



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
September 22, 2010
07:00 P.M.

- 1) 10-229 Call to Order by the Mayor
- 2) 10-230 General Business and Appearances
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- 3) 10-231 Consideration of the Consent Agenda:
 - a) Due to staffing levels, September 8th City Council meeting minutes will be presented at the October 13th meeting.
 - b) Consideration of approval of payroll and bills.
 - c) Consideration of the following permits with the City Council acting as the Liquor Control Commission.
 1. Ratification of a Request to Cater Malt and Vinous Beverages & Spirituous Liquors by Vermont Hospitality Management d/b/a NECI for a reception and dinner at the Hopkins House at National Life on Sunday, September 19, 2010, from 3:30 P.M. to 9:00 P.M. City staff polled Council via e-mail and received the requisite four affirmative votes.
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P.M. City staff polled Council via e-mail and received the requisite four affirmative votes.

3. Consideration of a Request for Special Event Permit by Vermont Spirits Distilling Company d/b/a Vermont Spirits to sell Malt and Vinous Beverages & Spirituous Liquors on December 11, 2010 in the Montpelier City Hall Auditorium and the Touch of Vermont Holiday Gift Market.
 4. Consideration of a Request for approval for Montpelier Civic Center on Gallison Hill Road to have a Montpelier Palooza Metal Fest on Saturday, September 25, 2010 from 5:00 P.M. to 12:00 A.M.; including a noise variance. Council was presented with a letter at their September 8, 2010 meeting outlining the event. Council has been provided with copy of letter notifying adjacent property owners within the 200 feet required boundary.
 5. Consideration of a request from McGillicuddy's Irish Pub catering services to Cater Malt and Vinous Beverages & Spirituous Liquors on Saturday, September 25, 2010 from 5:00 P.M. to 12:00 A.M. at the Montpelier Palooza Metal Fest (see above item).
- d) Consideration of approving the purchase of a new 19,000lb. GVW Cab & Chassis for replacement of Truck #3 for the Public Works Department. On September 15, 2010, DPW staff opened and reviewed the single bid received. It is recommended that this low bid submitted by Gateway Motors be accepted, in the amount of \$28,966, and that the Base Care 72 months/72,000 mile extended warranty be purchased, in the amount of \$2,565. \$47,000 is budgeted in FY2011 for this replacement truck, to include the dump body which is being bid separately.

Recommendation: To accept the low bid of \$31,531 submitted by Gateway Motors of White River Junction, VT for the replacement of the 19,000 FGW cab and Chassis for the Public Works Department, and authorize the City Manager to make this purchase.

- e) Consideration of the recommendation to the City Council by the Housing Trust Fund Advisory Committee on awarding a deferred loan to Capital City Housing (a subsidiary of Montpelier Housing Authority) for the housing project at 58 Barre St. in the amount of \$105,000.

Recommendation: Discussion and authorization of the use of Housing

Trust Fund monies for use on the 58 Barre St. project.

3) 10-231 Consideration of the Consent Agenda:

4) 10-232 APPOINTMENTS

- a) MONTPELIER HISTORIC PRESERVATION COMMISSION Staff Advertised for 3 Vacancies. The following applications were received. * Tim Senter * Emily Donaldson * Eric Gilbertson * James Duggan

Recommendation: Opportunity to meet the applicants, discuss appointment, possible appointment of applicants.

- b) DESIGN REVIEW COMMITTEE Staff advertised the alternate position vacancy created by the resignation of Steven Burkholder. No applications were received. Staff will continue the advertisement on the web site and run another newspaper advertisement.

- c) MONTPELIER LOAN FUND COMMITTEE Staff advertised the one vacancy to replace Jeremy Hoff who moved out of town. The following application was received. * Jo Ann Corskie Gibbons

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- 5) 10-233 Green Mountain Transit Authority (GMTA) and its local board have been working to develop a Montpelier Circulator route. VTRANS has indicated to GMTA that approximately \$51,000 previously used on the Capital Shuttle could be used on a Montpelier Circulator. This creates a shortfall of the estimated funding needed of \$40,900. City Council is being asked to commit \$20,000 (prorated amount) for the last half of fiscal year 2010-2011 for service beginning January 2, 2011. Delay in commitment would probably result in the implementation being pushed back further into Spring/Summer 2011. Staff from GMTA will be present.

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Recommendation: Discussion with GMTA. Recommendation to Staff.

- 6) 10-234 PUBLIC HEARING ON CHARTER CHANGES Conduct First Public Hearing on proposed charter changes; * On September 8th, the City Council filed proposed charter changes with the City Clerk at least 10 days prior to the first public hearing as required by statute. * By Statute, the first public hearing must be held at least 30 days prior to the date when the charter changes will be voted upon. In this case, the municipal election has been set for November 2, 2010 - 40 days after the public hearing. * Charter amendments have been proposed for Titles III, V, XI, XII and XIII of the City Charter. Specific language is on file and is attached to the council agenda.

- 7) 10-235 SET WARNING FOR SPECIAL CITY MEETING TO BE HELD ON NOVEMBER 2, 2010 * Council has filed proposed charter changes and conducted the required first public hearing. * Council needs to adopt final wording for proposed charter changes. * Council needs to approve the official warning for the election. * A draft warning has been provided.

Recommendation: Adopt final charter language as proposed, approve draft warning. Set second hearing on charter changes for October 27, 2010

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- 14) 10-242 Agenda Reports by the City Manager

- 8) 10-236 DISCUSSION REGARDING PREPARATION FOR THE UPCOMING FY2012 BUDGET * Review Draft of Budget Schedule * Review Draft of Council Funding Policy for Outside Service Agencies.

Recommendation: Review Budget Schedule and Outside Agencies Policy.
Discuss budget process. Recommendations to Staff.

- 9) 10-237 DISTRICT HEAT UPDATE Receive update from Staff.

Recommendation: Discussion and direction to Staff.

- 10) 10-238 Council Reports

- 11) 10-239 Mayor's Reports

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**Request to Cater Malt and
Vinous Beverages &
Spirituos Liguors**

Caterer's Permit Number 2398-001-CATE-01

APPROVED

DISAPPROVED
Date: _____

Reason: _____

(for department use only)

To: Board of Selectmen/Alderman at catered location and Vermont Liquor Control Board.
From: Licensee name: Langdon St. PUB
d/b/a: McBilloway's Irish PUB
Street: 14 Langdon Town/City: D
Contact name and phone number: David Nelson - 279-0232
Email or Fax # (802) 229-6228

BE SURE TO READ INSTRUCTIONS BELOW, BEFORE COMPLETING APPLICATION.

(Each catered affair must have a recommendation from the local Board of Selectman or Alderman acting in their capacity as local control commissioners and must have the approval of the State Liquor Control Board.)

Please answer the following questions:

1. Describe type of party to be catered: MUSIC Festival
 2. Location of catered party (street, town or city; if no address, describe location):
Civic Center - Montpelier, VT.
 3. Date of catered party (not more than five days, unless specifically authorized: 9/25/10
 4. Hours of operation: Beginning 3:00pm hrs. Ending 12:00am hrs. No. of Persons 100-150 ±
- Signed: [Signature] Date: Sept. 14, 2010
(caterer)

We recommend: approval disapproved

If you recommend disapproval, please state reason(s): _____

Town/City Clerk's signature
Of CATERED location.

Town/City
Fax Number or email address: _____

Date

SUBMIT AT LEAST 5 DAYS PRIOR TO DATE OF FUNCTION

Submit to Town/City Clerk for recommendation.

Town/City Clerk will email, fax or mail to Vermont Liquor Control Board, 13 Green Mountain Drive, Montpelier, VT 05602 email address: { HYPERLINK "mailto:DLC-Licensing@state.vt.us" } Fax number is 802-828-1031

LIQUOR CONTROL BOARD'S PROCEDURAL REQUIREMENTS FOR CATERER'S PERMIT HOLDERS:

1. All liquor control laws and regulations that apply to 1st and 3rd class licenses also apply to caterer's permits.
2. Before a catered event is approved in any open area, the following requirements must be fulfilled:
 - a) A defined area, for serving and consumption of alcohol beverages, designated with physical barriers.
 - b) Separate toilet and lavatory facilities available for both men and women.



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Additional Agenda Item for September 22, 2010

- 10-243 Consideration of approving a request from the Montpelier Energy Team to consider procurement of a set of solar panels installed on unshaded City-owned land.

The existing proposal, from All Earth Renewables (AER): a set of 10 solar panels providing 81,000 kwh/yr, just over 3% of all City useage and enough To power 45% of City Hall. Green Mountain Power would measure the power and credit it to any account/s the City chooses. The cumulative net cost over the first five years will be small, between \$800-2500 depending on annual rate increases.

Recommendation: Discussion and direction to staff.



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Recommendation: Discussion and authorization of the use of Housing Trust Fund monies for use on the 58 Barre St. project.

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a) MONTPELIER HISTORIC PRESERVATION COMMISSION

Staff Advertised for 3 Vacancies.

The following applications were received.

- Tim Senter 
- Eric Gilbertson
- James Duggan

Recommendation: Opportunity to meet the applicants, discuss appointment, possible appointment of applicants.

b) DESIGN REVIEW COMMITTEE

Staff advertised the alternate position vacancy created by the resignation of Steven Burkholder.

No applications were received. Staff will continue the advertisement on the web site and run another newspaper advertisement.

c) MONTPELIER LOAN FUND COMMITTEE

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- Jo Ann Corskie Gibbons 

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- Proposed charter amendments would provide for appointment of the city treasurer rather than election, formally change the name of the zoning board of adjustment to the development review board, eliminate the board of auditors, authorize the city to operate and sell heat and electricity, authorize creation of an energy assessment district and confirm an earlier vote to merge with Berlin Fire District #1 for the provision of water.

- The proposed charter amendments will be addressed in three separate ballot items.

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STATE OF VERMONT
DEPARTMENT OF LIQUOR CONTROL
13 Green Mountain Drive
Montpelier, VT 05602

APPLICATION FOR SPECIAL EVENT PERMIT

Fee: \$25.00

Check payable to Vermont Department of Liquor Control must accompany this application

Licensee name Vermont Spirits Distilling Company

d/b/a Vermont Spirits

Address: P.O. Box 72

Town/City: St. Johnsbury Zip 05819

Manufacturer's License No: DSPVT-3 Email: atlemmon@gmail.com

1. Describe the special event: Touch of VT Holiday gift market

2. Location (specify defined area, include address of event): Montpelier City
Hall Auditorium

3. Date of event: Dec 11 2010

4. Hours of operation: Beginning 9am - 5pm Ending _____

Signed: [Signature] Date Sept 3 2010
(manufacturer)

(circle one)

APPROVED

DISAPPROVED

Town/City Clerk signature

Town/City

Date

Vermont Liquor Control Board:

APPROVED

DISAPPROVED

(authorized agent)

(date)

DRAFT

SPECIAL CITY MEETING WARNING FOR NOVEMBER 2, 2010

The legal voters of the City of Montpelier, in special City Meeting in Montpelier, in the County of Washington, and the State of Vermont, are hereby warned to meet in the City Hall Auditorium in said Montpelier, on the first Tuesday in November, November 2, 2010, at seven o'clock in the forenoon, and there and then to cast their ballot for matters as directed by the City Council. The polls will be opened at 7:00 AM and shall be closed and the voting machine sealed at 7:00 PM.

Article 1. Shall the voters amend the Title III, Section 17 and Title V, Section 9 of the City Charter to provide for appointment of the City Treasurer by the City Council? This amendment would also make a wording change from Zoning Board of Adjustment to Development Review Board and eliminate the elected Board of Auditors.

Article 2. Shall the merger of Berlin Fire District No. 1 and the City of Montpelier approved on March 5, 2002 be confirmed?

Article 3. Shall the voters amend Title XI, Section 1 and 22; Title XII, sections 10-12; Title XIII, Sections 1 and sections 3-20; for the purpose of authorizing operation of a district energy system, sale or energy and creation of an energy improvement assessment district.

45 Prospect Street
Montpelier, VT 05602
September 17, 2010

Mr. William Fraser
Department of Planning and Development
39 Main Street
Montpelier, VT 05602

Dear Mr. Fraser:

I would like to apply for membership on the Montpelier Historic Preservation Commission. I have over three years of experience as a landscape historian with the National Park Service, in addition to a Master of Arts from the University of Chicago and a Bachelor of Arts from Harvard.

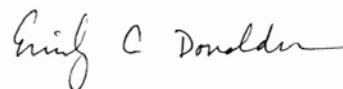
My special expertise in the preservation of cultural landscapes makes me a strong candidate for this position. Over the past three years, I have produced a series of cultural landscape reports and inventories requiring the identification, documentation, analysis, and evaluation of diverse historic landscapes. I wrote comprehensive histories for each property, and analyzed the condition of historic resources and defined future treatment actions based on my research. I completed projects on a range of sites, from a collection of dune shacks in Provincetown, Cape Cod to the Civil War farmsteads of Virginia and national monuments of Washington, DC. For every case I carefully analyzed a variety of features including views and vistas, buildings and structures, small-scale features, land use, and vegetation. After investigating the location, historical development, condition, and management of each cultural landscape, I assessed its historical significance with reference to a specific theme and period in American History. In addition, I regularly provided peer review, comment and input on cultural resource information related to other planning and cultural resource reports.

My work for the NPS has been supported by a strong background in professional and academic research. My undergraduate and masters' theses required extensive research involving historical documentation of cultural traditions and fieldwork. As a Navy archaeologist I determined research needs and conducted various levels of historic and documentary research, in addition to field investigation. I also planned and prepared special history studies, resource stewardship strategies, environmental impact statements and environmental assessments. I continued to apply these skills while working for the NPS, where I developed data and knowledge of cultural landscapes by conducting documentary research, field surveys and oral interviews regarding eight different NPS properties.

I am excited by the opportunity to apply these skills as a member of the Montpelier Historic Preservation Commission. In the process of cultivating my knowledge of historic resources as a professional, I have come to realize the vital importance of both planning and advocacy in protecting and appreciating cultural sites. For example, working on a project for the George Washington Memorial Parkway illustrated how maintaining the historic character of this commuter thoroughway depends almost entirely on the public awareness and support of its unique value.

Please find my resume attached, and do not hesitate to contact me if you have any questions. I can be reached at this email address, by telephone (781-413-5611), or by regular mail. I look forward to hearing from you, and thank you for your time and consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Emily C. Donaldson". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Emily C. Donaldson

EDUCATION

M.A. in the Social Sciences

June 2006

The University of Chicago, Chicago IL

Relevant Courses: Ethnographic methods, social science theory, indigenous sovereignty, archaeology, anthropology of museums

B.A. in Anthropology and Archaeology *magna cum laude*

June 2003

Harvard College, Cambridge MA

Relevant Courses: Archaeology, anthropological theory, statistics, history, medicine and society, French

French Language Citation; Dean's List, Harvard College Scholarship, 2000-2003; Radcliffe Traveling Grant, Goelet Fund Grant

RESEARCH EXPERIENCE

Landscape Historian, National Park Service (NPS), Washington, DC

January 2008-Present

- ♦ Conducts field investigations and historic research to document and analyze historic and current site conditions
- ♦ Identifies cultural resource issues and alternatives for the preservation of sites in the District of Columbia area
- ♦ Generates maps and other graphic data to illustrate the physical attributes, biotic systems, and use of cultural landscapes
- ♦ Created, updates and maintains an office library catalog of literature on history and landscape architecture

Landscape Historian, Olmsted Center for Landscape Preservation, NPS, Boston MA

May-December 2007

- ♦ Researched and wrote reports on the history and preservation of cultural landscapes, including buildings, views and vegetation

Curatorial Assistant, Peabody Museum of Archaeology and Ethnology, Cambridge MA

December 2004-March 2005

- ♦ Updated and verified database of museum objects for repatriation using background research with primary documents
- ♦ Aided museum curators in preparation for and completion of repatriation consultation and visit involving over 800 objects
- ♦ Helped organize and verify data on over 6,000 human remains for a National Park Service database

Contract Archaeologist, United States Navy, Honolulu HI

September 2003-November 2004

- ♦ Conducted archaeological fieldwork, surveying and monitoring as well as soil, structural and stratigraphic analysis
- ♦ Analyzed and reviewed environmental planning and construction documents for compliance with historic preservation statutes
- ♦ Researched and wrote archaeological survey reports and Integrated Cultural Resource Management Plans
- ♦ Assisted in consultation with designated Historic Preservation Officers and Native Hawaiian organizations

Research Assistant, Peabody Museum of Archaeology and Ethnology, Cambridge MA

February 2002-June 2003

- ♦ Aided museum curators with internal and external communications and helped scholars access objects, storage areas, and exhibits
- ♦ Researched and updated information on artifacts in database exceeding 1.2 million ethnographic and archaeological objects

TEACHING AND RELATED EXPERIENCE

Assistant Director, University of Hawaii, Marquesas Islands, French Polynesia

July 2004, 2005, 2008 and 2010

- ♦ Aids a University of Hawaii professor in researching and interpreting Marquesan cultural landscapes through archaeology
- ♦ Trained university students in archaeological field methods and instructed them in Marquesan history, language, and culture
- ♦ Co-lead a survey mapping project (2004), planning the reconstruction of a traditional house (2005), archaeological excavations (2004, 2008, 2010) and restoration of a local museum (2010)

Lecturer, C.P.T.M./Aranui, Marquesas Islands, French Polynesia

February 2008-Present

- ♦ Lectures and advises in French and English on the history, archaeology, and culture of the Marquesas Islands aboard a cruise ship

Tutor, RedKey Education, Cambridge, MA

January-December 2007

- ♦ Tutored middle and high school students in grammar, spelling, history, reading, and writing
- ♦ Researched and generated original curriculums for individual students based on their needs

PROFESSIONAL SKILLS

Leadership: Assistant women's high school ice hockey coach; captain of college ice hockey and rugby teams; leader and leader trainer for Harvard's outdoor orientation program; instructor of ice skating and swimming; middle and elementary school tutor

Language: Fluent in French, translated for RADDHO in Sénégal April-July 2005; some familiarity with Spanish, Hawaiian

Computer: Proficient in Geographic Information Systems (GIS), Microsoft Word, Access, Excel, Outlook, PowerPoint, Quickbooks, Illustrator, InDesign, Photoshop, Lotus; typing speed of 85 wpm

Other: Certified Open Water Scuba Diver, piano, guitar, theater, puzzles, cooking, ceramics, soccer, sailing, beekeeping, knitting

For City Council Packet, September 22 2010 meeting

This presentation to the Council asks it to consider procurement of a set of solar panels installed on unshaded City-owned land. We describe below one existing proposal, and ask the Council whether they want to pursue it, develop an RfP for similar solar output, or reject the idea.

The existing proposal, from All Earth Renewables (AER): a set of 10 solar panels providing 81,000 kwh/yr, just over 3% of all City useage and enough to power 45% of City Hall. Green Mountain Power would measure the power and credit it to any account/s the City chooses. The cumulative net cost over the first five years will be small, between \$800-2500 depending on annual rate increases.

Under this proposal the operation and financing of the solar installation would work in this way:

- On the parcel adjacent to the water treatment plant recommended by City staff, AER would install 10 solar panels and would own them for the first 5 years.
- At installation, Montpelier would give AER a \$1,000 deposit; AER would cover the cost of permitting, install, grid-connection, and install.
- Montpelier would enter into a 5-year agreement to purchase from AER the power created by the panels, at a fixed rate of \$0.20/kWh.
- After 5 years Montpelier has three options:
 1. buy the panels at approximately \$13,400 per panel (\$134,000 for all10).
 2. have the panels removed at \$3000 per panel (\$30,000 for all10)
 3. renew the agreement for an additional 5-year period, but paying AER \$0.24/kWh, a 4¢ increase from the first 5-year rate.

Over 25 years including the purchase of the panels, average cost of power would be between \$0.11 and \$0.16 per kwh, depending on capital, maintenance, and insurance costs, and incentives available over this time.

The purpose of this purchase is to provide Montpelier with solar electricity and some insurance against the possibility of higher electricity prices in the future. The operating costs of this system are essentially zero and long term costs are not subject to market fluctuations (although the cost of capital will influence the overall economics). Analysis of the existing proposal shows the project breaking even between year 14 and 17, providing positive cash flow during the remainder of the expected 25-30 years before the panels need replacing.

This proposal could be accepted, rejected, or serve as the basis for the City to draft an RfP asking for 80 kW installed solar capacity at the drinking water facility or other appropriate location that will allow for a net metering agreement with the City.

#



CITY OF MONTPELIER
FY 12 BUDGET SCHEDULE (JULY 1, 2011– JUNE 30, 2012)

City Council Capital Improvements (CIP) Committee Members: Andrew Hooper, Sarah Jarvis, Alan Weiss, Planning Commission member, Bill Fraser, Sandy Gallup, Todd Law, Tom McArdle, Chuck D'Prix

Wednesday, September 15, 2010

- ❖ **Department Head Special Meeting – FY 12 Budget Discussion**

Wednesday, September 22, 2010

- ❖ Letter to City Commissions, Boards, & Schools Regarding Capital Budget Process
- ❖ **Regular Council Meeting**
- ❖ **Budget Discussion – Budget Schedule and Process**

Friday, September 24, 2010

- ❖ Funding Letter to Outside Agencies, Boards and Commissions Ready for Mailing
- ❖ **Initial Budget Worksheets and Guidelines for Department Heads Distributed Including Five Year Capital Projects & Equipment Requests**

Wednesday, October 13, 2010

- ❖ **Regular Council Meeting – Council Members Budget Survey Discussion**
- ❖ **FY 11-FY 16 Capital Improvement Program (CIP) and Equipment Requests Due to Finance Department**
(Forms for Capital & Equipment Projects Must be Completed by All Departments and/or Requesting Agencies)

Friday, October 15, 2010

- ❖ **Departmental Operating Budget Requests Due to Finance** including supporting documentation, organizational chart & service summaries
- ❖ Funding Requests Due from Agencies, Boards and Commissions

Wednesday, October 20, 2010

- ❖ **Department Head Meeting on Review of Capital Projects and Equipment Plan at 9 AM in Memorial Room**

Monday, October 25 through Friday, October 29, 2010

- ❖ **Individual Department Head Budget meetings with City Manager & Finance Director – First Review**

Wednesday, October 27, 2010

- ❖ **First Meeting of Capital & Annual Funding Projects Committee at 5:30 PM in Council Chambers**
- ❖ **Regular Council Meeting-Citizen Survey results-Budget Discussion**

Wednesday, November 3, 2010

- ❖ **Second and Final Meeting of Capital & Annual Funding Projects Committee at 5:30 PM in Council Chambers**

Wednesday, November 10, 2010

- ❖ **Regular Council Meeting**

Monday, November 15, 2010

- ❖ **First draft of Budget Completed and Presented to City Manager by Finance Director**

Wednesday, November 17 through Friday, November 20, 2009

- ❖ **Department Head Budget Meetings with City Manager and Finance Director -2nd Review**

Wednesday, November 17, 2010 (Moved from November 25 due to Thanksgiving Holiday)

- ❖ **Regular Council Meeting- Department Report Presentations – DPW, Fire Police**

Monday, November 29, 2010

- ❖ **City Manager and Finance Director Finalize Budget and Supporting Documents**

Wednesday, December 1, 2010 -

- ❖ **Commence Printing City Budget In-house**
- ❖ **Joint Meeting of City Council & School Board: Manager's Recommended Budget & School Superintendent's Recommended Budget Presentations at School Offices**

Wednesday, December 8, 2010

- ❖ **Regular Council Meeting – Complete review of Operating Budgets for Department of Public Works, Capital Improvement Plan, Equipment Plan**

Saturday, December 11, 2010

- ❖ **All day review of Operating Budgets including Fire, Police, Parking, Parks, Cemetery and Planning.**

Wednesday, December 15, 2010 (Moved from December 22, 2010) (Possible Follow Up Meeting on Monday, January 6, 2011)

- ❖ **Regular Council Meeting: Review Operating and Capital Budgets Administration, Community Justice, & Inside and Outside Agencies**
- ❖ **Discuss Council's Budget and Plan for Presentation at Public Hearings**

Wednesday, December 22, 2010 (Possible Budget Meeting)

- ❖ **Regular Council Meeting – Complete review of Operating Budgets (if needed)**

Wednesday, January 6, 2011

- ❖ **Council Meeting – Finalize and Approve Council's Budget**

Wednesday, January 12, 2011

- ❖ **Regular Council Meeting**
- ❖ **First Public Hearing on Budget and Annual Meeting**

Thursday, January 20, 2011 (Statutorily Required Date – 40 days before Town Meeting)

- ❖ **Council Meeting -Second and Final Public Hearing on Budget and Annual Meeting Warning**
- ❖ **Deadline for All Petitioned Articles & Finalize Warning for Annual Meeting**
- ❖ **School Board Budget Presentation at City Council Meeting**

Tuesday, March 1, 2011

- ❖ **Annual Meeting Day to Vote on Budget and Related Articles**

Friday, April 22, 2011

- ❖ **Notify Outside Agencies of Voter Funding Approval**



CITY OF MONTPELIER CITY COUNCIL FUNDING POLICY FOR OUTSIDE SERVICE AGENCIES – FUNDING YEAR FY 12 (JULY 1, 2011 TO JUNE 30, 2012)

Note: The City of Montpelier requires that all organizations who request funding must be tax-exempt under section 501(c)(3) of the Internal Revenue Code.

A. New Requests (Requests from outside service agencies that did not receive voter approved funding on the March 2010 ballot or requests that were not included in the City FY 11 General Fund Budget that was approved in March 2010):

Any agency that did not receive funding approval in the previous year must file a petition meeting the requirements of 17 V. S. A. to be placed on the City Meeting Ballot with such a request. Please contact the Montpelier City Clerk for information regarding petition requirements.

Any new agency requesting funds must provide their prior year's publicly available Federal tax documents, such as the Federal 990, Return of Organization Exempt from Income Tax. Documentation of the agency's benefit to the residents of Montpelier is also required.

B. Continuing Requests from outside service agencies that received voter approval for funding on the March 2010 ballot or agencies that were included in the City FY 11 General Fund Budget that was approved in March 2010:

Any agency that makes a written request for funding that is equal to or less than the funding in the FY 11 City's General Fund Budget will be included in the FY 12 City's General Fund Budget. No petition will be necessary. (See attached historical worksheet)

Any agency who requests funding that is greater than the amount approved in the previous year must file a petition meeting the requirements of 17 V. S. A. to be placed on the City Meeting Ballot with such a request. In the event that an outside agency, whose funding is included within the City's General Fund budget, submits a petition for additional funding for any purpose, the City Council reserves the right to remove the funding from the General Fund budget. It is recommended that, in these cases, agencies discuss potential proposals with the City Council prior to submitting petitions.

Any agency that requests funding for a new or different purpose than the purpose originally approved by the voters must file a petition for funding requests for the new or different purposes. In the event that an agency wishes to increase the amount of funding for a purpose, they must petition for the full amount of new funding, not just the amount of the increase.



GREEN MOUNTAIN TRANSIT AGENCY

6088 VT Route 12, Berlin, VT 05602

Montpelier Circulator Proposal

July 30, 2010

Background:

For the past seven years, the Green Mountain Transit Agency (GMTA) has operated a route known as the Capital Shuttle in downtown Montpelier during the State's legislative session. Since 2003, the Capital Shuttle has followed several paths and operated several different schedules. The most recent incarnation of the Capital Shuttle has been two loops traveling in opposite directions, each serving National Life, the Statehouse, the Department of Labor parking lot, and Main Street in Montpelier. These stops connected remote parking with the Statehouse and downtown area as well as offered a connection for State employees at National Life to the Statehouse and Main Street. While these markets are served relatively well by the Capital Shuttle during the legislative session, there are several drawbacks to the current route design.

The Capital Shuttle does not serve Montpelier residents particularly well. The route does not travel to Montpelier neighborhoods and because it only operates during the legislative session, residents are left without service for approximately eight months of the year. The City of Montpelier has long been interested in a year-round "circulator" type route that would connect the downtown area with City neighborhoods and other important destinations not currently served by other GMTA routes. GMTA submitted a CMAQ application to VTrans to fund a Montpelier Circulator in August 2008, for which the City of Montpelier agreed to provide the 20% local match (\$30,000 per year for three years). When GMTA completed the budgeting process for FY11, staff confirmed the availability of approximately \$77,000 within the operating budget that could be programmed into new service on an annual basis. With the history of the Capital Shuttle and the interest in the Montpelier Circulator in mind, the GMTA Board of Directors instructed staff to study whether implementation of a year-round Montpelier Circulator route could be accomplished in conjunction with changes to the Capital Shuttle route.

Capital Shuttle Redesign:

The FY10 Capital Shuttle schedule required two buses operating at the same time, with one traveling clockwise and the other counter-clockwise. Staff has examined the Capital Shuttle's ridership patterns and believes the majority of passengers could be served just as well with one bus operating on a streamlined route that does not travel to Main Street/Shaw's. The single bus would operate between National Life, Department of Labor, and State Street, while continuing to operate on 20 minute headways. Streamlining the service in this way would reduce the annual route cost by half, freeing approximately \$51,000 for application towards a new year-round Montpelier Circulator. A draft of the proposed streamlined Capital Shuttle schedule is below:

Proposed FY11 Capital Shuttle

National Life	Dept. of Labor	Visitor Ctr	Statehouse	Dept. of Labor	National Life
7:25	7:30	7:33	7:35	7:40	7:45
7:45	7:50	7:53	7:55	8:00	8:05
8:05	8:10	8:13	8:15	8:20	8:25
8:25	8:30	8:33	8:35	8:40	8:45
8:45	8:50	8:53	8:55	9:00	9:05
9:05	9:10	9:13	9:15	9:20	9:25
9:25	9:30	9:33	9:35	9:40	9:45
9:45	9:50	9:53	9:55	10:00	10:05
10:05	10:10	10:13	10:15	10:20	10:25
10:25	10:30	10:33	10:35	10:40	10:45
10:45	10:50	10:53	10:55	11:00	11:05
11:05	11:10	11:13	11:15	11:20	11:25
11:25	11:30	11:33	11:35	11:40	11:45
11:45	11:50	11:53	11:55	12:00	12:05
12:05	12:10	12:13	12:15	12:20	12:25
12:25	12:30	12:33	12:35	12:40	12:45
12:45	12:50	12:53	12:55	13:00	13:05
13:05	13:10	13:13	13:15	13:20	13:25
13:25	13:30	13:33	13:35	13:40	13:45
13:45	13:50	13:53	13:55	14:00	14:05
14:05	14:10	14:13	14:15	14:20	14:25
14:25	14:30	14:33	14:35	14:40	14:45
14:45	14:50	14:53	14:55	15:00	15:05
15:05	15:10	15:13	15:15	15:20	15:25
15:25	15:30	15:33	15:35	15:40	15:45
15:45	15:50	15:53	15:55	16:00	16:05
16:05	16:10	16:13	16:15	16:20	16:25
16:25	16:30	16:33	16:35	16:40	16:45
16:45	16:50	16:53	16:55	17:00	17:05
17:05	17:10	17:13	17:15	17:20	17:25

Montpelier Circulator:

In developing a draft schedule for the Montpelier Circulator, staff identified popular destinations around the city and considered requests for service that have been received over the years. Locations that have been the source of many requests are Hunger Mountain Co-op, the College Green area, Barre Street, the Montpelier recreation fields/pool, and the Montpelier High School. Based on this information and the overarching goal of connecting Montpelier neighborhoods to the downtown, staff developed two sets of schedules; one for the Winter/Spring season when the Capital Shuttle is operating and one for the Summer/Fall season when the Capital Shuttle is not operating.

Winter/Spring Schedule

Monday-Friday

Shaw's	Hunger Mtn Co-Op	Barre St/Mont. Sr. Ctr.	College Green	Heaton Woods	Rt 12/Elm St	Montpelier High School	Shaw's
6:55	6:58	7:03	7:07	7:11	7:15	7:20	7:25
7:25	7:28	7:33	7:37	7:41	7:45	7:50	7:55
7:55	7:58	8:03	8:07	8:11	8:15	8:20	8:25
8:25	8:28	8:33	8:37	8:41	8:45	x	8:50
8:55	8:58	9:03	9:07	9:11	9:15	x	9:20
Break in service from 9:20 to 10:55							
10:55	10:58	11:03	11:07	11:11	11:15	x	11:20
11:25	11:28	11:33	11:37	11:41	11:45	x	11:50
11:55	11:58	12:03	12:07	12:11	12:15	x	12:20
12:25	12:28	12:33	12:37	12:41	12:45	x	12:50
12:55	12:58	1:03	1:07	1:11	1:15	x	1:20
Break in service from 1:20 to 2:55							
2:55	2:58	3:03	3:07	3:11	3:15	3:20	3:25
3:25	3:28	3:28	3:37	3:41	3:45	3:50	3:55
3:55	3:58	4:03	4:07	4:11	4:15	4:20	4:45
4:25	4:28	4:33	4:37	4:41	4:45	x	4:50
4:55	4:58	5:03	5:07	5:11	5:15	x	5:20
5:25	5:28	5:33	5:37	5:41	5:45	x	5:50
5:55	5:58	6:03	6:07	6:11	6:15	x	6:20

Highlights of this schedule include half-hour headways during three periods of service and a span of service from 6:55 AM to 6:20 PM. The route would begin and end at Shaw's on Main Street and would travel on Stone Cutter's Way, Barre Street, Hubbard Street, College Street, and Elm Street. Several pick-ups and drop-offs at the High School would be available each day. Many transfers with other GMTA routes would be possible throughout the day. Of particular note, a transfer onto the 7:25 AM Montpelier Link would be available at Shaw's in the morning and a transfer from the Montpelier Link arriving at Shaw's at 5:15 PM would be available in the evening. The City Commuter departs from Shaw's at the :00 and :30 past the hour, so the Circulator would make transfers with that route throughout the day. Transfers to and from the Waterbury Commuter would also be possible at Shaw's, although they would not be timed exactly.

Summer/Fall Schedule

Monday-Friday

East Loop							
Shaw's	Hunger Mtn Co- Op	Barre St/Mont. Senior Ctr.	College Green	Heaton Woods	Rt 12/Elm St	Montpelier Rec Fields/Pool *	Shaw's
6:55	6:58	7:03	7:07	7:11	7:15	x	7:20
7:55	7:58	8:03	8:07	8:11	8:15	x	8:20
8:55	8:58	9:03	9:07	9:11	9:15	x	9:20
9:55	9:58	10:03	10:07	10:11	10:15	x	10:20
10:55	10:58	11:03	11:07	11:11	11:15	x	11:20
11:55	11:58	12:03	12:07	12:11	12:15	x	12:20
12:55	12:58	1:03	1:07	1:11	1:15	1:20	1:25
Break in service from 1:25 to 3:55							
3:55	3:58	4:03	4:07	4:11	4:15	4:20	4:25
4:55	4:58	5:03	5:07	5:11	5:15	x	5:20
5:55	5:58	6:03	6:07	6:11	6:15	x	6:20

* Only serves the recreation fields/pool in June through August.

Monday-Friday

West Loop					
Shaw's	National Life	Dept. of Labor	Montpelier High School **	Chittenden Bank	Shaw's
7:20	7:25	7:30	7:40	7:45	7:50
8:20	8:25	8:30	8:40	8:45	8:50
9:20	9:25	9:30	9:40	9:45	9:50
10:20	10:25	10:30	10:40	10:45	10:50
11:20	11:25	x	x	11:35	11:40
12:20	12:35	1:35	x	12:50	12:55
Break in service from 12:55 to 3:20					
3:20	3:25	3:30	3:40	3:45	3:50
4:25	4:30	4:35	4:45	4:50	4:55
5:20	5:25	5:30	5:40	5:45	5:50

** Only pulls into Montpelier H.S. during the school year.

When the Capital Shuttle is not operating in the Summer and Fall, the Montpelier Circulator will have to serve more locations and a larger geographic area. For that reason, the route has been split in two; East Loop and West Loop. The East Loop will serve the same area as the Winter/Spring route, with the exception of adding two trips each day to the recreation fields and pool. Because the bus must switch between operating the East Loop and the West Loop, it will run on hourly headways rather than 30-minute headways as it does in the Winter/Spring.

The West Loop will serve many of the same stops as the Capital Shuttle, but it will begin and end at Shaw's in order to transition to and from operating the East Loop. The West Loop will maintain a connection between National Life, Department of Labor remote parking, State Street, and Main Street for the eight months when the Capital Shuttle does not operate.

Similar to the Capital Shuttle, the Montpelier Circulator would operate as a fare free route.

Cost Estimates

Summer/Fall

Total Days of Operation	170
Driver Hours/Day	11
Cost/Hour	\$60.00
Summer/Fall Cost	\$112,200.00

Winter/Spring

Total Days of Operation	90
Driver Hours/Day	10
Cost/Hour	\$60.00
Winter/Spring Cost	\$56,700.00

Annual Total Cost \$168,900.00

As mentioned above, implementing the streamlined Capital Shuttle schedule would make approximately \$51,000 available to put towards the Montpelier Circulator, should VTrans approve the plan. GMTA also has approximately \$77,000 available in its ongoing operating budget to contribute towards the Montpelier Circulator. These two resources would cover \$128,000 of the Circulator's annual operating cost, leaving a deficit of approximately \$40,900 which GMTA will need to secure from other sources.

Next Steps

Assuming VTrans approves of the use of the leftover Capital Shuttle funds on the Montpelier Circulator and the GMTA Board approves moving forward with the new Capital Shuttle and Montpelier Circulator schedules, GMTA will approach the City of Montpelier regarding funding for the route. If the full deficit cannot be covered with new funding, GMTA will revise the Montpelier Circulator schedule in order to decrease the operating costs. Once the funding issues have been worked out, GMTA will hold at least one public hearing in Montpelier to discuss the Montpelier Circulator route and obtain feedback and suggestions from residents.

The earliest possible implementation of the Montpelier Circulator would be January 2011. However, if the funding question requires action on Town Meeting Day 2011, implementation of the new route could be delayed until the Spring of 2011.

**Request to Cater Malt and
Vinous Beverages &
Spirituuous Liquors**

Caterer's Permit Number 1488.005 catr 01

APPROVED

DISAPPROVED

Date: _____

Reason: _____

(for department use only)

To: Board of Selectmen/Alderman at catered location and Vermont Liquor Control Board.
From: Licensee name: Vermont Hospitality Management
d/b/a: New England Culinary Institute
Street: 56 College Street Town/City: Montpelier
Contact name and phone number: Erica Kaskel 802-225-3334
Email or Fax # erica.kaskel@neci.edu

BE SURE TO READ INSTRUCTIONS BELOW, BEFORE COMPLETING APPLICATION.

(Each catered affair must have a recommendation from the local Board of Selectman or Alderman acting in their capacity as local control commissioners and must have the approval of the State Liquor Control Board.)

Please answer the following questions:

1. Describe type of party to be catered: reception and dinner
 2. Location of catered party (street, town or city; if no address, describe location): _____
Hopkins House at National Life
 3. Date of catered party (not more than five days, unless specifically authorized: 09/19/2010)
 4. Hours of operation: Beginning 3:30 PM hrs. Ending 9:00 PM hrs. No. of Persons 27
- Signed: [Signature] Date: WED SEPT 8TH 2010
(caterer)

We recommend: approval disapproved

If you recommend disapproval, please state reason(s): _____

Town/City Clerk's signature Town/City Date
Of CATERED location. Fax Number or email address: _____

SUBMIT AT LEAST 5 DAYS PRIOR TO DATE OF FUNCTION

Submit to Town/City Clerk for recommendation.

Town/City Clerk will email, fax or mail to Vermont Liquor Control Board, 13 Green Mountain Drive, Montpelier, VT 05602 email address: { HYPERLINK "mailto:DLC-Licensing@state.vt.us" } Fax number is 802-828-1031

LIQUOR CONTROL BOARD'S PROCEDURAL REQUIREMENTS FOR CATERER'S PERMIT HOLDERS:

1. All liquor control laws and regulations that apply to 1st and 3rd class licenses also apply to caterer's permits.
2. Before a catered event is approved in any open area, the following requirements must be fulfilled:
 - a) A defined area, for serving and consumption of alcohol beverages, designated with physical barriers.
 - b) Separate toilet and lavatory facilities available for both men and women.

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Vinous Beverages &
Spirituos Liquors**

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APPROVED

DISAPPROVED

Date: _____

Reason: _____

(for department use only)

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d/b/a: New England Culinary Institute
Street: 56 College Street Town/City: Montpelier
Contact name and phone number: Erica Kaskel 802-225-3334
Email or Fax # erica.kaskel@neci.edu

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Hopkins House at National Life
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- Signed: [Signature] Date: WED SEPT 8th, 2010
(caterer)

We recommend: approval disapproval

If you recommend disapproval, please state reason(s): _____

Town/City Clerk's signature
Of CATERED location.

Town/City
Fax Number or email address: _____

Date

SUBMIT AT LEAST 5 DAYS PRIOR TO DATE OF FUNCTION

Submit to Town/City Clerk for recommendation.

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 - b) Separate toilet and lavatory facilities available for both men and women.

From: Garth Genge
Sent: Wednesday, September 15, 2010 11:25 AM
To: Audra Brown
Cc: Beverlee Hill
Subject: housing trust fund

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Agenda item

Consideration of the recommendation to the City Council by the Housing Trust Fund Advisory Committee on awarding a deferred loan to Capital City Housing (a subsidiary of Montpelier Housing Authority) for the housing project at 58 Barre St.

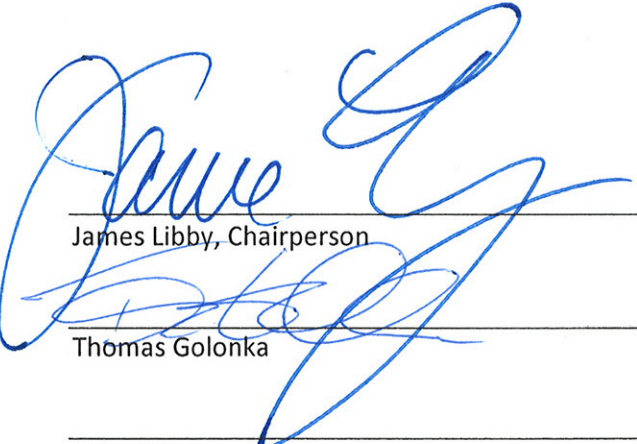
thank you,

Garth G. Genge
Community Development Specialist
Dept. of Planning & Community Development
39 Main Street, City Hall
Montpelier, VT 05602
ggenge@montpelier-vt.org
(802)223-9506/(802)223-9524 (fax)

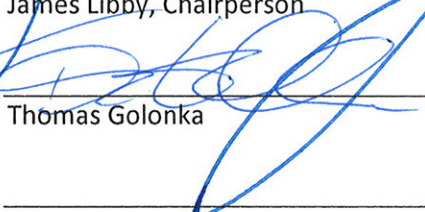
Housing Trust Fund Advisory Committee Recommendation to the City Council

9/14/10

The Advisory Committee recommends that the City Council award to the Capital City Housing Foundation One Hundred Five Thousand Dollars (\$105,000) to develop/rehabilitate 14 perpetually affordable rental units at 58 Barre Street in Montpelier. 12 of the rental units will be affordable to households with incomes at or below 80% of median income and 2 of the rental units will be affordable to households with incomes at or below median income. Since the project includes Tax Credit financing, the award will be in the form of a Loan, 0 percent interest with payments deferred for 30 years from the date of closing.


James Libby, Chairperson

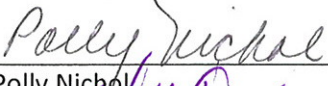
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Thomas Golonka

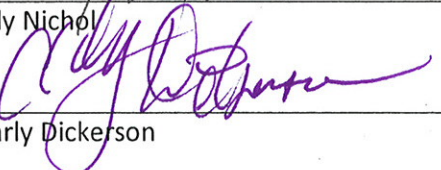
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Charly Dickerson

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Date

J. D. Kantor, Inc.

Real Estate Appraisals
Housing Development & Consulting

9 Northfield Street • Montpelier, VT 05602

email: jdkantor@sover.net
Ph (802) 229-1336 • Fax (802) 223-8099

September 3, 2010
Garth G. Genge
Community Development Specialist
Dept. of Planning & Community Development
39 Main Street, City Hall
Montpelier, VT 05602

Dear Garth

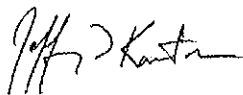
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CCHF has applied for funding through the Rural Development 515 program and Vermont Housing and Conservation Board. The project will also utilize the Low Income Housing Tax Credit program. These funding sources will enforce the affordability restrictions noted above with recorded covenants. The apartments will all be one bedroom units and be available for elderly (age 62 and over) and the disabled (with no age restriction).

We request that the amount be provided as either a grant to CCHF or a no interest loan with payment deferred for 30 years. These terms would fit with our complicated financing scheme for this development. Please see the following pages for the Project Description and Development Budget.

Thank you for your consideration of this request.

Very truly yours,



Jeffrey D. Kantor
Development Consultant

Cc; Jo Ann Troiano, CCHF

58 Barre Street Senior Housing

This development involves the adaptive reuse of an historic school building located in a Montpelier neighborhood within close walking distance to the downtown area with all services. The building was the home of the Montpelier Senior Activity Center (MSAC) which suffered a fire in December 2009 and caused their temporary relocation. The development plan is for the building to be converted into a two unit condominium with the City of Montpelier owning one unit for the Senior Center. The second unit would be for this housing project and would be owned by a Limited Partnership with Capital City Housing Foundation, Inc (CCHF) as the General Partner. CCHF is a subsidiary of the Montpelier Housing Authority. The Senior Center would reoccupy its space on the ground floor level and the front two rooms on the second floor. The Housing project will own and occupy the remainder of the second floor and the entire third floor. Each owner will be responsible for the costs for construction of its unit and common area costs (including site costs) will be shared on a pro-rated basis. Each unit will be self contained and be able to operate independently. However both owners will be able to reduce operating costs by sharing the cost and maintenance of the common area and site. In addition the residents of the housing will be able to utilize the myriad of services (see MSAC brochure) provided by the Senior Center.

The restoration of this building has broad community support (see news articles). The City of Montpelier is an active and supportive partner in this development. The City Council approved a donation of the housing unit portion of the building for this project (see Option Agreement). The City has also supported the predevelopment of this project with funds from a VCDP planning grant, VHCB feasibility funds and City funds. These funds have paid for: survey, Phase I assessment, preliminary architectural and engineering work, energy efficiency modeling, cost estimator, legal and historic & financial consulting. The City has also secured an ARRA grant of \$30,000 for work to the building. The City has indicated that \$100,000 will be available for the housing portion of the project from its Housing Trust fund and Revolving Loan Fund. The City is working on the redevelopment of the Senior Center space so that it can happen concurrently with the housing project.

The housing unit will contain a total of 14 one bedroom apartments for seniors (age 62 and over) and/or the disabled. Twelve of the apartments will be rented to households at or below 60% of median income and the remaining 2 apartments to households up to 100% of median income. An application for Rural Development 515 funding includes a request of Rental Assistance for 12 units. These twelve units would therefore be affordable to households below 30% of median income. The Montpelier Housing Authority will manage the property. The building will be served by an elevator and be totally accessible. The average size of the units is approximately 665 square feet. Fully accessible (or adaptable) units will be provided according to ADA regulations. There will be a community room, laundry room and outdoor green space. Open parking will be provided on site for tenants and guests. Please refer to the outline specifications and plans submitted by the architect. The project will conform to State and Federal regulations. Construction financing will be provided by VHFA bond loan to use "out of cap" tax credits.

The goals of the 2010-2015 Consolidated Plan will be met as follows:

Increase the supply of rental housing: by creating 14 new apartments in a community with a very tight rental market, by serving special needs households and households with incomes below 30% of median, by promoting mixed income developments and by promoting a level of energy efficiency that meets or exceeds the energy star rating.

Stabilize and rehabilitate existing housing stock: this project will leverage other resources and preserve a historic property.

Provide housing for people with disabilities: by providing accessible or adaptable housing for persons with disabilities.

Provide housing for elders: by providing affordable senior rental units in a community where a market study identifies a shortage of affordable elderly housing.

Provide Downtown preservation and revitalization: by developing a vacant building in a Designated Downtown and Growth Center, by leveraging other state and federal resources including tax credits, by reinvesting in the upper stories of a building with elevator, sprinkler and other code improvements and by streetscape and façade improvements that will have a neighborhood wide impact.

Provide increased access to public facilities: by removing barriers to accessibility for the senior center, by promoting a facility that will stabilize living environments and enhance quality of life.

Net Zero Energy Criteria:

The project design has incorporated to the greatest extent possible the Net Zero Energy consumption goals of the RD NOFA. The design team of Gossens Bachman Architects working with Andy Shapiro (Energy Balance Inc) and the staff at Efficiency Vermont has planned a rehabilitation that will achieve 85% of its energy needs produced on site. Some features include; super insulation, Photovoltaic 25kW, solar hot water, wood pellet boiler, energy efficient lighting and heat exchange ventilation. Refer to the Scope of Work and Specifications for further detail. The project proposes to meet the following goals of the RD Net Zero energy goals:

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Status of Funding:

The following funds have been committed or anticipated for this project, see enclosed letters:

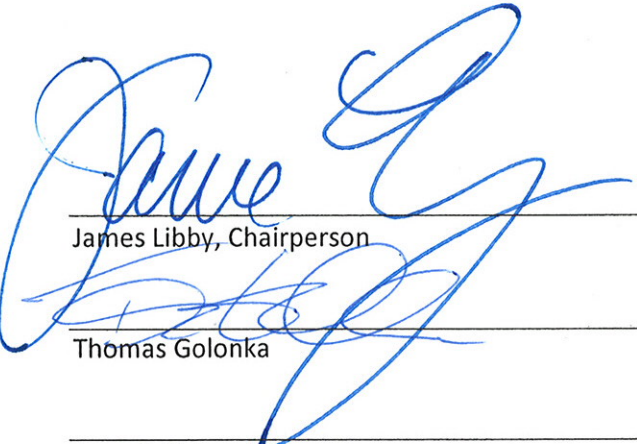
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- \$25,000 deferred fee loan was approved by CCHF Board.
- Out of Cap Bond Credit from VHFA is automatic and is expected to generate \$68,500 in annual LIH tax credits.
- Historic tax credits are based on 20% of the Qualified Rehabilitation and are expected to generate \$531,000 in historic tax credits
- Both LIHTC and Historic credits will be sold to a Limited Partner investor and are projected to yield \$1,080,100 in equity.
- Downtown Program State tax credits have been approved in the amount of \$99,750
- Approval of Rural Development funds \$875,000 with 12 units of Rental Assistance.
- VCDP funding request will be considered in October 2010.
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SENIOR HOUSING		Budget	Per Unit	Per s.f.	SENIOR CENTER		Budget	Per Unit	Per s.f.
USES OF FUNDS					USES OF FUNDS				
ACQUISITION	Total				ACQUISITION	Total			
Land	0	0	0.00		Land				
Buildings	0	0	0.00		Buildings				
Property Appraisal	0	0	0.00		Property Appraisal				
Legal - Title and Recording	7,000	500	0.55		Legal - Title and Recording	1,000			
Subtotal - Acquisition	7,000	500	0.55		Subtotal - Acquisition	1,000			
CONSTRUCTION HARD COSTS					CONSTRUCTION HARD COSTS				
Construction	2,111,500	150,821	166.92		Construction	1,092,000	109.20		
Construction Contingency	171,500	12,250	13.56		Construction Contingency	150,000	15.00		
Lead abatement	15,000	1,071	1.19		Lead abatement		0.00		
Hazardous Mat Abatement	10,000	714	0.79		Hazardous Mat Abatement	8,000	0.80		
Asbestos Abatement & Testing	15,000	1,071	1.19		Asbestos Abatement & Testing	15,000	1.50		
Solar DHW & PV (net cost)	95,000	6,786	7.51		Solar hot water / PV	85,000	8.50		
Furnishings, Fixtures, & Equipment	35,000	2,500	2.77		Furnishings, Fixtures, & Equipment	100,000	10.00		
Subtotal - Hard Costs	2,453,000	175,214	193.91		Subtotal - Hard Costs	1,450,000	145.00		
SOFT COSTS					SOFT COSTS				
Architectural	162,000	11,571	12.81		Architectural	88,000	8.80		
Testing	11,500	821	0.91		Testing	4,500	0.45		
Legal/Accounting	18,000	1,286	1.42		Legal/Accounting	10,000	1.00		
Cost Certification	6,500	464	0.51		Civil Engineering	20,000	2.00		
Civil Engineer	25,000	1,786	1.98		Relocation		0.00		
Environmental Assessment	1,500	107	0.12		Environmental Assessment	2,000	0.20		
Survey / Topo	4,500	321	0.36		Survey / Topo		0.00		
Permits/Fees	21,500	1,536	1.70		Permits/Fees		0.00		
Market Study	3,200	229	0.25		Market Study		0.00		
Construction Period Insurance	15,000	1,071	1.19		Construction Period Insurance	7,500	0.75		
Construction Interest	60,000	4,286	4.74		Construction Interest		0.00		
Loan Origination Fee	0	0	0.00		Loan Origination Fee		0.00		
Taxes During Construction	0	0	0.00		Taxes During Construction		0.00		
Clerk of the Works	12,000	857	0.95		Clerk of the Works	10,000	1.00		
Marketing	1,500	107	0.12		Marketing		0.00		
VHFA Tax Credit Fees	3,500	250	0.28				0.00		
Inspection Fees	6,500	464	0.51		Inspection Fees		0.00		
Soft Cost Contingency	10,000	714	0.79		Soft Cost Contingency	10,000	1.00		
Permanent Loan Origination Fee	0	0	0.00		Permanent Loan Origination Fee		0.00		
Lenders Counsel's Fee	6,500	464	0.51		Lenders Counsel's Fee		0.00		
Historic Consultant & Fees	5,000	357	0.40		Historic Consultant & Fees	500	0.05		
Other (CNA)	2,500	179	0.20				0.00		
SYNDICATION COSTS									
LP Legal	1,500	107	0.12						
Bridge Loan Fees and Expenses	14,500	1,036	1.15						
Syndication Consultant	3,000	214	0.24						
Tax Opinion	0	0	0.00						
FEES									
Developer's Fees	210,000	15,000	16.60						
Other Partnership	25,000	1,786	1.98						
Consultant Fees	87,000	6,214	6.88						
RESERVES					RESERVES				
Operating Reserve	30,000	2,143	2.37		Operating Reserve		0.00		
Rent-up (Deficit Escrow) Reserve	15,000	1,071	1.19		Rent-up (Deficit Escrow) Reserve		0.00		
Other Operating Reserves	0	0	0.00		Other Operating Reserves		0.00		
Sinking Fund	0	0	0.00		Sinking Fund		0.00		
Replacement Reserves	10,000	714	0.79		Replacement Reserves		0.00		
Subtotal - Soft Costs	772,200	55,157	61.04		Subtotal - Soft Costs	152,500	15.25		
TOTAL DEVELOPMENT COSTS	3,232,200	230,871	255.51		TOTAL DEVELOPMENT COSTS	1,603,500	160.35		
SOURCES		SOURCES			SOURCES				
Rural Development 515 Loan	875,000	Insurance (estimate)	851,500		Insurance (estimate)	851,500			
VHCB deferred loan	350,000	MSAC Fund	200,000		MSAC Fund	200,000			
VHCB ARRA	35,000	VCDP	300,000		VCDP	300,000			
HOME deferred loan	321,400	MCDA / City ADA	73,700		MCDA / City ADA	73,700			
city planning grant & pre developmt	21,700	Capital Campaign/ City contribution	158,300		Capital Campaign/ City contribution	158,300			
MHA deferred fee loan	25,000	Other			Other				
VHCB Feasibility	10,000	ARRA Funds	20,000		ARRA Funds	20,000			
City RLF / Housing Trust	105,000	Total	1,603,500		Total	1,603,500			
MCDA ARRA grant	30,000	Gap	0		Gap	0			
Efficiency VT	7,000								
VCDP	280,000								
Downtown State Credit	92,000								
Tax Credit Equity (LP Cap Contrib)	1,080,100								
TOTAL SOURCES	3,232,200								
GAP	0								

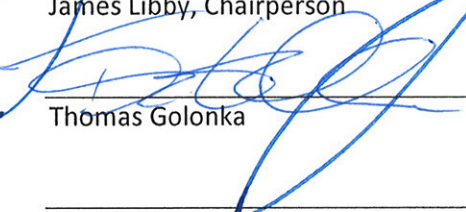
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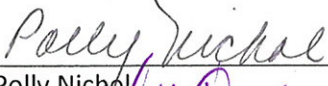
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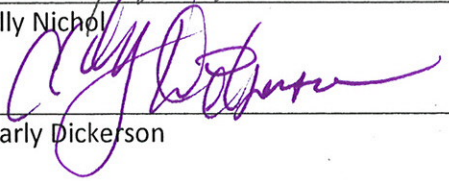
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Polly Nichol

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Date


Charly Dickerson

9/14/2010
Date

Jo Ann Corskie Gibbons

FINANCIAL, BUSINESS, MANAGEMENT CONSULTANT 21 Pinewood Road, Montpelier, VT 05602
802-223-2613

The City of Montpelier
Montpelier Loan Fund Committee
Montpelier, Vt 05602

27 August 2010

To the council,

I am declaring my interest in the Montpelier Loan Fund Committee vacancy. My background as a wealth advisor for twenty years, a business and management consultant for twenty years and having dealt with many loan origination functions during this period of time, makes me qualified to perform any task assigned to me on the committee.

In addition to my resume that is attached, I am the outside business advisor for the Vermont Small Business Development center in Washington and Lamoille counties. My grant with them began in June of 2009 and has continued since then. I counsel the start ups and help advise existing businesses as well.

My volunteer endeavors presently include my three year appointment by the United States Treasury service as the Vermont Panel member for the IRS Taxpayer Advocacy Panel. This 100 member panel of volunteers from all 50 states represents the taxpayer. The panel listens to taxpayers, identifies taxpayers' issues, and makes recommendations for improving the IRS. I am the lead of the Small Business and Self Employed project committee that works on special business issues with the IRS to improve their service to this sector of the taxpayer population.

Please accept my application to this committee.

Sincerely,



Jo Ann Corskie Gibbons
802.223.2613
21 Pinewood Road
Montpelier, Vt 05602
BaronJD1@myfairpoint.net

JO ANN CORSKIE GIBBONS
21 Pinewood Road, Montpelier VT 05602
802-223-2613

CAREER EXPERIENCE

Management Consultant

1989 to Present

Fee-based consulting service provided to small business owners. Prepare business, marketing plans and pro-formas for new start-ups and expansions. Budget forecasting, spreadsheets for cash flow analysis and extensive managerial accounting review services. Provide organizational and bookkeeping training services for increased efficiency and implementation of tax reduction techniques.

Wealth Advisor

1983-2003

Provided financial planning services to clients. Owned and taught a seminar system for financial literacy (Four, three-hour segments: insurance, investments, retirement planning, budgeting/goal setting). Marketed products and fee-based accounts. NASD: Series 6/63 (Mutual Funds) and Insurance Broker.

Adjunct Professor (Managerial Accounting)

Fall 2002

Community College of Vermont

Loan Officer/Conforming Government Programs

2000-2001

Domestic Bank - Cranston, Rhode Island

Originated and sold FHA 203B/203K products.

Co-Owner/Partner

1990-1998

Used Automotive Dealership and Salvage Yard - Vershire VT

Managed all internal financial business of auto dealership and salvage operations. Prepared, compiled and organized financial statements. Established on-line marketing program for sales of vehicles and parts inventory. Managed payables, receivables, collections, payroll and advertising. Prepared all state and federal compliance reporting for environmental and taxation purposes. Set up and maintained wholesale accounts for vehicle acquisition. Had our own auto financing program which I originated and managed for our clientele.

Business Manager/Finance and Insurance

Bill Morgan Honda - Plattsburgh, New York

1988-1990

Ralph's Chevrolet/Cadillac/ - Dartmouth, MA

2001

Managed the finance and insurance division. Originated all loans/leases for new and used vehicles. Marketed life and disability credit insurance for loan packages. Sold extended warranty protection. Established and maintained banking relationships for money purchase and floor line for dealership.

EDUCATION:

Master of Science - Springfield College, MA (Summa Cum Laude)

Major: Industrial/Organizational/Management

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Major: Psychology

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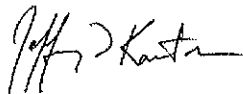
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City of Montpelier
Department of Planning and Community Development
MEMORANDUM

TO: City Council

FROM: Audra Brown

DATE: 9/17/2010

SUBJECT: Additional item for the September 22, 2010 City Council meeting

Attached is an additional item for the Council meeting. This would have been on the Agenda but for the circumstances and timing in the Manager's office this week.

**CITY of MONTPELIER
DEPARTMENT of PUBLIC WORKS**

M E M O R A N D U M

TO: William J. Fraser, City Manager
FROM: Todd C. Law, PE, Director
DATE: September 15, 2010
SUBJECT: Bid Opening Truck #3

On September 15, 2010, DPW staff opened and reviewed the single bid received for the replacement 19,000 lb cab and chassis for Truck #3. It is recommended that this low bid submitted by Gateway Motors be accepted, in the amount of \$28,966, and that the Base Care 72 months/72,000 mile extended warranty be purchased, in the amount of \$2,565. \$47,000 is budgeted in FY2011 for this replacement truck, to include the dump body which is being bid separately.

Attached is the Bid Tabulation for your review. I request that you seek Council authorization on the next available Consent Agenda to order this equipment, suggested wording as follows:

*To accept the low bid of **\$31,531** (Base Bid \$49,020, less \$16,254 trade allowance, less \$3,800 municipal discounts, plus \$2,565 Base Care warranty) submitted by Gateway Motors of White River Junction, VT, for the replacement of the 19,000 GVW cab and chassis for the Public Works Department, and authorize the City Manager to make this purchase.*

If you would like to review the bid, please feel free to request the file from our office.

TABULATION OF BIDS



GREEN MOUNTAIN TRANSIT AGENCY

6088 VT Route 12, Berlin, VT 05602

Montpelier Circulator Proposal

July 30, 2010

Background:

For the past seven years, the Green Mountain Transit Agency (GMTA) has operated a route known as the Capital Shuttle in downtown Montpelier during the State's legislative session. Since 2003, the Capital Shuttle has followed several paths and operated several different schedules. The most recent incarnation of the Capital Shuttle has been two loops traveling in opposite directions, each serving National Life, the Statehouse, the Department of Labor parking lot, and Main Street in Montpelier. These stops connected remote parking with the Statehouse and downtown area as well as offered a connection for State employees at National Life to the Statehouse and Main Street. While these markets are served relatively well by the Capital Shuttle during the legislative session, there are several drawbacks to the current route design.

The Capital Shuttle does not serve Montpelier residents particularly well. The route does not travel to Montpelier neighborhoods and because it only operates during the legislative session, residents are left without service for approximately eight months of the year. The City of Montpelier has long been interested in a year-round "circulator" type route that would connect the downtown area with City neighborhoods and other important destinations not currently served by other GMTA routes. GMTA submitted a CMAQ application to VTrans to fund a Montpelier Circulator in August 2008, for which the City of Montpelier agreed to provide the 20% local match (\$30,000 per year for three years). When GMTA completed the budgeting process for FY11, staff confirmed the availability of approximately \$77,000 within the operating budget that could be programmed into new service on an annual basis. With the history of the Capital Shuttle and the interest in the Montpelier Circulator in mind, the GMTA Board of Directors instructed staff to study whether implementation of a year-round Montpelier Circulator route could be accomplished in conjunction with changes to the Capital Shuttle route.

Capital Shuttle Redesign:

The FY10 Capital Shuttle schedule required two buses operating at the same time, with one traveling clockwise and the other counter-clockwise. Staff has examined the Capital Shuttle's ridership patterns and believes the majority of passengers could be served just as well with one bus operating on a streamlined route that does not travel to Main Street/Shaw's. The single bus would operate between National Life, Department of Labor, and State Street, while continuing to operate on 20 minute headways. Streamlining the service in this way would reduce the annual route cost by half, freeing approximately \$51,000 for application towards a new year-round Montpelier Circulator. A draft of the proposed streamlined Capital Shuttle schedule is below:

Proposed FY11 Capital Shuttle

National Life	Dept. of Labor	Visitor Ctr	Statehouse	Dept. of Labor	National Life
7:25	7:30	7:33	7:35	7:40	7:45
7:45	7:50	7:53	7:55	8:00	8:05
8:05	8:10	8:13	8:15	8:20	8:25
8:25	8:30	8:33	8:35	8:40	8:45
8:45	8:50	8:53	8:55	9:00	9:05
9:05	9:10	9:13	9:15	9:20	9:25
9:25	9:30	9:33	9:35	9:40	9:45
9:45	9:50	9:53	9:55	10:00	10:05
10:05	10:10	10:13	10:15	10:20	10:25
10:25	10:30	10:33	10:35	10:40	10:45
10:45	10:50	10:53	10:55	11:00	11:05
11:05	11:10	11:13	11:15	11:20	11:25
11:25	11:30	11:33	11:35	11:40	11:45
11:45	11:50	11:53	11:55	12:00	12:05
12:05	12:10	12:13	12:15	12:20	12:25
12:25	12:30	12:33	12:35	12:40	12:45
12:45	12:50	12:53	12:55	13:00	13:05
13:05	13:10	13:13	13:15	13:20	13:25
13:25	13:30	13:33	13:35	13:40	13:45
13:45	13:50	13:53	13:55	14:00	14:05
14:05	14:10	14:13	14:15	14:20	14:25
14:25	14:30	14:33	14:35	14:40	14:45
14:45	14:50	14:53	14:55	15:00	15:05
15:05	15:10	15:13	15:15	15:20	15:25
15:25	15:30	15:33	15:35	15:40	15:45
15:45	15:50	15:53	15:55	16:00	16:05
16:05	16:10	16:13	16:15	16:20	16:25
16:25	16:30	16:33	16:35	16:40	16:45
16:45	16:50	16:53	16:55	17:00	17:05
17:05	17:10	17:13	17:15	17:20	17:25

Montpelier Circulator:

In developing a draft schedule for the Montpelier Circulator, staff identified popular destinations around the city and considered requests for service that have been received over the years. Locations that have been the source of many requests are Hunger Mountain Co-op, the College Green area, Barre Street, the Montpelier recreation fields/pool, and the Montpelier High School. Based on this information and the overarching goal of connecting Montpelier neighborhoods to the downtown, staff developed two sets of schedules; one for the Winter/Spring season when the Capital Shuttle is operating and one for the Summer/Fall season when the Capital Shuttle is not operating.

Winter/Spring Schedule

Monday-Friday

Shaw's	Hunger Mtn Co-Op	Barre St/Mont. Sr. Ctr.	College Green	Heaton Woods	Rt 12/Elm St	Montpelier High School	Shaw's
6:55	6:58	7:03	7:07	7:11	7:15	7:20	7:25
7:25	7:28	7:33	7:37	7:41	7:45	7:50	7:55
7:55	7:58	8:03	8:07	8:11	8:15	8:20	8:25
8:25	8:28	8:33	8:37	8:41	8:45	x	8:50
8:55	8:58	9:03	9:07	9:11	9:15	x	9:20
Break in service from 9:20 to 10:55							
10:55	10:58	11:03	11:07	11:11	11:15	x	11:20
11:25	11:28	11:33	11:37	11:41	11:45	x	11:50
11:55	11:58	12:03	12:07	12:11	12:15	x	12:20
12:25	12:28	12:33	12:37	12:41	12:45	x	12:50
12:55	12:58	1:03	1:07	1:11	1:15	x	1:20
Break in service from 1:20 to 2:55							
2:55	2:58	3:03	3:07	3:11	3:15	3:20	3:25
3:25	3:28	3:28	3:37	3:41	3:45	3:50	3:55
3:55	3:58	4:03	4:07	4:11	4:15	4:20	4:45
4:25	4:28	4:33	4:37	4:41	4:45	x	4:50
4:55	4:58	5:03	5:07	5:11	5:15	x	5:20
5:25	5:28	5:33	5:37	5:41	5:45	x	5:50
5:55	5:58	6:03	6:07	6:11	6:15	x	6:20

Highlights of this schedule include half-hour headways during three periods of service and a span of service from 6:55 AM to 6:20 PM. The route would begin and end at Shaw's on Main Street and would travel on Stone Cutter's Way, Barre Street, Hubbard Street, College Street, and Elm Street. Several pick-ups and drop-offs at the High School would be available each day. Many transfers with other GMTA routes would be possible throughout the day. Of particular note, a transfer onto the 7:25 AM Montpelier Link would be available at Shaw's in the morning and a transfer from the Montpelier Link arriving at Shaw's at 5:15 PM would be available in the evening. The City Commuter departs from Shaw's at the :00 and :30 past the hour, so the Circulator would make transfers with that route throughout the day. Transfers to and from the Waterbury Commuter would also be possible at Shaw's, although they would not be timed exactly.

Summer/Fall Schedule

Monday-Friday

East Loop							
Shaw's	Hunger Mtn Co-Op	Barre St/Mont. Senior Ctr.	College Green	Heaton Woods	Rt 12/Elm St	Montpelier Rec Fields/Pool *	Shaw's
6:55	6:58	7:03	7:07	7:11	7:15	x	7:20
7:55	7:58	8:03	8:07	8:11	8:15	x	8:20
8:55	8:58	9:03	9:07	9:11	9:15	x	9:20
9:55	9:58	10:03	10:07	10:11	10:15	x	10:20
10:55	10:58	11:03	11:07	11:11	11:15	x	11:20
11:55	11:58	12:03	12:07	12:11	12:15	x	12:20
12:55	12:58	1:03	1:07	1:11	1:15	1:20	1:25
Break in service from 1:25 to 3:55							
3:55	3:58	4:03	4:07	4:11	4:15	4:20	4:25
4:55	4:58	5:03	5:07	5:11	5:15	x	5:20
5:55	5:58	6:03	6:07	6:11	6:15	x	6:20

* Only serves the recreation fields/pool in June through August.

Monday-Friday

West Loop					
Shaw's	National Life	Dept. of Labor	Montpelier High School **	Chittenden Bank	Shaw's
7:20	7:25	7:30	7:40	7:45	7:50
8:20	8:25	8:30	8:40	8:45	8:50
9:20	9:25	9:30	9:40	9:45	9:50
10:20	10:25	10:30	10:40	10:45	10:50
11:20	11:25	x	x	11:35	11:40
12:20	12:35	1:35	x	12:50	12:55
Break in service from 12:55 to 3:20					
3:20	3:25	3:30	3:40	3:45	3:50
4:25	4:30	4:35	4:45	4:50	4:55
5:20	5:25	5:30	5:40	5:45	5:50

** Only pulls into Montpelier H.S. during the school year.

When the Capital Shuttle is not operating in the Summer and Fall, the Montpelier Circulator will have to serve more locations and a larger geographic area. For that reason, the route has been split in two; East Loop and West Loop. The East Loop will serve the same area as the Winter/Spring route, with the exception of adding two trips each day to the recreation fields and pool. Because the bus must switch between operating the East Loop and the West Loop, it will run on hourly headways rather than 30-minute headways as it does in the Winter/Spring.

The West Loop will serve many of the same stops as the Capital Shuttle, but it will begin and end at Shaw's in order to transition to and from operating the East Loop. The West Loop will maintain a connection between National Life, Department of Labor remote parking, State Street, and Main Street for the eight months when the Capital Shuttle does not operate.

Similar to the Capital Shuttle, the Montpelier Circulator would operate as a fare free route.

Cost Estimates

Summer/Fall

Total Days of Operation	170
Driver Hours/Day	11
Cost/Hour	\$60.00
Summer/Fall Cost	\$112,200.00

Winter/Spring

Total Days of Operation	90
Driver Hours/Day	10
Cost/Hour	\$60.00
Winter/Spring Cost	\$56,700.00

Annual Total Cost \$168,900.00

As mentioned above, implementing the streamlined Capital Shuttle schedule would make approximately \$51,000 available to put towards the Montpelier Circulator, should VTrans approve the plan. GMTA also has approximately \$77,000 available in its ongoing operating budget to contribute towards the Montpelier Circulator. These two resources would cover \$128,000 of the Circulator's annual operating cost, leaving a deficit of approximately \$40,900 which GMTA will need to secure from other sources.

Next Steps

Assuming VTrans approves of the use of the leftover Capital Shuttle funds on the Montpelier Circulator and the GMTA Board approves moving forward with the new Capital Shuttle and Montpelier Circulator schedules, GMTA will approach the City of Montpelier regarding funding for the route. If the full deficit cannot be covered with new funding, GMTA will revise the Montpelier Circulator schedule in order to decrease the operating costs. Once the funding issues have been worked out, GMTA will hold at least one public hearing in Montpelier to discuss the Montpelier Circulator route and obtain feedback and suggestions from residents.

The earliest possible implementation of the Montpelier Circulator would be January 2011. However, if the funding question requires action on Town Meeting Day 2011, implementation of the new route could be delayed until the Spring of 2011.

MontpelierPalooza Metal Fest
Guy Delyea – 802-431-5111 | info@montpelierpalooza.com

Montpelier City Council;

In accordance with your request for written verification, as of 9/10/2010 all homes and businesses on Gallison Hill Road, Montpelier were notified by hand-delivered resident letters of the need for Montpelier Palooza to acquire a noise order variance.

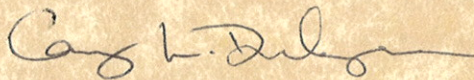
Specific Businesses:

Blodgett Supply Company
Exclusively Foreign
Fastnell
Montpelier Elks Club
Capital City Kia

The date and time cited on the resident letter was September 22nd, 2010, 7:00 PM.

A copy of the resident letter is attached with this document.

Guy Delyea

A handwritten signature in dark ink, appearing to read "Guy Delyea", with a long horizontal flourish extending to the right.

Resident / Homeowner;

I would like to provide some details regarding the MontpelierPalooza Metal Fest, a music festival scheduled to take place at The Central Vermont Memorial Civic Center. The event is scheduled for September 25th, 2010 to begin at 5:00 PM and will run until approximately 12:00 midnight.

The event will be held outdoors in a large tented venue and due to this we are required to obtain a noise ordinance variance.

Noise Ordinance Variance Meeting:
September 22nd, 7:00 PM - Montpelier City Hall – City Council Meeting

Purpose Of Event: In addition to promoting a fun and safe day for all, we will also be collecting non-perishables for the Montpelier Food Pantry.

Further Details As Supplied To The Montpelier City Council:

Parking: We have a parking staff of at least 10 to direct traffic, open and close areas of parking, etc. We will provide our own snow-fencing and traffic cones to facilitate pedestrian and vehicle traffic. We have arranged with Cabot Creamery (via Louis Clinton), to use their parking lots along Gallison Hill Road for overflow parking.

Security: On-site throughout the event primarily composed of Norwich cadets. A sheriff is to be retained for the duration of the event.

Sanitation: Portable toilets will be provided.

Price: Gate price for the event is \$15. Gate attendants will be issuing two bracelets – one for those over 21 and a distinctly different bracelet for those under 21.

Beverages: A licensed liquor caterer is to be retained for the event.

Food: A BBQ will be onsite and additional food vendors are under consideration.

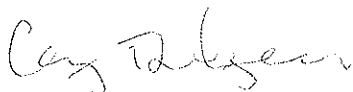
Additional: Airbrush tattoos, body-painting (Facemania) and shirt sales.

Musicians have been scheduled from Maine, New Hampshire, and Vermont. Information regarding the musicians scheduled for the event is available at Montpelierpalooza.com.

If you have any questions or concerns, please call.

All The Best,

Guy Delyea



MontpelierPalooza Event Reference
Guy Delyea – 1-802-431-5111 | info@montpelierpalooza.com
Montpelier City Manager: Bill Fraser / Montpelier City Council

for Comm
desks

Mr. Fraser And City Council;

I am writing to provide details regarding The MontpelierPalooza Metal Fest, a music event to take place at The Central Vermont Municipal Civic Center. The festival has been approved by Dr. David Butch, contract pending.

The event, scheduled for September 25th, 2010 begins at 5:00 PM and will run until approximately 12:00 midnight.

Based on a very positive response, we estimate attendance of between 400 and 600 people. To accommodate this group we will be operating two stages both within a tented venue on the premises – tent provided by Avalon Tent Company of Williamstown.

Donations: We are encouraging donations of non-perishables for the Montpelier Food Shelf and will be providing door prizes to encourage participation.

Parking: The Central Vermont Municipal Civic Center parking area, the Cabot Creamery loading docks parking, Blodgetts' Supply Company parking, and Foreign Auto Repair.

Security: On-site throughout the event primarily composed of Norwich cadets. A sheriff is to be retained for the duration of the event.

Sanitation: Portable toilets will be provided.

Price: Gate price for the event is \$15. Gate attendants will be issuing two bracelets – one for those over 21 and a distinctly different bracelet for those under 21.

Beverages: Provided by McGillicuddy's Catering Service under their liquor license, service available within a double fenced beverage garden. [NOTE: Pending Meeting And Contract].

Food: Provided by Guy Delyea (chef has been retained). Other vendors under consideration.

Additional: Airbrush tattoos, body-painting, and shirt sales.

Musicians have been scheduled from Maine, New Hampshire, and Vermont. Information regarding the musicians scheduled for the event is available at Montpelierpalooza.com.

I look forward to hearing from you regarding any permitting, arrangements, or to field any questions or concerns you may have.

Best Regards,

Guy Delyea
802-431-5111
info@montpelierpalooza.com
1 Franklin Street, Randolph, VT 05060

Guy L. Delyea
802-431-5111
1 Franklin Street, Randolph, VT 05060
Montpelierpalooza.com

Montpelier Palooza Metal Fest

Objective: Montpelier Palooza began as a relatively small gathering of bands and fans of metal. As it grew, more bands were added and it was planned to be held in Montpelier at the Lamb Abbey.

Insurance, traffic management, security, numerous meetings with Bill Frazer (City Manager) and Tony Facos (Chief of Police), and a Liquor Control meeting had all been addressed when issues were raised with the building itself. Although this was to be an insignificant element for the event, the code issues raised were significant enough to warrant postponing the event.

We have arranged (with Dr. David Butch) to hold the event, expected to draw a crowd of 500 people or more, at the Central Vermont Municipal Civic Center.

Event Date: September 25th, 2010

Price: Gate price for the event is \$15. Gate attendants will be issuing two bracelets – one for those over 21 and a distinctly different bracelet for those under 21.

Security: A staff of at least 10 Norwich cadets trained and employed in private security has been retained for the event. Additionally, a sheriff will be on-site for the duration of the event.

Siting/Staging: Avalon Tent Rentals of Williamstown are working with us to provide a tent which will house the primary stage, a green room (space for the bands before taking the stage and after leaving as well as to handle equipment), and a beverage garden.

Liquor Control / Purveyor: A licensed liquor caterer is to be retained for the event.

Parking: We have a parking staff of at least 10 to direct traffic, open and close areas of parking, etc. We will provide our own snow-fencing and traffic cones to facilitate pedestrian and vehicle traffic. We have arranged with Cabot Creamery (via Louis Clinton), to use their parking lots along Gallison Hill Road for overflow parking.

Sanitation: Portable toilets are arranged through JB Portable Toilets of Tunbridge, VT.

Guy L. Delyea
802-431-5111
1 Franklin Street, Randolph, VT 05060
Montpelierpalooza.com

Food: A BBQ will be onsite and additional food vendors are under consideration.

Music: Five bands have been retained from around New England. We intend to run two stages. The bands will cycle between the two stages providing a unique musical experience for guests.

Additional Vendors: T-Shirt sales and Facepainting/Airbrush Tattoos are planned to be available.

Duration: Scheduled for 5:00 PM to 12:00 PM.

Maintenance & Cleanup: We have retained a staff of 10 for general cleanup, Casella Waste Management to provide waste and recycling bins, and a tractor power broom for parking and general clean-up.

Insurance: We have retained event insurance for the event, pending a final date and venue through Noyle W. Johnson.

Promotion: Posters, internet, and radio spots on Frank FM.

Donations: We are encouraging donations of non-perishables for the Montpelier Food Pantry and will be providing door prizes to encourage participation.

MontpelierPalooza Metal Fest
Guy Delyea – 802-431-5111 | info@montpelierpalooza.com

Resident / Homeowner;

I would like to provide some details regarding the MontpelierPalooza Metal Fest, a music festival scheduled to take place at The Central Vermont Memorial Civic Center. The event is scheduled for September 25th, 2010 to begin at 5:00 PM and will run until approximately 12:00 midnight.

The event will be held outdoors in a large tented venue and due to this we are required to obtain a noise ordinance variance.

Noise Ordinance Variance Meeting:
Montpelier City Hall, DATE NEEDED, TIME NEEDED

Purpose Of Event: In addition to promoting a fun and safe day for all, we will also be collecting non-perishables for the Montpelier food shelf.

Further Details As Supplied To The Montpelier City Council:

Parking: We have a parking staff of at least 10 to direct traffic, open and close areas of parking, etc. We will provide our own snow-fencing and traffic cones to facilitate pedestrian and vehicle traffic. We have arranged with Cabot Creamery (via Louis Clinton), to use their parking lots along Gallison Hill Road for overflow parking.

Security: On-site throughout the event primarily composed of Norwich cadets. A sheriff is to be retained for the duration of the event.

Sanitation: Portable toilets will be provided.

Price: Gate price for the event is \$15. Gate attendants will be issuing two bracelets – one for those over 21 and a distinctly different bracelet for those under 21.

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Additional: Airbrush tattoos, body-painting (Facemania) and shirt sales.

Musicians have been scheduled from Maine, New Hampshire, and Vermont. Information regarding the musicians scheduled for the event is available at Montpelierpalooza.com.

If you have any questions or concerns, please call.

All The Best,

Guy Delyea

Good Afternoon,

Just to let you know, we've reviewed your plans in depth for the concert event you are having on August 28th and it seems that you have a terrific promotion lined up...PLUS our stations will ad in additional public service announcements to help out the food bank that you've included.

We are very selective when it comes to promoting concert-type events but we are 100% behind your special night. Best wishes Guy and we will look forward to helping you promote this event!

Sincerely,

Michael

Michael Waggoner

Nassau Broadcasting - Vermont

107.1 FRANK, 100.9 Froggy, WSNO-AM, 92-MOO, WIKE-AM

802-476-4168; 802-479-5893 fax; 802-522-4752 cell

mwaggoner@nassaubroadcasting.com

From: Beverlee Hill
Sent: Wednesday, September 15, 2010 12:58 PM
To: Garth Genge; Audra Brown
Subject: RE: housing trust fund

Follow Up Flag: Follow up
Flag Status: Flagged

Add "in the amount of \$105,000" after 58 Barre Street. Thanks Bev

From: Garth Genge
Sent: Wednesday, September 15, 2010 11:25 AM
To: Audra Brown
Cc: Beverlee Hill
Subject: housing trust fund

Agenda item

Consideration of the recommendation to the City Council by the Housing Trust Fund Advisory Committee on awarding a deferred loan to Capital City Housing (a subsidiary of Montpelier Housing Authority) for the housing project at 58 Barre St.

thank you,

Garth G. Genge
Community Development Specialist
Dept. of Planning & Community Development
39 Main Street, City Hall
Montpelier, VT 05602
ggenge@montpelier-vt.org
(802)223-9506/(802)223-9524 (fax)

DRAFT

SPECIAL CITY MEETING WARNING FOR NOVEMBER 2, 2010

The legal voters of the City of Montpelier, in special City Meeting in Montpelier, in the County of Washington, and the State of Vermont, are hereby warned to meet in the City Hall Auditorium in said Montpelier, on the first Tuesday in November, November 2, 2010, at seven o'clock in the forenoon, and there and then to cast their ballot for matters as directed by the City Council. The polls will be opened at 7:00 AM and shall be closed and the voting machine sealed at 7:00 PM.

Article 1. Shall the voters amend the Title III, Section 17 and Title V, Section 9 of the City Charter to provide for appointment of the City Treasurer by the City Council? This amendment would also make a wording change from Zoning Board of Adjustment to Development Review Board and eliminate the elected Board of Auditors.

Article 2. Shall the merger of Berlin Fire District No. 1 and the City of Montpelier approved on March 5, 2002 be confirmed?

Article 3. Shall the voters amend Title XI, Section 1 and 22; Title XII, sections 10-12; Title XIII, Sections 1 and sections 3-20; for the purpose of authorizing operation of a district energy system, sale or energy and creation of an energy improvement assessment district.

SENIOR HOUSING		Budget	Per Unit	Per s.f.	SENIOR CENTER		Budget	Per Unit	Per s.f.
USES OF FUNDS					USES OF FUNDS				
ACQUISITION	Total				ACQUISITION	Total			
Land	0	0	0.00		Land				
Buildings	0	0	0.00		Buildings				
Property Appraisal	0	0	0.00		Property Appraisal				
Legal - Title and Recording	7,000	500	0.55		Legal - Title and Recording	1,000			
Subtotal - Acquisition	7,000	500	0.55		Subtotal - Acquisition	1,000			
CONSTRUCTION HARD COSTS					CONSTRUCTION HARD COSTS				
Construction	2,111,500	150,821	166.92		Construction	1,092,000	109.20		
Construction Contingency	171,500	12,250	13.56		Construction Contingency	150,000	15.00		
Lead abatement	15,000	1,071	1.19		Lead abatement		0.00		
Hazardous Mat Abatement	10,000	714	0.79		Hazardous Mat Abatement	8,000	0.80		
Asbestos Abatement & Testing	15,000	1,071	1.19		Asbestos Abatement & Testing	15,000	1.50		
Solar DHW & PV (net cost)	95,000	6,786	7.51		Solar hot water / PV	85,000	8.50		
Furnishings, Fixtures, & Equipment	35,000	2,500	2.77		Furnishings, Fixtures, & Equipment	100,000	10.00		
Subtotal - Hard Costs	2,453,000	175,214	193.91		Subtotal - Hard Costs	1,450,000	145.00		
SOFT COSTS					SOFT COSTS				
Architectural	162,000	11,571	12.81		Architectural	88,000	8.80		
Testing	11,500	821	0.91		Testing	4,500	0.45		
Legal/Accounting	18,000	1,286	1.42		Legal/Accounting	10,000	1.00		
Cost Certification	6,500	464	0.51		Civil Engineering	20,000	2.00		
Civil Engineer	25,000	1,786	1.98		Relocation		0.00		
Environmental Assessment	1,500	107	0.12		Environmental Assessment	2,000	0.20		
Survey / Topo	4,500	321	0.36		Survey / Topo		0.00		
Permits/Fees	21,500	1,536	1.70		Permits/Fees		0.00		
Market Study	3,200	229	0.25		Market Study		0.00		
Construction Period Insurance	15,000	1,071	1.19		Construction Period Insurance	7,500	0.75		
Construction Interest	60,000	4,286	4.74		Construction Interest		0.00		
Loan Origination Fee	0	0	0.00		Loan Origination Fee		0.00		
Taxes During Construction	0	0	0.00		Taxes During Construction		0.00		
Clerk of the Works	12,000	857	0.95		Clerk of the Works	10,000	1.00		
Marketing	1,500	107	0.12		Marketing		0.00		
VHFA Tax Credit Fees	3,500	250	0.28				0.00		
Inspection Fees	6,500	464	0.51		Inspection Fees		0.00		
Soft Cost Contingency	10,000	714	0.79		Soft Cost Contingency	10,000	1.00		
Permanent Loan Origination Fee	0	0	0.00		Permanent Loan Origination Fee		0.00		
Lenders Counsel's Fee	6,500	464	0.51		Lenders Counsel's Fee		0.00		
Historic Consultant & Fees	5,000	357	0.40		Historic Consultant & Fees	500	0.05		
Other (CNA)	2,500	179	0.20				0.00		
SYNDICATION COSTS									
LP Legal	1,500	107	0.12						
Bridge Loan Fees and Expenses	14,500	1,036	1.15						
Syndication Consultant	3,000	214	0.24						
Tax Opinion	0	0	0.00						
FEES									
Developer's Fees	210,000	15,000	16.60						
Other Partnership	25,000	1,786	1.98						
Consultant Fees	87,000	6,214	6.88						
RESERVES					RESERVES				
Operating Reserve	30,000	2,143	2.37		Operating Reserve		0.00		
Rent-up (Deficit Escrow) Reserve	15,000	1,071	1.19		Rent-up (Deficit Escrow) Reserve		0.00		
Other Operating Reserves	0	0	0.00		Other Operating Reserves		0.00		
Sinking Fund	0	0	0.00		Sinking Fund		0.00		
Replacement Reserves	10,000	714	0.79		Replacement Reserves		0.00		
Subtotal - Soft Costs	772,200	55,157	61.04		Subtotal - Soft Costs	152,500	15.25		
TOTAL DEVELOPMENT COSTS	3,232,200	230,871	255.51		TOTAL DEVELOPMENT COSTS	1,603,500	160.35		
SOURCES					SOURCES				
Rural Development S15 Loan	875,000				Insurance (estimate)	851,500			
VHCB deferred loan	350,000				MSAC Fund	200,000			
VHCB ARRA	35,000				VCDP	300,000			
HOME deferred loan	321,400				MCDA / City ADA	73,700			
city planning grant & pre development	21,700				Capital Campaign/ City contribution	158,300			
MHA deferred fee loan	25,000				Other				
VHCB Feasibility	10,000				ARRA Funds	20,000			
City RLF / Housing Trust	105,000				Total	1,603,500			
MCDA ARRA grant	30,000				Gap	0			
Efficiency VT	7,000								
VCDP	280,000								
Downtown State Credit	92,000								
Tax Credit Equity (LP Cap Contrib)	1,080,100								
TOTAL SOURCES	3,232,200								
GAP	0								

Tim Senter
56 Wheelock St.
Montpelier, VT 05602
249 7349

August 12, 2010

Re: Candidacy to Montpelier Historic Preservation Commission

Understanding the built environment and how it integrates with social fabric can mystify, and conversely, make more sense than we can understand.

The challenge for us, given the resources available, is to open a dialog and deliver results that will help the community feel good when walking about town, be proud - and in the moment - feel like they belong.

I spoke with James Duggan (by phone) recently and agree that there is work to be done in Montpelier. It might require more than three on the commission. Allow me to apply my experience as:

Graduate in History/PoliSci - Rutgers
Student of Historic Pres. and Urban Planning - UVM and Michigan
Tour Guide - Kent Tavern Museum
Surveyor VT Historic Preservation Division - parts of Montpelier, Woodbury, Stowe and Worcester
Card-carrying member of the NTHP
President - Arts Alliance of Haverstraw, NY (a village, but the same size in pop. as our city)

Yes, I was born here, however, I have been away for a bit (22 yrs) and that has made all the difference - to paraphrase Frost. Now back I believe I can serve as a valuable asset.

Thank you,

Tim Senter

