear and easy-to-find information for residents AND for potential residents and potential businesses. *Manager, Assistant Manager*
 - 2) Expand use of social media to communicate city's message while continuing traditional communication methods. *Manager, Assistant Manager*
 - 3) Provide adequate staff and volunteer support to maintain communications efforts once they have started. *Council, Manager*
 - 4) Target appropriate information messages to specific audiences. *Manager, Assistant Manager*
 - 5) Gather contact information from residents. *Manager, Assistant Manager*
 - 6) Gather information from the community about City services. *Council, Manager*
 - b) Recommendation: Receive any further information from City Manager Bill Fraser; discussion; possible direction to staff.

- 13) 13-187. Reports by City Council
- 14) 13-188. Mayor's Report
- 15) 13-189. Report by the City Clerk
- 16) 13-190. Status Reports by the City Manager
- 17) 13-191. Agenda Reports by the City Manager

- 18) *Adjournment*

DUFRESNE GROUP CONSULTING ENGINEERS

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July 10, 2013

Tom McArdle
City of Montpelier
39 Main Street
Montpelier, VT 05602

Re: Barre Street Box Culvert (BR1) Replacement
DG 6130005

Dear Tom,

Bid proposals for the Barre Street Box Culvert Replacement project were received at the July 10, 2013 bid opening at 2 p.m. We reviewed the bids and prepared the enclosed Bid Tabulation to summarize the prices received from the seven submitting contractors

All bidders included a properly completed bid form and a bid bond for 5% of the bid amount with their bid submission. The two lowest bidders, T. Buck Construction, Inc. and Engineer's Construction, Inc., did not submit the Contractor's EEO Certification Form or the Debarment and Non-Collusion Affidavit and therefore these two bidders are considered non-responsive.

CCS Constructors, Inc. is the lowest responsive bidder. CCS's bid of \$513,700.00 is 15.4% higher than the Engineer's Estimate of \$445,185.00. 14 of the 33 unit prices were 50%, or more, higher than the engineer's estimated unit prices. 2 of these higher unit prices represented a difference of more than \$2,000 when comparing the bid item total to the estimate item total.

The estimated quantities for the majority of these items are well defined and it is unlikely a significant cost overrun will occur as a result of these higher prices. Item 203.160 Solid Rock Excavation is one item that has a higher possibility of varying from the estimated quantity compared to other items. However, in comparing CCS's bid price of \$150/cy to all the contractors' bid prices for this item, which ranged from \$50/cy to \$200/cy with an average of \$140/cy, this item does not appear to be unbalanced.

CCS Constructors, Inc. is currently on the VTrans prequalification list. Based on this analysis we have identified no reason not award the project to the lowest responsive bidder, CCS Constructors, Inc. for the amount of \$513,700.00. In addition, based on this analysis, the low bid offers no advantage to the contractor or disadvantage to the municipality.

After review and concurrence with this analysis by VTrans, we will prepare the Notice of Award. If you have any questions or would like to further discuss the bid results, please contact our office.

Sincerely,
DUFRESNE GROUP

A handwritten signature in black ink, appearing to read "Naomi Johnson", followed by a horizontal line.

Naomi R. Johnson, PE
Vice-President

Enclosure

C: JB McCarthy, VTrans



BID TABULATION
 BARRE STREET BOX CULVERT (BR1) REPLACEMENT
 MONTPELIER, VERMONT
 BID OPENING: July 9, 2013 2:00 PM
 Engineer's Estimate = \$445,185

I CERTIFY THIS IS A TRUE COPY OF THE BIDS RECEIVED

Isabelly P. 18

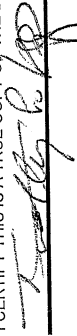
T Buck Construction, Inc 249 Merrow Rd Auburn, ME 04210		Engineer's Construction, Inc P.O. Box 2187 South Burlington, VT 05407		CCS Constructors 138 Munson Avenue Morrisville, VT 05661		SD IRELAND P.O. Box 2286 South Burlington, VT 05407							
Item Number	Item Description	Unit	Quantity	Engineer's Unit Cost Estimate		Engineer's Total Estimated Amount		Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
203.150	Common Excavation	CY	20	\$ 25.00	\$ 500.00	\$ 25.00	\$ 500.00	\$ 70.00	\$ 1,400.00	\$ 25.00	\$ 500.00	\$ 10.00	\$ 200.00
203.160	Solid Rock Excavation	CY	50	\$ 40.00	\$ 2,000.00	\$ 200.00	\$ 10,000.00	\$ 200.00	\$ 10,000.00	\$ 150.00	\$ 7,500.00	\$ 50.00	\$ 2,500.00
203.200	Muck Excavation	CY	25	\$ 25.00	\$ 625.00	\$ 70.00	\$ 1,750.00	\$ 50.00	\$ 1,250.00	\$ 30.00	\$ 750.00	\$ 10.00	\$ 250.00
204.220	Trench excavation of earth - exploratory	CY	20	\$ 70.00	\$ 1,400.00	\$ 70.00	\$ 1,400.00	\$ 75.00	\$ 1,500.00	\$ 55.00	\$ 1,100.00	\$ 10.00	\$ 200.00
301.250	Subbase of Crushed Gravel, Coarse Graded	CY	90	\$ 50.00	\$ 4,500.00	\$ 70.00	\$ 6,300.00	\$ 45.00	\$ 4,050.00	\$ 45.00	\$ 4,050.00	\$ 30.00	\$ 2,700.00
301.260	Subbase of Crushed Gravel, Fine Graded	CY	45	\$ 50.00	\$ 2,250.00	\$ 90.00	\$ 4,050.00	\$ 45.00	\$ 2,025.00	\$ 50.00	\$ 2,250.00	\$ 30.00	\$ 1,350.00
402.100	Aggregate Shoulders, In Place	CY	55	\$ 60.00	\$ 3,300.00	\$ 80.00	\$ 4,400.00	\$ 60.00	\$ 3,300.00	\$ 50.00	\$ 2,750.00	\$ 35.00	\$ 1,925.00
406.250	Bituminous Concrete Pavement	TON	65	\$ 150.00	\$ 9,750.00	\$ 200.00	\$ 13,000.00	\$ 152.50	\$ 9,912.50	\$ 200.00	\$ 13,000.00	\$ 100.00	\$ 6,500.00
613.110	Stone Fill, Type II	CY	60	\$ 30.00	\$ 1,800.00	\$ 90.00	\$ 5,400.00	\$ 140.00	\$ 8,400.00	\$ 50.00	\$ 3,000.00	\$ 45.00	\$ 2,700.00
613.130	Stone Fill, Type IV	CY	100	\$ 40.00	\$ 4,000.00	\$ 70.00	\$ 7,000.00	\$ 150.00	\$ 15,000.00	\$ 55.00	\$ 5,500.00	\$ 45.00	\$ 4,500.00
621.210	HD Steel Beam Guardrail, Galvanized	LF	90	\$ 22.00	\$ 1,980.00	\$ 40.00	\$ 3,600.00	\$ 40.00	\$ 3,600.00	\$ 35.00	\$ 3,150.00	\$ 25.00	\$ 2,250.00
621.500	Manufactured Terminal Section, Flared	EA	2	\$ 700.00	\$ 1,400.00	\$ 1,500.00	\$ 3,000.00	\$ 1,570.00	\$ 3,140.00	\$ 1,500.00	\$ 3,000.00	\$ 2,000.00	\$ 4,000.00
622.100	Rigid Board Insulation	SF	100	\$ 3.00	\$ 300.00	\$ 5.00	\$ 500.00	\$ 88.00	\$ 8,800.00	\$ 7.00	\$ 700.00	\$ 3.00	\$ 300.00
635.110	Mobilization/Demobilization	LS	1	\$ 60,000.00	\$ 60,000.00	\$ 48,500.00	\$ 48,500.00	\$ 23,700.00	\$ 23,700.00	\$ 75,000.00	\$ 75,000.00	\$ 25,000.00	\$ 25,000.00
641.100	Traffic Control	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 25,000.00	\$ 25,000.00	\$ 4,500.00	\$ 4,500.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
649.310	Geotextile Under Stone Fill	SY	100	\$ 2.00	\$ 200.00	\$ 5.00	\$ 500.00	\$ 4.00	\$ 400.00	\$ 5.00	\$ 500.00	\$ 3.00	\$ 300.00
653.500	Barrier Fence	LF	40	\$ 2.00	\$ 80.00	\$ 10.00	\$ 400.00	\$ 4.00	\$ 160.00	\$ 5.00	\$ 200.00	\$ 2.00	\$ 80.00
656.200	Evergreen Trees	EA	4	\$ 150.00	\$ 600.00	\$ 500.00	\$ 2,000.00	\$ 750.00	\$ 3,000.00	\$ 500.00	\$ 2,000.00	\$ 400.00	\$ 1,600.00
656.800	Landscape backfill, truck measurement	CY	35	\$ 20.00	\$ 700.00	\$ 65.00	\$ 2,275.00	\$ 75.00	\$ 2,625.00	\$ 50.00	\$ 1,750.00	\$ 50.00	\$ 1,750.00
900.620	Tree protection	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 158.00	\$ 158.00	\$ 500.00	\$ 500.00	\$ 6,000.00	\$ 12,000.00
900.620	8" Gate Valves	EA	2	\$ 600.00	\$ 1,200.00	\$ 800.00	\$ 1,600.00	\$ 2,375.00	\$ 4,750.00	\$ 1,500.00	\$ 3,000.00	\$ 1,200.00	\$ 2,400.00
900.620	Manual Air Releases	EA	1	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 2,000.00	\$ 8,000.00	\$ 16,000.00
900.620	Wastewater Vacuum/Air Release Valve	EA	2	\$ 3,000.00	\$ 6,000.00	\$ 2,500.00	\$ 5,000.00	\$ 3,400.00	\$ 6,800.00	\$ 4,000.00	\$ 8,000.00	\$ 3,000.00	\$ 6,000.00
900.640	8" dia. Class 52 DI water main	LF	40	\$ 200.00	\$ 8,000.00	\$ 125.00	\$ 5,000.00	\$ 150.00	\$ 6,000.00	\$ 55.00	\$ 2,200.00	\$ 150.00	\$ 6,000.00
900.640	8" dia. Class 52 DI sewer force main	LF	45	\$ 60.00	\$ 2,700.00	\$ 75.00	\$ 3,375.00	\$ 90.00	\$ 4,050.00	\$ 100.00	\$ 4,500.00	\$ 70.00	\$ 3,150.00
900.640	8" dia. Class 52 encased sewer main	LF	40	\$ 200.00	\$ 8,000.00	\$ 225.00	\$ 9,000.00	\$ 130.00	\$ 5,200.00	\$ 140.00	\$ 5,600.00	\$ 165.00	\$ 6,600.00
900.640	6" diameter SDR35 PVC storm drain	LF	5	\$ 80.00	\$ 400.00	\$ 425.00	\$ 2,125.00	\$ 220.00	\$ 1,100.00	\$ 150.00	\$ 750.00	\$ 40.00	\$ 200.00
900.640	8" dia. SDR35 PVC storm drain	LF	10	\$ 120.00	\$ 1,200.00	\$ 100.00	\$ 1,000.00	\$ 150.00	\$ 1,500.00	\$ 50.00	\$ 500.00	\$ 30.00	\$ 300.00
900.640	18" dia. SDR35 PVC storm drain	LF	10	\$ 300.00	\$ 3,000.00	\$ 260.550	\$ 2,605.500	\$ 305.000	\$ 3,050.000	\$ 340.000	\$ 3,400.000	\$ 408.443	\$ 4,084.430
900.645	Precast Concrete Box Culvert	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 8,500.00	\$ 8,500.00	\$ 14,500.00	\$ 14,500.00	\$ 600.00	\$ 600.00	\$ 10,000.00	\$ 10,000.00
900.645	Class A Restoration of Growth	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 5,175.00	\$ 5,175.00	\$ 2,900.00	\$ 2,900.00	\$ 600.00	\$ 600.00	\$ 1.00	\$ 1.00
900.645	Temporary Water	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 5,175.00	\$ 5,175.00	\$ 2,900.00	\$ 2,900.00	\$ 600.00	\$ 600.00	\$ 1.00	\$ 1.00
Total					\$ 445,185.00		\$ 449,000.00		\$ 470,170.50		\$ 513,700.00		\$ 518,800.00

- T Buck Construction, Inc did not include a Debarment and Non-Collusion Affidavit with their Bid.
- T Buck Construction, Inc did not include a Contractors Equal Employment Certification Form with their Bid.
- Engineer's Construction, Inc did not include a Debarment and Non-Collusion Affidavit with their Bid.
- Engineer's Construction, Inc did not include a Contractors Equal Employment Certification Form with their Bid.

DUFRESNE GROUP
 CONSULTING ENGINEERS
 54 Main St. / P.O. Box B
 Windsor, Vermont 05089

BID TABULATION
 BARRE STREET BOX CULVERT (BR1) REPLACEMENT
 MONTPELIER, VERMONT
 BID OPENING: July 9, 2013 2:00 PM
 Engineer's Estimate = \$445,185

I CERTIFY THIS IS A TRUE COPY OF THE BIDS RECEIVED



Item Number	Item Description	Unit	Quantity	Engineer's Unit Cost Estimate	Engineer's Total Estimated Amount	Kingsbury Companies, LLC 264 Medriver Park Waitsfield, VT 05673	Griffin & Griffin Excavating, Inc. 1909 Airport Road North Fayston, VT 05660	J.P. Sicaud, Inc. 1369 Glover Road Barton, VT 05822	Total Price	Unit Price	Total Price
203.150	Common Excavation	CY	20	\$ 25.00	\$ 500.00	\$ 50.00	\$ 1,000.00	\$ 20.00	\$ 1,000.00	\$ 20.00	\$ 400.00
203.160	Solid Rock Excavation	CY	50	\$ 40.00	\$ 2,000.00	\$ 110.00	\$ 5,500.00	\$ 70.00	\$ 10,000.00	\$ 70.00	\$ 3,500.00
203.200	Muck Excavation	CY	25	\$ 25.00	\$ 625.00	\$ 75.00	\$ 1,875.00	\$ 24.00	\$ 1,250.00	\$ 24.00	\$ 600.00
204.220	Trench excavation of earth - exploratory	CY	20	\$ 70.00	\$ 1,400.00	\$ 150.00	\$ 3,000.00	\$ 75.00	\$ 2,000.00	\$ 75.00	\$ 1,500.00
301.250	Subbase of Crushed Gravel, Coarse Graded	CY	90	\$ 50.00	\$ 4,500.00	\$ 60.00	\$ 5,400.00	\$ 29.00	\$ 4,050.00	\$ 29.00	\$ 2,610.00
301.260	Subbase of Crushed Gravel, Fine Graded	CY	45	\$ 50.00	\$ 2,250.00	\$ 60.00	\$ 2,700.00	\$ 36.00	\$ 2,475.00	\$ 36.00	\$ 1,620.00
402.100	Aggregate Shoulders, In Place	CY	55	\$ 60.00	\$ 3,300.00	\$ 45.00	\$ 2,475.00	\$ 37.00	\$ 2,750.00	\$ 37.00	\$ 2,035.00
405.250	Bituminous Concrete Pavement	TON	65	\$ 150.00	\$ 9,750.00	\$ 200.00	\$ 13,000.00	\$ 190.00	\$ 16,250.00	\$ 190.00	\$ 12,350.00
613.110	Stone Fill, Type II	CY	60	\$ 30.00	\$ 1,800.00	\$ 60.00	\$ 3,600.00	\$ 45.00	\$ 4,200.00	\$ 45.00	\$ 2,700.00
613.130	Stone Fill, Type IV	CY	100	\$ 40.00	\$ 4,000.00	\$ 65.00	\$ 6,500.00	\$ 57.00	\$ 7,000.00	\$ 57.00	\$ 5,700.00
621.210	HD Steel Beam Guardrail, Galvanized	LF	90	\$ 22.00	\$ 1,980.00	\$ 40.00	\$ 3,600.00	\$ 41.00	\$ 2,250.00	\$ 41.00	\$ 3,690.00
621.500	Manufactured Terminal Section, Flared	EA	2	\$ 700.00	\$ 1,400.00	\$ 1,500.00	\$ 3,000.00	\$ 1,300.00	\$ 4,200.00	\$ 1,300.00	\$ 2,600.00
622.100	Rigid Board Insulation	SF	100	\$ 3.00	\$ 300.00	\$ 4.00	\$ 400.00	\$ 4.00	\$ 1,000.00	\$ 4.00	\$ 400.00
635.110	Mobilization/Demobilization	LS	1	\$ 60,000.00	\$ 60,000.00	\$ 65,000.00	\$ 65,000.00	\$ 96,500.00	\$ 60,000.00	\$ 96,500.00	\$ 96,500.00
641.100	Traffic Control	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,200.00	\$ 15,000.00	\$ 4,200.00	\$ 4,200.00
649.310	Geotextile Under Stone Fill	SY	100	\$ 2.00	\$ 200.00	\$ 2.00	\$ 200.00	\$ 3.00	\$ 1,000.00	\$ 3.00	\$ 300.00
653.500	Barrier Fence	LF	40	\$ 2.00	\$ 80.00	\$ 10.00	\$ 400.00	\$ 2.00	\$ 200.00	\$ 2.00	\$ 80.00
656.200	Evergreen Trees	EA	4	\$ 150.00	\$ 600.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 3,000.00	\$ 500.00	\$ 2,000.00
656.800	Landscape backfill, truck measurement	CY	35	\$ 20.00	\$ 700.00	\$ 90.00	\$ 3,150.00	\$ 65.00	\$ 2,450.00	\$ 65.00	\$ 2,275.00
656.850	Tree protection	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 900.00	\$ 900.00	\$ 535.00	\$ 500.00	\$ 535.00	\$ 535.00
900.620	8" Gate Valves	EA	2	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 1,650.00	\$ 7,000.00	\$ 1,650.00	\$ 3,300.00
900.620	Manual Air Releases	EA	2	\$ 600.00	\$ 1,200.00	\$ 1,600.00	\$ 3,200.00	\$ 2,340.00	\$ 3,000.00	\$ 2,340.00	\$ 4,680.00
900.620	Wastewater Vacuum/Air Release Valve	EA	1	\$ 5,000.00	\$ 5,000.00	\$ 1,600.00	\$ 1,600.00	\$ 5,700.00	\$ 3,500.00	\$ 5,700.00	\$ 5,700.00
900.620	Precast Concrete Manhole	EA	2	\$ 3,000.00	\$ 6,000.00	\$ 3,500.00	\$ 7,000.00	\$ 6,000.00	\$ 5,000.00	\$ 3,000.00	\$ 6,000.00
900.640	8" dia. Class 52 DI water main	LF	40	\$ 200.00	\$ 8,000.00	\$ 330.00	\$ 13,200.00	\$ 175.00	\$ 6,800.00	\$ 175.00	\$ 7,000.00
900.640	4" dia. Class 52 DI sewer force main	LF	45	\$ 60.00	\$ 2,700.00	\$ 300.00	\$ 13,500.00	\$ 116.00	\$ 4,950.00	\$ 116.00	\$ 5,220.00
900.640	8" dia. Class 52 encased sewer main	LF	40	\$ 200.00	\$ 8,000.00	\$ 330.00	\$ 13,200.00	\$ 200.00	\$ 8,000.00	\$ 200.00	\$ 8,000.00
900.640	6" diameter SDR35 PVC storm drain	LF	5	\$ 80.00	\$ 400.00	\$ 500.00	\$ 2,500.00	\$ 102.00	\$ 750.00	\$ 102.00	\$ 510.00
900.640	8" dia. SDR35 PVC storm drain	LF	10	\$ 80.00	\$ 800.00	\$ 250.00	\$ 2,500.00	\$ 120.00	\$ 900.00	\$ 120.00	\$ 1,200.00
900.640	18" dia. SDR35 PVC storm drain	LF	10	\$ 120.00	\$ 1,200.00	\$ 300.00	\$ 3,000.00	\$ 120.00	\$ 900.00	\$ 120.00	\$ 1,200.00
900.645	Precast Concrete Box Culvert	LS	1	\$ 300,000.00	\$ 300,000.00	\$ 403,000.00	\$ 403,000.00	\$ 493,000.00	\$ 443,300.00	\$ 493,000.00	\$ 493,000.00
900.645	Class A Restoration of Growth	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 4,000.00	\$ 4,000.00	\$ 3,700.00	\$ 6,300.00	\$ 3,700.00	\$ 3,700.00
900.645	Temporary Water	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 10,000.00	\$ 10,000.00	\$ 3,900.00	\$ 3,000.00	\$ 3,900.00	\$ 3,900.00
900.645	Total				\$ 445,185.00		\$ 612,400.00		\$ 633,075.00		\$ 688,205.00



City of Montpelier, Vermont

"The Smallest Capital City in the United States"

Mayor John Hollar

City Council:

Tom Golonka, President
Thierry Guerlain, Vice President
Andy Hooper, Parliamentarian
Alan H. Weiss
Anne Watson
Jessica Edgerly Walsh

William J. Fraser
City Manager
wfraser@montpelier-vt.org

Jessie Baker
Assistant City Manager

MEMORANDUM

To: Mayor Hollar & City Council Members
From: William Fraser, City Manager
Jessie Baker, Assistant City Manager
Re: Council Goal Update on "Provide and receive comprehensive, accessible and useful information to and from constituent groups about the City government and the community."
Date: July 5, 2013

During the City Council's 2013 goal setting session, it was requested that regular updates be provided to the Council on the established goals. In this communication we will provide updates on the goal, "Provide and receive comprehensive, accessible and useful information to and from constituent groups about the City government and the community."

Given the priority established by the Council and the City Manager, communications is a significant project for the new Assistant City Manager. In an effort to improve how we communicate with the public and are transparent about our efforts, we are developing a comprehensive communications plan and system. This will be rolled out in stages over the next six to nine months. Below we outline segments of this plan and anticipated timeframes.

Internal Policies and Procedures

Before new efforts are made to expand our communications methods, it is imperative that we ensure we have internal policies and procedures in place in order to manage requests, communicate clearly and succinctly with uniform messages, and maintain our systems. Over the next three months, the Assistant City Manager and the Department Heads will work on developing internal policies and procedures with regard to communications. This will include:

- uniform templates for letterhead, press releases, and advisories;
- identified communications point people or spokespeople who understand their role and have the skills they need to communicate effectively;
- developed guidance around communication modality to use including how to target appropriate information messages to specific audiences;

- compiled distributions lists for traditional media and developed relationships with local reporters; and
- requirements for maintenance of communications systems.

Social Media

Recognizing that residents rely more and more on non-traditional media to receive updates and share information, the City has prioritizes expanding the use of Facebook and Twitter. The City's website currently links to Facebook and Twitter to provide updates to residents. This practice will be continued and expanded as policies are put into place.

Additionally, we are excited to announce that Front Porch Forum will be launched in Montpelier by the end of 2013. Planning staff and the Assistant City Manager will be working with staff at Front Porch Forum to have Montpelier's lists up and running in the next six months.

Direct Resident Communications

The City currently uses Blackboard Connect to notify residents in emergency situations. Notices can be sent via a voice message, a text message, an email or a TTY call. Over the next three months, IT staff and the Assistant City Manager will work on assessing those currently using the system, how the system is being deployed, and make recommendations on improving the reach and efficacy of this service.

These efforts will also include broader thinking about how we collect contact information from residents and provide updates and announcements through existing or potential new avenues. Consideration may be given to quarterly newsletters, regular email updates, or building out additional capacity of Blackboard or the City's Granicus account to better communicate directly with residents.

Soliciting Feedback

Key to successful communications strategies is the ability to gather information from the community about City services. This informs management decisions and can be the foundation of program performance measures. With updated and expanded communications efforts to residents of Montpelier, we will also be exploring how to use these to solicit feedback from residents. This may include a Citizen Survey, the use of less sophisticated survey tools posted on-line and through other media outlets, or more appropriate email loops on the City's website. Analysis and recommendations about soliciting feedback can be expected in the fall of 2013.

City Website

Both the City Council and City staff are excited about the possibility of modernizing the City's website. In preliminary conversations with Department Heads and IT staff, the following general workplan and timeline has been established:

- Establish a Workgroup with representatives from Departments – July
- Through a facilitated process, the Workgroup will identify what is needed from a modernized website and will review other municipal sites for ideas – August and September

- An RFP for a web designer will be issued. This RFP will include web design, build out, and migration of current information on the City's site – October
- Based on responses and demonstrations a vendor will be selected – November
- Vendor will build the new website and migrate information from the existing site – Four to six months from vendor selection

It is anticipated that cost for a new website could be between \$20,000 and \$25,000.



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

June 18, 2013

The Times-Argus

Att: Classifieds

Please insert the following with City of Montpelier notices on: Monday, June 24th
Thursday, June 27th

CITY OF MONTPELIER
Development Review Board Vacancies

The Montpelier City Council is seeking individuals interested in filling two, 3-year terms and two, 1-year Alternate seats on the City's Development Review Board. Letters of interest and/or resumes should be submitted to the Office of the City Manager, City Hall - 39 Main Street, Montpelier, on or by noon on Wednesday, July 3rd. E-mails are also acceptable to: spitonyak@montpelier-vt.org. The City Council will make this appointment at their Wednesday, July 10th meeting; applicants are encouraged to attend. Further information may also be obtained by contacting the Planning and Development Office at 223-9506. All municipal meetings are accessible to people with disabilities and are held in accordance with the public meeting and public records laws.

William J. Fraser
City Manager

Sandy Pitonyak

From: William Fraser
Sent: Monday, June 17, 2013 11:15 PM
To: Sandy Pitonyak
Subject: Fwd: DRB renewal

FYi

Begin forwarded message:

From: Daniel Richardson <DRichardson@tgrvt.com>
Date: June 17, 2013, 9:35:01 PM EDT
To: "wfraser@montpelier-vt.org" <wfraser@montpelier-vt.org>, Dina Bookmyer-Baker
<dbookmyer-baker@montpelier-vt.org>, "ghallsmith@montpelier-vt.org"
<ghallsmith@montpelier-vt.org>
Subject: DRB renewal

Hi Bill,

I believe my term on the DRB is coming due in the next month or so. Please let this serve as notice that I would, at the Council's discretion, like to serve another term.

If necessary, I would be happy to supply my CV as well as any other documents necessary.

Best,

Dan Richardson

Sent from my Windows Phone

Sandy Pitonyak

From: Josh O'Hara [ohara.josh@gmail.com]
Sent: Monday, July 01, 2013 12:27 PM
To: Sandy Pitonyak
Subject: Re: Your Terms Expire Next Month

Sandy,

I am interested in being reappointed to my alternate position with the Development Review Board. It has been a pleasure serving the City of Montpelier for the last year.

Cordially,
Josh O'Hara

On Tue, Jun 25, 2013 at 12:39 PM, Sandy Pitonyak <SPitonyak@montpelier-vt.org> wrote:

Are you interested in reappointment? I'll need something in writing (e-mail is fine) by next Wednesday. Thank you!

Sandy Pitonyak

Administrative Assistant to the City Manager

City Hall - 39 Main Street

Montpelier, VT 05602

Telephone: [\(802\) 223-9502](tel:(802)223-9502)

FAX: [\(802\) 223-9519](tel:(802)223-9519)

spitonyak@montpelier-vt.org

--

Sandy Pitonyak

From: harvey.golubock@gmail.com on behalf of Harvey Golubock [harvey.golubock@yahoo.com]
Sent: Tuesday, June 25, 2013 1:12 PM
To: Sandy Pitonyak
Subject: Re: Your Terms Expire Next Month

I'd love to, but I'm moving to Berlin in August, so don't think I can be on the Board.

On Tue, Jun 25, 2013 at 12:39 PM, Sandy Pitonyak <SPitonyak@montpelier-vt.org> wrote:

Are you interested in reappointment? I'll need something in writing (e-mail is fine) by next Wednesday. Thank you!

Sandy Pitonyak

Administrative Assistant to the City Manager

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spitonyak@montpelier-vt.org

City of Montpelier
Department of Public Works
Memorandum

To: William Fraser, City Manager

From: Todd Law, Director of Public Works & Traffic Committee Chair

Date: June 18, 2013

Subject: East State Street, Parking Restriction

A request for the Traffic Committee to review the parking restrictions on East State Street was received from Councilor Guerlain. Councilor Guerlain recommends that the current restriction of parking from 54 East State Street through the Hubbard Street intersection be modified to allow parking along that stretch with the exception of a restriction for sight distance consideration at the Hubbard Street intersection.

The Traffic Committee discussed the situation and finds the following:

East State Street is twenty eight feet, ten inches in width, which is less than the bare minimum recommended dimensions of thirty feet in width. Although one foot, two inches is not significant, it still will create a situation where two vehicles passing each other might cross over the centerline to avoid the parked vehicle, which is exacerbated by the utility poles along the curb edge. This is the same dimension as the section of East State Street above Hubbard Street, which functions adequately and has no parking restrictions on the north side of the street. Lower East State Street (Cedar-Main) is sufficiently wide enough to support parking on one side of the street.

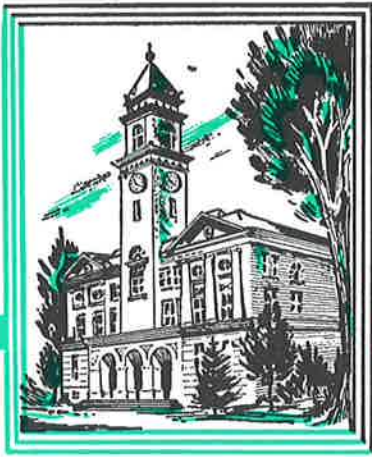
The Traffic Committee cannot endorse a condition which is not within the street geometry standards to allow parking on one side, but understands the position of the City Council if the current restrictions are lifted with the consideration of providing adequate sight distance from Hubbard Street westerly. The ordinance reflecting such a change is found in the modification below.

Sec. 10-716. PARKING PROHIBITED.

(u) East State Street. Parking is prohibited on the south side of East State Street from Main Street to No. 79 East State Street; and parking is prohibited on the north side of East State Street from a point two spaces (forty-two feet) westerly of the intersection with Hubbard Street ~~No. 54 East State~~ to a point two spaces (forty-two feet) easterly of Hubbard Street; and on the north side of East State Street from 78 East State Street to College Street; and on the south side of East State from West Street westerly for a distance of ninety (90) feet, and from West Street easterly for a distance of sixty (60) feet; and on the south side of East State Street for a distance of forty (40) feet from the College Street intersection.

We are recommending that the above change be warned as a public hearing of first reading. If approved, the second reading should be scheduled for a subsequent meeting.

C: Traffic Committee



CITY HALL

CITY of MONTPELIER

Vermont

THE CAPITAL CITY OF THE STATE OF VERMONT

Report concerning the Street Box System

City Manager William Fraser
City Council

The system is a Gamewell Municipal Fire Box notification system. The system was installed in the City of Montpelier around 1945

The system is divided into 6 circuits with 77 call boxes.

Lt. Dana Huoppi is the department's primary maintenance technician for the system.

Currently circuit #5 is out of service. (11 boxes)

Last report of a fire from the system 20+ years

Options:

Remove the system, and explore options for selling the boxes and associated equipment. I would recommend this be done after allowing for public comment. I have heard from some members of the City that believe we should maintain the system. Comments have been generally related to everyone not having phone access. I talked with the VCIL, they were not concerned with removing the system.

Removing the system could be done by Lt. Huoppi with some assistance. All the boxes and wire would have to be removed. The boxes could be put in storage until a decision is made on how to best sell them. I would recommend finding a company to purchase the entire lot. Cost associated with removing the system would generally be labor related. The City currently has all the equipment needed to safely remove the system.

The Insurance Service Office that manages our ISO rating advised me that removing the system would not change our rating, based on our 911 availability.

Continue to maintain the system, and invest the needed funds to repair Circuit #5. Lt Huoppi is reviewing options for repairing the circuit, and cost. Additionally, perform a *ring through* test of every box to ensure no other problems exist. This could be done by on duty personnel at no cost. Over the past 3 years we have spent less then \$1000.00 annually maintaining the system.

Chief Robert Gougeon

June 29, 2013
City of Montpelier Mayor and City Council Members
C/o William J. Fraser, City Manager
Montpelier City Hall
39 Main Street
Montpelier, Vermont 05602

Re: Permission to close Summer Street

Dear Mayor and City Council Members:

The residents of the "*Meadow*" neighborhood have been coming together each summer for twenty-six years to enjoy each other's company and to preserve a sense of neighborhood unity for ourselves and our children. These yearly "block parties" consist of family activities at the Summer Street Park, a slowest bike race, a kids' parade around the neighborhood, a pot luck dinner, and a talent show followed by music and dancing.

In the interest of safety, we are requesting permission from you to block off a portion of Summer Street during our activities on **Saturday, July 27, 2013, from 3:00 P.M. to 10:00 P.M.**, with a rain date of Saturday, August 3. We propose to close off Summer Street from Spring Street to Winter Street using DPW road work barriers.

To comply with the City of Montpelier's noise ordinance we will distribute a "Meadow Noise Notice" to all residents surrounding the party location. We ask the council for a variance to this ordinance for a one-hour period between 9:00 PM and 10:00 PM.

We would provide access to emergency vehicles and residents who wish to enter this area. If you have any questions or concerns, please call Steve Pitonyak at 229-4671 or Julie Smart at 229-6847.

Thank you for your consideration of this request.

Sincerely,



Julie Smart & Steve Pitonyak
Meadow Neighborhood Party Committee

Meadow Noise Notice

Please be advised that the Meadow Neighborhood Committee is planning the Neighborhood Block Party for Saturday, July 27, 2013, from 3:30 PM to 10:00 PM at the Summer Street Park, featuring a slowest bike race, kids' parade, potluck dinner and dancing.

Saturday, August 3rd, will be the rain date.

We need to receive a variance to the City of Montpelier's noise ordinance to play music from 9:00 PM until 10:00 PM.

Accordingly, we ask that you take the time to consider whether the music planned for the dance will be objectionable to you and your family after 9:00 PM. The purpose of the noise ordinance is to protect the public tranquility and peace. We make it a point to end the music sharply at 10:00 PM. If you do not wish us to play music in the park after 9:00 PM on July 27th, please notify the City Manager's Office at 223- 9502, Steve Pitonyak (30 Summer Street) at 229-4671, or Julie Smart (10 Summer Street) at 229-6847.

The Montpelier City Council holds regularly scheduled meetings on the second and fourth Wednesdays of each month at 6:30 p.m. in City Hall. The July meetings should be on July 10th and 24th. Our request to close the street and grant a variance would likely be considered on Wednesday, July 10, 2013, at 6:30 PM. If you plan to attend, please call the city manager's office to confirm the latest date and time of their July meetings.

For more information, contact Steve Pitonyak at 229-4671 or Julie Smart 229-6847. Thank you for your time and continued support of our efforts to make the "Meadow" a safe, supportive and fun neighborhood for all of us to live in.

Minutes of the Montpelier City Council Meeting
June 26, 2013
Montpelier City Hall Council Chambers

In attendance: Mayor John Hollar (presiding), City Councilors Jessica Edgerly Walsh, Thierry Guerlain, Alan Weiss, Andy Hooper, Tom Golonka and Anne Watson, and Assistant City Manager Jessie Baker. City Clerk John Odum acted as Secretary of the meeting.

Mayor Hollar called the meeting to order at 6:34 PM.

- 13-164. Councilor Weiss asked that items b and c be removed, while Councilor Guerlain noted a typo in the minutes. The last-minute addendum from the Basement Teen Center was noted. The consent agenda was unanimously approved with the requested changes at 6:36PM (moved by Councilor Guerlain, seconded by Councilor Hooper).
- 13-165. The Council re-opened the request from Fred Barnett, Director of Facility Operations at the National Life Group, for a waiver of the City's Noise Ordinance for a week of paving projects they are hoping to schedule. The expected duration and impact of the process was discussed by Tim Shea, representing National Life. He noted that he had discussed the project with Steve Cook, who had objected in a previous letter to the council. Mitigation and neighborhood accommodation strategies were also discussed. Shea stated that National Life was committed to minimizing the impact to the planned evening work.
- The Mayor asked follow up questions about sound impacts, while Councilor Golonka asked about "plan b" if the request is not granted, and further asked about the possibility of shuttling workers from the high school lot during the day, if daytime work is necessary. Councilor Weiss moved that the Council approve the request with the understanding that accommodations for residents who may need to be relocated will be covered by National Life. Councilor Hooper seconded the motion, which carried unanimously at 6:49PM.
- 13-166. The mayor opened the Second Public Hearing to consider amendments to the City's Code of Ordinances, Chapter 3. Public Works, Article 3-IV, Sewer Department, at 6:50PM. Assistant City Manager Baker reviewed the proposed ordinance changes. At 6:51, the mayor closed the public hearing. Councilor Guerlain moved the approval of the proposed amendments, and was seconded by Councilor Hooper. The motion carried unanimously at 6:51.
- 13-167. Councilor Guerlain explained his requested agenda item regarding potential parking spots on East State Street - noting that 14 new spaces with proximity to downtown

could be added. He hoped that public works could be directed to make the change as soon as possible, that they be unmetered, and that they don't have street markings designating specific spaces. He indicated he had discussed the proposal with DPW Director Todd Law (who provided feedback to the council via attachments to the agenda).

The Mayor opened the public hearing on the parking proposal at 6:55PM. The public hearing was closed a minute later when no one rose to offer testimony. The Mayor announced the second and final public hearing for next meeting.

- 13-168. The Clerk reviewed the modified proposal for changes to the city ordinances regarding licensing, and Mayor Hollar opened the first public hearing on the proposal at 6:57. The Mayor suggested the numerals be removed from the ordinance proposals, as their inclusion was anachronistic. The public hearing closed at 6:59.

- 13-169. Planning and Development Director Gwen Hallsmith provided an update on the City Council's "Energy Initiatives" Goal, starting by reviewing the status of the dam on the North Branch (as requested by the Council). Hallsmith discussed the potential of the dam to produce power. Councilor Edgerly Walsh felt that the potential was worth pursuing further. Hallsmith felt that Lori Barg could be approached to update the report from 2007 that Hallsmith was basing her information on. Councilors Guerlain and Hooper suggested other names as potential sources of opinions on the viability of a hydro project at the site.

Assistant City Manager Jessie Baker gave a brief update on the photovoltaic project, noting that the Energy Committee had done a tremendous amount of work in preparation for putting out an RFI. Councilor Watson also reported on the work of the committee.

- 13-170. The discussion moved to the update on City Council's Goal to "make significant progress on three major outstanding capital projects: District Heat, Transit Center and Montpelier Bike Path." The Mayor referenced the progress report, now posted on the website. Assistant Manager Baker gave an additional update on the district heat schedule/timeline, noting that the state had received permit approval and had attached firm dates to their schedule. Baker also noted that biomass heat would not be available until February, and that the city was working well with the state to be sure customers will be accommodated until then via oil heat. Baker reported the acquisition of a new customer (Capitol Plaza), and that another customer may soon be ready to sign on - which would mean 20 buildings served.

Councilor Watson had questions about the potential for maintenance problems created by a system that may need to be idle for an extended time before actively producing heat. Baker indicated it was being considered. Councilor Hooper asked for details about

accommodating customers, given the later than originally planned date that the biomass heat will be available.

Councilor Guerlain asked about the potential for customers paying "dual cost" for heating, given their preparation for district heat and the delay in availability for heat from the city. He was further concerned that additional costs could roll to city taxpayers because of the delay. Councilor Golonka and Mayor Hollar discussed the impact on capacity charges for customers, given the delay.

- 13-164. Councilor Weiss explained his concerns about the two, pulled consent agenda items. He felt, in regards to item b, that the city was not adequately protected in the project, and that the contractor may be given too broad of latitude on unforeseen costs. Councilor Watson expressed concerns about the engineering of the culverts, and how the contract relates to both state and federal expectations and funding. The Assistant City Manager responded, and noted that the agenda item was time sensitive.

The Mayor asked that councilors in the future bring their concerns about consent agenda items to him in advance of meetings, so relevant staff can be made aware and be present.

Councilor Golonka moved approval of item b of the consent agenda. Councilor Hooper seconded. The motion passed 5-1, with Councilor Watson voting 'nay,' at 7:33PM.

On consent agenda item c, Councilor Weiss asked about the relationship with Montpelier Alive in the project. The Assistant Manager indicated that their participation was part of the grant process, as Montpelier Alive had a relationship with the funder. Councilor Golonka expressed some trepidation about a potential repeat of the negative public feedback that accompanied the ADA compliant walk signals at intersections, and hoped that the project could be moved forward with care so as to avoid a similar reaction.

Councilor Weiss moved approval of item c. Councilor Hooper seconded. The motion carried unanimously at 7:37PM.

- 13-171. Councilor Guerlain lauded the removal of some utility poles recently. He also appreciated the capital project updates. He further hoped for an update on the removal of fire department pull boxes.

Councilor Weiss reported positively on the local meeting of the Campaign for Vermont.

- 13-174. The Assistant City Manager reported on the Berlin Pond petition application. She indicated the city's attorney had recommended adding a prohibition on shanties for ice fishing. Councilor Guerlain spoke in favor of adding the ice shanty prohibition.

Baker reviewed flooding concerns, given the heavy rains.

The Mayor asked about the suggestion by some in the town of Berlin that a portion of city-owned land (which could serve as access to Berlin Pond) may be the property of Berlin. Glenn Howland addressed the Council on the issue, indicating he was communicating with Berlin attorneys on the matter. His short answer is that he has seen no evidence of merit to the claim, but that it was being studied further. He noted that he had seen documents relating to Berlin and the highway department regarding the protocols for managing the roadway that passes near the pond that relate to the claim.

At 8:02, Councilor Hooper moved that the city enter executive session (and include Glenn Howland and the Assistant City Manager) to discuss Carr Lot negotiations, as well as questions on the tax exempt status of property owned by the Vermont College of Fine Arts. The motion was seconded by Councilor Guerlain, and carried unanimously.

At 9:15 Councilor Guerlain motioned to end the executive session, and was seconded by Councilor Edgerly Walsh. The motion passed unanimously.

At 9:16, Councilor Edgerly Walsh moved to adjourn the meeting. Councilor Golonka seconded. The motion carried unanimously.

Items contributing to our score

Create Bicycle Program Manager position / Bicycle Advisory Committee
Compile list of advocacy groups and identify services or programs that

Current Status

Committee is meeting; officer Michael
Bill has compiled a partial list as part of his

Engineering

Create or revise policies to consider the needs of bicyclists:

Improve on-street bike network & conformance to standards:

Provide training for engineers/planners (city staff and consultants):

Lower speed limits to 25 mph where possible

Bike Parking (4 previous rows combined): Create ordinances that

Expand total mileage of paths (paved, shared use, single track)

Open more existing trails to bikes

Establish feedback system and clear timetables to address maintenance

Montpelier Bikes (and Becka Roof) have
Health Department does Complete Streets

Bike parking is not currently part of the
CV Regional Path - Winooski West II may
Kim and Brad with MAMBA are working on a
Snow removal considered on sidewalks

Education

Increase the number of schools participating in the safe routes to school

Be sure share-the-road and other similar classes are available in the

Inform local businesses about the benefit of bike lanes out front.

Safe Routes to School at Elementary School
Bike Safety Rodeo formerly put on by Rec

Encouragement

Sponsor or otherwise support events such as bike month, bike festival,

Work with and support bicycling-related organizations

Consider creation of more bicycling amenities

Open skate park to bicycles, at least at certain times (if not already

Start a public bike-sharing program

Encourage businesses and universities to become bike-friendly certified

SR2S events that have been done: walk to
Onion River Sports holds numerous bike
James will review his original documents to

From Nancy Schulz of VBPC: "A bike sharing
Do we have a baseline on this?"

Enforcement

Identify law-enforcement point person to interact with cyclists

Offer trainings to police officers regarding traffic laws as they apply to

Establish enforcement programs that target cyclist safety, such as

Increase number of police department AND public safety employees on

Ensure cyclists crash data is considered in planning for problem areas

Improve or install safety amenities and services

Bike officer Mike Philbrick is point person.
Vt Bike/Ped coalition has these trainings
Radar signs on main street, funded by safe
Multiple bicycles available, but interest among
Data collected by and reported to police

Evaluation and Planning

Create Bike Master Plan with a designated funding source for

Create Trails Master Plan that addresses mountain bike access

Create counting and/or survey program to analyze long-term trends in

Create and measure target goals for bicycle use in the community

See row 2 above referencing Mamba
done once in 2007 by Montpelier Bikes,

Include in road projects evaluation of the bicycle-related aspects
Determine number of cyclist crashes, injuries or fatalities and plan to
Measure Bicycle Level of Service of roads and intersections
Establish community-wide trip reduction policies or programs
Undertake an economic impact study on bicycling in the community
Ensure that bicycle facilities, programs and encouragement reach
School travel plan
Auto speed studies

Way to Go week here since 2007

Formerly bike trains originated at Cummings
done for Union Elementary in 2007
have been done by RPC

Next Steps

MAMBA is leading on the trails proposal in
Flesh out this list, including a contact and

Persons Interested Rough Timeframe

Bill; Jon can update
Bill & James March or April 2013

Complete streets ordinance will be part of
James will invite Tom McArdle to our meeting
Look into similar trainings held elsewhere.
Ideas include Upper Main, and Route 12

Bill, Sasha, Drew
Per

Property acquisition and start of construction

James, Jon (will talk
James / Per
jon will keep us
Jon will talk to Tom

Explore strategies that are being used

Engage River Rock School to begin safe
Talk to LAB regarding what sorts of classes

James (working with
Mike, Jon, Bill
Per (waiting for a

Bike Festival 2013; Way to Go Week, mid -

Is anyone from the
Per (will gladly

Inquire with city as to rules at rec-field skate
research how vandalism is handled in other
Identify criteria, explore this with National Life;

James
James
Bill, Sasha

Schedule a training with the Montpelier PD; is
Public education campaign, perhaps with
Ask the chief if officers can regularly be
Check with RPC and city to see if this
Find out what this refers to (Drew/James)

jon
Mike
Mike
Mike
Bill

City Planning Department pursuing grant for

Drew?
Jon/Brad/Kip

research protocol; conduct a spring bike
set goals for bike usage levels in the future;

Sasha (help with

update school travel plan from 2007

Sasha (research
Bill, SR2S

July 5, 2013

John Hollar
Mayor, City of Montpelier
39 Main Street
Montpelier, VT 05602

Re: 500kW net metered solar array at National Life Group campus, Montpelier, Vermont

Dear Mr. Hollar,

The City of Montpelier is supportive of efforts to develop new sources of renewable energy that is generated in close proximity to demand. The 500kW net metered solar PV array proposed by National Life Group serves the purpose of furthering the City's goals, as communicated in the Master Plan for the City of Montpelier dated September 8, 2010, which envisions a future where "Montpelier's energy is generated by renewable resources of local origin..." (Section 4.4).

Representatives from National Life Group and project development contractor, Encore Redevelopment, met with City officials on June 27, 2013 to outline the project and seek comments prior to submittal of the Section 248 application package for the project. We are pleased with the efforts being undertaken to minimize environmental and aesthetic impacts and are supportive of the project.

Best regards,



C: Tim Shea, National Life Group
Chad Farrell, Derek Moretz, Encore Redevelopment

Proposed ordinance changes for June 26 Montpelier City Council Meeting (additional/changed language is bold and highlighted).

- Chapter VII, Article III: repeal in its entirety. (milk, cream, and milk products)
- Chapter IX, Article III: repeal in its entirety. (pool tables)
- Chapter IX, Article VII: Change the language in the following way:

ARTICLE VII. DANCE HALL, **NIGHT CLUB, OR DANCE CLUB**

Sec. 9-700. LICENSE REQUIRED.

No person or corporation shall conduct or operate a public dance hall, **Night Club, or Dance Club** unless the hall first ~~have~~ **has** obtained a license therefor.

- Chapter IX, Article XII: repeal in its entirety. (itinerant photographer)
- Chapter IX, Article XV: repeal in its entirety. (pinball and similar machines)
- Chapter IX, Article XIV: Make the following change and append the following subsection:

Sec. 9-1412. SPECIAL TRANSIENT VENDOR LICENSES.

In lieu of the license required under Section 9-1400, the City Clerk may issue a thirty (30) day **license or a seven (7) day license** to a person selling or offering for sale or soliciting orders for the sale of services, goods or merchandise from premises occupied temporarily as a tenant, lessee, guest or invitee. Such license shall be valid only between the dates specified thereon, and the person applying for such a license shall comply with and be subject to all the provisions of Sections 9-1402, 9-1404, 9-1405, 9-1407, 9-1408 and 9-1410. An applicant for a license under this section shall pay a license fee of ~~fifty dollars (\$50.00)~~ **one-hundred dollars (\$100) for the thirty day license and fifty (\$50) dollars for the 7 day license**. As used in this section, the term "merchandise" shall include plants and other agricultural or forest products.

The City Clerk may also issue a 90-day license for mobile vendor vehicles selling ice cream or other frozen products alone, or in conjunction with other goods and products (ice cream trucks). Such vendors will operate within the restrictions provided for under any city noise ordinance. Applicants for such a license will pay a fee of one-hundred (\$100) dollars.

Sec. 9-1416. WEEKEND-ONLY VENDOR LICENSE.

In lieu of the license required under Section 9-1400, the City Clerk may issue a license only applicable to Saturdays and Sundays to a person selling or offering for sale or

soliciting orders for the sale of services, goods or merchandise from premises occupied temporarily as a tenant, lessee, guest or invitee. Such license shall be valid only on the weekends, and the person applying for such a license shall comply with and be subject to all the provisions of Sections 9-1402, 9-1404, 9-1405, 9-1407, 9-1408 and 19-1410. An applicant for a license under this section shall pay a license fee of one-hundred dollars (\$100).

- Chapter IX, Article XXIII (Medical Marijuana – new article)

ARTICLE XXIII. MEDICAL MARIJANA DISPENSARIES.

Sec. 9-2300. LICENSE REQUIRED.

No facility for the legal distribution of cannabis products approved for medical usage (medical marijuana), as allowed under Vermont law, shall operate in the city unless licensed.

Sec. 9-2301. LICENSE FEE.

The fee for such license shall be one-hundred dollars (\$100.00).

Sec. 9-2302. STATE LICENSING REQUIREMENTS.

Such license shall only be granted upon certification that the facility is licensed and operated in accordance with state statute.

- Chapter IX, Article XXIV (Catering – new article)

ARTICLE XXIV. CATERING MALT AND VINOUS BEVERAGES AND SPIRITOUS LIQUORS.

Sec. 9-2400. LICENSE REQUIRED.

Caterers of Malt & Vinous Beverages and Spirited Liquors who are properly licensed under the Vermont Department of Liquor Control must obtain an annual license from the city in order to cater events within the city.

Sec. 9-2401. LICENSE FEE.

The fee for such license shall be thirty-five dollars (\$35.00).



City of Montpelier, Vermont
"The Smallest Capital City in the United States"

TO: City Council Members
William J. Fraser, City Manager
Jessie Baker, Asst. City Manager
Steve Twombly, City Assessor

FROM: Sandy Gallup, Finance Director

DATE: July 2, 2013

SUBJECT: Recommended Tax Rates for Fiscal Year 2014

Consideration of Setting the Fiscal Year 2014 Municipal Tax Rate of \$0.9634 and the Downtown Improvement District Tax Rate of \$.0515.

The 2013 Grand List was lodged by the City Assessor today after grievance hearings and decisions were completed. The Grand List increased 1.5% which is higher than the 0% that we projected during the budget process.

Using the 2013 Grand List, I have calculated a recommended municipal tax rate of \$.9634 (See attached worksheet). This is a less than the City Manager's projected tax rate of \$.9800 found on page 25 of the Annual Report. This municipal tax rate is up half of a percent (.5%) from FY13.

The State set our education tax rates at \$1.4343 (up 9.4%) for Residential properties and \$1.4471 (up 4.5%) for Non-Residential properties.

The voters approved levying a special assessment on properties within Montpelier's Designated Downtown not used for residential purposes. Although the amount to be raised by this new assessment was \$75,000, this amount is reduced by \$35,000 of anticipated revenue (per discussion with Montpelier Alive at the May 8, 2013 City Council Meeting). The net amount to be raised by this new tax is \$40,000 and this requires a \$.0515 tax rate on these designated downtown properties.

The total property tax rate with both municipal and educational rates combined is \$2.4877 for Residential properties (up 5.4%) and \$2.5005 for Non-Residential properties (up 2.7%).

Recommended Tax Rate FY14

Consideration of Setting the Fiscal Year 2014 Municipal Tax Rate of \$0.9634.

Consideration of Setting the Fiscal Year 2014 Downtown Improvement District Tax Rate of \$0.0515

Municipal Grand List:		Real Estate	\$ 8,125,667		Budgeted Grand List
		Personal Property	\$ 312,676		\$ 8,315,158
		TOTAL	\$ 8,438,343		
		Voter Approved	\$ 8,124,390		
		Municipal Spending			
		Education TAX RATES			
		Residential	\$ 1.4343		
		Non-Residential	\$ 1.4471		
					\$ 8,129,499.64
TAX RATES - Detail		FY13 RATE	FY14 Recommended RATE	FY13 RATE	FY14 Recommended RATE
RESIDENTIAL					
City, Cemetery, Agencies, Senior Ctr		\$0.8818	\$0.88760 City, Cemetery, Agencies, Senior Ctr	\$0.8818	\$0.8876
Washington County Tax		\$0.0071	\$0.00703 Washington County Tax	\$0.0071	\$0.0070
Local Tax Agreements		\$0.0005	\$0.00061 Local Tax Agreements	\$0.0005	\$0.0006
Recreation		\$0.0592	\$0.0682 Recreation	\$0.0592	\$0.0682
Subtotal Municipal Rate		\$0.9586	\$0.9634 Subtotal Municipal Rate	\$0.9586	\$0.9634
Water & Sewer Benefit Charge		\$0.0200	\$0.0200 Water & Sewer Benefit Charge	\$0.0200	\$0.0200
Sewer Separation Charge		\$0.0700	\$0.0700 Sewer Separation Charge	\$0.0700	\$0.0700
School		\$1.3109	\$1.4343 School	\$1.3853	\$1.4471
TOTAL TAX RATE		\$2.3595	\$2.4877 TOTAL TAX RATE	\$2.4339	\$2.5005
NOTE:					
Overall, the Grand List is up 1.6% which is more than the 0% projected increase.					
The Municipal Tax Rate is up 0.4% from the FY13 Tax Rate					
Education Rates are up 12.34 cents for Homestead properties and up 6.18 cents for Non-residential properties the State at the end of June.					
Total Tax Rates are up:					
Homestead		\$0.1282	5.43%		
Non-Residential		\$0.0666	2.74%		

City of Montpelier
Department of Public Works
Memorandum

To: William Fraser, City Manager
Jessie Baker, Assistant City Manager

From: Thomas McArdle, Assistant Director of Public Works

Date: July 3, 2013

Subject: Wilder Street Retaining Wall Repairs
Approval of Engineering & Construction Services Proposal

This memorandum serves as a recommendation to approve a cost proposal and enter into a professional services / construction contract for repair of the Wilder Street (Blanchard Park) retaining wall. We ask that review of this recommendation and approval of the proposal (attached below) be considered at the July 10, 2013 regular City Council meeting.

This is an unanticipated and unscheduled retaining wall repair project that must be addressed due to a partial failure and to prevent further collapse. An exhaustive search of the records was not conducted and no plans are on file but it is believed that this masonry granite block wall is in excess of 100 years old. The wall serves to support a slope forming the southerly side of Blanchard Park. We believe it's safe to say this is an historic structure and must be repaired with historic preservation in mind.

Upon notice of the partial failure, a contractor specializing in the restoration of historic masonry structures with whom I am familiar with was asked to review the situation. Alpine Building Restoration, Inc. submitted a cost proposal to develop & implement repair strategies. Alpine teamed up with Champlain Engineering to provide the needed geotechnical support. Together they developed a preliminary assessment of the repair and preventative maintenance work needed to preserve the structure.

In addition to repairing the failed section of wall, Alpine will remove and re-point all of the mortar joints in the wall facade. The existing mortar joints will be matched in color, hardness and style to preserve the existing appearance. Work will also include removing and re-seating all of the wall's cap stones in their present positions. The cap stones have loosened over time due to the infiltration of water & debris and some of the stones have become dislodged as a result of vegetation growth along the top of the wall. The vegetation, including some larger trees (and root balls) will need to be removed. The Tree Warden has been consulted and has approved this work for the reasons noted.

We've identified and set aside sufficient funds in our bond for retaining walls using the cost proposal provided by Alpine. Typically, sole-sourcing a contractor or vendor is not advisable unless there is adequate cause to do so. We consider this to be one of those cases. Admittedly, sole sourcing is a means of procuring services or products in the most expeditious manner by reducing time & effort to prepare contract bid documents to obtain competitive pricing. Due to the historic status of the wall and Alpine Building Restoration's vast experience in performing this type of work, approval of the cost proposal is believed to be in the best interest of the City. Public Works Department staff have reviewed the cost and concluded that it is reasonable and we are unlikely to realize significant savings through a competitive bid process.

C: Todd Law, P.E., Director of Public Works

The following price quote to be performed in coordination with Alpine Building Restoration & Champlain Consulting Engineers:

1. Vegetation removal by owner.
2. Call in Dig-Safe, coordinate mapping existing utilities with CCE and Tom McArdle.
3. Limited topographic survey of the project site to pick up existing conditions and create an engineering site plan.
4. Prepare site details and specs for any drainage improvements, footing drain, erosion control, etc. Disturbance should not require an EPSC construction permit.
5. Prepare structural details and specs for wall repairs.
6. Construction review and certification by CCE to include four site visits.
7. Install safety & erosion control fence.
8. Remove all capstones & store onsite.
9. Dismantle approximately 20 ft. of frost jacked wall & relay to original lines.
10. Excavate adjacent area behind dismantled wall and install 12" X 6" core & boot, 6" drain pipe bedded in stone wrapped in fabric.
11. Backfill wall with 1.5" stone wrapped in fabric.
12. Install 12" of impervious material to match existing grades.
13. Chip out existing mortar joints & repoint with matching color, hardness & historic mortar profile.
14. Reset wall capstones to original lines.

\$45290.00

Alpine Restoration carries workman's compensation & liability insurance with a limit of liability of \$1,000,000 per claim, with \$2,000,000 in annual aggregate.

Champlain Consulting Engineers carries professional liability (errors and omissions) insurance with a limit of liability of \$1,000,000 per claim, with \$2,000,000 in annual aggregate. .

Not included:

- Permits
- Ledge removal
- Petrographic mortar analysis. (\$1600.00)
- Geotextiles.

Thank-you for considering Alpine Restoration for your project. We are looking forward to working with you, so please don't hesitate to call me if you have any additional questions.

Sincerely,

Bruno P Gubetta
President



Tel: (802) 244-1789
Fax: (802) 244-1859
Mobile: (802) 363-7022
Bruno@AlpineRestorationVT.com

