



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, August
22, 2012
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 12-204. General Business and Appearances
- 6) 12-208. Appointment to the Kellogg-Hubbard Library Board of Trustees.
 - a) Suzanne Eikenberry notified staff that she would be stepping down from this board; she is in the middle of her second, 3-year term.
 - b) Staff advertised and received letters of interest from Rachel Donaldson Muse, College Street; and John Bloch, Winter Street.
 - c) Portions of the discussion related to this appointment may be eligible for Executive Session under 1 V.S.A., §313, (a)(3).
 - d) Recommendation: Appointment to the Kellogg-Hubbard Library Board of Trustees to finish the remainder of this 3-year term; said term will expire in March, 2014.
- 4) 12-206. Appointment to the District 2 Council seat to be vacated by Council Member Sarah Jarvis upon adjournment of this meeting.
 - a) In a letter dated July 11th, City Councilor Sarah Jarvis notified fellow City Council Members and City staff that she would be stepping down from her position on the City Council at the conclusion of the August 22nd meeting. She'd recently signed a contract to purchase a home outside of her district.

- b) Staff was instructed to advertise; as of the deadline for filing applications, the City Clerk received letters of interest (and petitions with 25 signatures from District 2 residents) from the following: Anne Watson, Barre Street; and Jake Brown, College Street.
- c) Portions of the discussion related to this appointment may be eligible for Executive Session under 1 V.S.A., §313, (a)(3).
- d) Recommendation: Meet the candidates; make appointment to fill this District 2 seat from the close of the meeting until March 5, 2013.

5) 12-207. Appointments to Planning Commission.

- a) Four terms expire this month. Staff advertised and received letters or e-mails of interest from: Eileen Simpson, Kimberly Cheney, Alan Goldman and Jesse Moorman ? all are seeking reappointment for another 2-year term.
- b) Recommendation: Reappointments; all four terms will expire in August, 2014.

7) 12-209. Appointments to a newly-formed "Montpelier Community Fund" Board of Directors.

- a) At their July 18th meeting, Council directed staff to advertise, "seeking Montpelier residents interested in serving on this board who will make recommendations to the City Council for approval of grant funding to community agencies."
- b) Staff received letters of interest from Warren V. Vail, III, Msgr. Crosby Avenue; Eliza Dodd, Park Avenue; Bernard Lambek, Marvin Street; and Beth Boutin, East State Street.
- c) Portions of the discussion related to these appointments may be eligible for Executive Session under 1 V.S.A., §313, (a)(3).
- d) Recommendation: Appointments as advertised ? "two members will be appointed to 3-year terms; two members for 2-year terms; and one for a 1-year term."

8) 12-210. Consideration of approval to proceed with the District Heat Project.

- a) On April 18, 2012, the City Council approved a plan for moving forward with the District Heat Project.
- b) Due to considerations for ordering boilers for the State Heating Plant, the City Council agreed to make a decision on the project before August 31, 2012.
- c) The City received detailed engineering cost estimates from Hallam- ICS on August 17, 2012. Estimates indicate a total project cost of \$4.116 Million which falls within the \$4.315 Million in available funding.
- d) The City Manager has prepared a detailed analysis, recommendation and plan for the City Council.
- e) Recommendation: Approve the project; direct the City Manager to proceed according to the proposed plan.

9) 12-211. First public hearing to consider AN ORDINANCE ESTABLISHING THE VOTING DISTRICTS.

- a) As a result of the Reapportionment Committee's findings and their proposal, the following was the recommended action for City Council at their May 9th, 2012 meeting: Review and approve the report. Direct staff to prepare an ordinance to reflect the revised boundaries as per Title 2 of the City Charter. Schedule a special town meeting vote on these boundaries to be held on November 6, 2012 in conjunction with the general election. If approved, new boundaries will be in effect for the March 2013 Annual City Meeting election.
- b) Because the City's Charter, Title II, CITY VOTING DISTRICTS, references that "such districts shall be described by ordinance", the City Attorney and City staff have drafted the attached addition to the City's Code of Ordinances under Chapter 1, GENERAL PROVISIONS.
- c) Recommendation: Conduct the first public hearing; direct staff with any revisions; and set the date of September 12th for the second public hearing.

3) 12-205. Consideration of the Consent Agenda:

- a) Consideration of Minutes from the August 8th, 2012 City Council Meeting.
- b) Ratification of the Fire Union Contract vote for their new Contract dated July 1, 2012 through June 30, 2016.
- c) Approve and execute two Municipality Certificates as to Municipal Bonds for Series 2012-3 Refunding Bonds for the purpose of providing debt service reductions for the City's and the Montpelier Fire District's Series 2004-1 Bonds. There are four 2004 City of Montpelier loans that are part of the \$5,705,000 refunding bond: City Hall Improvements \$535,000; Water System Improvement \$3,060,000; Water Connector-Westside \$1,030,000; and Sewer Ultraviolet Disinfection System \$1,080,000. By refunding these bonds at a lower interest rate, there will be a \$411,564 savings in interest payments over the next 10 years. The City's 2004 Fire District bond has a principal balance of \$585,000. By refunding this bond at a lower interest rate, there will be a \$42,202 savings in interest payments over 10 years. The Council must approve and sign the two Municipality Certificate as to Municipal Bond documents to refinance these loans and take advantage of \$473,766 in debt service savings.
- d) Approve an "Application for Permit for Pole Anchor Location" submitted by Green Mountain Power Corporation (GMP) to obtain a license to install a utility pole ground anchor within the municipally leased property known as the North Branch Parking Lot. GMP has requested permission from the municipal authority to occupy the public parking area to install an anchor for an existing utility pole. The anchor is needed to support a new 3 phase power service to serve a tenant planning to occupy a building owned by Jeff Jacobs known as #26 State Street. The City enjoys a long-term surface lease of the parking lot and, according to the city attorney, controls licensing authority for utility installations provided the title owner of the property also approves. Jesse Jacobs, acting on behalf of the property owner, has granted written permission and is also the requesting party for the new service. The Public Works Department has reviewed the petition and approves the installation as presented. DPW staff will enforce any applicable construction conditions for road and utility activities. Recommendation: Approval of the petition. A majority of the City Council will need to sign the petition in the space provided, and the City Clerk will record the document in the land records.

e) Payroll and Bills

10) 12-212. Reports by City Council

11) 12-213. Mayor's Report

12) 12-214. Report by the City Clerk

13) 12-215. Status Reports by the City Manager

14) 12-216. Agenda Reports by the City Manager

Adjournment



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

July 19, 2012

The Times-Argus
Att: Classifieds

Please insert the following with City of Montpelier notices on: Monday, July 23rd
Thursday, August 2nd

CITY OF MONTPELIER

City Council Vacancy – District 2

The Montpelier City Council is seeking applicants for the District 2 Council seat which will be vacated in August. Interested individuals must reside in District 2 in Montpelier. Applications must include supporting signatures of at least 25 District 2 residents who are registered voters. Applications must also include statements of why the individual wants to serve on the City Council, in which areas of municipal government the individual is most interested, and what community contributions the individual has made in the last five years. Applicants may volunteer additional background information. The City Council will interview interested candidates on the evening of August 22nd and expect to make the appointment at that same meeting. Application documents must be submitted to the City Clerk, City Hall, 39 Main Street, Montpelier by 4:30 PM on August 15, 2012. (jodum@montpelier-vt.org) Signatures must be original paper copies; other information may be transmitted electronically.

Anne Watson for Montpelier City Council

I, the undersigned, support Anne Watson for Montpelier City Council

#	Name	Address	Signature
1	Russell Leavitt	416 Loomis St	Russell Leavitt
2	Michael Willett	221 Barre St	Michael Willett
3	Margaret Kuhner	215 Barre St Apt 101	Margaret Kuhner
4	Diane Sherman	115 Barre St Apt 3	Diane Sherman
5	Matthew Hollar	14 McKinley St.	Matthew Hollar
6	Judy Bass	11 Woodrow Ave.	Judy Bass
7	Chris Keller	53 North St.	Chris Keller
8	Ciel Carson Smith	215 Barre St	Ciel Carson Smith
9	KAREN HANSEN	16 SIBLEY AVE #2	Karen Hansen
10	Gretchen Baumgardner	17 Sibley Ave #1	Gretchen Baumgardner
11	Michael Michael Sherman	20 College Street	Michael Sherman
12	Nancy Sherman	20 College St	Nancy Sherman
13	Pat Premeo	22 Lestie St.	Pat Premeo
14	Emily Overmyer	56 College St	Emily Overmyer
15	Mick Munro	56 College St.	Mick Munro
16	Abigail Blatt	" "	Abigail Blatt
17	Nicholas Terry	86 College St	Nicholas Terry
18	Jennifer Wells	24 First Ave	Jennifer Wells
19	Jean Olson	25 Hubbard St	Jean Olson
20	George Olson	25 Hubbard St	George Olson
21	SARAH SAWIER	21 Kent St	Sarah Sawyer
22	Stephen Beard	21 Kent St	Stephen Beard



Anne Watson for Montpelier City Council

I, the undersigned, support Anne Watson for Montpelier City Council

#	Name	Address	Signature
1	Michael Rhoads	11 Charles St Montpelier VT 05602	MRH
2	Karen Brigham	106 Barre St. Apt. 2 Montpelier, VT 05602	Karen Brigham
3	PENNY ROBERTS	191 Barre St. Montpelier Vt	Penny Roberts
4	John J. Hry/KO	215 BARRE ST #105 MONTPELIER, VT	John J. Hry/KO
5	Jean H Hry/LMA	same	Jean H. Hry/LMA
6	Geoff Sather	11 Dyer Ave.	Geoff Sather
7	Petra Halsema	209 Barre St	Petra Halsema
8	Laurie Lyon	99 Barre St	Laurie J. Lyon
9	CORN GUNN	24 FIRST AVE	Corn Gunn
10	Hannah Bean	197 Main St	Hannah Bean
11	Nathan Lander	19 Loomis St #3	Nathan Lander
12	Jmy Koehnigauer	19 Loomis Street #3	Jmy Koehnigauer
13	Zachary Beedlin	24 First Ave	Zachary Beedlin
14	ANDREW BOUTIN	104 EAST STATE ST	Andrew Boutin
15	Beth Boutin	104 East State St	Beth Boutin
16	STEVE HINGTGEN	7 West St	Steve Hingtgen
17	Philip Dakin	110 East State St.	Philip Dakin
18	William Mabill	326 Towne Hill Rd.	William Mabill
19	MEREDITH SUMNER	87 East State St.	Meredith Sumner
20	Rhonda Brace	82 Barre St.	Rhonda Brace
21	Elena Schmeidler	15 McKinley St.	Elena Schmeidler
22	Maija Lawrence	326 Towne Hill Rd. 15 McKinley St.	Maija Lawrence@gmail.com

Petition for Anne Watson to be considered for Montpelier City Council

I, the undersigned, support Anne Watson for consideration to serve on the Montpelier City Council

#	Name	Address	Signature
1	Samantha Wymen	24 Monroe, Burlington	Samantha Wymen
2	Colin Anderson	115 Spilly St	Colin Anderson
3	[Signature]	228 Grandview	[Signature]
4	Nina Thompson	134 Barre St	[Signature]
5	Sylvia Fagin	134 Barre St	S Fagin
6	Cindy Bubrowski	825 Gallison Hill Rd.	Cindy Bubrowski
7	David Abbott	11 Towne St	David Abbott
8	Cindra Conison	39 Loomis St.	C Conison
9	Richard Sheir	39 Loomis St	Richard Richard Sheir
10	Gabe Sheir	39 Loomis St.	Gabe Sheir
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Anne Watson

221 Barre St. #203, Montpelier ~ 802.595.1734

A Resume of Education, Employment, Leadership Experience and Achievements

Education

- M.Ed. Secondary Education/Science**, University of Vermont December 2004
G.P.A: 3.94/4.00
- B.S. Physics**, Mathematics minor, Pennsylvania State University Spring 2003
G.P.A: 3.46/4.00

Employment History

- Montpelier High School (MHS)** 2004 - Present
Physics, Chemistry and Math Teacher
Service Learning Steering Committee
Professional Learning Community Leader
NEASC Steering Committee Member
- Governor's Institute of Vermont for Engineering** Summers 2008-2010
Assistant Director

Volunteer Leadership Experience

- Montpelier Energy Advisory Committee** 2012
Co-hosted the Vermontivate Ice Cream Party
- Montpelier Street Lighting Committee** 2011-present
- Green Mountain Disc Alliance** 2011-present
Board member
- MHS Ultimate Frisbee Coach** 2010-present

Professional Achievements

- Knowles Science Teaching Fellow**
Awarded 2004
- National Board Certification**
Secondary Science Education, 2010
- Installation of 2.6kW Photovoltaic System on the MHS Greenhouse**
Guided students through studying, proposing, funding, and installing this system in 2007
- Fuel For Thought; Building Energy Awareness in Grades 9-12***
Co-authored two chapters, published by NSTA Press, 2012
- Asking Authentic Questions with Tangible Consequences***
Article published in NSTA's the Science Teacher, April 2007
- Patent # 6956266: Structure and Method for Latchup Suppression Utilizing Trench and Masked Sub-Collector Implantation**
Co-Inventor, Issued October 18, 2005

Dear Mayor, City Manager, and Council Members,

8/6/12

As a resident of Montpelier and homeowner on Barre Street I want to be a city councilor, because I want to help Montpelier work through the issues and opportunities it faces. I have worked as a science teacher at Montpelier High School for eight years, been a homeowner in District 2 for four years, and I've lived in Vermont my entire life.

Why I am Interested in the District 2 Seat

I am a senior member of the Montpelier High School science department, and thus I intend to work and live in Montpelier for a very long time. I care about this city and want to see it continue to thrive as a place where young families and businesses can grow. A fellow teaching colleague encouraged me to consider putting my name in for this seat, and I think that matters. The people I work with think I would be good for this position, and I agree with them. As an educator and coach, I am very skilled at collaborative problem-solving, simultaneously addressing the needs of a diverse population, and making difficult and sometimes unpopular decisions. As a physics teacher, I am logical, thoughtful, and solutions-oriented. I think I bring a different background and perspective, and it's important for all of the residents of Montpelier to have a diversity of perspectives present on the council.

Areas of Municipal Government in which I'm Most Interested

I am particularly interested in seeing Montpelier become a place where new businesses thrive. We need to match our would-be small business owners with the space and resources necessary for them to realize their visions. I am very interested in the council's involvement with Montpelier Alive and its other work that encourages entrepreneurial economic development. Having a stable tax base is a crucial component to Montpelier's long term well-being. I have been very thankful for the council's forethought in working with CVCLT to develop housing opportunities on Barre Street, as I bought one of their condos. I am interested in seeing the council continue to support neighborhood revitalization endeavors such as that. In addition, as a councilor, I would be a bridge to the Montpelier School District and to a variety of organizations that deal with youth. I am interested in ensuring that youth and the school district are well-connected to the council.

Community Contributions in the Last Five Years

I have had many community contributions over the last five years. I have been a member of the Montpelier Energy Advisory Committee, with which I co-hosted the Vermontivate Celebratory Ice Cream Party this summer. I am on the Montpelier Street Lighting Committee. I coach the Ultimate Frisbee team as a volunteer at Montpelier High School. Last year Ultimate was the largest sport at Montpelier High School. I involve my students in projects that serve the city as often as I can. For example, I had students participate in Button Up Vermont, the Vermont Community Energy Mobilization Program, Energy Town Meeting Day, etc., not to mention my own involvement in those projects. As a result, I served on the Service Learning Steering Committee at MHS, which trained other teachers to do community-oriented projects.

Regardless of whether or not you appoint me on August 22nd, I intend to run for the District 2 seat in March. Please don't hesitate to contact me if you have any further questions.

Sincerely,



Anne Watson
221 Barre St. #203
Montpelier, VT 05062
802.595.1734



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MONTPELIER, VERMONT**

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- 12) 12-214. Report by the City Clerk
- 13) 12-215. Status Reports by the City Manager
- 14) 12-216. Agenda Reports by the City Manager

Adjournment

Minutes of the Montpelier City Council Meeting

August 8, 2012

City Council Chambers, Montpelier City Hall

Present: Council Members Golonka, Timpone, Weiss, Guerlain, Hooper, Jarvis, City Manager Fraser, Mayor Hollar. City Clerk John Odum acted as Secretary of the Meeting.

The Mayor called the meeting to order at 6:30pm.

12-193. At 6:32, Councilor Weiss moved to approve the consent agenda. The motion was seconded by Councilor Timpone and passed unanimously.

12-194. City Manager Fraser briefly noted that there had been no alternate to the Central Vermont Regional Planning Commission for a while. Councilor Timpone moved that Kim Cheney be appointed as alternate. Councilor Hooper seconded. The motion passed unanimously at 6:34.

12-196. The City Manager reviewed the process of moving the new parking ordinance proposed by Chief Tony Facos (regarding disabled persons parking) forward to this point, noting that it was approved at the last meeting, making this the vote for final approval. Councilor Jarvis moved for approval and was seconded by Councilor Timpone. The motion passed unanimously at 6:36.

12-195. Carl Johnson – Chair of the Budget Review Committee – addressed the Council. He reported that the committee had broken into many subcommittees and were making good progress. He indicated the committee would have some amount of municipal-to-municipal comparative information, where appropriate. He indicated the committee may require up to two weeks beyond the originally tasked deadline of September 17th to complete its report.

Councilor Timpone expressed her feeling that the committee should not deviate substantially from its designated task, as other committees have done, and wanted to be sure the committee stayed open to input from the Council. Councilor Golonka inquired into what general budgetary areas the committee was looking. He felt that there seemed to be a good mix of approaches to the analysis underway.

Councilor Weiss spoke highly of the quality of minutes generated from the meetings.

The Mayor indicated that he had spoken to the School Board Chair about the committee's desire to look at the Recreation Department's budget, and that the Chair was comfortable with the committee doing so. Councilor Guerlain asked whether the Vermont League of Cities and Towns collected much of the comparative data the committee was looking for, and whether there was any talk of standardizing metrics to facilitate easy comparison. Johnson indicated that there are such discussions.

12-179. The City Clerk answered questions raised at the previous meeting about the proposed ordinance for outdoor commercial seating on city sidewalks. After addressing the technical questions, he noted the recent press coverage on the matter (as well as 2 recent complaints received in the Clerk's office regarding difficulties navigating the State Street sidewalks) and suggested the final policy be folded into a package of licensing ordinance changes he was working on, to be presented later in the year. The Council agreed.

12-198. Councilor Weiss spoke in support of forming a Charter Review Committee, and could be tasked to analyze items to be deleted, amended or added, as per the language used in the Goals. The City Manager suggested a committee of seven, and Councilor Weiss amended his recommendation that the Council approve formation of a committee not to exceed seven Montpelier residents and direct staff to advertise for interested potential committee members. Councilor Weiss hoped the committee could provide the legislature with proposed charter changes in 2014 after public meetings in September of 2013. This would be possible with Council action coming during August of 2013 based on the receipt of committee recommendations on or around July of the same year.

Councilor Guerlain moved that the Council form a charter review committee per the outline described by Councilman Weiss. Council Hooper seconded. The motion carried unanimously at 7:03.

12-199. Councilor Timpone noted that the deadline for the State Street Slam was Monday.

Councilor Guerlain passed on a request from Gallison Hill Road residents that the existing streetlights remain and that 2 more be added. He noted that a letter to that effect had been signed by most neighborhood residents.

10-200. The Mayor noted that he was at a recent Vermont Mountaineers game representing the city, where the team was honored. He also noted meeting with the Bike path Committee and VTrans in regards to a reworked bike path route proposed to minimize traffic concerns. He noted that there will need to be discussions with railroad authorities, but is reasonably hopeful that it can be done.

12-201. The City Clerk noted that the Board of Civil Authority had elected Mayor Hollar as its Chair, and that the valuation grievance process was currently underway.

12-202. City Manager Fraser reported there were many applications for the Assistant City Manager position, and that he would not rush to move forward given that the Budget Committee may need more time to develop its report. He also reported that District Heat and the Carr Lot continue to be worked on, with much information to come.

On questioning from Councilor Guerlain, Fraser indicated that revised cost estimates for District Heat should become available on the 16th or 17th, and that he was meeting with Synapse regarding their study on Friday.

12-203. City Manager and the Mayor have been systematically addressing the Goals over time. On the budget goals, the plan is to have preliminary working numbers in early September. Road conditions and costs are also being looked at. The combination of data should be enough to begin considering specific service cuts, and then be informed by the budget committee report later in September. Fraser noted the possibility that the budget committee may now need more time, which could impact the timeline.

Fraser noted the passage of the Community Fund Plan, the status report on the Matrix plan, and the fact the the Capital Projects Committee will need to be reconvened.

Councilor Weiss moved that the City Manager's report be received by the Council. Councilor Hooper seconded. The motion passed unanimously at 7:15.

Fraser briefly reviewed the timeline on the ongoing reapportionment process, noting that at the next meeting there will be an ordinance created. The City Clerk will publish the ordinance, and a

second meeting will follow, which will allow it to be considered on the ballot. Councilor Weiss complimented the reapportionment noting that its members (and map resources) could be of help with the process going forward.

Mayor Hollar noted he was working with staff to expand use of the website, enhance communication with constituency groups, and utilize social networking platforms. He invited thoughts and input.

Councilor Guerlain asked the City Manager how responsive Green Mountain Power had been in regards to dual utility poles. He encouraged the City Manager to push them assertively.

At 7:20, Councilor Guerlain moved to adjourn the meeting. Councilor Golonka seconded. The motion was approved unanimously and without discussion.

Montpelier Public Schools

5 High School Drive, Unit #1, Montpelier, VT 05602

Office: 802.223.9796

Fax: 802.223.9795

www.mpsvt.org



Students will be capable, motivated contributors to their local, national, and world communities.

Date: 8/21/2012

To: Montpelier City Council

Cc: William Fraser, City Manager

John Hollar, Mayor of Montpelier

Sue Aldrich, Chair, Montpelier Board of School Commissioners

From: Dr. Brian G. Ricca 

RE: District Heat Initiative

On April 4, 2012, during a regularly scheduled meeting of the Montpelier Board of School Commissioners Mr. Jones moved, seconded by Mr. VanDerlip, that the Montpelier School Board of School Commissioners agrees to have the Union Elementary School hook up to the Montpelier district heat system during the summer of 2013 and start to receive heat from the system during the fall of that year. For the first three years of operation, the school district agrees that their financial commitment for fixed and variable costs is approximately \$125,000 per year to the City. At the completion of the three years, the school district will work with the City to determine the appropriate payments for future years depending on the capacity needs and the overall heat use at the school. The school district remains interested in the possibility of including the Montpelier High School on the district heat system and recognizes that the first phase of the project will likely not include the high school. The school district recognizes that the details of the arrangement with the City will be worked out over the next few months and these include the requirements for the school to modify the heating distribution system at Union Elementary. Following discussion about retrofit and asbestos removal costs, the motion carried unanimously.

If there are any questions about the School District's participation in this initiative, please feel welcome to contact me.



VERMONT MUTUAL INSURANCE GROUP®
89 STATE STREET - PO BOX 188
MONTPELIER, VERMONT 05601-0188
800-451-5000

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier
City Hall
39 Main Street
Montpelier, VT 05602

April 18, 2012

Dear Mr. Fraser:

The purpose of this letter is to request that you reserve 1.10 MMBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the Vermont Mutual building. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties.

We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years. It is our intention to pre-pay \$151,830 for five years worth of capacity charge.

We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,

Chief Executive Officer, Vermont Mutual

Accepted and Approved on this 18 day of April, 2012
City of Montpelier

By

William Fraser, City Manager

William Fraser

From: Roman Piaskoski (1PME) [roman.piaskoski@gsa.gov]
Sent: Friday, August 17, 2012 3:16 PM
To: Harold Garabedian
Cc: William Fraser; Gwendolyn Hallsmith; Chuck Drury (1PME); Sarah Wenninger
Subject: Re: Checking In

Folks,

The Acquisition Plan has been approved. Funding (\$155,000) has been approved. Contracting Officer Chuck Drury will contact you on Monday. To make the award he will need to have discussion with you and a proposal, in writing, however, may I say congratulations.

sincerely,

Roman Piaskoski
Branch Chief, Energy, Utilities & Environment
Public Buildings Service
GSA New England
O'Neill Federal Building
Boston, MA 02222

617.565.4693 ofc
617.893.0326 cell

GSA

On Tue, Aug 14, 2012 at 3:05 PM, Harold Garabedian <harold.garabedian@gmail.com> wrote:

Hi Roman –

Hope your summer is going well.

Our design team is expecting to have their 80% design package delivered by noon Friday. The City Manager, Bill Fraser, is putting this together with an update package that will be distributed to City Council members on Friday as well. This material will be for consideration at the Council's August 22nd meeting.

We would like to include an update on GSA in this package as well. Could you provide me a status report on the procurement plan for inclusion in this package? Thanks.

All the best,

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier, City Hall
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

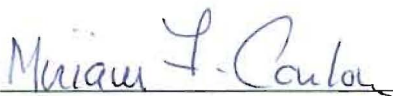
The purpose of this letter is to request that you reserve .435 MMBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the buildings located at 65 State St. and 10 Elm St. in Montpelier. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties. ***This commitment is subject to successful completion of formal County financing and approval processes.***

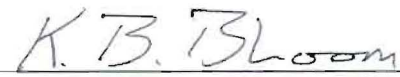
We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years.

We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,


Miriam Conlon, Assistant Judge


Karl B. Bloom, Assistant Judge

Accepted and Approved on this 21st day of August, 2012
City of Montpelier

By 
William Fraser, City Manager

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier
City Hall
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

The purpose of this letter is to request that you reserve .775 MMBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the City Center building. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties.

We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years.

We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,



Doug Nedde

Accepted and Approved on this 22 day of August, 2012
City of Montpelier

By 

William Fraser, City Manager

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier
City Hall
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

The purpose of this letter is to request that you reserve .791 MMBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the buildings located at 52, 46, and 27 State Street in Montpelier. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties.

We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years.

We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,


Steve Everett

Accepted and Approved on this 20th day of August, 2012
City of Montpelier

By 
William Fraser, City Manager

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier
City Hall
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

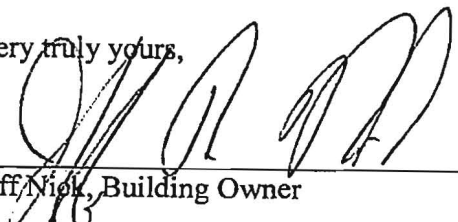
The purpose of this letter is to request that you reserve 600 MBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the buildings located at 118 Main Street in Montpelier. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties.

We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years.

We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

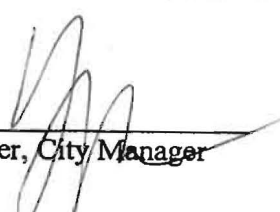
We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,


Jeff Niel, Building Owner


Fran Voigt, NECI

Accepted and Approved on this 22 day of August, 2012
City of Montpelier

By 
William Fraser, City Manager

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier
City Hall
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

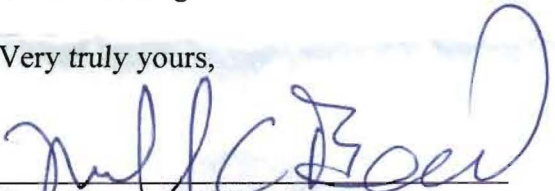
The purpose of this letter is to request that you reserve 354.1 MBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the buildings located at 15 East State Street in Montpelier. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties.

We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years.

We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

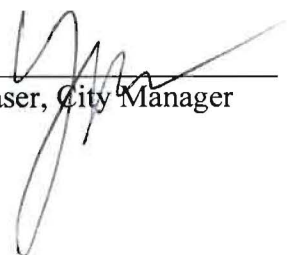
We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,


Tony Beard, Building Owner


Joan Beard, Building Owner

Accepted and Approved on this 21 day of August 2012
City of Montpelier

By 
William Fraser, City Manager

LETTER OF COMMITMENT

William Fraser, City Manager
City of Montpelier
City Hall
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

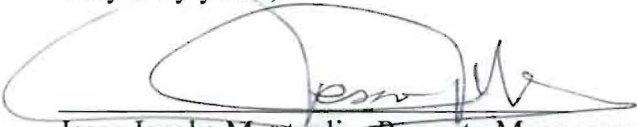
The purpose of this letter is to request that you reserve .241 MMBTU/h heating capacity from the Montpelier downtown hot water district heating system (the System) for the ~~Union Mutual~~ building. This reservation is subject to an analysis of the actual capacity. A final commitment to be a customer of the System will depend upon the execution of a Customer Agreement and such other agreements and commitments as may be reasonably required by the parties. 22 Elm St

We have reviewed the costs associated with the connection to the system, and understand that we are entitled to a capacity rate of \$4.77 per MBTU/h as an anchor customer, and that we could obtain a capacity rate of \$4.29 per MBTU/h if we pre-pay the capacity charge for a minimum of five years.

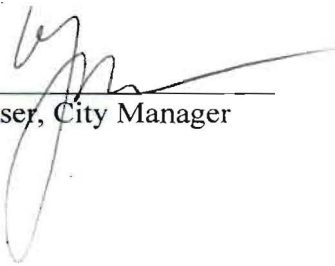
We understand that on or before September 1, 2012, the City will provide us with a draft of a proposed Customer Agreement that will be substantially uniform for all Montpelier customers with the exception of load, connection, engineering and operational characteristics unique to each customer's building.

We look forward to working with you to execute a Customer Agreement. We understand that the System has a limited capacity. As such, in the event neither the evaluation is complete nor a Customer Agreement is executed on or before November 1, 2012, this Letter of Commitment will be void, and the City will have no further obligation to reserve heating capacity for the needs of the Building.

Very truly yours,


Jesse Jacobs Montpelier Property Management

Accepted and Approved on this 22 day of August, 2012
City of Montpelier

By 
William Fraser, City Manager

16442 Montpelier District Heating Cost Estimate

Cost Estimate

Revision History

Revision	Release State	Date	Description of Change
1	Initial release	2/1/2012	
2	Updated release	2/23/2012	Improved cost allocations and added alternate system configurations
3	Updated release	6/6/2012	Explicitly removed West Branch
3.2	Updated release, Pre-80% milestone	8/16/2012	Cover and summary page only, electrical costs and bridge structural require additional work, only includes Union Elementary district heat cost.
3.3	80% milestone	8/17/2012	Lacks Union Elementary conversion work
3.4	Changed during final review with owner	8/17/2012	Corrected distribution piping cost, still lacks Union Elementary conversion work

16442 Montpelier District Heating Cost Estimate
Cost Summary - City Costs Only

Underground Piping and Civil Restoration Work

Component	Direct Cost	Contingency		Cost with cont.	Notes
		%	\$		
Distribution Piping Plant to Elm/State Intersection	\$ 783,616	10%	\$ 78,362	\$ 861,977	
Distribution Piping Elm/State to Main/School	\$ 600,881	10%	\$ 60,088	\$ 660,969	
Distribution Piping Main/Langdon to City Hall	\$ 382,162	10%	\$ 38,216	\$ 420,378	
Distribution Piping Main/School to Union Elementary	\$ 367,375	15%	\$ 55,106	\$ 422,481	Additional contingency to cover telecom unknowns
Distribution Piping 6 Baldwin to 139 State	\$ 134,312	10%	\$ 13,431	\$ 147,743	
Sub-total	\$ 2,268,344		\$ 245,203	\$ 2,513,547	

In-Building Connection and Conversion Work

Component	Direct Cost	Contingency		Cost with cont.	Notes
		%	\$		
City Hall Connection and Conversion	\$ 210,179	15%	\$ 31,527	\$ 241,706	
Police Department Connection and Conversion	\$ 54,714	10%	\$ 5,471	\$ 60,186	
6 Baldwin HX Room	\$ 214,382	10%	\$ 21,438	\$ 235,820	
Union Elementary District Heat Piping, HXs and Meter	\$ 77,430	10%	\$ 7,743	\$ 85,173	Only DH piping, heat exchangers + metering
Sub-Total	\$ 556,705		\$ 66,179	\$ 622,885	

Total Project Cost

Component	Direct Cost	Contingency		Cost with cont.	Notes
		%	\$		
Distribution Piping	\$ 2,268,344	N/A	\$ 245,203	\$ 2,513,547	
In-Building Work	\$ 556,705	N/A	\$ 66,179	\$ 622,885	
Total Direct Costs	\$ 2,825,049	N/A	\$ 311,383	\$ 3,136,432	
General Conditions	\$ 310,755	10%	\$ 31,076	\$ 341,831	11% of construction cost
Mobilization	\$ 100,000	50%	\$ 50,000	\$ 150,000	
Bonding	\$ 28,250	10%	\$ 2,825	\$ 31,076	1.0% of construction cost
Builder's risk insurance	\$ 14,125	10%	\$ 1,413	\$ 15,538	0.5% of construction cost
Safety program and coordination	\$ 2,500	10%	\$ 250	\$ 2,750	
Soil and materials testing	\$ 10,000	20%	\$ 2,000	\$ 12,000	
Contaminated soils	\$ -	0%	\$ -	\$ -	
Permits (building, environmental)	\$ -	0%	\$ -	\$ -	
Sub-Total General Conditions	\$ 465,631		\$ 87,563	\$ 553,194	
Total all costs	\$ 3,290,680		\$ 398,946	\$ 3,689,626	



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

Power Plant to Elm & State Street

Item Description	Unit	Qty.	Unit Cost	Total
1 Clear and Grub Tree	ea	2	\$ 550.00	\$ 1,100.00
2 Clear and Grub Bush	ea	2	\$ 550.00	\$ 1,100.00
3 Remove Curbing	lf	130	\$ 5.00	\$ 650.00
4 Saw Cutting (Full Depth)	lf	1,750	\$ 12.00	\$ 21,000.00
5 Remove Bituminous Pavement	cy	237	\$ 15.00	\$ 3,555.00
6 Remove Sidewalk	cy	20	\$ 18.00	\$ 360.00
7 Trench Excavation	cy	1,070	\$ 15.00	\$ 16,050.00
8 2.5"/6" Steel HWP (DN65, Series 2)	lf	63	\$ 20.00	\$ 1,260.00
9 8"/14" Steel HWP (DN200, Series 2)	lf	2,536	\$ 55.00	\$ 139,480.00
10 2.5"/6" Pre-Insulated 90-degree Bends (Series 2)	ea	4	\$ 130.00	\$ 520.00
11 8"/14" Pre-Insulated 90-degree Bends (Series 2)	ea	24	\$ 550.00	\$ 13,200.00
12 8"x2.5" Pre-Insulated Tees (Series 2)	ea	4	\$ 625.00	\$ 2,500.00
13 2.5" Isolation Valves (Series 2)	ea	4	\$ 550.00	\$ 2,200.00
14 8" Isolation Valves (Series 2)	ea	2	\$ 2,250.00	\$ 4,500.00
15 8" Isolation Valves w/ 1 - 2" Service Valves (Series 2)	ea	2	\$ 3,000.00	\$ 6,000.00
16 2" Pre-Insulated Air Release Valve (Series 2, 8" Main)	ea	2	\$ 1,500.00	\$ 3,000.00
17 2.5"/6" End Seals	ea	4	\$ 30.00	\$ 120.00
18 Install 2.5"/6" Steel HWP (Series 2)	lf	63	\$ 51.00	\$ 3,213.00
19 Install 8"/14" Steel HWP (Series 2)	lf	2,536	\$ 77.00	\$ 195,272.00
20 F&I 2.5"/6" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	12	\$ 300.00	\$ 3,600.00
21 F&I 8"/14" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	130	\$ 500.00	\$ 65,000.00
22 6" Ductile Iron Pipe CL 52	lf	20	\$ 55.00	\$ 1,100.00
23 12" PVC Pipe SCH 80	lf	60	\$ 24.00	\$ 1,440.00
24 Connect into Storm Sewer Structure	ea	3	\$ 1,500.00	\$ 4,500.00
25 2'x3' Flash Chamber	ea	3	\$ 2,200.00	\$ 6,600.00
26 HS-25 Structural Concrete Slab	sf	100	\$ 100.00	\$ 10,000.00
27 Casting Assembly (R-1910-B)	ea	10	\$ 600.00	\$ 6,000.00
28 Dense Graded Crushed Stone	cy	100	\$ 30.00	\$ 3,000.00
29 Granular Borrow	cy	350	\$ 20.00	\$ 7,000.00
30 Pipe Bedding Material	cy	120	\$ 45.00	\$ 5,400.00



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

Power Plant to Elm & State Street

Item Description	Unit	Qty.	Unit Cost	Total
31 Pipe Backfill Material	cy	400	\$ 35.00	\$ 14,000.00
32 Granite Curbing	lf	130	\$ 40.00	\$ 5,200.00
33 5" Portland Cement Concrete Sidewalk	sy	120	\$ 65.00	\$ 7,800.00
34 Bituminous Pavement Restoration	sy	1,430	\$ 85.00	\$ 121,550.00
35 Pavement Striping	ls	1	\$ 1,000.00	\$ 1,000.00
36 Traffic Control	ls	1	\$ 6,250.00	\$ 6,250.00
37 2" Caliper Deciduous Tree (B&B)	ea	2	\$ 250.00	\$ 500.00
38 2" Caliper Coniferous Bush (B&B)	ea	2	\$ 250.00	\$ 500.00
39 Landscape Restoration	ls	1	\$ 3,750.00	\$ 3,750.00
40 6" Topsoil Borrow	cy	4	\$ 27.00	\$ 108.00
41 Sodding	sy	22	\$ 25.00	\$ 550.00
42 Erosion Control	ls	1	\$ 2,500.00	\$ 2,500.00
43 Utility Potholing	ls	1	\$ 6,250.00	\$ 6,250.00
44 2"x24"x48" Expansion Board	sf	530	\$ 1.25	\$ 662.50
45 HI 100 Styrofoam Blue Board	sf	100	\$ 3.75	\$ 375.00
46 2" Non-Metallic Conduit SCH80	lf	2,600	\$ 10.00	\$ 26,000.00
47 Fiberglass Communications Cable	lf	1,300	\$ 3.00	\$ 3,900.00
48 Handholes	ea	5	\$ 1,400.00	\$ 7,000.00
49 Alarm Wiring Monitoring System	ls	1	\$ 47,000.00	\$ 47,000.00
<i>Subtotal</i>				\$ 783,615.50
Contingency 10%				\$ 78,361.55
Montpelier Hot Water Distribution Construction Costs:				\$ 861,977.05



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

State & Elm to Main & School

Item Description	Unit	Qty.	Unit Cost	Total
1 Remove Curbing	lf	90	\$ 5.00	\$ 450.00
2 Saw Cutting (Full Depth)	lf	1,600	\$ 12.00	\$ 19,200.00
3 Remove Bituminous Pavement	cy	200	\$ 15.00	\$ 3,000.00
4 Remove Sidewalk	cy	10	\$ 18.00	\$ 180.00
5 Trench Excavation	cy	520	\$ 15.00	\$ 7,800.00
6 2.5"/5.5" Steel HWP (DN65, Series 2)	lf	70	\$ 20.00	\$ 1,400.00
7 6"/11" Steel HWP (DN150, Series 2)	lf	670	\$ 33.00	\$ 22,110.00
8 6"/13" Steel HWP (DN150, Series 3)	lf	170	\$ 35.00	\$ 5,950.00
9 8"/14" Steel HWP (DN200, Series 2)	lf	640	\$ 55.00	\$ 35,200.00
10 2.5"/6" Pre-Insulated 90-degree Bends (Series 2)	ea	3	\$ 130.00	\$ 390.00
11 6"/11" Pre-Insulated 90-degree Bends (Series 2)	ea	14	\$ 400.00	\$ 5,600.00
12 8"/14" Pre-Insulated 60-degree Bends (Series 2)	ea	2	\$ 800.00	\$ 1,600.00
13 8"/14" Pre-Insulated 75-degree Bends (Series 2)	ea	2	\$ 800.00	\$ 1,600.00
14 8"/14" Pre-Insulated 90-degree Bends (Series 2)	ea	4	\$ 550.00	\$ 2,200.00
15 6"x2.5" Pre-Insulated Tees (Series 2)	ea	4	\$ 525.00	\$ 2,100.00
16 6"x4" Pre-Insulated Tees (Series 2)	ea	2	\$ 630.00	\$ 1,260.00
17 8"x2.5" Pre-Insulated Tees (Series 2)	ea	3	\$ 625.00	\$ 1,875.00
18 8"x2.5" Pre-Insulated Parallel Tees (Series 2)	ea	1	\$ 650.00	\$ 650.00
19 8"x6" Pre-Insulated Reducers (Series 2)	ea	2	\$ 950.00	\$ 1,900.00
20 2.5" Isolation Valves (Series 2)	ea	8	\$ 550.00	\$ 4,400.00
21 6" Isolation Valves (Series 2)	ea	2	\$ 1,500.00	\$ 3,000.00
22 6" Isolation Valves w/ 2 - 2" Service Valves (Series 2)	ea	2	\$ 3,000.00	\$ 6,000.00
23 8" Isolation Valves w/ 1 - 2" Service Valves (Series 2)	ea	2	\$ 3,000.00	\$ 6,000.00
24 8" Isolation Valves w/ 2 - 2" Service Valves (Series 2)	ea	2	\$ 3,500.00	\$ 7,000.00
25 2" Pre-Insulated Air Release Valve (Series 2, 6" Main)	ea	2	\$ 1,300.00	\$ 2,600.00
26 2.5"/6" End Seals	ea	8	\$ 30.00	\$ 240.00
27 Install 2.5"/6" Steel HWP (Series 2)	lf	70	\$ 51.00	\$ 3,570.00
28 Install 6"/11" Steel HWP (Series 2)	lf	670	\$ 59.00	\$ 39,530.00
29 Install 6"/14" Steel HWP (Series 3)	lf	170	\$ 59.00	\$ 10,030.00
30 Install 8"/14" Steel HWP (Series 2)	lf	640	\$ 77.00	\$ 49,280.00
31 F&I 2.5"/6" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	20	\$ 300.00	\$ 6,000.00
32 F&I 6"/11" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	70	\$ 475.00	\$ 33,250.00
33 F&I 6"/12.5" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	10	\$ 475.00	\$ 4,750.00



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

State & Elm to Main & School

Item Description	Unit	Qty.	Unit Cost	Total
34 F&I 8"/14" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	50	\$ 500.00	\$ 25,000.00
35 6" Ductile Iron Pipe CL 52	lf	25	\$ 55.00	\$ 1,353.00
36 12" PVC Pipe SCH 80	lf	140	\$ 25.00	\$ 3,500.00
37 Connect into Storm Sewer Structure	ea	2	\$ 1,500.00	\$ 3,000.00
38 2'x3' Flash Chamber	ea	2	\$ 2,200.00	\$ 4,400.00
39 HS-25 Structural Concrete Slab	sf	220	\$ 100.00	\$ 22,000.00
40 Casting Assembly (R-1910-B)	ea	22	\$ 600.00	\$ 13,200.00
41 Dense Graded Crushed Stone	cy	100	\$ 30.00	\$ 3,000.00
42 Granular Borrow	cy	100	\$ 20.00	\$ 2,000.00
43 Pipe Bedding Material	cy	60	\$ 45.00	\$ 2,700.00
44 Pipe Backfill Material	cy	200	\$ 35.00	\$ 7,000.00
45 Granite Curbing	lf	90	\$ 40.00	\$ 3,600.00
46 5" Portland Cement Concrete Sidewalk	sy	100	\$ 65.00	\$ 6,500.00
47 Bituminous Pavement Restoration	sy	1,200	\$ 85.00	\$ 102,000.00
48 Pavement Striping	ls	1	\$ 1,000.00	\$ 1,000.00
49 Traffic Control	ls	1	\$ 6,250.00	\$ 6,250.00
50 Landscape Restoration	ls	1	\$ 3,750.00	\$ 3,750.00
51 Erosion Control	ls	1	\$ 2,500.00	\$ 2,500.00
52 Utility Potholing	ls	1	\$ 8,000.00	\$ 8,000.00
53 2"x24"x48" Expansion Board	sf	470	\$ 1.25	\$ 587.50
54 HI 100 Styrofoam Blue Board	sf	220	\$ 3.75	\$ 825.00
55 2" Non-Metallic Conduit	lf	1,600	\$ 10.00	\$ 16,000.00
56 Fiberglass Communications Cable	lf	800	\$ 3.00	\$ 2,400.00
57 Handholes	ea	3	\$ 1,400.00	\$ 4,200.00
58 Structural work on Langdon Street Bridge	ea	1	\$ 66,000.00	\$ 66,000.00
<i>Subtotal</i>			\$	600,880.50
Contingency			10% \$	60,088.05
Montpelier Hot Water Distribution Construction Costs: \$				660,968.55



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

Main & Langdon to City Hall

Item Description	Unit	Qty.	Unit Cost	Total
1 Remove Curbing	lf	60	\$ 5.00	\$ 300.00
2 Saw Cutting (Full Depth)	lf	1,790	\$ 12.00	\$ 21,480.00
3 Remove Bituminous Pavement	cy	152	\$ 15.00	\$ 2,280.00
4 Remove Sidewalk	cy	10	\$ 18.00	\$ 180.00
5 Trench Excavation	cy	500	\$ 15.00	\$ 7,500.00
6 1.5"/4" Steel HWP (DN 40, Series 2)	lf	16	\$ 20.00	\$ 320.00
7 2.5"/5.5" Steel HWP (DN65, Series 2)	lf	999	\$ 22.00	\$ 21,978.00
8 4"/9" Steel HWP (DN100, Series 2)	lf	826	\$ 30.00	\$ 24,780.00
9 2.5"/6" Pre-Insulated 90-degree Bends (Series 2)	ea	15	\$ 130.00	\$ 1,950.00
10 4"/9" Pre-Insulated 90-degree Bends (Series 2)	ea	10	\$ 225.00	\$ 2,250.00
11 2.5"x1.5" Pre-Insulated Tees (Series 2)	ea	2	\$ 250.00	\$ 500.00
12 4"x2.5" Pre-Insulated Tees (Series 2)	ea	1	\$ 400.00	\$ 400.00
13 2.5"x2.5" Pre-Insulated Parallel Tees (Series 2)	ea	2	\$ 300.00	\$ 600.00
14 4"x2.5" Pre-Insulated Parallel Tees (Series 2)	ea	1	\$ 375.00	\$ 375.00
15 4"x2.5" Pre-Insulated Reducers (Series 2)	ea	2	\$ 800.00	\$ 1,600.00
16 1.5" Isolation Valves (Series 2)	ea	2	\$ 450.00	\$ 900.00
17 2.5" Isolation Valves (Series 2)	ea	2	\$ 550.00	\$ 1,100.00
18 2.5" Isolation Valves w/ 2 - 2" Service Valves	ea	2	\$ 1,000.00	\$ 2,000.00
19 4" Isolation Valves (Series 2)	ea	2	\$ 1,000.00	\$ 2,000.00
20 2" Pre-Insulated Air Release Valve (Series 2, 4" Main)	ea	2	\$ 1,000.00	\$ 2,000.00
21 1.5"/5.5" End Seals	ea	2	\$ 28.00	\$ 56.00
22 2.5"/6" End Seals	ea	2	\$ 30.00	\$ 60.00
23 Install 1.5"/5.5" Steel HWP (Series 2)	lf	16	\$ 51.00	\$ 816.00
24 Install 2.5"/6" Steel HWP (Series 2)	lf	999	\$ 51.00	\$ 50,949.00
25 Install 4"/9" Steel HWP (Series 2)	lf	826	\$ 55.00	\$ 45,430.00
26 F&I 1.5"/5.5" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	2	\$ 300.00	\$ 600.00
27 F&I 2.5"/6" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	50	\$ 300.00	\$ 15,000.00
28 F&I 4"/9" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	49	\$ 400.00	\$ 19,600.00
29 6" Ductile Iron Pipe CL 52	lf	30	\$ 55.00	\$ 1,650.00
30 12" PVC Pipe SCH 80	lf	72	\$ 25.00	\$ 1,800.00
31 Connect into Storm Sewer Structure	ea	2	\$ 1,500.00	\$ 3,000.00
32 2'x3' Flash Chamber	ea	2	\$ 2,200.00	\$ 4,400.00
33 HS-25 Structural Concrete Slab	sf	120	\$ 100.00	\$ 12,000.00



1350 Landmark Towers
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Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

Main & Langdon to City Hall

Item Description	Unit	Qty.	Unit Cost	Total
34 Casting Assembly (R-1910-B)	ea	12	\$ 600.00	\$ 7,200.00
35 Dense Graded Crushed Stone	cy	100	\$ 30.00	\$ 3,000.00
36 Granular Borrow	cy	100	\$ 20.00	\$ 2,000.00
37 Pipe Bedding Material	cy	70	\$ 45.00	\$ 3,150.00
38 Pipe Backfill Material	cy	190	\$ 35.00	\$ 6,650.00
39 Granite Curbing	lf	60	\$ 40.00	\$ 2,400.00
40 5" Portland Cement Concrete Sidewalk	sy	100	\$ 65.00	\$ 6,500.00
41 Bituminous Pavement Restoration	sy	920	\$ 50.00	\$ 46,000.00
42 Pavement Striping	ls	1	\$ 1,000.00	\$ 1,000.00
43 Traffic Control	ls	1	\$ 5,000.00	\$ 5,000.00
44 Landscape Restoration	ls	1	\$ 5,000.00	\$ 5,000.00
45 6" Topsoil Borrow	cy	10	\$ 27.00	\$ 270.00
46 Sodding	sy	10	\$ 25.00	\$ 250.00
47 Erosion Control	ls	1	\$ 2,000.00	\$ 2,000.00
48 Utility Potholing	ls	1	\$ 6,750.00	\$ 6,750.00
49 2"x24"x48" Expansion Board	sf	350	\$ 1.25	\$ 437.50
50 HI 100 Styrofoam Blue Board	sf	120	\$ 3.75	\$ 450.00
51 2" Non-Metallic Conduit	lf	1,900	\$ 10.00	\$ 19,000.00
52 Fiberglass Communications Cable	lf	950	\$ 3.00	\$ 2,850.00
53 Handholes	ea	4	\$ 1,400.00	\$ 5,600.00
54 Construct 2.5" Service Entry	ea	2	\$ 3,400.00	\$ 6,800.00
<i>Subtotal</i>			\$	382,161.50
Contingency			10% \$	38,216.15
Montpelier Hot Water Distribution Construction Costs:			\$	420,377.65



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

Main & School to Union Elementary

Item Description	Unit	Qty.	Unit Cost	Total
1 Remove Curbing	lf	720	\$ 5.00	\$ 3,600.00
2 Saw Cutting (Full Depth)	lf	1,200	\$ 12.00	\$ 14,400.00
3 Remove Bituminous Pavement	cy	50	\$ 15.00	\$ 750.00
4 Remove Sidewalk	cy	70	\$ 18.00	\$ 1,260.00
5 Trench Excavation	cy	540	\$ 15.00	\$ 8,100.00
6 2.5"/6" Steel HWP (DN100, Series 2)	lf	40	\$ 20.00	\$ 800.00
7 4"/9" Steel HWP (DN100, Series 2)	lf	1,730	\$ 30.00	\$ 51,900.00
8 2.5"/6" Pre-Insulated 90-degree Bends (Series 2)	ea	2	\$ 130.00	\$ 260.00
9 4"/9" Pre-Insulated 90-degree Bends (Series 2)	ea	12	\$ 225.00	\$ 2,700.00
10 4"x2.5" Pre-Insulated Tees (Series 2)	ea	2	\$ 400.00	\$ 800.00
11 6"x4" Pre-Insulated Reducers (Series 2)	ea	2	\$ 800.00	\$ 1,600.00
12 2.5" Isolation Valves (Series 2)	ea	2	\$ 550.00	\$ 1,100.00
13 2" Pre-Insulated Air Release Valve (Series 2, 4" Main)	ea	2	\$ 1,000.00	\$ 2,000.00
14 2.5"/6" End Seals	ea	2	\$ 30.00	\$ 60.00
15 Install 2.5"/6" Steel HWP (Series 2)	lf	40	\$ 51.00	\$ 2,040.00
16 Install 4"/9" Steel HWP (Series 2)	lf	1,730	\$ 55.00	\$ 95,150.00
17 F&I 2.5"/6" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	4	\$ 300.00	\$ 1,200.00
18 F&I 4"/9" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	70	\$ 400.00	\$ 28,000.00
19 6" Ductile Iron Pipe CL 52	lf	6	\$ 55.00	\$ 330.00
20 12" PVC Pipe SCH 80	lf	24	\$ 25.00	\$ 600.00
21 Connect into Storm Sewer Structure	ea	1	\$ 1,500.00	\$ 1,500.00
22 2'x3' Flash Chamber	ea	1	\$ 2,200.00	\$ 2,200.00
23 HS-25 Structural Concrete Slab	sf	40	\$ 100.00	\$ 4,000.00
24 Casting Assembly (R-1910-B)	ea	4	\$ 600.00	\$ 2,400.00
25 Dense Graded Crushed Stone	cy	40	\$ 30.00	\$ 1,200.00
26 Granular Borrow	cy	100	\$ 20.00	\$ 2,000.00
27 Pipe Bedding Material	cy	70	\$ 45.00	\$ 3,150.00
28 Pipe Backfill Material	cy	200	\$ 35.00	\$ 7,000.00
29 Granite Curbing	lf	720	\$ 40.00	\$ 28,800.00
30 5" Portland Cement Concrete Sidewalk	sy	380	\$ 65.00	\$ 24,700.00
31 6" Reinforced Portland Cement Concrete Sidewalk	sy	40	\$ 85.00	\$ 3,400.00
32 Bituminous Pavement Restoration	sy	300	\$ 85.00	\$ 25,500.00
33 Traffic Control	ls	1	\$ 5,000.00	\$ 5,000.00



1350 Landmark Towers
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ENGINEER'S CONSTRUCTION ESTIMATE
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Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

Main & School to Union Elementary

Item Description	Unit	Qty.	Unit Cost	Total
34 6" Topsoil Borrow	cy	30	\$ 27.00	\$ 810.00
35 Sodding	sy	130	\$ 25.00	\$ 3,250.00
36 Erosion Control	ls	1	\$ 2,000.00	\$ 2,000.00
37 Utility Potholing	ls	1	\$ 5,000.00	\$ 5,000.00
38 2"x24"x48" Expansion Board	sf	340	\$ 1.25	\$ 425.00
39 HI 100 Styrofoam Blue Board	sf	40	\$ 3.75	\$ 150.00
40 2" Non-Metallic Conduit	lf	1,760	\$ 10.00	\$ 17,600.00
41 Fiberglass Communications Cable	lf	880	\$ 3.00	\$ 2,640.00
42 Handholes	ea	3	\$ 1,400.00	\$ 4,200.00
43 Construct 4" Service Entry	ea	1	\$ 3,800.00	\$ 3,800.00
<i>Subtotal</i>				\$ 367,375.00
Contingency 15%				\$ 55,106.25
Montpelier Hot Water Distribution Construction Costs:				\$ 422,481.25



1350 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102-1611

ENGINEER'S CONSTRUCTION ESTIMATE
Hot Water Pipe Installation
Montpelier, Vermont

EVER-GREEN ENERGY™

August 17, 2012

135 State Street to Union Mutual

Item Description	Unit	Qty.	Unit Cost	Total
1 Remove Curbing	lf	20	\$ 5.00	\$ 100.00
2 Saw Cutting (Full Depth)	lf	90	\$ 12.00	\$ 1,080.00
3 Remove Bituminous Pavement	cy	6	\$ 15.00	\$ 90.00
4 Remove Sidewalk	cy	10	\$ 18.00	\$ 180.00
5 Trench Excavation	cy	170	\$ 15.00	\$ 2,550.00
6 2.5"/5.5" Steel HWP (DN65, Series 2)	lf	658	\$ 22.00	\$ 14,476.00
7 2.5"/6" Pre-Insulated 90-degree Bends (Series 2)	ea	8	\$ 130.00	\$ 1,040.00
8 Install 2.5"/6" Steel HWP (Series 2)	lf	658	\$ 51.00	\$ 33,558.00
9 F&I 2.5"/6" Jointing (Insulation, Alarm Wiring, Shrink Film, and Sleeve)	ea	30	\$ 300.00	\$ 9,000.00
10 Dense Graded Crushed Stone	cy	100	\$ 30.00	\$ 3,000.00
11 Granular Borrow	cy	100	\$ 20.00	\$ 2,000.00
12 Pipe Bedding Material	cy	30	\$ 45.00	\$ 1,350.00
13 Pipe Backfill Material	cy	60	\$ 35.00	\$ 2,100.00
14 Granite Curbing	lf	20	\$ 40.00	\$ 800.00
15 5" Portland Cement Concrete Sidewalk	sy	60	\$ 65.00	\$ 3,900.00
16 Bituminous Pavement Restoration	sy	40	\$ 50.00	\$ 2,000.00
17 Pavement Striping	ls	1	\$ 500.00	\$ 500.00
18 Traffic Control	ls	1	\$ 5,000.00	\$ 5,000.00
19 Landscape Restoration	ls	1	\$ 5,000.00	\$ 5,000.00
20 6" Topsoil Borrow	cy	50	\$ 27.00	\$ 1,350.00
21 Sodding	sy	270	\$ 25.00	\$ 6,750.00
22 Erosion Control	ls	1	\$ 4,000.00	\$ 4,000.00
23 Utility Potholing	ls	1	\$ 6,750.00	\$ 6,750.00
24 2"x24"x48" Expansion Board	sf	70	\$ 1.25	\$ 87.50
25 2" Non-Metallic Conduit	lf	700	\$ 10.00	\$ 7,000.00
26 Fiberglass Communications Cable	lf	350	\$ 3.00	\$ 1,050.00
27 Handholes	ea	2	\$ 1,400.00	\$ 2,800.00
28 Alarm Wiring Monitoring System	ls	1	\$ 10,000.00	\$ 10,000.00
29 Construct 2.5" Service Entry	ea	2	\$ 3,400.00	\$ 6,800.00
<i>Subtotal</i>			\$	134,311.50
<i>Contingency</i>			10% \$	13,431.15
Montpelier Hot Water Distribution Construction Costs: \$				147,742.65

16442 Montpelier District Heating Cost Estimate
City Hall Connection and Conversion

Item	Quantity	Unit	Unit Cost	Total	Notes
1 Piping to header from HX					
2 4 inch isolation valve	12	each	\$ 450	\$ 5,400	
3 4 inch suction diffuser	4	each	\$ 1,500	\$ 6,000	
4 Hot water pumps (P2.2/P2.1)	2	each	\$ 4,000	\$ 8,000	
5 4 inch check valve	2	each	\$ 800	\$ 1,600	
6 Pressure gage assembly	3	each	\$ 200	\$ 600	
7 4 inch pipe	100	each	\$ 81	\$ 8,100	
8 4 inch elbow	10	each	\$ 320	\$ 3,200	
9 4 inch flexible connector	4	each	\$ 265	\$ 1,060	
10 4 inch suction diffuser	2	each	\$ 877	\$ 1,754	
11 Relief valve	1	each	\$ 225	\$ 225	
12 Vents and drains	8	each	\$ 200	\$ 1,600	
13 Concrete pad	1	each	\$ 500	\$ 500	
14					
15 District heating piping at entrance					
16 4 inch district heating piping	150	feet	\$ 81	\$ 12,150	
17 Pressure gage assembly	2	each	\$ 200	\$ 400	
18 4 inch valve	8	each	\$ 450	\$ 3,600	
19 4 inch elbow	16	each	\$ 320	\$ 5,120	
20 Relief valve	1	each	\$ 225	\$ 225	
21 Heat exchanger	4	each	\$ 6,500	\$ 26,000	
22 Control valve	1	each	\$ 3,500	\$ 3,500	
23 Concrete pad	1	each	\$ 500	\$ 500	
24 District hot water pumps (P1.1/P1.2)	2	each	\$ 7,500	\$ 15,000	
25 4 inch flexible connector	4	each	\$ 265	\$ 1,060	
26 4 inch suction diffuser	2	each	\$ 877	\$ 1,754	
27 4 inch check valve	2	each	\$ 800	\$ 1,600	
28					
29 Pipe covering (10% of mechanical)	1	each	\$ 10,895	\$ 10,895	
30					
31 Louvers (18"x18" each)	5	square feet	\$ 60	\$ 270	
32 Damper (12"x12" each) w/ actuator	2	each	\$ 160	\$ 320	
33 Ductwork (12"x12"x40')	200	pound	\$ 5	\$ 1,000	~5 pounds per foot, 40 feet
34 Diffusers	2	each	\$ 108	\$ 216	

16442 Montpelier District Heating Cost Estimate
City Hall Connection and Conversion

Item	Quantity	Unit	Unit Cost	Total	Notes
35 Supply fan	1	each	\$ 315	\$ 315	
36 Exhaust fan	1	each	\$ 315	\$ 315	
37					
38 Temperature indicators	6	each	\$ 225	\$ 1,350	
39 Temperature transmitters	6	each	\$ 2,000	\$ 12,000	For building control system
40 New controller, I/O and programming	1	each	\$ 7,500	\$ 7,500	To use district heat
41 New controller, I/O and programming	1	each	\$ 30,000	\$ 30,000	To dispatch/replace existing
42					
43 District heat controller-meter					
44 Lockable cabinet			\$ 300		
45 Meter (electronic)			\$ 2,500		
46 Programmable logic controller			\$ 1,250		
47 Temperature transmitters (two)			\$ 1,000		
48 Flow transmitter			\$ 850		
49 Fiber optic termination			\$ 50		
50 Network switch with fiber and copper			\$ 150		
51 Panel assembly and test			\$ 500		
52 Differential pressure transmitter			\$ 2,500		
53 Total controller-meter	1	each	\$ 9,100	\$ 9,100	
54					
55 100A Panel and Feeder	1	each	\$ 3,500	\$ 3,500	
56 VFD for 3HP pumps	2	each	\$ 1,600	\$ 3,200	
57 VFD for 5HP pumps	2	each	\$ 1,800	\$ 3,600	
58 Combination Starters for Fans	2	each	\$ 1,150	\$ 2,300	
59 Conduit and for feeds to motors	1	each	\$ 1,850	\$ 1,850	
60 Misc electrical work	1	each	\$ 1,000	\$ 1,000	
61 Electrical - district controls and comm.	1	each	\$ 5,000	\$ 5,000	
62 Electrical - building controls and comm.	1	each	\$ 7,500	\$ 7,500	
Total				\$ 210,179	

16442 Montpelier District Heating Cost Estimate
Police Department Connection and Conversion

Item	Quantity	Unit	Unit Cost	Total	Notes
1 Piping to header from HX					
2 2 inch copper	160	feet	\$ 22	\$ 3,520	
3 2 inch tees	4	each	\$ 119	\$ 476	
4 2 inch elbows	10	each	\$ 72	\$ 720	
5 2 inch valves	2	each	\$ 105	\$ 210	
6 Pressure gage assembly	1	each	\$ 200	\$ 200	
7 Relief valve	1	each	\$ 225	\$ 225	
8					
9 District heating piping at entrance					
10 1.5 inch district heating piping	80	feet	\$ 19	\$ 1,520	
11 Pressure gage assembly	2	each	\$ 200	\$ 400	
12 1.5 inch valve	8	each	\$ 174	\$ 1,392	
13 1.5 inch elbow	16	each	\$ 51	\$ 816	
14 Relief valve	1	each	\$ 225	\$ 225	
15 Heat exchanger	1	each	\$ 6,500	\$ 6,500	
16 Control valve	1	each	\$ 2,500	\$ 2,500	
17 Concrete pad	1	each	\$ 500	\$ 500	
18					
19 Temperature indicators	4	each	\$ 225	\$ 900	
20					
21 Pipe covering (10% of mechanical)	1	each	\$ 2,010	\$ 2,010	
22					
23 Temperature transmitters	4	each	\$ 2,000	\$ 8,000	For building control system
24 Control system modification	1	each	\$ 7,500	\$ 7,500	Allowance
25					
26 District heat controller-meter					
27 Lockable cabinet			\$ 300		
28 Meter (electronic)			\$ 2,500		
29 Programmable logic controller			\$ 1,250		
30 Temperature transmitters (two)			\$ 1,000		
31 Flow transmitter			\$ 850		
32 Fiber optic termination			\$ 50		
33 Network switch with fiber and copper			\$ 150		
34 Panel assembly and test			\$ 500		

16442 Montpelier District Heating Cost Estimate
Police Department Connection and Conversion

Item	Quantity	Unit	Unit Cost	Total	Notes
35					
Differential pressure transmitter			\$ 2,500		
36	1	each	\$ 9,100	\$ 9,100	
Total controller-meter					
37					
38	1	each	\$ 500	\$ 500	
Circuit breakers for existing panel					
39	1	each	\$ 500	\$ 500	
Conduit and wire to control panel					
40	1	each	\$ 3,000	\$ 3,000	
Electrical - district controls and comm.					
41	1	each	\$ 4,000	\$ 4,000	
Electrical - building controls and comm.					
Total				\$ 54,714	

16442 Montpelier District Heating Cost Estimate
6 Baldwin HX Room

Item	Quantity	Unit	Unit Cost	Total	Notes
1 District heat piping					
2 2.5 inch isolation valve	16	each	\$ 271	\$ 4,336	
3 2.5 inch elbows	20	each	\$ 126	\$ 2,520	
4 2.5 inch piping	150	feet	\$ 27	\$ 4,050	
5 Vents and drains	10	each	\$ 200	\$ 2,000	
6 2.5 inch flexible connector	4	each	\$ 323	\$ 1,292	
7 2.5 inch suction diffuser	2	each	\$ 645	\$ 1,290	
8 2.5 inch air separator	1	each	\$ 1,117	\$ 1,117	
9 Expansion tank	1	each	\$ 2,262	\$ 2,262	
10 Hot water pump	2	each	\$ 5,000	\$ 10,000	
11 Pressure gage assembly	5	each	\$ 200	\$ 1,000	
12 Heat exchanger	3	each	\$ 5,000	\$ 15,000	
13 Relief valve	3	each	\$ 225	\$ 675	
14 Chemcial shot feeder	1	each	\$ 1,005	\$ 1,005	
15				\$ -	
16 Steam piping				\$ -	
17 3 inch isolation valve	3	each	\$ 780	\$ 2,340	
18 3 inch elbows	25	each	\$ 147	\$ 3,675	
19 3 inch piping	175	feet	\$ 30	\$ 5,250	
20 Warmup valve assembly	1	each	\$ 500	\$ 500	
21 Control valves	4	each	\$ 1,941	\$ 7,764	
22 2.5 inch isolation valve	8	each	\$ 780	\$ 6,240	
23 2.5 inch elbows	12	each	\$ 126	\$ 1,512	
24 2.5 inch piping	50	feet	\$ 27	\$ 1,350	
25					
26 Condensate piping					
27 1.5 inch isolation valve	4	each	\$ 238	\$ 952	
28 1.5 inch elbows	25	each	\$ 47	\$ 1,175	
29 1.5 inch piping	175	feet	\$ 25	\$ 4,375	
30 1 inch isolation valve	4	each	\$ 140	\$ 560	
31 1 inch elbows	10	each	\$ 36	\$ 360	
32 1 inch piping	50	feet	\$ 18	\$ 900	
33 Condensate pump/tank	1	each	\$ 5,817	\$ 5,817	
34 Steam trap (drip) assembly	5	each	\$ 1,000	\$ 5,000	

16442 Montpelier District Heating Cost Estimate
6 Baldwin HX Room

Item	Quantity	Unit	Unit Cost	Total	Notes
35 Steam trap (HX) assembly	3	each	\$ 1,200	\$ 3,600	
36 Flash tank	1	each	\$ 1,500	\$ 1,500	
37 1.5 inch piping (flash tank vent)	75	each	\$ 19	\$ 1,397	
38 1.5 inch piping (condensate tank vent)	75	each	\$ 19	\$ 1,397	
39					
40 Cold water					
41 1" copper	150	feet	\$ 12	\$ 1,800	
42 1" elbow	25	each	\$ 33	\$ 825	
43 1" valve	5	each	\$ 45	\$ 225	
44 Backflow preventor	1	each	\$ 315	\$ 315	
45 Water meter w/ output	2	each	\$ 351	\$ 702	
46 Hydrant	1	each	\$ 250	\$ 250	
47					
48 Louvers (18"x18" each)	5	square feet	\$ 60	\$ 270	
49 Damper (12"x12" each) w/ actuator	2	each	\$ 160	\$ 320	
50 Ductwork (12"x12"x40')	200	pound	\$ 5	\$ 1,000	~5 pounds per foot, 40 feet
51 Diffusers	2	each	\$ 108	\$ 216	
52 Supply fan	1	each	\$ 315	\$ 315	
53 Exhaust fan	1	each	\$ 315	\$ 315	
54 Hot water unit heater	1	each	\$ 706	\$ 706	
55					
56 Pipe covering	1	each	\$ 10,946.90	\$ 10,947	10% of mechanical
57					
58 Carpentry work for walls, doors, paint	1	each	\$ 7,500		
59					
60 Sanitary drain					
61 Sump with pump	1	each	\$ 6,234	\$ 6,234	
62 Concrete work for sump	1	each	\$ 1,000	\$ 1,000	
63 2" copper piping	200	feet	\$ 27	\$ 5,400	
64 2" valve	3	each	\$ 104	\$ 312	
65 2" copper elbow	20	each	\$ 71	\$ 1,420	
66					
67 Pressure indicators	10	each	\$ 225	\$ 2,250	
68 Temperature indicators	20	each	\$ 225	\$ 4,500	

16442 Montpelier District Heating Cost Estimate
6 Baldwin HX Room

Item		Quantity	Unit	Unit Cost	Total	Notes
69	Temperature transmitters	6	each	\$ 2,000	\$ 12,000	
70	New controller, I/O and programming	1	each	\$ 7,500	\$ 7,500	
71	New controller, I/O and programming	1	each	\$ 30,000	\$ 30,000	
72						
73						
74	100A Panel and Feeder	1	each	\$ 3,000	\$ 3,000	
75	VFD for 1HP pumps	2	each	\$ 1,200	\$ 2,400	
76	Combination Starters for Fans	2	each	\$ 1,100	\$ 2,200	
77	Conduit and for feeds to mech equip	1	each	\$ 1,250	\$ 1,250	
78	Receptacles & Lighting	1	each	\$ 1,000	\$ 1,000	
79	Misc electrical work	1	each	\$ 1,000	\$ 1,000	
80	Electrical - controls	1	each	\$ 5,000	\$ 5,000	
81	Electrical - communication	1	each	\$ 7,500	\$ 7,500	
Total					\$ 214,382	

16442 Montpelier District Heating Cost Estimate
Union Elementary District Heat Piping, HXs and Meter

Item	Quantity	Unit	Unit Cost	Total	Notes
1 4 inch district heating piping	250	feet	\$ 81	\$ 20,250	Indoor piping
2 Pressure gage assembly	2	each	\$ 200	\$ 400	
3 4 inch valve	8	each	\$ 450	\$ 3,600	
4 4 inch elbow	30	each	\$ 320	\$ 9,600	
5 Relief valve	2	each	\$ 225	\$ 450	
6 Heat exchanger	2	each	\$ 6,500	\$ 13,000	
7 Control valve	1	each	\$ 3,500	\$ 3,500	
8 Concrete pad	1	each	\$ 500	\$ 500	
9 Pipe covering (10% of mechanical)	1	each	\$ 5,130	\$ 5,130	
10					
11 Temperature indicators	4	each	\$ 225	\$ 900	
12 Temperature transmitters	4	each	\$ 2,000	\$ 8,000	
13					
14 District heat controller-meter					
15 Lockable cabinet			\$ 300		
16 Meter (electronic)			\$ 2,500		
17 Programmable logic controller			\$ 1,250		
18 Temperature transmitters (two)			\$ 1,000		
19 Flow transmitter			\$ 850		
20 Fiber optic termination			\$ 50		
21 Network switch with fiber and copper			\$ 150		
22 Panel assembly and test			\$ 500		
23 Differential pressure transmitter			\$ 2,500		
24 Total controller-meter	1	each	\$ 9,100	\$ 9,100	
25					
26 Electrical - district controls and comm.	1	each	\$ 3,000	\$ 3,000	
Total				\$ 77,430	

Annual Operating Budget Projection**2013**

Bond Payment (2011 Bond)	\$1,450,000	\$40,145
State Labor		\$54,311
State Consumables		\$7,251
State Maint. Reserve		\$5,000
Bond Payment (2009 Bond)		\$20,202
CEDF Loan Interest		\$6,875
Reserve for late/contingency	5.00% of revenue	\$20,175
City Operating Costs		\$45,346
	3.50%	
TOTAL - ANNUAL EXPENSE BUDGET	NPV	\$4,006,485
	10 yr NPV	\$2,255,798
		\$199,305

ANNUAL REVENUES**2013**

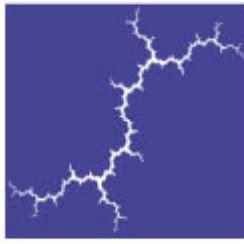
City (City Hall, Fire Station, Police Station)		\$46,009
Union Elementary School		\$77,350
GSA		\$40,656
Court House/Sheriff		\$14,738
Vt Mutual		\$151,830
Everett (2 buildings)		\$18,295
Everett (23 State - Cap Grounds)		\$8,639
Private Customer 1		\$12,949
Beard 15 East State		\$6,776
Private Customer 2		\$26,257
TOTAL -ANNUAL REVENUE	20 yr NPV	\$4,583,063
	10 yr NPV	\$2,464,393
20 yr net NPV	14.39%	\$576,577
10 yr net NPV	9.25%	\$208,595
Annual Operating Balance		\$204,194
CEDF Loan Repayment when budget balance exceeds	\$80,000	\$0
Revised Operating Balance		\$204,194
Unspent Balance from Bond		\$32,417
Total Cash on Hand		\$236,611
CEDF Principal Balance		\$750,000

2014	2015	2016	2017	2018	2019	2020
\$122,663	\$121,796	\$120,677	\$119,302	\$117,675	\$115,822	\$113,775
\$55,597	\$56,839	\$58,152	\$59,492	\$60,847	\$62,211	\$63,581
\$7,435	\$7,613	\$7,802	\$7,994	\$8,188	\$8,384	\$8,580
\$5,000	\$5,000	\$5,000	\$5,000	\$6,000	\$6,000	\$6,000
\$20,376	\$20,154	\$20,134	\$19,720	\$19,267	\$18,789	\$16,994
\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
\$12,583	\$12,709	\$12,836	\$12,965	\$15,072	\$15,223	\$15,375
\$46,026	\$46,716	\$47,417	\$48,128	\$48,850	\$49,583	\$50,327
\$277,181	\$278,328	\$279,518	\$280,100	\$283,400	\$283,513	\$282,131

[illegible]

2028	2029	2030	2031	2032	2033
\$91,466	\$88,169	\$84,805	\$81,372	\$77,871	\$74,302
\$75,139	\$76,923	\$78,752	\$80,626	\$82,547	\$84,517
\$10,239	\$10,495	\$10,757	\$11,026	\$11,302	\$11,584
\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
\$12,811	\$12,240	\$0	\$0	\$0	\$0
\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$0
\$16,649	\$16,816	\$16,984	\$17,153	\$17,325	\$17,498
\$56,693	\$57,543	\$58,406	\$59,282	\$60,171	\$61,074
\$278,495	\$277,686	\$265,203	\$264,959	\$264,716	\$256,975

2028	2029	2030	2031	2032	2033
1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
\$52,886	\$53,415	\$53,949	\$54,489	\$55,034	\$55,584
\$88,912	\$89,801	\$90,699	\$91,606	\$92,522	\$93,447
\$46,733	\$47,200	\$47,672	\$48,149	\$48,631	\$49,117
\$16,941	\$17,110	\$17,281	\$17,454	\$17,629	\$17,805
\$43,693	\$44,130	\$44,572	\$45,017	\$45,467	\$45,922
\$21,030	\$21,240	\$21,452	\$21,667	\$21,884	\$22,102
\$9,930	\$10,030	\$10,130	\$10,231	\$10,334	\$10,437
\$14,885	\$15,033	\$15,184	\$15,336	\$15,489	\$15,644
\$7,789	\$7,867	\$7,945	\$8,025	\$8,105	\$8,186
\$30,182	\$30,484	\$30,788	\$31,096	\$31,407	\$31,721
\$332,980	\$336,310	\$339,673	\$343,070	\$346,501	\$349,966
\$54,485	\$58,625	\$74,470	\$78,110	\$81,784	\$92,991
\$0	\$0	\$0	\$0	\$80,000	\$80,000
\$54,485	\$58,625	\$74,470	\$78,110	\$1,784	\$12,991
\$538,375	\$596,999	\$671,469	\$749,580	\$751,364	\$764,355
\$750,000	\$750,000	\$750,000	\$750,000	\$675,000	\$600,000



Synapse
Energy Economics, Inc.

To: William Fraser, City Manager, Montpelier VT

From: William Steinhurst, David White

Date: August 9, 2012

Re: Review of District Heating Project

This memorandum is to summarize our review of the above matter. In general, we found the City's analysis to be reasonable as to method and assumptions and the substance of the agreements to be reasonable in light of normal energy purchase and sale agreements. We note a number of issues for the City's consideration.

Scope of Work

Synapse was engaged to provide an expedited review of the materials listed below and a memorandum giving our opinion as to the general reasonableness of the input assumptions and methods used to assess the finances of the District Heating Project. We did not include in our review any legal matters, engineering of the Project, cost estimates for construction or maintenance of the project, sources or amounts of funds other than project revenues, or the number or type customers that would participate.

Results of Review

The economic viability of the plan lies in the economic savings of replacing imported fuel oil with local wood to provide district heating (DH) services in the city of Montpelier Vermont.

There are several key questions here:

1. Are the fuel cost savings sufficient to cover the fixed and variable costs of the DH system?
2. Do the proposed agreements ensure that those fixed and variable costs will be fully recovered from the participants?
3. Will sufficient participants sign agreements to adequately fund the project?

Items 1 and 2 are addressed below. Item 3 is not within the scope of our assignment.

Economics

Fuel Cost Savings

The first step in evaluating the economics of the Montpelier District Heating proposal is to look at the benefits of the fuel replacement. This calculation depends on assumptions about fuel costs as well as conversion and delivery efficiency.

Fuel costs are the most important element of this determination. Fuel oil costs are much more expensive than wood costs for this area. There is a huge difference in the delivered costs of these fuels on an energy basis. In 2011 the cost of fuel oil (at \$2.69/gal) was \$19.46/MMBtu whereas for wood (at \$46.98/ton) it was \$4.66/MMBtu.¹

Burning fuel oil on site is a little more efficient than burning wood in a central plant and distributing the heat, but that is a small effect compared to the basic price differences. Using 2011 prices and taking into account the various efficiencies of delivering heat to the loads, the cost for fuel oil produced energy was \$25.28/MMBtu whereas for wood it was \$6.77/MMBtu. This gives a significant cost advantage for wood of \$18.50/MMBtu delivered. Going forward the comparable economics improve, with a wood advantage of about \$21/MMBtu in 2013 increasing to \$28/MMBtu (nominal) in 2030.

Behind these calculations are various assumptions about combustion efficiency, wood moisture content and district heating system losses. In general those appear reasonable and would only have marginal effects on the comparable costs.

Some Key Technical Assumptions

Fuel Oil Seasonal Efficiency	77%
Wood Moisture Content	42%
Wood Boiler Efficiency	71%
District Heat System Loss	3%

More important are the assumptions about fuel prices. The materials we reviewed had five alternative forecasts for fuel oil price, but only one for wood fuel. The following table summarizes these forecasts on a levelized cost basis and calculates the wood fuel advantage. We have looked at the U.S. Energy Information Agency's *Annual Energy Outlook 2012* (AEO) forecast for residual fuel oil for the commercial sector in New England which comes in a little below the Moody's forecast which is reasonable since delivery costs are likely a little higher in Vermont. Only for the AEO Low case is the wood fuel cost advantage less than \$20/MMBtu. Such a situation is very unlikely and for our analysis we will be using the relatively conservative Moody's forecast, which appears reasonable.

¹ The delivered cost for wood in Montpelier is close to the New England price for natural gas, but natural gas is not available in this area.

Levelized Energy Cost Comparisons

Residual Fuel Oil - \$/MMBtu delivered (2013-2030)

Wood	\$8.35	Advantage
<u>Fuel Oil Forecasts</u>		
Moody's	\$31.50	\$23.15
AEO Ref	\$35.16	\$26.81
AEO HI	\$60.49	\$52.14
AEO LO	\$18.58	\$10.23
Calibrated to City Hall	\$40.26	\$31.92
AEO 2012 New Eng Commercial	\$27.87	\$19.52

There is also, of course, uncertainty in the wood fuel cost, but that is substantially less since it is a local resource. Also a change in the wood cost would have only a modest effect on the relative premium. For example a 50% wood price increase would decrease the benefit relative to the Moody oil forecast from \$23.15 to \$18.95 (an 18% reduction).

We have reviewed the wood price forecast used in the “Work in Progress” workbook and have traced them back to values that appear in the “VT BGS Municipal Utility Case” workbook which ultimately goes back to a starting price of \$45.00/ton for soft wood in 2010. We have spoken with the people who developed this value and consider it to be a conservative (high) estimate. This price then escalates at about 2.4% per year into the future based on Moody’s CPI inflation rate. These wood pricing assumptions appear reasonable.

However those source materials also used higher moisture content for wood than the “Work in Progress” calculations, a value of 48% instead of 42%. If that higher moisture level is used, the wood energy cost increases by about \$1/MMBtu tightening the economics of the switch.

Not mentioned explicitly are CO₂ costs, however any future implementation of these is likely to improve the economics of the DH system. The direct effect would be to increase the cost of burning fuel oil, which increases the savings margin associated with wood. There may also be an increase in wood prices because of market effects, but that is unlikely to be as much as the effects on oil costs.

The following table shows the expected fuel cost savings at two load levels. The initial load level represents almost entirely city buildings, and the second design load level includes other customers. The fuel cost saving available to offset fixed costs is substantially greater in the second case.

DH Load and Fuel Cost Savings ²

System Load	Annual Heat Load (MMBtu/Yr)	Levelized (2013-2033)	Fuel Cost Savings (\$/yr)		
			2013	2014	2015
Initial Load	11,169	\$265,835	\$235,424	\$226,736	\$226,730
Contracted Load	18,749	\$446,253	\$395,202	\$380,617	\$380,608

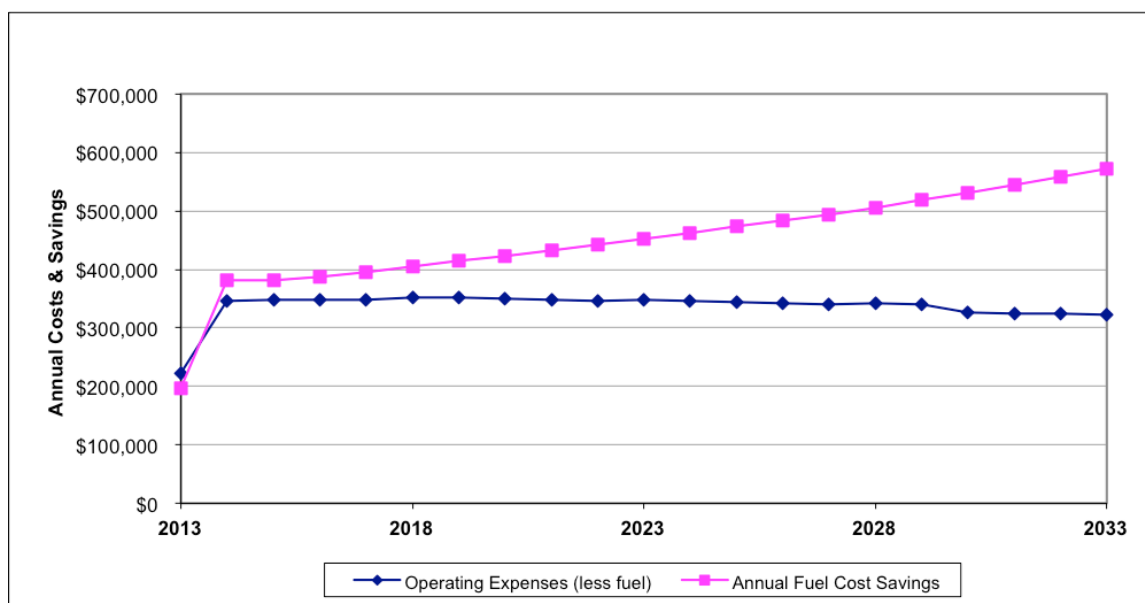
Although the fuel costs are a pass through under the proposed agreements, it is the fuel cost saving that determines the net benefits for the city and the other participants. Is this fuel cost advantage enough to pay for the fixed and other variable costs of the proposed district heating system? That is the next thing we will look at.

Overall System Costs and Benefits

Using the total expense calculations from the most recent analysis (document C6 in the list below), we observe that the fuel savings will cover the fixed costs in a typical year only if the system operates at its design load of 16.30 MMBtu/hr. The savings resulting at the initial load level of 9.71 MMBtu/hr are insufficient to cover the non-fuel costs of paying for and running the system.

Overall at contracted capacity the ratio of the system non-fuel costs to the expected savings are a little over 90% in the initial years, but the savings and benefits grow substantially in later years as oil prices increase but the system fixed costs remain relatively stable. So although the basic economics at contracted capacity are tight in the initial years they start out positive and improve thereafter. To the extent that community savings should be based on the cost of #2 fuel oil instead of residual oil (as assumed here), the savings are greater and accrue more quickly.

DH System Economics at Contracted Capacity



² Using Moody's fuel oil price forecast.

And, of course, the challenge for the system planners is selecting the right fee levels to cover the costs with an appropriate margin while providing enough of an incentive for customers to sign up, especially since the economics worsen if the system is used at less than full design capacity.

Agreements

While we do not express any opinion about legal matters, we reviewed the various agreements listed below for concerns and reasonableness.

The agreements between the City and the State clearly reflect special features of the proposed upgrade to the State's system, the sources of funding and so on. The remaining terms appear to be within reasonable range for an energy and capacity purchase agreement. We would bring the following items to the City's attention for possible resolution.

1. The original MOU states, "The point of delivery will be at the City equipment room attached to the Heat Plant. Both Parties shall have access to read the meter(s). The City shall be responsible for maintenance and proper operation of the thermal conversion unit." There does not appear to be any further provision in the agreements about a City equipment room or for access by the City for purposes other than reading the meters.
2. The original MOU and Thermal Purchase and Sale Agreement (TPSA) refer to various insurance requirements on the City. It is not clear from the documents we have reviewed whether the cost of such insurance or additional risks covered by existing insurance were taken into account in estimating the City's operating costs.
3. The TPSA defines Variable Cost to include, among other items, regulatory charges. It is not clear whether there will be any such charges or whether they were taken into account in estimating the City's operating costs.
4. Section 3.1 of the TPSA covers purchase of Additional Capacity under certain situations. Section 3.2 covers rental of Reserve Capacity under certain other situations. The analyses we reviewed did not reflect such requirements or their costs except that document C6 contained a row for the cost of purchasing Additional Capacity as part of cash flow analysis. Tests using that row of document C6 showed this assumption to make a material difference to the Cash on Hand with Capacity Payment results. For example, if the units of Additional Capacity purchased is changed from 2 (as shown in document C6 as provided to us) to 5 units, the Cash on Hand goes somewhat negative in a few years. It is not clear whether document C6 or the Customer Service Agreement would compensate for that with additional revenue from customers or with additional fuel cost savings at City buildings.

5. Section 4.3 of the TPSA provides for reconciliation of operating costs, fixed cost payments and energy payments after the fact. The City should examine how that provision squares with its Customer Service Agreement (CSA).
6. Section 4.4 of the TPSA requires the City to operate the City Boilers under certain circumstances. This provision does not appear to have been reflected in the analyses we reviewed.
7. Section 2.1 of the CSA establishes a term of 20 years, possibly from the date service commences. If that date is less than 20 years from TPSA's Commencement Date, this may need to be adjusted to be coterminous with the TPSA.
8. Section 6.6.9 of the CSA refers to "Capacity Rate Discounts offered pursuant to Article I of this Agreement." Article I does not appear to mention such discounts.
9. It is not clear whether the analyses provided address the issue of thermal losses on the City's sides of the delivery point up through the meters of customers being served. Section 7.3.4 for the CSA does appear to address the need for billing customers for such losses on a pass through basis, but not losses incurred in serving City buildings.
10. Concerning late fees and disconnection as we discussed at our initial meeting, Sections 10.4 and 10.5 of the CSA provide for late fees and disconnection. The City should still consider an adjustment for the lead/lag of its payments to the State and payments to it from customers.
11. Section 14.1 of the CSA provides for downward adjustment of capacity charges to customers in certain circumstances. It is not clear whether there is a similar downward adjustment in the City's obligations to pay capacity charges to the State. The City may wish to adjust for that possibility.

Reviewed Documents

Key	Document	Comments
A1	MOU - District Heat FINAL Version 6-9-11.pdf	
A2	PROCUREMENT AGREEMENT 1 6 12 FINAL EXECUTION CLEAN.pdf	
A3	Sub-recipient Agreement 1 6 12 FINAL.pdf	
A4	Thermal Purchase and Sale Agreement FINAL CLEAN 1 6 12.pdf	
A5	Customer Service Agreement	
C1	Montpelier District Heat DRAFT Business Plan.pdf	Initial business plan concept for DH system but now outdated. Created by Gwendolyn Hallsmith.
C2	VT BGS Municipal Utility Case 1-24-2011.xlsx	Initial workbook with preliminary cost calculations created by Larry Copp.
C2a	Basis for Operating Calculations.pdf	Some assumptions about operating costs.
C3	district_heat_basis_of_design_-_revison_2.pdf	Engineering design document.
C4	Summary of Buildings.xlsx	Building characteristics.
C4a	CustomerAnalysisTemplate_120413 with PrePay.xlsx	Template used for characterizing buildings.
C5	Work_In_Progress_120410.xlsx	Base worksheet showing many key assumptions and calculations created by Harold Garabedian.
C6	District Heat Budget and Project costs.xlsx	Latest economic calculations focusing on non-fuel related costs. Created by William Fraser.



CITY OF MONTPELIER, VERMONT

- THE SMALLEST CAPITAL CITY IN THE UNITED STATES -

Mayor John Hollar

City Council:

Tom Golonka
Thierry Guerlain
Andy Hooper
Sarah Jarvis
Angela Timpone
Alan Weiss

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

Beverlee Pembroke Hill
Assistant City Manager
bhill@montpelier-vt.org

MEMORANDUM

To: Mayor Hollar & City Council Members

From: William Fraser, City Manager

Re: District Heat

Date: August 17, 2012
Updated August 21, 2012

Introduction:

The City Council adopted a plan on April 18, 2012 for proceeding with the District Heat project. Since that date, the Council has been engaged in discussions with the State of Vermont regarding the timing of key decisions related to the project. As a result, the Council is considering a decision to commit to the project on August 22nd.

In April, it was anticipated that the city would be considering actual bids in August or September. That time frame was later adjusted to November. Therefore a decision on committing to the project will be based upon detailed engineering cost estimates received from Hallam-ICS on August 17, 2012. The change in decision date was prompted by the State's request in order to make a boiler commitment. In all other respects, the City has proceeded according the April 18th plan.

New information 8/21: On August 21st, Union Mutual and the City have chosen to delay consideration of connection of the company to the District Heat system. This decision was prompted by higher than expected connection expenses and complications unique to Union Mutual's location. Because Union Mutual is not located on the main service line of the project, its connection is independent from the remainder of the project and can be reconsidered at any time that might be feasible.

The project cost estimates included \$383,563 for completion of the spur which would serve Union Mutual. This cost is 46% (\$121,000) higher than the prior estimate for this work which involves a complicated connection to the State's steam system in the basement of 6 Baldwin Street. Given these costs, the company and city have chosen to hold off on the company's participation at the present time.

The result of this decision is that the overall project costs drop by \$383,563 and the amount of bond needed drops to \$1.45 Million. The City retains the option of using the additional capital money to enhance the project through additional connections which pay for the additional costs.

*In addition, the city has received a new letter of commitment covering three State Street buildings owned by Steve Everett which adds new revenue to the system. The net of these two changes is an **improvement** in the overall financial health of the system. Union Mutual represented \$30,492 in 2014 revenue while the 2014 bond cost for \$383,563 was \$32,400. Over time as their capacity rate rose and the bond payment dropped they became a positive net present value customer but not immediately. The new State Street commitment adds \$26,934 in 2014 revenue without incurring any additional costs. Therefore the overall system reflects a net gain of \$25,026 in 2014 which is carried throughout the pro forma.*

The memo distributed on Friday has been updated to reflect the revised project financial status and is included below. The conclusions and recommendation remain the same.

Summary:

Based on the information available today, I recommend that the City commit to this project and move forward according to the plan outlined at the end of this report.

- The detailed cost estimate places the redesigned project under available funding by \$582,417 with an additional \$393,739 in contingency.
- The cost estimate indicates that a bond of \$1.45 Million, rather than the approved \$2.0 Million, might be adequate to complete the project.
- Sufficient customers exist to support the project on an ongoing basis.
- City/School buildings will initially be buying heat for the equivalent of \$2.99/gallon of oil which is below the 2011 projected target of \$3.05. District heat pricing presents more stable and predictable costs for the future.
- The City and the Vermont Economic Development Agency (VEDA) have developed a financing package for customer connections.
- In a plausible “worst case scenario”, the annual financial risk to the city for proceeding falls within a reasonable margin of variation of oil pricing compared to the costs and risks to the city of not proceeding.
- Most ongoing costs and responsibilities of the system are manageable, can be performed within existing resources and will serve to reduce current tax and utility rate funding for those costs.
- The project meets the City Council’s 2012 adopted goals, the City’s adopted Master Plan and the stated goals of the project.
- An independent economic analysis indicates that project assumptions and projections are reasonable.

Specifics:

The detailed cost estimate places the redesigned project under available funding by \$582,417 with an additional \$393,739 in contingency.

The City currently has \$4,314,768 in remaining project budget funds. The current project estimate is \$3,752,351 which includes contingency funds of \$393,739. (11.97%) Therefore, the City has \$976,156 (29.68%) in undesignated funds to cushion against potential cost variances. This pricing could allow the city to issue bonds for \$1.45 Million instead of the full \$2.0 Million approved.

Funding:

Total Project Funding	\$6,291,218
Less Previously Committed Funding	\$1,976,450
Balance For Construction	\$4,314,768

Costs including contingencies:

Piping	\$2,365,806
In building connection and conversion	\$387,064
General conditions	\$553,193
Other	\$426,288

Total Project Costs	\$3,732,351
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Budget Balance	17.71%	\$582,417
Contingency included within cost estimates	11.97%	\$393,739
Bond Needed		\$1,417,583

The City also has the option of using an upfront customer payment of \$151,830 to supplement capital funding bringing the funding safety net to \$1,127,986 or 34.30%. Additionally, the project has been designed to be segmented into smaller portions. Segmenting is not, presently, necessary or desired but is an available alternative if unexpected bid prices are received in October.

The detailed cost estimate from Hallam-ICS is included as Appendix 1. The detailed project budget summary is included as Appendix 2.

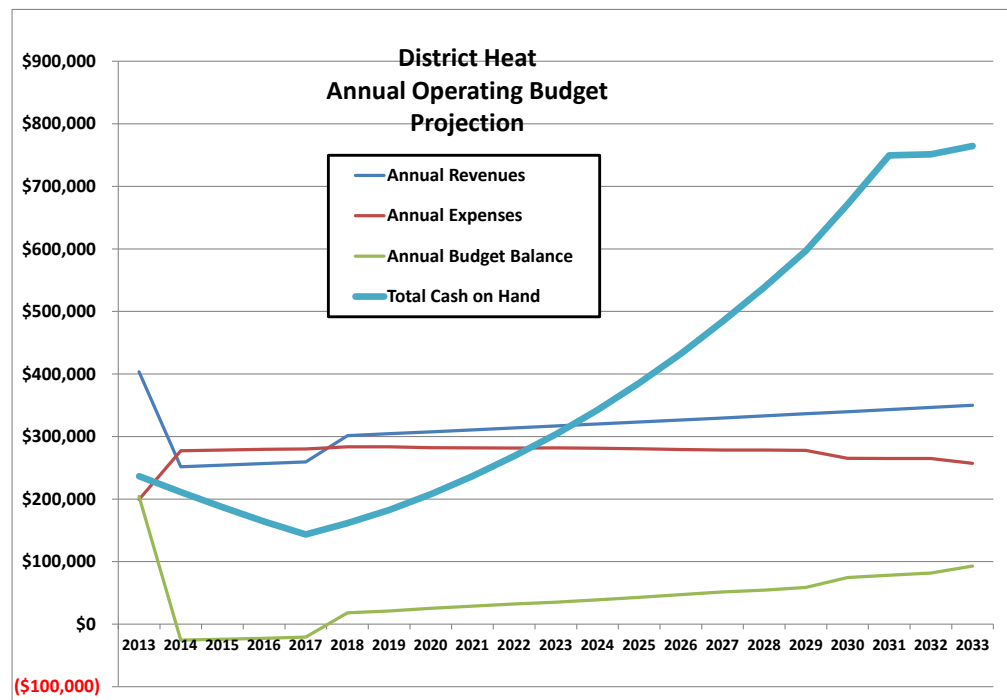
Sufficient customers have committed to support the project on an ongoing basis. More commitments are imminent.

In addition to the City and School buildings, we have signed letters of commitment from Vermont Mutual, the County government (for the Court House and Sheriff's building), Stephen Everett (for 27, 46 & 52 State Street) and Tony Beard (for 15 East State Street). The federal General Services Administration (GSA) has approved the project and funding. The School Board approved its participation on April 4th. The City has received verbal commitment with letters to follow from two more private customers including one major customer. Detailed formal customer agreements are being finalized with each of these parties. Many parties are reluctant to make a formal commitment until the City has, itself, committed to the project. With a new financing option and City commitment, we have reason to believe that more customers will commit. Potential customers have not, however, been included in the financial projections.

The current project cost and customer base is sufficient to support an ongoing system. With a \$1.45 Million Bond, the full system budget and only the City, School, Vermont Mutual, GSA, County, Everett, Beard and the two referenced private customers – the system has a 20 year Net Present Value of revenue over expenses of \$576,477 (14.39%) and a 10 year Net Present Value of revenue over expenses of \$208,595 (9.25%).

The financial profile of the system with this cost and revenue base is shown on the graph below. The bold line represents the projected cash balance. Even with this very modest base, the cash

balance does not fall below \$143,000. This model assumes a 1.0% annual increase in capacity rates.



To determine this financial pro forma, the following annual budget expenses are included. I am using 2014 numbers as illustration.

2014 Expenses with 9 non City/School customers

Bond Payment	\$1,450,000	\$122,663
Payments to State		\$68,032
2009 Bond Payment		\$20,376
CEDF Loan interest		\$7,500
Misc Cash Reserve		\$12,583
City Operating Costs		\$46,026
Total		\$277,181

City operating costs which exceed \$10,000 (\$36,026 in this scenario) are internal costs which are already included in the city budget. The 2009 Bond payment is also currently being paid from the general fund budget.

As a comparison, 2014 capacity fee revenue is as follows.

2014 Revenues with 9 non City/School customers

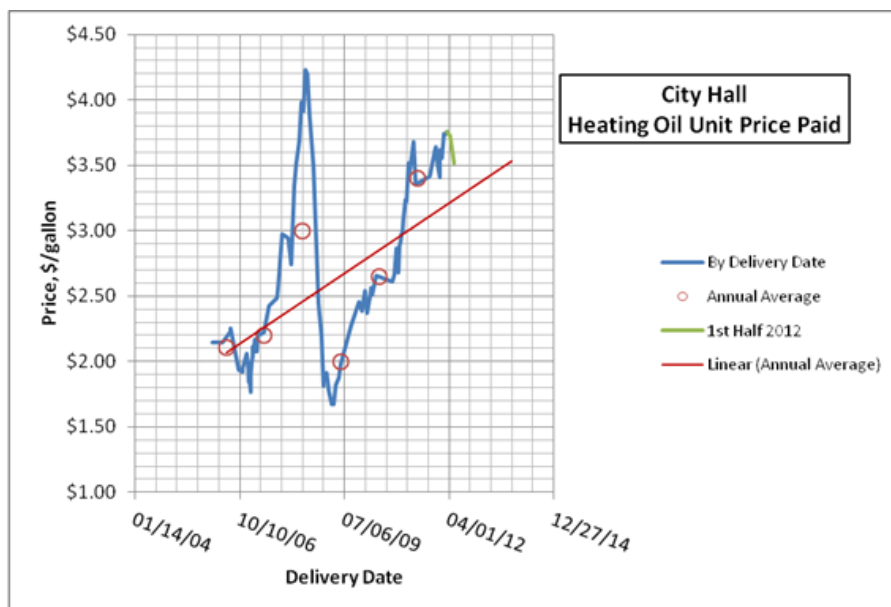
City	\$46,009
School	\$77,350
GSA	\$40,656
County	\$14,738
Prorated 2013 Advance VM Payment	\$30,366
Private customers	\$72,916
Total	\$282,035

The detailed pro forma is included as Appendix 3.

City/School buildings will initially be buying heat for the equivalent of \$2.99/gallon of oil which is below the 2011 projected target of \$3.05. District heat pricing presents more stable and predictable costs for the future.

One of the primary goals of this project is to stabilize and/or reduce (or prevent increases in) fuel costs for city and school buildings.

Over the first 6 months of 2012, the average fuel price for City Hall was \$3.72 per gallon. Over the last five years, actual pricing has risen by an average of 10.1%. For the purpose of this analysis, we have used models of 3% ("Moody's"), 5.25% and 8% as comparisons and started with a base price of \$3.00 per gallon. City Hall, Fire Station, Police Station and Union Elementary use a combined annual average total of 60,600 gallons of oil.

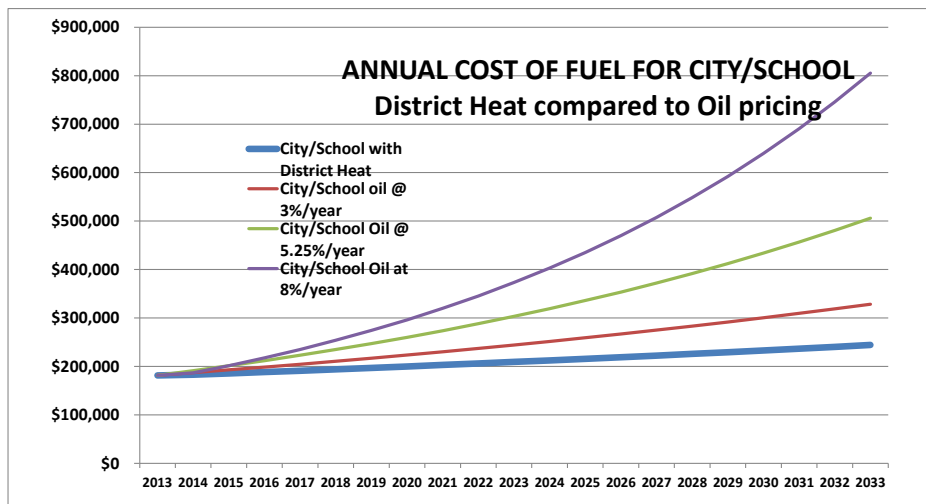


Conversely, the District Heat system consists of a Capacity Rate (which covers the systems fixed or committed costs) and an Energy Rate which reflects the actual costs of fuel used – in this case mostly wood. The Capacity rate is projected at 1% annual growth and the Energy rate at 2.5% annual growth.

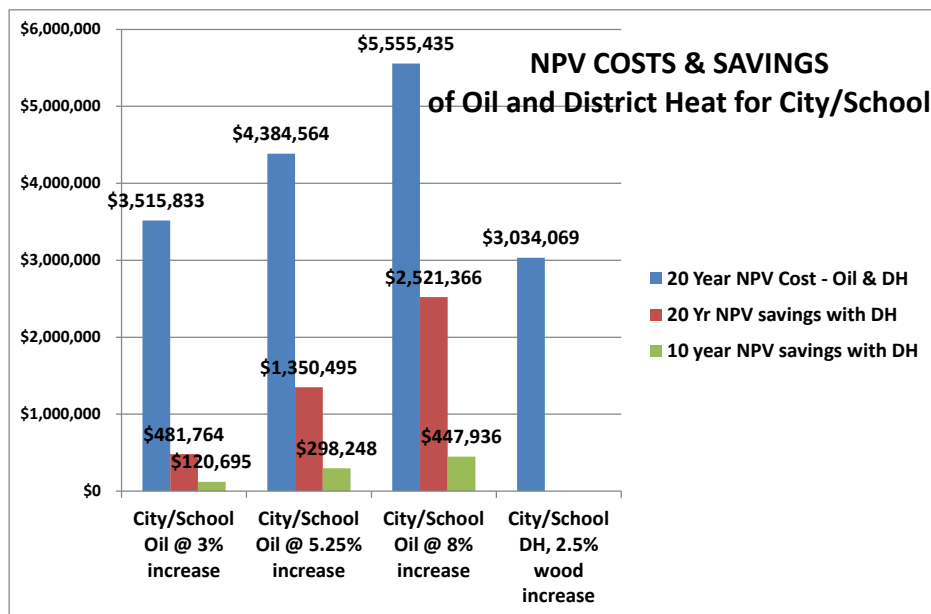
The City and School use 60,600 gallons for the four buildings. At \$3.00 per gallon, fuel costs are \$181,800. At \$3.50 it is \$212,100 and at \$3.72 it is \$225,432.

The projected District Heat Capacity fee will cost the City/School \$123,359. The projected Energy rate will cost \$58,063. The combined total is \$181,422 which, when divided by 60,600 gallon usage, results in an effective rate of \$2.99 per gallon.

Future projections starting at \$3.00 per gallon of both oil and district heat look like this:



These pricing scenarios yield the following result from a Net Present Value dollars perspective over both 10 and 20 years.



A significant financial benefit to the city/school is the building connection costs. These costs total \$387,064 and are included in the overall project budget. Other building owners must assume connection costs on their own and factor those expenses into their cost/benefit or NPV analyses. With the city/school connections financed through the \$3.9 M project, the NPV benefit could be arguably be increased by \$387,064. This benefit may be considered to be a reasonable offset for the City's efforts and risks in financing and developing the project.

The City and the Vermont Economic Development Agency (VEDA) have developed a financing package for customer connections.

The single biggest concern heard from potential customers has been the cost of connections and the lack of an easy way to finance that cost. This has been an impediment to obtaining customer commitments.

This week, the City and VEDA reached agreement on a financing program designed to assist customers with connection costs. The City has received a \$100,000 “Village Green” grant from the State to specifically assist with customer connections. Under the arrangement with VEDA, \$50,000 of that money will be used for a loan loss reserve which will leverage \$500,000 in loan funds. The remaining \$50,000 will be used to pay for 10% of the customer connection costs.

Under this program, the customer will get 10% of their costs paid through the grant and the remaining 90% financed by VEDA at a 4% interest rate for a 5 to 7 year term. The combination of the two results in an effective interest rate of 0% for 5 years and 1% for 7 years. The customer does not need to pay any upfront capital. The loan will be between VEDA and the property owner but, as a convenience, the city will include the loan repayment on the district heat bill and remit the collected money to VEDA. The city will have no additional loan collection or security obligations.

It is anticipated that this program will enable additional commitments in the near future. In just this past week, it made the difference for two of the three new private customers.

In a plausible “worst case scenario”, the annual financial risk to the city for proceeding falls within a reasonable margin of variation of oil pricing compared to the costs and risks to the city of not proceeding.

A review of the city’s risks are essential to any proper consideration of this project.

On the construction project end, the main risk is that bid prices or actual work will exceed available funds. The detailed estimate places the project cost at \$582,400 below total available funding with an additional \$393,700 in contingency funding included. This represents at \$976,156 allowance for price/cost variance. The city also has the option of using a \$151,800 upfront customer payment which makes the total safety net \$1,127,986 or 34.30% of the estimated project cost. The project has also been designed to be segmented if necessary to reduce costs.

Other cost considerations are that the current estimates are based on detailed engineering and the present pricing environment. According to the schedule, this design will be out to bid within a month with bids due back in two months. We are looking at a very short time horizon for pricing changes.

As further reinforcement to the cost estimates, this work has been estimated on three prior occasions and bids received on one occasion over the last two years. All pricing has remained somewhat consistent. There is no reason to believe that a significant price variance will occur in two months. Given the funding situation, this risk appears to be substantively mitigated.

On the annual operating end, the main risk is that none of the new customers will materialize, that the full bond will be needed instead of a reduced bond amount and the city will be on the hook for financial commitments.

For one version of this financial scenario, only the City, School, GSA, County and Vermont Mutual are included as customers. A \$1.65 Million bond is assumed \$350,000 reduced to reflect the Union Mutual cost savings. At the same time, only mandatory payments are included in order to represent the bare bones obligations. These payments include the 2011 bond, the 2009 bond, payments to the state, CEDF loan interest and direct professional service expenses for maintaining the system.

City Risk

Must pay items	\$1,650,000 Bond	\$245,718
City/School Energy charges		\$58,063
Total Must Pay		\$303,781
Total Revenue	3 customers	\$85,760
Cost to City		\$218,021
City & School Capacity Fees		\$123,359 already paying
City and School Energy Charges		\$58,063 already paying
total already paying		\$181,422
Net Additional DH Costs		\$36,599

This scenario indicates that the risk to the city would be annual expenses of \$218,021 with a net risk of \$36,599 above what we would pay as District Heat participants in a fully balanced system.

In another version of this bad financial scenario, only the City, School, GSA, County, Vermont Mutual and Steve Everett are included as customers. The full \$2 Million bond is assumed. Again only the same mandatory payments are included in order to represent the strict obligations.

City Risk

Must pay items	\$2,000,000 Bond	\$275,327
City/School Energy charges		\$58,063
Total Must Pay		\$333,390
Total Revenue	6 customers	\$112,694
Cost to City		\$220,696
City & School Capacity Fees		\$123,359 already paying
City and School Energy Charges		\$58,063 already paying
total already paying		\$181,422
Net Additional DH Costs		\$39,274

This alternate scenario indicates that the risk to the city would be annual expenses of \$220,696 with a net risk of \$39,274 above what we would pay as District Heat participants in a fully balanced system.

That summary, however, is an incomplete calculation of the risk. The full calculation includes a comparison to what the city would be paying if the District Heat system were NOT built. That includes 60,600 gallons of oil for the City/School buildings plus the payment on the 2009 Bond.

Would Pay if no district heat

City/School 2009 Bond	60,600	\$3.00	\$181,800 oil \$20,376
Total			\$202,176

Using \$3.00 per gallon oil price plus the 2009 bond payment, the City/School has an annual cost of **\$202,176**. At \$3.25 per gallon the costs are **\$217,326**. At \$3.50 per gallon the City/School costs are **\$232,476**. The two “bad case” scenarios cost **\$218,021** and **\$220,696** respectively. Essentially the annual financial risk to the city falls within a pretty narrow historic variance range of oil pricing. This indicates that the city would remain consistent with the stated project goal of paying for this within existing expenses.

The absolute worst case scenario would be if all private customers withdrew from the project and we still needed the full \$2 Million bond. Both GSA and the County are solid. This is not really a plausible risk. Vermont Mutual reaffirmed their commitment this week, Steve Everett has been a consistently strong supporter of the project and, without the Union Mutual spur, there is almost no chance we would spend the full \$2 Million unless there were corresponding customer revenues to support that effort.

The key financial risk of terminating project is the uncertain price of oil for the city. Other potential costs of termination include closing out the federal grants and disengaging from the contracts with the state. The 2009 bond payment would remain in the general fund budget. We have a requirement to work out the CEDF Loan although that is substantively resolved. There may also be non-quantifiable costs of strained relations with our Congressional delegation and with both the State Legislature and Administration. This could potentially interfere with the city’s opportunities for future funding from those sources.

Most ongoing costs and responsibilities of the system are manageable, can be performed within existing resources and will serve to reduce current tax and utility rate funding for those costs.

The city’s District Heat operating responsibilities include: annual reconciliation with the state, monitoring system capacity and use, peak use management, reviewing the state’s maintenance schedule, preparing the city’s maintenance schedule, providing an annual estimate of the system load for the state, providing an independent engineering protocol review every five years, participating in a city/state coordinating committee, auditing the system, reading meters, billing and collection, processing the VEDA loans and payments, cash flow management, customer service and responding to issues with system functioning. While this is a long list, none of it is particularly burdensome.

The initial build out of the system anticipates up to 34 connections. This is not a large customer load with regard to customer service, billing, collection etc. In comparison, the city has 3,400 property tax accounts and 3,000 water/sewer accounts as well as personal property, community development loans, liens and many other transactions.

Both Jamestown, New York and St. Paul, Minnesota report very little to no operating maintenance once the system is running other than working on customer connection as people sign on. That work, however, is typically paid for by the customer and performed by a contractor. In the event that pipe work is needed, it would be coordinated by DPW but likely performed by a contractor.

The testing and engineering review requirements will necessitate direct costs of about \$10,000 annually. The remaining work is expected to be handled largely by existing city staff. The total city operating budget is project to grow to about \$75,000 once the system exceeds 15 non city customers. We expect at least \$50,000 of that to offset existing costs already being carried in the general fund and/or water/sewer funds. In addition, the District Heat system will pay the debt service for the 2009 Bond which is currently \$20,000 paid annually from the general fund. Therefore the system has the potential of shifting \$70,000 or more each year from the general and water/sewer funds to the district heat fund.

The project meets the City Council's 2012 adopted goals, the City's adopted Master Plan and the stated goals of the project.

The Council's goals adopted on June 27, 2012 say "Make significant progress on three major outstanding capital projects: District Heat, Transit Center and Montpelier/Berlin Bike Path."

The City's Master Plan adopted on September 8, 2010 establishes a goal for energy which says, "Energy efficiency in Montpelier is maximized. Montpelier's energy is generated by renewable resources of local origin. The delivery of energy is structured to encourage efficient use and affordability". The first recommended strategy under this goal is "The City of Montpelier pursues a biomass district energy combined heat and power facility in downtown to serve downtown residents, municipal buildings and the capitol complex." A sub recommendation says, "Maximize the efficiency of the plant so that it provides the city, state and downtown with a stable, affordable and locally sourced form of energy."

In an April 12, 2011 memo, the goals and purposes of the project were articulated as follows:

- It reduces toxic emissions in downtown Montpelier by as much as 11 tons per year. It is consistent with state and local policy to move to cleaner, renewable energy sources.
- It replaces oil as a prime fuel source with a locally/regionally produced fuel source keeping that economic activity in the northeast.
- It provides stabilization for fuel costs to the state government, city government and school department allowing tax dollars to be redirected toward services or infrastructure rather than oil. As mentioned earlier, \$1 in fuel prices = \$100,000 per year for these buildings.
- It presents an economic development opportunity in downtown Montpelier by providing a cleaner and potentially cheaper source of heat for building owners.
- It mirrors the decision many local homeowners have already made on their own, we are essentially converting downtown to a wood stove.
- The local costs (bond payments, bulk heat costs, operating costs) are being paid out of monies already being used to heat and maintain heat systems in local public buildings. This is Vermont – we will always heat the schools, city hall, fire station and police station. This is not money that can be used for other public purposes. We are spending current fuel system money on fuel system.
- The State of Vermont converted their district heat system to wood (primarily) in the early 80's following the first "energy crisis". After 30+ years of operating this system, the State is seeking to upgrade and expand it, not abandon it. They have no interest in

returning to an oil based heating system and do not second guess their conversion decision at all.

- This is proven technology. As noted above, a district heat system has existed in Montpelier since the 40's and has been wood fired since the 80's. These systems exist and run successfully in both the US and in Europe. This is bolstered by the fact that our partner, the State of Vermont, is a long term presence in our city and will not be closing, off shoring or relocating.
- The city received the largest (\$8 million) energy grant in the nation to support this project. The State and City combined will be able to develop an \$18-\$20 million capital improvement - which cuts annual costs, is environmentally friendly and supports the local economy - for \$9 +/- million in State and City capital funds.

An independent economic analysis indicates that project assumptions and projections are reasonable.

The City contracted with Synapse Energy Economics, Inc. to review our underlying assumptions within our project budgets, fuel price forecasting, contracts and other analytics. The Synapse report says "In general, we found the City's analysis to be reasonable as to method and assumptions and the substance of the agreements to be reasonable in light of normal energy purchase and sale agreements."

The full Synapse letter and the City's response memo are included as Appendix 4.

Recommended Action Plan

- 1) Authorize the City Manager to proceed with the project.
- 2) Notify the State of Vermont and US Department of Energy of this decision.
- 3) Continue signing up customers.
- 4) Issue Bids in September for receipt in October
- 5) Review Bids in November, consider any project adjustments necessary at that time. Award construction contract.
- 6) In the event that additional funds appear available, consider investing those funds to assist with connection costs in order to get as many customers onto the system as possible for start up.
- 7) Begin construction project in spring of 2013.
- 8) Complete project, connect customers and begin providing thermal energy on October 1, 2013.

APPENDICES

Appendix 1: Final Cost Estimate from HallamICS.pdf

Appendix 2:

Sources of Funds

Bond 2011	\$2,000,000
CEDF Loan 2011	\$750,000
CEDF Grant 2011	\$1,000,000
DOE Grant	\$2,193,218
Village Green Grant	\$100,000
Forest Service Grant	\$248,000

Total Current Project Funds **\$6,291,218**

Commitments

Feasibility Consulting	\$85,229
Engineering including commissioning	\$523,733
Project Management	\$185,640
legal and Other - Estimate	\$105,049
To state for capacity	\$1,076,799

Total Commitments **\$1,976,450**

Funds Available for Project **\$4,314,768**

Construction Project Budget

Piping:

Plant to Elm/State	\$783,616
Elm/State to Main/School	\$600,881
Main/Langdon to City Hall	\$382,162
Main/Schol to Union Elementary School	\$367,375
6 Baldwin to 139 State	\$0
State St Ext	\$0
Piping Contingency	\$231,772

Sub Total - Piping: **\$2,365,806**

In Building Connection and Conversion:

City Hall	\$210,179
Police Department	\$54,714
Union Elementary School	\$77,430
6 Baldwin HX Room	\$0
In Building Connection and Conversion Contingency	\$44,741

Sub Total In Building Connection and Conversion **\$387,064**

General Conditions

General Conditions		\$310,755
Mobilization		\$100,000
Bonding		\$28,250
Insurance		\$14,125
Safety		\$2,500
Soils & Materials Testing		\$10,000
General Conditions contingency		\$87,563

Sub Total General Conditions **\$553,193**

Sub Total Construction **\$3,306,063**

Other

Connection Laterals	34	\$68,625
GSA		\$30,000
Connection design (Forest Service Grant)		\$48,000
Connection Incentive		\$50,000
VEDA Loan Loss Reserve		\$50,000
Construction Management		\$100,000
Misc		\$50,000
Other Contingency		\$29,663

Sub Total Other **\$426,288**

Revised Project Budget **\$3,732,351**

Available Grant/Loan Funds **\$4,314,768**

Total Available Funds \$4,314,768

Budget Funds Remaining **\$582,417**

Bond Needed \$1,417,583

Full Bond \$1,417,583

Total Project Cost Estimate \$3,288,612

Total Budgeted Contingency 11.97% \$393,739

Additional Bond Capacity Available 17.71% \$582,417

Bond Balance 0.00% \$0

Total Project Contingency 29.68% \$976,156

Appendix 3: District Heat Pro Forma.xls

Appendix 4: Synapse Report.pdf Synapse response.pdf

**GREEN MOUNTAIN POWER
APPLICATION FOR PERMIT FOR ANCHOR LOCATION
WITHIN THE CITY OF MONTPELIER**

August 16, 2012

In compliance with Vermont State Statutes, Title 30, Chapter 71, Paragraphs 2501, 2502 and 2503, Green Mountain Power is submitting an application for a permit by the proper authority of your town.

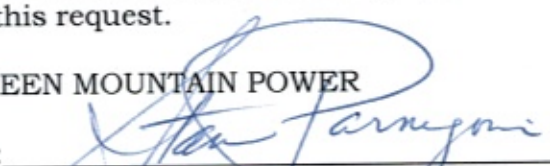
Green Mountain Power hereby requests permission to install and maintain an anchor, with the wires and cables therein, in or under the hereinafter named highway or intersecting public highways in said municipality as said Company may deem necessary for the purpose of providing reliability and safety

The location and description of the anchor location for which permission is sought is as follows: a sidewalk anchor to be placed 10' from Pole 4, City Boot Line (taglet 102893) located in the "French Lot" in southeasterly direction in line with parking space demarcation. This anchor will not impede the existing number of parking spaces or significantly impact maintenance of the parking lot.

Work prints with the specific details of the installation are enclosed. The Project Supervisor Starr Parnigoni can be reached at 229-7933 if you have any questions. Thank you in advance for consideration of this request.

GREEN MOUNTAIN POWER

By: _____


Agent for Green Mountain Power

DECISION AND PERMIT

Upon the foregoing petition and it appearing that the public good so requires, it is hereby decided:

That Green Mountain Power Corporation be and hereby is allowed to install and maintain an anchor, with the wires and cables therein, in or under the surface of the highways covered by the said petition, or intersecting public highways, as said Company may deem necessary for the purpose of providing communications services.

The approximate location of underground conduits is designated or defined as being French lot on the corner of Main and State Street and as shown upon a plan.

The foregoing decision is subject to the following conditions:

1. The anchor will be constructed and maintained by GMP upon or under a highway in such manner as not to interfere with repairs of such highway or the public convenience in traveling upon or using the same.
2. The anchor shall be of such materials and construction, and all work done in such manner, as to be satisfactory to such municipal officers as may be appointed to the supervision of the work; and a plan showing the location of conduits constructed shall be filed with the City when the work is completed.
3. Said Company shall indemnify and save the City harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts of neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the said City.
4. Said Company shall comply with the requirements of existing by-laws and ordinances and such as may hereafter be adopted governing the construction and maintenance of conduits and wires, so far as the same are not inconsistent with the laws of the State of Vermont.
5. This decision shall be recorded in the Office of the City Clerk, and shall be final.

Dated this, 2012,

On behalf of the City Council of the City of Montpelier:

Dated:, 2012

This decision is recorded in the Records of the City of Montpelier, Book _____, Page _____.

Attest:

_____, City Clerk

No. BRANCH
OF WINDOUSH

3 PHASE
SERVICE LINE

NORTH BRANCH
PARKING LOT

#26

STATE ST

10A
3
17286

N

E STATE ST

4
102893

3
102894

2
8780

GMP proposes to install anchor within 10' of existing pole
This will prevent any further movement in existing pole and provide new service to "Chill".

MAIN ST

BLANCHARD CT

PITKIN CT

6
8808

5
8807

6-01
8809

0 45 90 180 Feet

115 College Street
Montpelier, Vermont 05602
August 15, 2012

Montpelier City Council, Mayor Hollar
Montpelier City Hall
Main Street
Montpelier, Vermont 05602

Dear Councilors Hooper, Golonka, Guerlain, Timpone and Weiss, and Mayor Hollar:

I would like to formally express my interest in being appointed to fill the unexpired term of City Councilor Sarah Jarvis (District 2) that ends in March 2013.

The council has asked candidates to provide the signatures of at least 25 registered voters from the district, as well as answer specific questions. The signatures, from voters in various parts of District 2, are attached, and below are my answers to the questions. Also attached is a letter of recommendation from a member of the Montpelier Cemetery Commission on which I currently serve.

Why do you want to serve on the City Council?

In short, I believe I can bring significant value and experience to both constituents in District 2, and the council itself. Broadly, I bring:

- Knowledge of the community. I was one of several founders of the Montpelier Bridge in 1993. Serving various roles over a roughly 12-year period (I left the Bridge in 2005) as reporter, ad sales manager, managing editor, and co-owner running the paper as a for-profit business, I developed wide-ranging knowledge of the city, its business climate, its strengths and challenges and opportunities. Having covered city council, city administration, the not-profit and business communities, elections and politics, crime and city history among other topics, I was exposed to a broad swath of Montpelier life. I also know District 2 in particular, having lived in three different neighborhoods in District 2 since moving to Montpelier in 1993.

- Relationships. Through my work at The Bridge as well as other community pursuits (see below) and through my current job as communications/government affairs director at the Vermont Natural Resources Council, I have developed a broad set of personal relationships in Montpelier. I believe these relationships have been built on mutual trust, respect and open communication. These relationships would be assets for any city councilor, and the council as a whole.
- Policy development. I have a strong understanding of the workings of government and government policy development. Having served as a news reporter for the bulk of my professional career in various capacities, covering local, state, and federal governing bodies, I developed a strong base of understanding in this area. My work interacting with the state legislature as well as administrations in the development of environmental and energy policy over the last six years at the Vermont Natural Resources Council has enhanced that knowledge.
- Responsiveness/accountability/advocacy. One of the central roles a city councilor plays is to represent his or her constituents in the district. Part of that is providing timely responses to concerns and inquiries and part of that is advocating on behalf of one's constituents. I have these proclivities and skills, which have been sharpened in recent years through work in the Vermont legislature, and I look forward to serving all neighborhoods in District 2 as well as the city more broadly.

What are your areas of personal interest?

One of the reasons that city council is attractive to me is the breadth of issues managed by the city council. However, items in which I have some particular interest include:

- Continuing to look for creative solutions to promoting economic opportunity in Montpelier, especially in downtown, including encouraging the utilization of the upper floors in some older buildings in the downtown area, among them the upper floors of the Dickey Block. Related issues include parking, and barriers to additional business success downtown.
- Finding a solution for the continuing challenges surrounding Berlin Pond, in particular as it relates to our water supply. Related to that, I would like to offer to focus on finding solutions to the water fund challenges.
- Fully understanding the upcoming expected infrastructure expenses and the extent to which these expenses ought to be, or ought not to be, bonded for or considered in long-term budget planning.

What community contributions have you made during the last five years?

My community contributions have been centered in two areas:

- Montpelier Cemetery Commission. I have been elected twice to the commission, running a write-in campaign in 2008, and appearing on the ballot for re-election in 2012. Service on the commission includes working with the director and the city to oversee a roughly \$225,000 budget, about half of which comes from the city in several forms, including about \$100,000 from the general fund and about \$40,000 for plowing parking lots and maintaining and mowing other green spaces around the city. On the commission, I have also served as the point person over the past two years for the perpetual care fund. That fund currently is valued at about \$730,000 and is invested in several types of bond and equity funds. In this role, I have worked with a financial expert and the city finance department to assure prudent and statutorily compliant management of this fund.
- Member of the Montpelier Rotary Club. I joined the Montpelier Rotary Club in 2008. I have served on the public relations committee, and now coordinate/manage a team of members to assure weekly coverage of meetings for the club newsletter. I have organized local candidate forums and invited and introduced speakers as a member of the 75-member club. Among other things, the Montpelier Club awards annual scholarships to local high school seniors heading to college, collects food for the Montpelier food pantry, helps coordinate the annual July 3 Montpelier Mile running race, and puts on the annual Pioneer Apartments picnic in August.

For the last few years, I have observed Councilor Jarvis's thoughtful and committed service on the council and I want to thank her for her service. If I were appointed, I would strive to bring a similar approach to the post.

I have spoken with each of you individually in the past few weeks to learn more about the council. It is clear the demands are high. It is also clear, however, that the rewards of serving on the council are significant. I admire and respect people who have stepped up to the plate. I feel ready for this new challenge.

Thank you for your consideration.

Very Sincerely Yours,



Jake Brown

Daniel P. Richardson
2 Liberty Street
Montpelier, Vermont 05602

August 13, 2012

Montpelier City Council & Mayor
City Hall, 39 Main St.
Montpelier, VT 05602-2950

Dear Council Members and Mayor Hollar,

It has come to my attention that Jake Brown has applied to serve out the unexpired term of City Councilor Sarah Jarvis in District 2. I write this letter in support of Jake's application and to urge the Council to strongly consider Jake for the remainder of Sarah's term.

Jake and I have worked together on the Montpelier Cemetery Commission for over three and a half years. During that time, he and I have worked closely on several detailed and complicated cemetery management issues involving re-organization of our perpetual care fund, annual budgeting, master planning, capital improvements, instituting employee evaluations, statutory compliance, and city-cemetery relations.

Jake has been an asset to the Commission and to the City of Montpelier. He is always pleasant and professional. He is respectful in both public meetings and informal conversations. If an issue arises Jake is prepared with ideas but is equally prepared to listen to and engage with the ideas of others. He is a committed team player who brings a reasonable, level-headed approach to his work on the Commission. He is a consensus builder.

Jake will make a great City Councilor. His service to the Commission has taken him through many of the issues that the City Council deals with on a larger scale. Jake has met these challenges with aplomb. He has shown himself in each instance to be dedicated the civic good of our constituents and to making the cemetery function as an efficient and well-managed government agency that provides an essential service to the citizens of Montpelier.

We will miss his contributions, but I believe the Commission's loss is the City's larger gain.

Sincerely,

Daniel Richardson

Jake Brown
115 College Street
Montpelier City Council District 2
To fill the unexpired term of City Councilor Sarah Jarvis, until March, 2013

Print Name	Sign Name	Address
Michael Jay Chernick	Michael J. Chernick	330 Graylock #71 - Mtp.
Mildred B. Archer	Mildred B. Archer	115 College St. Montpelier
Ann M. Nielsen	Ann M. Nielsen	81 Westwood Dr Mtp.
Sharon Allen	Sharon Allen	203 Main Street
Karl Lynn Koenemann	Karl Lynn Koenemann	38 Loomis St #1
Nathan Koenemann	Nathan Koenemann	38 Loomis St #1
Mathew Koenemann	Mathew Koenemann	38 Loomis St #1
Kelly McCracken	Kelly McCracken	88 College St Montpelier
Mary Courtney Parento	Mary Courtney Parento	6 Center Street
Robert J. Parento, Jr	Robert J. Parento, Jr.	6 CENTER ST
Shirley Walden	Shirley Walden	35 Foster St.
Janna Clark	Janna Clark	7 Sabin St.
DAN CLARK	DAN CLARK	7 SABIN ST.
Roy Skiff	Roy Skiff	45 Foster St.
Mary Welz	Mary Welz	35 Foster St.
CLAUDE STONE	Claude Stone	68 SPRING HOLLOW LN
STEPHEN EVERETT	Stephen Everett	60 CHESTNUT HILL RD, MTP.
CHARLES WILKEY	Charles Wilkey	11 MCKINLEY ST
Carolynne Wilkey	Carolynne E. Wilkey	
Georgianna Brush	Georgianna Brush	39 Liberty St., Montpelier
Diane Deby	Diane Deby	22 College St Montpelier

6

To fill the unexpired term of City Councilor Sarah Jarvis, until March, 2013

Jake Brown
115 College Street

To fill the unexpired term of City Councilor Sarah Jarvis, until March, 2013

[illegible]

Jake Brown
115 College Street

To fill the unexpired term of City Councilor Sarah Jarvis, until March, 2013

[illegible]



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

August 2, 2012

The Times-Argus
Att: Classifieds

Please insert the following with City of Montpelier notices on Monday, August 6th, and Thursday, August 9th:

CITY OF MONTPELIER
Kellogg-Hubbard Library Board of Trustees Vacancy

The City of Montpelier is looking for citizens interested in filling an unexpired 3-year seat; said term will expire in March, 2014. 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 noon on Thursday, August 16th. The City Council will make this appointment at their meeting on Wednesday, August 22nd, 2012. 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.

William J. Fraser
City Manager

Sandy Pitonyak

From: Rachel Donaldson Muse [rachelmuse@gmail.com]
Sent: Monday, August 13, 2012 9:02 AM
To: Sandy Pitonyak
Subject: Kellogg-Hubbard Library Board of Trustees Vacancy
Attachments: Muse_resume_2012.doc

Greetings,

I'm writing to express my interest in the Kellogg-Hubbard Library Board of Trustees vacancy.

When my husband and I relocated to Vermont in 2009 we looked into moving to various towns and cities in and around Washington County. We ended up choosing Montpelier in part because of the amazing library we found here. Now that I've been taking enjoying the use of that library for nearly three years, I'd like to find a way to give back.

As you'll see in my attached resume, I have a Master's in Library Science from University at Albany, SUNY. While I've never been involved in the world of public libraries, it's something I've always been very interested in and would very much like to learn more about. In my work as head of the Records Analysis Unit at the Vermont State Archives and Records Administration, I develop statewide records and information management policy and am heavily involved in strategic planning and goal-setting.

I think a vibrant library is a crucial element to a thriving community and I'm happy that Montpelier has been able to maintain such a library during a time that I know has been difficult for libraries. I'm eager to see the Kellogg-Hubbard Library continue to flourish by expanding programs and embracing new technology in the coming years. I'd love to be a part of that. If I am not selected to fill the trustee vacancy, I'd be very interested in learning about volunteer opportunities or other ways that I could be of assistance to the library.

Thank you for your consideration.

Sincerely,
Rachel Donaldson Muse

Rachel Donaldson Muse

119 College Street
Montpelier, VT 05602
802-522-8511
rachelmuse@gmail.com

Education

Master of Library Science received December 2002
University at Albany, SUNY, Albany, NY
Concentration in Archives and Records Management

Bachelor of Arts in Literature received May 2000
Bard College, Annandale-on-Hudson, NY

Experience

Senior Records Analyst, Vermont State Archives and Records Administration (VSARA)
Middlesex, VT

July 2012-present

- Supervise the staff and functions of the Records Analysis Unit
- Develop and implement statewide standards for records retention and records and information management
- Develop and administer training on records management, public records law and other related topics to staff in Vermont state agencies
- Collaborate with the State Archivist to identify and plan for future program and service needs
- Provide full consultative services and outreach to state agencies and public bodies, including guidance on record schedules, laws and regulations, policies and guidelines, and professional standards and best practices

Records Analyst II, VSARA
Middlesex, VT

December 2009-July 2012

- Worked with Vermont state agencies on developing records management programs including setting retention schedules, writing internal policies and providing guidance on best practices for records management
- Maintained the state's records officer and liaison program by keeping agency designations up to date and providing information and resources to records officers and liaisons
- Maintained information on state agencies and public records in the Vermont Classification System database
- Wrote, edited and solicited content for the VSARA records management newsletter, *RIM Update*
- Assisted in the development of state-wide records management policies
- Applied records management practices to new technologies being utilized in state government, such as Microsoft Office SharePoint
- Provided archival reference services to the general public, state legislators and state

employees

**Senior Local Records Archivist, Library of Virginia
Richmond, VA**

July 2007-present

- Provided training and consult with circuit court clerk staff throughout Virginia on the retention, maintenance, conservation and reformatting of court records
- Assisted in the administration of grants under the Circuit Court Records Program (CCRP)
- Participated in the implementation of the digitization of records at the Library and in localities
- Wrote, edited, and solicited content for the CCRP newsletter, *Recordatur*
- Trained local records staff and interns in processing records and conservation
- Processed records and create MARC, EAD and other cataloging records for collections
- Advised on conservation of records and performs routine conservation treatments

**Archivist, Foundation of the New York State Nurses Association
Guilderland, NY**

September 2003-June 2007

- Acquired, appraised, arranged, described and preserved the archives of the Bellevue Alumnae Center for Nursing History, including writing finding aids and creating MARC records
- Designed and implement on-site and traveling exhibits
- Maintained the Foundation's Web site and collections database
- Publicized the Center for Nursing History through print and electronic media
- Developed and promoted relationships with donors
- Supervised and trained interns, volunteers and grant project staff
- Applied for and administered grants

**Archives Technician, Schenectady City History Center
Schenectady, NY**

September 2005-July 2006

- Inventoried repository's holdings as part of a Local Government Records Management Improvement Fund grant project
- Appraised, described and performed basic preservation of records

**Temporary Archivist, Paul Smith's College
Paul Smiths, NY**

June-August 2003

- Developed a management plan for the college's archives
- Processed and created finding aids for high priority collections
- Taught a series of workshops to local historians on digital preservation, collection management and manuscript and photograph preservation
- Developed and began implementation of a plan for photograph digitization

Professional Activities (Selected)

National Association of Government Archives and Records Administrators, Member
2010-present

New England Archivists, Member
2009-present

Society of American Archivists, Member
2002-present

Presentations (Selected)

- "Lost (and Found) in Translation: Legislative Intent Research," Vermont Paralegal Organization Annual Meeting, May, 2011
- "From the Courthouse to the Web," Prince William County History Forum, March, 2008
- "The Evolution of Psychiatric/Mental Health Nursing," New York State Office of Mental Health Nursing Symposium, November, 2006
- "Documentation Basics: How to Plan and Manage Documentation Projects," New York State Documentary Heritage Program, May, 2006

Publications

- Sweet Harmony and Solid Gold: Archivists and Records Administrators Make Beautiful Music in Nashville, TN. *NEA Newsletter*. Volume 39, Number 1, p. 24-26.
- Entry on Hamilton Hayes Howard Evans. *Dictionary of Virginia Biography*. Volume 4. Richmond: Library of Virginia. (forthcoming)
- Living Up to Every Possibility: M. Adelaide Nutting, 1858-1948. *Courier: The Official Publication of the Nursing Education Alumni Association*. Co-author with Cathryne A. Welch.
- A Conversation With Mary Elizabeth Carnegie. *Courier: The Official Publication of the Nursing Education Alumni Association*. Number 91, Winter 2006, p.4-5. Co-author with Cathryne A. Welch.

Other Relevant Skills

- Knowledge of a variety of software applications:
- Cataloging and collections – MARC, EAD, PastPerfect Museum Software, OCLC, digitization standards
- Graphics and design – Adobe Photoshop and Microsoft Publisher
- Web design and production – HTML, Microsoft FrontPage, and FTP
- Office software – Microsoft Word, Excel, Access, PowerPoint and many more

Sandy Pitonyak

From: John Bloch [john@bugleg.com]
Sent: Monday, August 13, 2012 11:49 AM
To: Sandy Pitonyak
Subject: Library board vacancy

Hi Sandy,

I would like to be considered for the Kellogg Hubbard Library board. In my professional life I assisted in establishing digital connections for library use by the Learning In The North Country based in St. Johnsbury for Springfield College. In addition ORCA has for years now supported the Library in their speakers series. I am concerned whether or not we are realizing the efficiencies in applying digital applications to making the KH Library effectually serving Montpelier.

I believe you have my resume on file.

As a member of the planning commission I am deeply engaged in planning for the future of Montpelier and an effective Library is central to an information based community.

John Bloch



*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*

Please include the following ad with City of Montpelier notices on Monday, August 6th, and Thursday, August 9th:

**CITY OF MONTPELIER
"Montpelier Community Fund" Board of Directors**

The Montpelier City Council will appoint Directors of the Montpelier Community Fund. Applicants shall be Montpelier residents who will make recommendations to the City Council for approval of grant funding to community agencies. Two members will be appointed to 3-year terms; two members for 2-year terms; and one for a 1-year term. Please submit a letter of interest by Thursday, August 16th, 2012 to the City Manager's Office, 39 Main Street, Montpelier, Vermont 05602, or via e-mail to spitonyak@montpelier-vt.org. City Council will make these appointments at their August 22nd meeting; applicants will be notified and 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.

Office of the City Manager

Warren V. Vail III

10 Monsignor Crosby Ave.

Unit-1

Montpelier, VT 05602

(802) 461-7345

WVAIL3@AOL.COM

City Of Montpelier
Attn. City Manager's Office
39 Main Street
Montpelier, VT 05602

August 14, 2012

RE: Montpelier Community Fund Volunteer

Dear City Manager (Mr. Frazier),

I am respectfully responding to the solicitation for volunteer candidates to serve as "Community Fund" citizen participants.

I have experience as a Civil Engineer most recently with the Vermont Agency of Transportation in the former Policy and Planning Division as the State's Scenic Byway Coordinator/ Forest Service Public Lands Coordinator for the Agency.

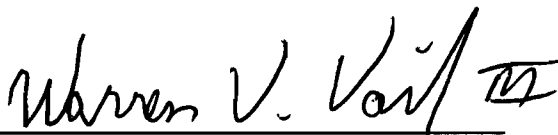
I worked specifically with our Congressional Delegation Offices and local City and Town advocates and planning professionals seeking grants for the States Designated Scenic Byway Program. At that time our Congressional Representatives procured grants primarily through "Earmark" application precedence.

Being that I have direct grant application procurement experience on a Federal & State and Local level I believe I would be well suited to volunteer for the vacancies you are seeking to fill.

I have attached a "generic resume" showing that I have over twenty years of specialized Civil Engineering specialized work. This background of technical acumen is most likely useful for the grant proposals that you are seeking to have publicly reviewed and deciphered.

Please contact me if you require further information from me relevant to this volunteer position or any other civic municipal assistance I may provide as a philanthropic minded citizen of the Montpelier community.

Yours truly,


Warren V. Vail III

Warren V. Vail III
10 Monsignor Crosby Ave., Unit-1
Montpelier, VT 05602
(802) 461-7345, WVAIL3@AOL.COM

Job Objective: Montpelier Community Fund Volunteer

Education:

- 1) University of Hartford, West Hartford, CT
B.S. Civil Engineering, 1999
- 2) Capital Community College, Hartford, CT
Formerly -Hartford State Technical College
A.S. Civil Engineering Technology, 1986

Professional Summary: Recent not for profit citizen lobbyist activities at VT Legislature. Over ten years of transportation heavy highway construction and civil engineering experience on major DOT/FHWA construction projects. Direct supervision of field engineers and inspectors charged with oversight and contractual management of contractors, sub-contractors and utilities. Management of specific federal transportation programs and coordinator of federal funding for discretionary FHWA grants. Contract writing and management oversight with both non-profit and profit based contractors/vendors. Technical quality control, estimating, payment processing and supervision of major heavy and highway construction projects. Previous to 1986 worked in the building trades as a non-union tradesman and supervisor in the construction of commercial and residential projects. State of Vermont policy and planning, transportation and structural engineering. Vermont Scenic Byways and Public Lands program management and administration.

Special Cert.: Skills too numerous to itemize for a resume attention span formatted. Specialized skills and training modules completed for various engineering and US-DOT training disciplines is vast and diversified. Further details are available upon request.

Experience: Synopsis:
DOT Resident Engineering Construction Administration & Management.
Bridge Safety Inspection & Structural Analysis & Design.
FHWA Administrative Policy & Planning & Engineering.

- Vermont Agency of Transportation, Montpelier, VT
Program Development Division, Structures Section,

Structural Civil Engineer-4, (June 2005 to May 2008)
Category: Structural Analysis & Design

Policy & Planning Division, Civil Engineer -4, (August 2001 to June 2005)
FHWA Scenic Byways & Public Lands Grants Coordinator
Category: FHWA Administrative Policy & Planning & Engineering

Experience Continued...

- * Metro Tech. Consulting Inc, NY, NY
CT DOT, S.Insp. (2000)
I-84 safety improvements project, Hartford/W. Htfd., CT
Category: Heavy & Highway Construction
- * Liechtenstein Engineering Assoc. Inc., Watertown, CT
Structural Engineer (2000)
CT-DOT in service bridge inspection and structural analysis.
Category: DOT Bridge Safety
- * A/N Consulting Engineers Inc., Newington, CT
CT-DOT, S.Insp. (1999)
Rt. 9 safety improvements project, Berlin/Cromwell, CT
Category: Heavy & Highway Construction
- * Parsons Brinkerhoff Constr. Services Inc, NY, NY
CT-DOT, Insp. (1998)
I-95 safety improvements project, Clinton/Branford, CT.
Category: Heavy & Highway Construction
- * Gannett Fleming Engineering Inc., Manchester, CT
Mass. Tpk. Auth., Insp. (1995)
Turnpike safety improvement's construction program.
Category: Heavy & Highway Construction
- * Hayden-Wegman Engineers Inc., NY, NY
CT-DOT, S. Insp. (1994)
I-84 safety improvements, Danbury, CT
Category: Heavy & Highway Construction
- * Bechtel Corp., Boston, MA
Senior construction engineer (1990-1993)
Central Artery/Third Harbor Tunnel Project.
Category: Heavy & Highway Construction
- * Vollmer Assoc. Inc, Norwalk, CT
CT-DOT, S. Insp./Asst. Res. Engineer (1990)
I-91/rt.20 Interchange reconstruction project.
Category: Heavy & Highway Construction
- * Clough Harbour Assoc. Inc., Rocky Hill, CT
CT-DOT, S. Insp. (1989-1990)
I-84 safety improvements project, Waterbury/Middlebury, CT
Category: Heavy & Highway Construction
- * Berger Lehman Assoc. Inc., Wethersfield, CT
CT-DOT, Insp. (1987-1989)
I-84/I-91 Interchange reconstruction project.
Category: Heavy & Highway Construction

August 16, 2012

City of Montpelier
City Manager's Office
39 Main St.
Montpelier, VT 05602

I am writing to express my interest in serving as a Director of the Montpelier Community Fund. I would be interested in serving a 1 or 2-year term on the committee. Given the option, I would prefer to serve a one year term with the option to renew. I grew up in Montpelier, and graduated from Montpelier High School in 2002. I went on to attend Vassar College, and then lived in Colorado until March 2011 when I returned to Montpelier.

While living in Colorado, I spent 3.5 years working for the Yampa Valley Community Foundation running a variety of programs. My role included managing an Annual Grants program of over \$1 million per year, administering scholarships, working closely with donors, and coordinating nonprofit workshops, events, and a resource library.

Another role I held under this job was to help facilitate community funding for the City of Steamboat Springs. After many years of struggling to find the best system for reviewing requests and making funding allocations to nonprofits, the City Council created Allocation Committees to serve the three focus areas to which they provided funds. I served on the Community Support Steering Committee, in addition to assisting with two of the three Allocation Committees. Given this experience, I believe I could provide some helpful insights as the Montpelier Community Fund begins its work.

Currently, I am the Domestic Community Outreach Specialist at Green Mountain Coffee Roasters. I have worked on the Corporate Social Responsibility team since my hire in March 2011. My primary role is to manage the Employee Community Grants Program, with a focus on our Vermont site specifically. Through this job, I have become familiar with many nonprofit organizations in Vermont that work in the focus areas of Sustainable Food Systems, Education, and Clean Water.

I believe my background would bring expertise and creative ideas to the Montpelier Community Fund. I am eager to become more familiar with nonprofits in the Montpelier area, as well as to become more involved with and serve the local community. Please let me know if you have any questions.

Sincerely,

Eliza Dodd
8 Park Ave
Montpelier, VT

Sandy Pitonyak

From: Bernie Lambek [BLambek@zclpc.com]
Sent: Thursday, August 16, 2012 4:14 PM
To: Sandy Pitonyak
Subject: Community Fund

Hello –

I'm interested in serving on the Community Fund Board.

I have lived in Montpelier, at 32 Marvin Street, since 1988, raised 3 children here, and practiced law here. I've been involved with some local non-profits, but am not currently sitting on any of their boards.

Thanks,

Bernie Lambek

Bernard D. Lambek, Esq.
Zalinger Cameron & Lambek, P.C.
140 Main Street | Montpelier, VT 05602
phone (802) 223-1000 ext. 17 | fax (802) 223-5271 | www.zclpc.com

This email and any files transmitted are confidential and intended solely for the use of the individual to whom they are addressed and may contain material protected by the attorney-client privilege. If you are not the intended recipient be advised that you received this email in error; please notify us immediately by calling 802-223-1000. Disclosure, forwarding, copying, printing, or distribution is strictly prohibited.

Beth Boutin
104 East State Street
Montpelier, VT 05602
802.229.0626
baboutin@comcast.net

PROFESSIONAL EXPERIENCE

Housing Vermont

Senior Investment Officer

2012 – present

Senior Investment Officer for Housing Vermont's New Market Tax Credit (NMTC) Program

- Directs overall program activities
- Develops and manages a pipeline of qualified investments
- Analyze funding requests, prepare and present for board approval
- Plan and manage use of current and future allocations of funding
- Staff for Vermont Rural Venture Governing and Advisory Boards
- Manage relationships with investors and lenders

Skills required: relationship management, analysis of budgets and development plans, public speaking, efficiency, multi-tasking, and independent and team-work.

Agency of Commerce & Community Development, Montpelier Vermont

Vermont Community Development Program (VCDP)

Community Development Specialist

2005 – 2012

Community Development Specialist for the Vermont state Community Block Grant (CDBG) Program.

- Lead Community Development Specialist
- Advise and train municipal and non-municipal parties on eligibility and program requirements
- Analyze funding requests, prepare and present for board approval
- Manage grant portfolio of 30+ grantees
- Advise grantees and sub-grantees on federal requirements and program compliance
- Assist development of new programs

Skills required: public and private sector relationship management, analysis of budgets and development plans, assessment of community-based projects, public speaking, efficiency, multi-tasking, and independent and team-work.

Vermont Community Loan Fund, Montpelier Vermont

Fund Administrator

2003-2005

Administrator of child care and small business grant programs for a statewide non-profit community development financial institution (CDFI).

- Overall grant program management
- Counseled applicants and grantees on program eligibility and requirements
- Evaluated and presented proposals for funding approval
- Managed grant portfolio and funds availability
- Program marketing and legislative advocacy

Skills required: self-direction, decision making, multi-tasking, and financial underwriting.

Development Officer

2000-2005

Organizational fundraiser for statewide, non-profit, community development financial institution (CDFI).

- Developed and managed annual fundraising work plan
- Researched prospective grants, donors, and investors
- Wrote grant and investor proposals
- Managed all grant and investor periodic reporting
- Presented to prospective donors
- Oversaw organizational mission performance analysis
- Managed community outreach and marketing

Skills required: self-direction, decision making, strong writing, creative thinking, and oral and written communication.

Loan Officer

2000-2002

Small business loan officer for statewide non-profit community development financial institution (CDFI).

- Advised prospective applicants on eligibility and program requirements
- Analyzed funding requests, prepare and presented for board approval
- Structured, underwrote, and serviced loans
- Handled collections and work out structuring with borrowers

Skills required: self-direction, teamwork, interpretation and understanding of financial data, maintenance of relationships in difficult and stressful situations, and attention to detail.

Evergreen Community Development Association, Seattle Washington

Organization Process Manager

1999-2000

Multi-state non-profit community development corporation lending operations process and quality improvement project manager.

- Evaluated process flow and implement new procedures
- Managed loan underwriting and closing operations
- Developed procedural manual

Skills required: multi-tasking, problem solving, organizational evaluation, and employee management.

Loan Officer and Credit Analyst

1997-1999

Multi-state non-profit community development corporation credit analyst and loan packager

- Structured and underwrote small business loans
- Evaluated small businesses financial and business plans
- Presented proposals for funding
- Packaged loans for Small Business Administration (SBA) concurrence

Key skills required: attention to detail, efficiency, financial analysis, customer service, teamwork, and responsiveness.

Washington Reinvestment Alliance, Seattle Washington

Americorps VISTA Volunteer

1996-1997

Administrator of statewide community reinvestment act investment monitoring alliance.

OTHER PROFESSIONAL EXPERIENCE

Independent Consultant, Montpelier Vermont

CVMC Child Care Center

2004-2005

Fundraising consulting

Vermont Agency of Commerce and Community Development

2004-2005

Credit analysis consulting

ACADEMIC QUALIFICATIONS

University of Vermont

1996

B.A., Geography

BOARDS, COMMITTEES AND VOLUNTEER ACTIVITIES

- Northeast Sustainable Agriculture Research and Education (SARE) Program Technical Committee member
- Community Capital of Vermont Board member
- Montpelier Recreation Department and Onion River Soccer Club Volunteer Soccer Coach
- Four Winds Institute Nature Program Volunteer
- Montpelier Loan Fund member

**AN ORDINANCE ESTABLISHING THE VOTING DISTRICTS
OF THE
CITY OF MONTPELIER**

Pursuant to Section 201 of the Montpelier City Charter (No. 126 of the Acts of 1975, as amended), there is hereby enacted the following ordinance:

Sec. 1-12. VOTING DISTRICTS.

(a) The City of Montpelier is hereby divided into the following Voting Districts:

- (1) **District One** – Consisting of Bailey Avenue, Baldwin Street, Ballfield Drive, Chapman Road, City Dump Road, Clarendon Avenue, Cliff Street, Corry Road, Corse Extension, Corse Street, Court Street, Crestview Drive, Cross Street, Cummings Street, Dairy Lane, Deerfield Drive, Dewey Street, Dunpatrick Circle, Dwinell Street, Elm Street, Essex Way, Franklin Street, Garland Lane, Gaylord Drive, Glen Gannon Way, Glinney Place, Gould Hill Road, Gov. Aiken, Gov. Davis, Graves Street, Greenfield Terrace, Greenwood Terrace, Grout Road, Haggett Road, Hillside Avenue, Holmes Court, Hopkins Street, Horn of the Moon Road, Hubbard Park Drive, Inglenook Drive, Jordan Street, Lague Drive, Langdon Street (numbers 2-6), Ledgewood Terrace, Log Road, Main Street (even numbers from 2-154), Main Street (even numbers from 158-176), Mather Terrace, Meadowbrook Drive, Mechanic Street (odd numbers), Mill Road, North Street (even numbers from 2-138), North Franklin (numbers 1-17), North Franklin (numbers 2-16), North Park Drive, Overlook Drive, Parkside Drive, Parkway Street, Pearl Street, Peck Place, Pembroke Heights, Perkins Road, Pinewood Road, Poolside Drive, Quesnel Drive, Redstone Avenue, Richardson Street, School Street (numbers 1-5), Scribner Place, Shamrock Lane, Shipman Place, Spring Street, State Street (41-end), State Street (46-end), Summer Street, Sunnyside Terrace, Taylor Street, Terrace Street, Trillium Hill, Upper Terrace Street, Veo Road, Vine Street, Walker Terrace, Waverly Place, Windham Drive, Winter Street, Witt Place.
- (2) **District Two** – Consisting of Arsenal Drive, Barre Street (numbers 78 and above), Bingham Street, Bliss Road, Center Street, Charles Street, Chestnut Hill, Cityside Drive, College Street, Connor Road, Coolidge Street, Country Club Road, Dover Road, Dyer Avenue, East State Street (numbers 68 and above), East Montpelier Road, Easy Street, Edwards Street, Emmons Street, Ewing Street, Fairway Drive, First Avenue, Foster Street, Fuller Street, Gallison Hill Road, Gidney Place, Graham Terrace, Grandview Terrace, Granite Shed Lane, Granite Street, Greenock Avenue, Guernsey Avenue, Hackamore Road, Harrison Avenue, Heaton Street, Hillhead Street, Hinckley Street, Hubbard Street (odd numbers), Home Farm Way, Jay Street, Kemp Avenue, Kent Street, Kildrummy Way, Leap Frog Hollow, Liberty Street (numbers 33 to end), Lincoln Avenue, Loomis Street (numbers 21 to the end), Main Street (odd numbers 167 to the end), Main Street (even numbers 178 to the end), Maplewood Road, Marvin Street, McKinley Street, Mechanic Street (even numbers), Merrill Terrace, Munger Drive, Murray Hill Drive, Murray Road, Nelson Street, North Street (odd numbers 1-end), North Street (even numbers 156-end), North College Street, North Franklin (numbers 18 and up), Old Country Club Road,

Phillips Road, Pioneer Center, Pioneer Street, Power Plant Road, Putnam Street, Ridge Street, Sabin Street, Sibley Avenue, Spring Hollow Lane, Stone Cutters Way, Summit Street, Sunset Avenue, Towne Street, Towne Hill Road, Tracy Street, Tremont Street, Upper Main Street, West Street, Westwood Drive, Whittier Street, Woodcrest Road, Woodrow Avenue.

- (3) **District Three** – Consisting of Abbey Road, Allen Row, Bailey Avenue (between Winooski River and Memorial Drive) Baird Street, Barre Street (numbers 77 and down), Barre -Montpelier Road, Berlin Street, Blackwell Street, Blanchard Court, Blodgett Avenue, Brown Street, Cedar Street, Cedar Hill Lane, Cherry Avenue, Colonial Drive, Crescent Lane, Derby Drive, Dog River Road, Downing Street, East Montpelier Road (next to roundabout), East State Street (numbers 67 and below), Forest Drive, Frank Street, Freedom Drive, George Street, Green Mountain Drive, Harry Sheridan Avenue, Hazen Place, Hebert Road, High School Drive, Highland Avenue, Hill Street, Hillcrest Drive, Hubbard Street (even numbers), Independence Green, Isabel Circle, Judson Drive, Langdon Street (numbers 7-end), Liberty Street (odd numbers 1-27), Liberty Street (even numbers 2-32), Longmeadow Drive, Loomis Street (numbers 1-20), Main Street (odd numbers 1-159), Meadow Lane, Memorial Drive, Miles Court, Montpelier Junction Road, Moonlight Terrace, Mountainview Street, Monsignor Crosby Avenue, National Life Drive, Northfield Street, Park Avenue, Phelps Street, Pioneer Center, Pitkin Court, Pleasant Street, Pleasantview Street, Prospect Street, River Street, Roberts Street, Robinhood Circle, Salem Lane, School Avenue, School Street (odd numbers 7-end), School Street (even numbers 28-end), Scribner Street, Shady Lane, Sherwood Drive, St. Paul Street, State Street (odd numbers 1-33), State Street (even numbers 2-44), Stretch's Way, Taplin Street, Valerie Avenue, Valley View Road, Westview Meadows, Wheelock Street, Wilder Street, Wilson Street.

- (b) This ordinance was adopted pursuant to the provisions of Title II of the City's Charter, CITY VOTING DISTRICTS, which references that "such districts shall be described by ordinance." This new Sec. 1-12, VOTING DISTRICTS, shall take effect immediately upon approval at an Annual or Special City Meeting.

Sec's. 1-13 to 1-999. Reserved.

City Council approved at second public hearing held on _____ [New Sec. 1-12 voting districts]; effective immediately upon approval of the voters at Special City Meeting held on _____.



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

Mayor John Hollar

City Council:

Tom Golonka, President
Angela Timpone, Vice President
Alan H. Weiss
Sarah Jarvis
Thierry Guerlain
T. Andrew Hooper, Parliamentarian

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

Beverlee Pembroke Hill,
Assistant City Manager

July 26, 2012

The Times-Argus
Att: Classifieds

Please insert the following with City of Montpelier notices on Thursday, August 2nd, and Monday, August 6th:

CITY OF MONTPELIER

Planning Commission Vacancies

The Montpelier City Council is seeking individuals interested in filling four expired, 2-year, terms on the Montpelier Planning Commission. Letters of interest and/or resumes should be submitted to the Office of the City Manager, City Hall - 39 Main Street, Montpelier (or sent by e-mail to spitonyak@montpelier-vt.org) on or by Thursday, August 16th. The City Council will make these appointments at their August 22nd meeting; applicants are encouraged to attend. All meeting rooms and facilities in City Hall are handicapped accessible. Further information may also be obtained by contacting the Planning and Development Office at 223-9506.

William J. Fraser
City Manager

Sandy Pitonyak

From: Eileen [greenmtn95@gmail.com]
Sent: Wednesday, July 25, 2012 3:36 PM
To: Sandy Pitonyak
Subject: Re: Planning Commission Vacancies

Would like to be reappointed.

Eileen

Sent from my iPhone

On Jul 25, 2012, at 3:27 PM, "Sandy Pitonyak" <SPitonyak@montpelier-vt.org> wrote:

<image001.gif>

See attached ad. If you'd like to be reappointed, please send me an e-mail to that effect. Thank you!

Sandy Pitonyak

Administrative Assistant to the City Manager
City Hall - 39 Main Street
Montpelier, VT 05602
Telephone: (802) 223-9502
FAX: (802) 223-9519
spitonyak@montpelier-vt.org

<Ad - Planning Commission Vacancy.doc>

Sandy Pitonyak

From: Kimberly Cheney [KCheney@cbs-law.com]
Sent: Wednesday, July 25, 2012 4:03 PM
To: Sandy Pitonyak
Cc: Gwendolyn Hallsmith - gmail
Subject: RE: Planning Commission Vacancies

Yes, I would like to be reappointed to the PC. I would also agree to be appointed an alternate to the Regional Planning Commission. There is a meeting in September in which a vote may be taken to merge the RPC with the Central Vt. Economic Development Council. Tina Ruth will be absent. Montpelier should have a vote on this important issue.

Mr. Kimberly B. Cheney, Esquire
Cheney Saudek & Grayck PC
159 State Street
Montpelier, VT 05602
Tel: (802) 223-4000
Fax: (802) 229-0370

From: Sandy Pitonyak [<mailto:SPitonyak@montpelier-vt.org>]
Sent: Wednesday, July 25, 2012 3:28 PM
To: greenmtn95@gmail.com; Kimberly Cheney; goldiefun@msn.com; Jesse L Moorman
Cc: Audra Brown; Clancy DeSmet
Subject: Planning Commission Vacancies

See attached ad. If you'd like to be reappointed, please send me an e-mail to that effect. Thank you!

Sandy Pitonyak

Administrative Assistant to the City Manager
City Hall - 39 Main Street
Montpelier, VT 05602
Telephone: (802) 223-9502
FAX: (802) 223-9519
spitonyak@montpelier-vt.org

Sandy Pitonyak

From: Alan Goldman [goldiefun@msn.com]
Sent: Wednesday, July 25, 2012 6:39 PM
To: Sandy Pitonyak; greenmtn95@gmail.com; john; jessie moorman
Cc: Audra Brown; Clancy DeSmet
Subject: RE: Planning Commission Vacancies

Dear Sandy,

Good to here from you and I hope you are well.

My Mom being very sick and loosing my father 5 weeks ago after 7 months of being in intensive care has created some challenges but I would like the opportunity to serve another term and I will do my best to work hard and make things happen.

Thanks,
Alan Goldman

Subject: Planning Commission Vacancies
Date: Wed, 25 Jul 2012 15:27:59 -0400
From: SPitonyak@montpelier-vt.org
To: greenmtn95@gmail.com; KCheney@cbs-law.com; goldiefun@msn.com; moorman.jl@gmail.com
CC: ABrown@montpelier-vt.org; CDeSmet@montpelier-vt.org

See attached ad. If you'd like to be reappointed, please send me an e-mail to that effect. Thank you!

Sandy Pitonyak

Administrative Assistant to the City Manager
City Hall - 39 Main Street
Montpelier, VT 05602
Telephone: (802) 223-9502
FAX: (802) 223-9519
spitonyak@montpelier-vt.org



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

Mayor John Hollar

City Council:

Tom Golonka, President
Angela Timpone, Vice President
Andy Hooper, Parliamentarian
Sarah Jarvis
Alan H. Weiss
Thierry Guerlain

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

Beverlee Pembroke Hill,
Assistant City Manager
bhill@montpelier-vt.org

MEMORANDUM

TO: Mayor Hollar and Members of the City Council

FROM: Sandy Pitonyak, Administrative Assistant *JP*

DATE: August 17, 2012

SUBJECT: Planning Commission Applications

I had not heard from Jesse Moorman, who is now Chair of the Planning Commission, so I e-mailed him earlier this week to find out if he was seeking reappointment.

He called me yesterday and told me that he was on vacation but definitely wanted to be reappointed! He apologized for not having sent me something sooner and indicated that he would e-mail me a note today.

It's nearing the end of the workday and because I have not heard from Jesse, I just wanted to share with you the conversation that I had with him yesterday.

McKEE, GIULIANI & CLEVELAND

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

P.O. BOX 1455

MONTPELIER, VERMONT 05601-1455

TELEPHONE: (802) 223-3479

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J. PAUL GIULIANI
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JOHN P. RILEY
GLENN C. HOWLAND

PETER GIULIANI (1907-1998)
W. EDSON McKEE (1923-1999)
ALDEN GUILD (RET.)

OF COUNSEL
FREDERICK G. CLEVELAND

OFFICES AT:
TD BANK BUILDING
94 MAIN STREET, 2ND FLOOR
MONTPELIER, VT 05602

August 6, 2012

TO: Participating Municipalities
FROM: J. Paul Giuliani
RE: Vermont Municipal Bond Bank Refunding

On August 1, 2012, the Vermont Municipal Bond Bank issued and sold \$26,590,000 of 2012 Series 3 refunding bonds for the purpose of providing debt service reductions to a number of Vermont municipalities whose bonds had been sold to the Bond Bank in 2004. Attached to this memorandum is a copy of your municipality's revised debt service schedule showing the savings to be realized. Your bond payments due on each December 1 will be reduced by the savings credit amount shown on that schedule.

In order to take advantage of these debt service savings, the following action must be taken expeditiously:

- (1) The enclosed Municipality Certificate as to Municipal Bond should be approved at a regular or special meeting of your legislative body. It must be dated and signed by all or a majority of the legislative body and the Treasurer. Note that if an Arbitrage and Use of Proceeds Certificate or Tax Certificate is attached, please do not detach.
- (2) The enclosed IRS Form 8038-G or 8038-GC, must be dated and signed by the Treasurer. Please enter or verify the Municipality's federal employer identification number on line 2.
- (3) Copies of the enclosed materials, executed as outlined above, should be placed in your records that relate to the Municipal Bond that is being refunded.
- (4) The executed Municipality Certificate as to Municipal Bond and Form 8038-G should be sent to me by mail, fax or e-mail attachment as soon as possible. Due to constraints placed on the Bond Bank by the Internal Revenue Code, it is essential that I receive the Certificate and Form 8038-G no later than October 15, 2012.

Please do not hesitate to call me at the office or at home (223-2185) if you have any questions regarding this refunding, or communicate with me via e-mail: jpglaw@comcast.net.

VERMONT MUNICIPAL BOND BANK
SERIES 2012-3 REFUNDING BONDS
(2004-1)

Municipality Certificate as to Municipal Bond

We, the Treasurer and at least a majority of the City Council of the City of Montpelier (the "Municipality") **HEREBY CERTIFY** as follows:

1. Reference is made to the Tax Certificate or Arbitrage and Use of Proceeds Certificate, including Schedule A-2, and IRC Section 148 Certification (the "Prior Certificates") given in connection with a certain "Municipal Bond(s)" as defined in the Prior Certificates. The covenants, certifications, representations and warranties made in the Prior Certificates with respect to each Municipal Bond and the project financed by the proceeds thereof continue to be accurate and complete in all material respects and the Municipality expects to continue to comply with the covenants in the Prior Certificates.

2. As to expectations expressed in the Prior Certificates concerning events that were to occur prior to the date of this Certificate, such expectations have been fulfilled in all material respects. All of the proceeds and earnings on the proceeds of each Municipal Bond have been spent substantially in accordance with such expectations.

3. As to expectations in the Prior Certificates relating to periods that have not yet occurred, such expectations (and the representations and covenants on which such expectations were based) are hereby ratified and confirmed as of the date of this Certificate.

4. Also attached hereto is a new Internal Revenue Service Form 8038-G executed by the Treasurer of the Municipality. The information set forth in said Form is accurate and complete to the best of our knowledge. We have been instructed by the Vermont Municipal Bond Bank that each Municipal Bond is now treated as a "refunding bond" as of the date hereof for purposes of Form 8038-G.

5. With respect to each Loan Agreement between the Municipality and the Vermont Municipal Bond Bank (the "Bond Bank"); and all amendments thereto, under which each Municipal Bond was issued, within thirty (30) days following a request by the Bond Bank, the Municipality agrees to furnish the Bond Bank with its most recent financial statements, explanatory notes and other financial and operating information as the Bond Bank may request. In addition, the Municipality agrees to notify the Bond Bank immediately of any material event which has or may have an effect upon its financial condition or its ability to perform fully and timely any covenant, obligation or undertaking set forth in each Loan Agreement or each Municipal Bond. As used in this paragraph, a material event is any one of the following:

(a) Actual or anticipated delinquency or default of payment of principal or interest on each Municipal Bond or any other debt obligation of the Municipality;

(b) Any actual or anticipated default or breach on the part of the Municipality with respect to any term or provision of each Loan Agreement or like agreement to which the Municipality is a party; or

(c) Any release, substitution or sale of property securing repayment of each Municipal Bond.

6. No portion of the proceeds of each Municipal Bond have been or will be invested, directly or indirectly, in Federally insured deposits or accounts other than (A) investments of unexpended Municipal Bond proceeds for an initial temporary period until the proceeds are or were needed for the Project, and (B) investment of a debt service fund.

7. With respect to any amounts received from condemnation, insurance, or disposition of any part of the Project financed by each Municipal Bond or any other amounts set aside by the Municipality, which are or were pledged to, expected to be used or used for the payment of debt service on each Municipal Bond, the Municipality will so notify the Bond Bank and will either invest such amounts in obligations of the State of Vermont or other State or of any political subdivision thereof, the interest on which is exempt from Federal income taxation pursuant to Section 103 of the Internal Revenue Code of 1986, invest such amounts in obligations having a yield that is less than the lesser of the Municipal Bond or the Bond Bank Bonds, or comply with the provisions of any Accounting Memorandum attached to the Prior Certificates, unless specifically advised in writing to the contrary by the Vermont Municipal Bond Bank.

8. The Project financed by each Municipal Bond is and will be owned by the Municipality and will not be leased to any person who is not a state or local government unit. The Municipality has not and will not enter into any contracts or other arrangements, including without limitation, management contracts, capacity guarantee contracts, take or pay contracts or put or pay contracts, pursuant to which such persons have a right to use or make use of the Project on a basis not available to members of the general public.

IN WITNESS WHEREOF, we have hereunto set our hands on behalf of the Municipality this ____ day of _____, 2012.

City of Montpelier

By: _____

All or a majority of its City Council

And By: _____

Its Treasurer

Vermont Municipal Bond Bank
Series 2012-3: Loan Schedules
Savings Adjustments

Loan Saving Schedule, Town of Montpelier

Date	Principal	Interest	Principal and Interest	Savings Allocation	Adjusted Debt Service
Total	5,705,000.00	1,946,873.00	7,651,873.00	411,564.42	7,240,308.58
			Weighted Average Maturity (WAM)		6.894
			Net Interest Cost (NIC)		4.950%
12/1/12	350,000.00	133,251.00	483,251.00		483,251.00
6/1/13	-	126,146.00	126,146.00		126,146.00
12/1/13	355,000.00	126,146.00	481,146.00	3,117.91	478,028.09
6/1/14	-	118,708.75	118,708.75		118,708.75
12/1/14	375,000.00	118,708.75	493,708.75	16,369.04	477,339.71
6/1/15	-	110,646.25	110,646.25		110,646.25
12/1/15	375,000.00	110,646.25	485,646.25	27,281.73	458,364.52
6/1/16	-	102,377.50	102,377.50		102,377.50
12/1/16	395,000.00	102,377.50	497,377.50	28,061.21	469,316.29
6/1/17	-	93,509.75	93,509.75		93,509.75
12/1/17	415,000.00	93,509.75	508,509.75	28,061.21	480,448.54
6/1/18	-	84,027.00	84,027.00		84,027.00
12/1/18	435,000.00	84,027.00	519,027.00	28,061.21	490,965.79
6/1/19	-	73,913.25	73,913.25		73,913.25
12/1/19	445,000.00	73,913.25	518,913.25	28,840.69	490,072.56
6/1/20	-	63,389.00	63,389.00		63,389.00
12/1/20	470,000.00	63,389.00	533,389.00	28,061.21	505,327.79
6/1/21	-	52,109.00	52,109.00		52,109.00
12/1/21	490,000.00	52,109.00	542,109.00	28,840.69	513,268.31
6/1/22	-	40,177.50	40,177.50		40,177.50
12/1/22	510,000.00	40,177.50	550,177.50	31,958.60	518,218.90
6/1/23	-	27,555.00	27,555.00		27,555.00
12/1/23	530,000.00	27,555.00	557,555.00	24,163.82	533,391.18
6/1/24	-	14,252.00	14,252.00		14,252.00
12/1/24	560,000.00	14,252.00	574,252.00	46,768.68	527,483.32
6/1/25	-	-	-		-
12/1/25	-	-	-	91,978.41	(91,978.41)
6/1/26	-	-	-		-
12/1/26	-	-	-		-
6/1/27	-	-	-		-
12/1/27	-	-	-		-
6/1/28	-	-	-		-
12/1/28	-	-	-		-
6/1/29	-	-	-		-
12/1/29	-	-	-		-
6/1/30	-	-	-		-
12/1/30	-	-	-		-
6/1/31	-	-	-		-
12/1/31	-	-	-		-
6/1/32	-	-	-		-
12/1/32	-	-	-		-
6/1/33	-	-	-		-
12/1/33	-	-	-		-

VERMONT MUNICIPAL BOND BANK
SERIES 2012-3 REFUNDING BONDS
(2004-1)

Municipality Certificate as to Municipal Bond

We, the Treasurer and at least a majority of the City Council of the Montpelier Fire District No. 1 (the "Municipality") **HEREBY CERTIFY** as follows:

1. Reference is made to the Tax Certificate or Arbitrage and Use of Proceeds Certificate, including Schedule A-2, and IRC Section 148 Certification (the "Prior Certificates") given in connection with a certain "Municipal Bond(s)" as defined in the Prior Certificates. The covenants, certifications, representations and warranties made in the Prior Certificates with respect to each Municipal Bond and the project financed by the proceeds thereof continue to be accurate and complete in all material respects and the Municipality expects to continue to comply with the covenants in the Prior Certificates.

2. As to expectations expressed in the Prior Certificates concerning events that were to occur prior to the date of this Certificate, such expectations have been fulfilled in all material respects. All of the proceeds and earnings on the proceeds of each Municipal Bond have been spent substantially in accordance with such expectations.

3. As to expectations in the Prior Certificates relating to periods that have not yet occurred, such expectations (and the representations and covenants on which such expectations were based) are hereby ratified and confirmed as of the date of this Certificate.

4. Also attached hereto is a new Internal Revenue Service Form 8038-G executed by the Treasurer of the Municipality. The information set forth in said Form is accurate and complete to the best of our knowledge. We have been instructed by the Vermont Municipal Bond Bank that each Municipal Bond is now treated as a "refunding bond" as of the date hereof for purposes of Form 8038-G.

5. With respect to each Loan Agreement between the Municipality and the Vermont Municipal Bond Bank (the "Bond Bank"), and all amendments thereto, under which each Municipal Bond was issued, within thirty (30) days following a request by the Bond Bank, the Municipality agrees to furnish the Bond Bank with its most recent financial statements, explanatory notes and other financial and operating information as the Bond Bank may request. In addition, the Municipality agrees to notify the Bond Bank immediately of any material event which has or may have an effect upon its financial condition or its ability to perform fully and timely any covenant, obligation or undertaking set forth in each Loan Agreement or each Municipal Bond. As used in this paragraph, a material event is any one of the following:

(a) Actual or anticipated delinquency or default of payment of principal or interest on each Municipal Bond or any other debt obligation of the Municipality;

(b) Any actual or anticipated default or breach on the part of the Municipality with respect to any term or provision of each Loan Agreement or like agreement to which the Municipality is a party; or

(c) Any release, substitution or sale of property securing repayment of each Municipal Bond.

6. No portion of the proceeds of each Municipal Bond have been or will be invested, directly or indirectly, in Federally insured deposits or accounts other than (A) investments of unexpended Municipal Bond proceeds for an initial temporary period until the proceeds are or were needed for the Project, and (B) investment of a debt service fund.

7. With respect to any amounts received from condemnation, insurance, or disposition of any part of the Project financed by each Municipal Bond or any other amounts set aside by the Municipality, which are or were pledged to, expected to be used or used for the payment of debt service on each Municipal Bond, the Municipality will so notify the Bond Bank and will either invest such amounts in obligations of the State of Vermont or other State or of any political subdivision thereof, the interest on which is exempt from Federal income taxation pursuant to Section 103 of the Internal Revenue Code of 1986, invest such amounts in obligations having a yield that is less than the lesser of the Municipal Bond or the Bond Bank Bonds, or comply with the provisions of any Accounting Memorandum attached to the Prior Certificates, unless specifically advised in writing to the contrary by the Vermont Municipal Bond Bank.

8. The Project financed by each Municipal Bond is and will be owned by the Municipality and will not be leased to any person who is not a state or local government unit. The Municipality has not and will not enter into any contracts or other arrangements, including without limitation, management contracts, capacity guarantee contracts, take or pay contracts or put or pay contracts, pursuant to which such persons have a right to use or make use of the Project on a basis not available to members of the general public.

IN WITNESS WHEREOF, we have hereunto set our hands on behalf of the Municipality this ____ day of _____, 2012.

Montpelier Fire District No. 1

By: _____

All or a majority of its City Council

And By: _____

Its Treasurer

Vermont Municipal Bond Bank
Series 2012-3: Loan Schedules
Savings Adjustments

Loan Saving Schedule, Montpelier Fire District

Date	Principal	Interest	Principal and Interest	Savings Allocation	Adjusted Debt Service
Total	585,000.00	206,377.75	791,377.75	42,202.49	749,175.26
			Weighted Average Maturity (WAM)		7.111
			Net Interest Cost (NIC)		4.961%
12/1/12	35,000.00	13,713.25	48,713.25		48,713.25
6/1/13	-	13,002.75	13,002.75		13,002.75
12/1/13	35,000.00	13,002.75	48,002.75	319.72	47,683.03
6/1/14	-	12,269.50	12,269.50		12,269.50
12/1/14	35,000.00	12,269.50	47,269.50	1,678.51	45,590.99
6/1/15	-	11,517.00	11,517.00		11,517.00
12/1/15	35,000.00	11,517.00	46,517.00	2,797.51	43,719.49
6/1/16	-	10,745.25	10,745.25		10,745.25
12/1/16	40,000.00	10,745.25	50,745.25	2,877.44	47,867.81
6/1/17	-	9,847.25	9,847.25		9,847.25
12/1/17	40,000.00	9,847.25	49,847.25	2,877.44	46,969.81
6/1/18	-	8,933.25	8,933.25		8,933.25
12/1/18	40,000.00	8,933.25	48,933.25	2,877.44	46,055.81
6/1/19	-	8,003.25	8,003.25		8,003.25
12/1/19	45,000.00	8,003.25	53,003.25	2,957.37	50,045.88
6/1/20	-	6,939.00	6,939.00		6,939.00
12/1/20	50,000.00	6,939.00	56,939.00	2,877.44	54,061.56
6/1/21	-	5,739.00	5,739.00		5,739.00
12/1/21	50,000.00	5,739.00	55,739.00	2,957.37	52,781.63
6/1/22	-	4,521.50	4,521.50		4,521.50
12/1/22	55,000.00	4,521.50	59,521.50	3,277.09	56,244.41
6/1/23	-	3,160.25	3,160.25		3,160.25
12/1/23	60,000.00	3,160.25	63,160.25	2,477.80	60,682.45
6/1/24	-	1,654.25	1,654.25		1,654.25
12/1/24	65,000.00	1,654.25	66,654.25	4,795.74	61,858.51
6/1/25	-	-	-		-
12/1/25	-	-	-	9,431.62	(9,431.62)
6/1/26	-	-	-		-
12/1/26	-	-	-		-
6/1/27	-	-	-		-
12/1/27	-	-	-		-
6/1/28	-	-	-		-
12/1/28	-	-	-		-
6/1/29	-	-	-		-
12/1/29	-	-	-		-
6/1/30	-	-	-		-
12/1/30	-	-	-		-
6/1/31	-	-	-		-
12/1/31	-	-	-		-
6/1/32	-	-	-		-
12/1/32	-	-	-		-
6/1/33	-	-	-		-
12/1/33	-	-	-		-