



Agenda

City Council Meeting

City Council Chambers, City Hall
Wednesday, August 14, 2019
6:30 P.M.

1. Call To Order By The Mayor
2. 19-219. Review and approve agenda
3. 19-220. General business and appearances
4. 19-221. Consideration of the Consent Agenda
 - a. Approve 6/26 meeting minutes.
 - b. Approve 7/10 meeting minutes
 - c. Award contract for truck parts
 - d. Housing Trust Fund Guidelines amendment
 - e. Approve purchases for WRRF equipment repairs
 - f. City Hall plaza evening vendor request
 - g. Consideration of becoming the Liquor Control Commission for the purpose of acting on the following: Approve liquor license application from Nutty Steph's
 - h. Street closure request: Race Against Racism
 - i. Street closure request: Kent St. Block Party
 - j. Approve purchase of asphalt recycler, infrared asphalt heater and hotbox
 - k. Payroll and bills

5. 19-222. Appointments to the Housing Trust Fund committee
6. 19-223. Appointment to the Planning Commission
7. 19-224. Appointment to the Development Review Board
8. 19-225. Energy Advisory Committee update (including Energy Efficiency Ordinance)
9. 19-226. Vermont College of Fine Arts parcel zoning
10. 19-227. Brief zoning update
11. 19-228. Homelessness Task Force
12. 19-229. Central VT Internet / Central VT Public Safety Authority
13. 19-230. Ordinance amendments, 2nd reading: Chapter 7, Health & Sanitation
14. 19-231. Protests update
15. 19-232. Strategic Plan update
16. 19-233. Other business
17. 19-234. Council reports
18. 19-235. Mayor's report
19. 19-236. City Clerk's report
20. 19-237. City Manager's report
21. 19-238. Personnel update

It is anticipated that this discussion will be conducted in Executive Session in accordance with Title I, VSA §313, Executive Sessions (a)(3) the appointment or employment or evaluation of a public officer or employee

22. Adjournment

Minutes of the Montpelier City Council Meeting
June 26, 2019 6:30pm
City Council Chambers

In attendance: Mayor Anne Watson (Chair), Councilors Dona Bate, Conor Casey, Lauren Hierl, Glen Hutcheson, Jack McCullough and Ashley Hill (at 6:39). City Clerk John Odum acted as secretary.

The meeting was called to order at 6:30.

19-192. With the addition of items I and j to the consent agenda (i. street closure for Langdon Street July 3rd, j. street closure for Langdon Street) the agenda was approved by acclaim.

19-193. Unger general business and appearances, Page Guertin let the Council know that the Conservation Commission has selected a contractor to do the rain garden at the credit union.

Stephen Whitaker offered comments on the following: street sweeping, hazards relating to removal of trees, sidewalk work, the Christmas wreath on the building, the police handing “no trespass” orders to homeless persons. The Mayor’s response to emails. He indicated he would like to see a Council discussion on homelessness. Vicki Lane added comments.

Councilor McCullough moved approval of the consent agenda with items e and j pulled for discussion. Councilor Hill seconded and the motion carried unanimously at 6:40.

Item e (Street Closure Request: UMV Toy Run, 8/10) was discussed with Assistant City Manager Sue Allen and Police Chief Tony Facos. Vicki Lane and Amy McCrellis commented.

Councilor McCullough moved to approve Item I as requested. Councilor Bate seconded and the motion carried unanimously.

Mary Alice Profitt and Brad Lamell joined in the discussion of item j. Councilor Casey moved to approve item j and Councilor Hill seconded. Further comments were offered by Stephen Whitaker. The motion carried unanimously at 6:55.

19-195. Public Works Director Tom McArdle spoke indicated the sole ADA Advisory Committee candidate was unable to attend. Councilor McCullough moved that, pursuant to discuss the appointment of a public officer. Councilor Hill seconded and the motion carried unanimously at 6:56. At 6:57, Councilor Hutcheson moved to come out of executive session and Councilor McCullough seconded. The motion carried unanimously at 6:57. Councilor Hill moved the Council appoint Linda Lyles to the Montpelier ADA advisory committee. Councilor Casey seconded and the motion carried unanimously at 6:58.

19-196. The Mayor opened 2nd public hearing on the proposed change to the Berlin Street speed limit at 6:58. Tom McArdle and Tony Facos led off discussion.

Comments were offered by Stephen Whitaker, Vicki Lane, Gene Leon, Roberta Garland, Justin Thyme, Nate Fredericks, Cadence and Ken Richardson, Julie Giffin, Deborah Lisman, Laura Smith-Riva, Matt Dolezal, Perry Startozy, Mary Carol Dobbins, Noah Sexton, Jean Richardson, and Carol Tilley. The Mayor closed the public hearing at 8:10.

Councilor McCullough moved and Councilor Casey seconded, to amend the ordinance to reduce the speed limit on Berlin Street as indicated from 35 to 30.

Councilor Hill moved to amend the motion to move the speed limit to 25 for the entire length. Councilor Bate seconded. After discussion, the motion to amend failed on a 2-4 vote (Councilors Hill and Bate voting aye, Councilors Hierl, McCullough, Hutcheson and Casey voting nay).

The primary motion on the table then passed 4-2 (Councilors Hierl, McCullough, Hutcheson and Casey voting aye, Councilors Hill and Bate voting nay. More discussion followed passage.

The Mayor called a recess at 8:30. Council reconvened at 8:38.

19-197. Dan Groberg presented a Downtown Improvement District report and budget request. After discussion, Councilor Bate moved to approve the DID FY20 budget as presented. Councilor Casey seconded. The motion carried unanimously at 8:47.

19-198. Planning Director Mike Miller came forward to discuss proposed zoning fixes with the Council. After discussion which included Sandra Vitzthum, Councilor Bate moved to set the public hearings on the proposal for August 28 and September 11. Councilor Hutcheson seconded and the motion carried unanimously.

19-199. At 9:22, the Mayor opened the public hearing for the 1st reading of amendments to: Chapter 5. (Fire Department) of the code of ordinances. Fire Chief Bob Gowans participated in discussion. With no comments from the public offered, the hearing was closed at 9:27. Councilor McCullough moved the Council hold the 2nd public hearing on July 10th. Councilor Hill seconded and the motion carried unanimously at 9:27.

19-201. Councilor Hierl noted that her work on the ordinance update was affecting the schedule. She also noted that a group has started meeting on the energy efficiency ordinance.

Councilor McCullough noted the traffic calming discussion planned for the upcoming Transportation Infrastructure Committee next week.

Councilor Hutcheson thanked Assistant City Manager Sue Allen for her work. He noted the "Pancakes for the People" consent agenda item before reminding listeners of his weekly constituent meetings at Bagitos.

Councilor Casey also thanked the Assistant City Manager for her service and expressed appreciation to Stephen Whitaker's comments before beginning a brief discussion the responsibilities of local versus state government on the issue.

Councilor Bate reported that she had been contacted by Migrant Justice about a proposed Fair and Impartial Policing policy. She also indicated that Yvonne Bird has been facilitating the Parks Commission engagement with strategic planning. She also noted the coming Transportation Infrastructure committee and indicated that the CVPSA had cancelled until August. A brief discussion on an RFP for simulcasting radios followed.

Councilor Hutcheson promoted the work of the Restorative Justice panel.

Councilor McCullough acknowledged the passing of advocate Bill Newhall, n noting the July 8th memorial.

- 19-202. The Mayor noted the coming opening of Caledonia Spirits and discussed the date for a home energy labeling public meeting. She also gave an update on the Energy Committee and the Energy Action Network.
- 19-204. The City Manager reported that he was working on dates for a transportation forum. He also indicated he was finalizing the process for public meetings on the Senior Center and the Library. Finally, he discussed a building grant to look at rail (with the City of Barre and the Regional Planning Commission taking the lead) before expressing concerns about providing child care at meetings.

Without objection, the Mayor adjourned the meeting at 9:48 by unanimous consent.

Minutes of the Montpelier City Council Meeting
July 10, 2019 6:30pm
City Council Chambers

In attendance: Mayor Anne Watson (Chair), Councilors Dona Bate, Conor Casey, Lauren Hierl, Glen Hutcheson, Jack McCullough and Ashley Hill. City Clerk John Odum acted as secretary.

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

- 19-205. The proposed agenda was approved by acclamation.
- 19-206. Nathaniel Fredericks read an email regarding the Berlin Street speed limit. Mary Carol Dobbins also spoke on the subject.
- Stephen Whitaker spoke on the following topics: How much time should be legally allotted for public comment on agenda items, drains emitting "sewer gas," new paving in front of TD bank, sand and dust in the Farmers Market, Independence Day celebration garbage, the new Montpelier Alive pamphlets.
- 19-207. Councilor McCullough moved to approve the consent agenda (with a typo fixed on the tax rate). Councilor Bate seconded. The motion carried unanimously at 6:40.
- 19-208. After a brief discussion, Councilor McCullough moved to appoint Phyllis Rubenstein to the Conservation Commission. Councilor Hutcheson seconded and the motion carried unanimously.
- 19-209. The Mayor opened the Public Hearing on the French Block at 6:41PM. Kevin Casey came forward with Alison Friedkin of Downstreet Housing and Development. Both participated in discussion with the Council. Comments were offered by Stephen Whitaker. The Mayor closed the public hearing at 6:49PM. No formal action taken.
- 19-210. The Mayor introduced the discussion on a possible ordinance on loitering. Candace Moot came forward speaking on behalf of herself and David Kelley. Police Chief Anthony Facos followed with comments. Comments were offered by: Stephen Whitaker, Dylan Renflash, Valerie Coolidge, Bob Buchanan, Tanya McGrath, Casey Jones, Vicki Lane, Lauren Andrews, Dan Kelley, Jodi Kelley, Rob Farrell, Sonja Graun, Mary Hooper, Mary Messier, Shaina Kasper, Laura Smith Reva, Office Diane Matthews, and Aly Johnson-Kurtz
- Jamie Granfield offered a report on the topic from the Social and Economic Justice Committee.
- Councilor Hill moved to direct city staff or compile a list of all stakeholders on the issue and put together a proposal to bring back to the council to implement and to continue current efforts. Councilor Bate seconded. After discussion, the motion carried unanimously at 8:34.

- 19-211. Public Works Director Tom McArdle came forward to discuss the ADA Transition Plan. The Mayor opened a public hearing on the proposal at 8:39. After Council discussion, Councilor McCullough moved to adopt the ADA compliance transition plan. Councilor Hill seconded and the motion passed unanimously at 8:41. Public hearing was closed by the Mayor at 8:41.
- 19-212. City Manager Fraser introduced the discussion on the status of 5 Home Farm Way. Jamie Duggan of Two Rivers Partnership discussed his plan with the Council. Comments were offered by Eric Gilbertson, Stephen Whitaker, and Erik Esselstyn. Councilor McCullough moved the city, in reliance on the Council's determination that this property is a public nuisance, that the city forebear on any action to demolish or otherwise affect the physical structure temporarily conditioned on the efforts of Two Rivers' partnership as they've outlined in their communications with us, temporarily conditioned on the efforts of the Two Rivers Partnership, under the condition they report to us and to report back to us every three months for a period of two years. Councilor Bate seconded. The motion carried unanimously at 9:07.
- 19-213. The Mayor opened the 2nd public hearing on the proposed Ordinance Amendments to chapter 5 of the code of ordinances at 9:08. Hearing no public comment, the Mayor closed the public hearing at 9:09. Councilor McCullough moved to adopt the proposed amendments to Chapter 5. Councilor Casey seconded and the motion carried at 9:09.
- 19-214. The Mayor opened the first public hearing on the proposed Ordinance Amendments to Chapter 7 of the code of ordinances at 9:10. After discussion, the Mayor closed the public hearing at 9:16. Councilor McCullough moved to pass first reading and schedule the 2nd public hearing for August 14. Councilor Hutcheson seconded, and the motion carried unanimously at 9:16.
- 19-216. Councilor Bate expressed her desire to continue the discussion on the Berlin Street speed limit before announcing that the Mayor was engaged to be married,
- 19-206. Aly Johnson-Kurtz spoke in regards to a stronger fair and impartial policing policy. Stephen Whitaker offered comments.
- 19-216. Councilor Casey noted the 195th anniversary of General Lafayette's visit.
- Councilor Hutcheson expressed concerns about Council clarity on public hearing laws and the Council's process for considering agenda items. He also noted the issue of the Berlin Street speed limit. Finally, he announced his continuing weekly constituent meetings.
- Councilor Hill noted the recent cell coverage issues. Brief discussion followed.
- Councilor McCullough followed up on discussions of the process for rescinding a prior Council decision. He also offered praise for Police Chief Facos for his response to Berlin Street concerns and reported a problem with a bike rack brought to his attention by a constituent. The City Manager responded to the concern.

Councilor Hierl expressed gratitude to the police and fire departments, and Montpelier Alive for the Independence Day celebration. She also noted the coming meeting with businesses regarding the new energy ordinance.

The Mayor thanked the July 3rd celebration team and spoke more on the coming meeting regarding new energy ordinance. She also indicated she was taking part in the ride to Middlesex and back event.

19-218 The City Manager's report reminded Councilors that there would need to be 2 public hearings on the School/Main and Main/Barre Street intersections. He also commented that city staff take public concerns seriously and deserve respect.

9:45. Without objection, the Mayor adjourned the meeting by unanimous consent.



CITY COUNCIL Agenda Item #19-221(c)

Date: August 14, 2019

Consent X Discussion

SUBJECT: Approval of body, hydraulics and sanders for Truck #1 and Truck #2

SUBMITTING DEPARTMENT: Department of Public Works

RECOMMENDED ACTION: Award contract for body, hydraulics and sanders to Donovan Equipment Co. in the amount of \$29,925.00 for Truck #1 & Award body, hydraulics and sanders to Viking Cives USA in the amount of \$57,700.00 for Truck #2.

STRATEGIC OUTCOME/PRIOR ACTION: Sustainable Infrastructure

EXPENDITURE REQUIRED: \$87,625.00

SOURCE OF FUNDS: FY20 Equipment Plan (CIP)

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Bid specs were sent to six dealers for the body, hydraulics and sanders for the completion of truck #1 and truck #2, with four vendors responding, we opened all bids on July 16th 2019 at 10:00am.

The low bid for Truck #1 was submitted by HP Fairfield was retracted. The next low bid was submitted by Donovan Equipment Co. in the amount of \$24,400 with a sander for an additional \$5,525 making the total purchase \$29,925. There is \$34,082.30 remaining in the FY20 budget for the completion of this truck after the chassis that has already been purchased.

The low bid for Truck #2 was submitted by Viking Cives USA in the amount of \$57,200 with a sander control for an additional \$500 making the total purchase \$57,700. There is \$61,667 remaining in the FY20 budget for the completion of this truck after the chassis that has already been purchased.

SUPPORTING DOCUMENTS: Bid Tab

INTERESTED PARTIES: Department of Public Works

CITY MANAGER'S APPROVAL:

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

Department of Public Works

10:14 AM C32

Purchase:

7400 Body & Hydraulics
FY 2020
109400.23

Bid Opening:

July 16, 2019

Donovan	Viking clues	HP Fairfied	
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Item	Description	Total Price	Total Price	Total Price
	LATEST MODEL Dump body plow with Hitch			
	WING with Hitch			
	SINGLE ANGLE SANDER			

TOTAL BID PRICE

70461, - 57200, - 67429, -

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Option:

Provide spreadsheet control

1685-1005

Estimated date of delivery:

DAYS	210
	210-240

Department of Public Works

12/06/2014

Purchase:	F580 Body & Hydraulics
	FY 2020
	109400.93

Bid Opening:	July 16, 2019
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Ironing

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Viking clues

17P FARGENT

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	Total	Price
1	100	100
2	200	200
3	300	300
4	400	400
5	500	500
6	600	600
7	700	700
8	800	800
9	900	900
10	1000	1000

	Total	Price
1	100	100
2	200	200
3	300	300
4	400	400
5	500	500
6	600	600
7	700	700
8	800	800
9	900	900
10	1000	1000

	Total	Price
1	100	100
2	200	200
3	300	300
4	400	400
5	500	500
6	600	600
7	700	700
8	800	800
9	900	900
10	1000	1000

	Total	Price
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100	100	100

Item	Description
	LATEST model Dump body plow with Hitch Assm.

TOTAL BID PRICE

25,676.-

24,400,-

24650.-

22,225,-

4	Option:	V-DOK STANDARD
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6240. -

- 5255

7100, —

8173. —

Estimated date of delivery:

Days

90

90

60-90



CITY COUNCIL Agenda Item #19-221(d)

Date: August 14, 2019

Consent X Discussion

SUBJECT: Housing Trust Fund Guidelines amendment

SUBMITTING DEPARTMENT: Department of Planning and Community Development

RECOMMENDED ACTION: Review and Approve

RELATED COUNCIL GOAL/PRIOR ACTION: More housing

EXPENDITURE REQUIRED: NA

SOURCE OF FUNDS: Housing Trust Fund

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: On November 28, 2018 the Montpelier City Council reviewed and approved an amendment to the Housing Trust Fund. Council member Hill requested the addition of language that recognizes the City's commitment to affirmatively furthering fair housing. An amendment is also proposed to establish three-year terms for members.

SUPPORTING DOCUMENTS: Housing Trust Fund Guidelines with Mark-ups

INTERESTED PARTIES: City Council, Downstreet Housing and Community Development, Housing Trust Fund Committee, Housing Task Force

CITY MANAGER'S APPROVAL:

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

Guidelines for Montpelier Housing Trust Fund
Updated and Approved by City Council on November 28, 2018
Amendment with Fair Housing Language Added on August 14, 2019

Sec. 100 Background and Purpose

The Montpelier Housing Trust Fund (the Trust Fund or Fund) was established in accordance with Article 15 approved by the voters of Montpelier, Vermont on March 1, 2005. It dedicated “one cent for housing” and a special revenue account was created by the City Council.

The purpose of the Fund is to preserve, construct and/or rehabilitate affordable housing units in Montpelier for ownership or rental, and occupancy by eligible households.

Section 101 Goals and Objectives

(a) Goals

1. Increase the number of dwellings in Montpelier affordable to eligible households by funding projects and programs;
2. Attract and retain young families;
3. Support economic development by helping to provide a variety of housing types and tenure to ensure adequate housing for workers in Montpelier businesses.
4. [Address disparities in housing opportunity by promoting inclusive and welcoming neighborhoods](#)

(b) Objectives

1. [Provide information and guidance to prospective applicants about how they may apply for assistance in a manner in which affirmatively markets equal housing opportunities.](#)
- 1.
2. Make grants or loans to eligible applicants to assist prospective buyers, owners and tenants occupy dwelling units, which shall be affordable for a period of at least 15 years;
3. Leverage, deposit and use private, charitable, and public funds to increase affordable housing opportunities in Montpelier;
4. Facilitate the creation of 10-20 new affordable apartments annually;
5. Help 10 eligible households annually buy an affordable home in Montpelier.

Sec. 102 Definitions

The following definitions shall apply in the administration and interpretation of these Guidelines

Affordable housing (owner-occupied): Housing (a) owned by its occupants whose gross annual household income at the date of purchase does not exceed 120% of county median income, as defined by the United States Department of Housing and Urban Development; (b) where the total annual cost of the housing, including principal, interest, taxes, insurance, and condominium association fees is not more than 30 percent of the household's gross annual income; or the percentage used for residential mortgage underwriting by the Vermont Housing

Finance Agency; and (c) remains affordable for a minimum period of fifteen (15) years.

Affordable housing (rental): Housing (a) rented by its occupants whose gross annual household income at the date of purchase does not exceed the county median income, as defined by the United States Department of Housing and Urban Development; (b) with a goal that the total annual cost of the housing, including rent plus utilities not be more than 30 percent of the household's gross annual income but with a maximum cost of 50% of gross annual income; and (c) remains affordable for a minimum period of fifteen (15) years.

Eligible Applicant: A public housing authority, non-profit housing development organization with tax exempt status under the Internal Revenue Code, a private developer, an owner of multifamily residential property or a homeowner proposing to add an accessory apartment. The applicant shall have experience preserving, constructing or rehabilitating dwelling units that are affordable for rental or ownership, working with homebuyers on education and mortgage pre-qualification and using housing subsidy covenants to preserve the home's affordability for at least 15 years.

Eligible household: A household having a gross annual income (on the date of the award from the Housing Trust Fund) that does not exceed the county median income adjusted for household size, as set forth in regulations or instructions issued by the United States Department of Housing and Urban Development or any agency or instrumentality of the State of Vermont.

Housing subsidy covenant: An agreement between the property owner and applicant that complies with 27 VSA 610 and is recorded in the City of Montpelier Land Records

Protected classes: [Protected classes are defined by the federal Fair Housing Act as those classes of individuals protected from discrimination in housing-related transactions, including advertising, based on race, color, religion, national origin, sex, disability, and familial status. Additional protections under Vermont law are based on age, marital status, sexual orientation, gender identity, and receipt of public assistance.](#)

Sec.103 Housing Trust Fund Revenue

All Housing Trust Fund revenue shall be deposited into the special revenue account mentioned in Section 100 above, including loan repayments, bequests, donations, grants, gifts from public and private sources and any other revenues dedicated to the Housing Trust Fund by the City Council or voters.

Sec.104 Management of the Housing Trust Fund

(a) Establishment of Advisory Committee

There is hereby established an Advisory Committee (Committee) of up to five (5) persons appointed by the City Council. The Advisory Committee shall consist (1) member of the City Council and up to four (4) persons who live or work in Montpelier who do not have a conflict of interest as staff or member of an applicant's governing body. Two (2) members of the Committee shall be members of the Montpelier Housing Task Force and two (2) shall be members of the public at large. The City Council shall make every reasonable effort to appoint persons who have expertise and experience in the preservation, construction, rehabilitation and

financing of dwelling units that are affordable for ownership or rental by eligible households.

Members will serve three-year terms.

(b) Roles and Responsibilities

The Advisory Committee shall work with City staff to prioritize applications to the Fund, make funding recommendations to the City Council and monitor the operation and activity of the Fund.

The City Council shall make awards from the Housing Trust Fund.

In addition to its other responsibilities, the Montpelier Housing Task Force (the Task Force) shall develop and amend policies and guidelines for the Trust Fund and make recommendations to the City Council regarding their adoption.

The City Manager or his/her designee shall serve as the manager of the Housing Trust Fund and shall assign a staff person to complete the tasks listed below:

- i) Develop and maintain application materials and financial and other records;
- ii) Assist prospective applicants in completing application materials;
- iii) Collect Housing Trust Fund monies;
- iv) Monitor the use of monies distributed to recipients to assure compliance with the purposes of the Fund and the conditions under which funds are granted or loaned;
- v) Report at least annually to the City Council on operation and activity of the Fund;
- vi) Work with the advisory committee on recommendations to the City Council on awards from the Fund; and
- vii) Provide information to the public on the operation and activity of the Fund.

(c) Terms

Advisory Committee members shall serve three-year terms and may serve multiple terms as long as they are re-appointed by the City Council.

Sec.105 Procedures, awards and use of the Housing Trust Fund's assets

- a) As long as there are sufficient monies in the Fund, at least once a year City staff shall publish a Notice of Fund Availability;
- b) All awards from the Fund shall further the public purposes set forth herein;
- c) All awards shall be secured by a mortgage or other legal interest held by the City which benefits the Fund and shall be restricted by a housing subsidy covenant of at least fifteen (15) years duration;
- d) Awards shall be made to applicants but applicants may assign the obligation to repay the award, if any, to the owner of a dwelling unit assisted by the Fund;
- e) Loans made to facilitate the purchase of a home shall be repaid to the Fund upon sale of that home;
- f) Financial information supplied by a potential occupant of a dwelling unit assisted by the Funds shall be confidential and shall not be subject to public disclosure (except to the extent that information can be aggregated without disclosing personally identifiable information);
- g) Given the goals and objectives of the Fund, the City Council is authorized to make

awards up to fifteen thousand dollars (\$15,000) per residential unit. Upon recommendation of the Advisory Committee the City Council may adjust the maximum amount of the award.

Sec. 106 Priorities for Funding

Priority in all awards intended for use in acquiring, constructing, rehabilitating or financing affordable housing shall be given, in the following order of preference, to projects where there is a strong likelihood that:

1. Newly constructed or converted/rehabilitated housing that will result in a net gain in the number of affordable homes in the city;
2. Housing will be affordable to persons with incomes below 80% of county median as determined by HUD;
3. Fund monies for multi-family dwellings will make the home affordable to eligible households in perpetuity;
4. If an award is made for homeownership, affordability shall be for a period of at least 15 years;
- ~~5. Homeownership awards shall be made for purchase of housing by a household that is living [KC1] or working in Montpelier at the time of application or has other connections to the City. This residency preference does not apply to the resale of the home;~~
- ~~6.5.~~ In the case of awards for homeownership, the housing contains two or more bedrooms and can be occupied by households with children;
- ~~6.~~ The housing consists of accessory apartments for year-round residents._
7. The housing increases opportunities for those in federally and state defined protected classes

Sec. 107 Waiver by City Council

In order to take advantage of special opportunities or unpredictable circumstances, the City Council may waive some or all of these Guidelines provided that the waiver furthers the purposes of these Guidelines.



CITY COUNCIL Agenda Item #19-221(e)

Date: August 14, 2019

Consent X Discussion

SUBJECT: Approval to rebuild screw pump #2 gear reducer and rehabilitate the Step Screen at the Water Resource Recovery Facility.

SUBMITTING DEPARTMENT: Department of Public Works

RECOMMENDED ACTION: Award Eastern Industrial Automation contract to rebuild screw pump #2 gear reducer in the amount of \$13,677.30 and award to Huber Technology the Step Screen rehabilitation contract in amount of \$ 20,405.31.

STRATEGIC OUTCOME/PRIOR ACTION: Sustainable Infrastructure

EXPENDITURE REQUIRED: \$34,082.61

SOURCE OF FUNDS: Sewer fund CIP had \$30,000 budgeted for methane boiler repairs in FY 20 which is no longer needed and reallocated towards these projects. Remainder of funding will come from surplus revenue from septage and leachate receiving.

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Screw Pump #2 - Gear Reducer Rebuild:

In May 2019, screw pump #1 gear reducer was inspected and rebuilt by the manufactures. The manufactures has since inspected screw pump #2 gear reducer and recommended it also be rebuilt due to excessive wear on the gears. These screw pumps are critical infrastructure at the facility. The WRRF staff has identified the screw pump #2 gear reducer rebuild as a high priority item, which is not included in the AI/OE project.

Huber Step Screen Rebuild: The Huber step screen is used to screen out trash from the wastewater before entering the treatment process. This screening unit is essential for protecting all downstream equipment from trash and debris. The Huber step screen was serviced by a certified technician 7 years ago. The bearings on the step screen are in need of replacement, so now is the time to have the bearings replaced and the unit serviced by a Huber technician. The WRRF staff has identified the Huber step screen rebuild as a high priority item, which is not included in the AI/OE project.

SUPPORTING DOCUMENTS: Contract Quotes

INTERESTED PARTIES: Department of Public Works

CITY MANAGER'S APPROVAL:

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

Billing Address

Walker Wellington Associates
PO Box 308
Portsmouth, NH 03802-0308
US - UNITED STATES

Delivery Address

Walker Wellington Associates
90 H.L. Dow Hwy.
Eliot, ME 03903
US - UNITED STATES

OFFER: **71005722 / V1**
Project: Montpelier VT 282885

Your Letter/Your Reference:

Date printed: Apr 25, 2019
Our Reference: Lindsay Barnes
Phone: +1-704-990-2050
Fax:
Email: lindsay.barnes@hhusa.net

Customer No: 114486
Phone: +1-207-439-5619
Fax: +1-207-439-6049

All parts in stock unless otherwise indicated below.

Customer is responsible for the following prior to Huber's technician arrival:

- (1) Removal of Huber machine from channel,
- (2) Pressure washing of machine, and
- (3) Providing lifting equipment.

Failure to do so will result in additional charges of \$1,000 per day Huber is onsite.

Pos	Qty	Unit	Item Description	Country of origin HS-Code	Price USD	Total USD Tax (%)
10/1	42.00	pcs	504799 lamella doubling SSV/6 t2 L350 W139 H6	DE 39174000	35.34	1,484.28 0%
20/1	200.00	pair	505224 spacer SS#6 t2 T5,8-5,9	DE 39174000	2.36	472.00 0%
30/1	1.00	pcs	700501 flange bearing RVFW 50 S		77.78	77.78 0%
40/1	1.00	pcs	702845 feather key DIN 6885 A18x11x250		18.85	18.85 0%
50/1	2.00	pcs	504428 eccenter SSV 90x50x150		588.11	1,176.22 0%
60/1	4.00	pcs	506003		42.41	168.64

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Pos	Qty	Unit	Item Description	Country of origin HS-Code	Price USD	Total USD Tax (%)
			ring 50,2/60x 5			0%
70/1	2.00	pcs	505078 eccentric shaft 50/50 L154,9 a38 SSV		490.09	980.18 0%
80/1	2.00	pcs	700506 roller bearing NUTR D 90 d50		197.92	395.84 0%
90/1	2.00	pcs	700505 roller bearing NUTR D110 d50		338.24	676.48 0%
100/1	2.00	pcs	702330 retaining ring DIN 471 50x2,00		11.78	23.56 0%
110/1	6.00	pcs	505458 plate 150x 60x 6 2xbo7		49.48	296.88 0%
120/1	24.00	pcs	505300 sleeve 12,2/ 30,0x 31		18.85	452.40 0%
130/1	16.00	pcs	505460 shaft D 40f9/25h9 L40,8 DE28LC		160.22	2,563.62 0%
140/1	8.00	pcs	302867 elbow lever with bush 300x 88x10 H15 bo40		527.79	4,222.32 0%
150/1	16.00	pcs	506091 ring 50/ 70x18,2		10.40	166.40 0%
160/1	4.00	pcs	506000 plate 278x 80x 6 4xbo9		100.14	400.56 0%
170/1	1.00	pcs	400171 lamella fix 3300 t2 e6	84219990	318.00	318.00 0%
180/1	1.00	pcs	506066 lamella movable bottom 3300 t2	84219990	261.00	261.00 0%
					Total Parts	14,157.0
\$						

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TECHNOLOGY

WASTE WATER Solutions

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Pos	Qty	Unit	Item Description	Country of origin HS-Code	Price USD Discount (%)	Total USD Tax (%)
190/1	24.00	HOUR	40001 Labor		145.00	3,480.00 0%
200/1	16.00	HOUR	40003 Travel		110.00	1,760.00
210/2	4.00	pcs	10000002 Hotel		125.00	500.00 0%
210/3	5.00	pcs	10000002 Per Diem		55.00	275.00 0%
210/4	4.00	pcs	10000002 Car Rental		100.00	400.00 0%
210/5	1.00	pcs	10000002 Misc Materials		200.00	200.00 0%
220/1	1.00	pcs	410250 Freight Lead Time: 4 Weeks		250.00	250.00 0%
Total labor, Misc, Freight including Tax					USD	6,248.32
Total gross					USD	0.00
					USD	20,405.31

Valid for: 90 days
 Delivery: prepaid and add
 Payment terms: Net 30 days

Best regards

Lindsay Barnes

Huber Technology, Inc.

Aftermarket Sales & Service Rates 2019

Prior to departure for travel expenses incurred (i.e. airline / change fees)..... **Actual cost**

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Field service Base Rate. Rates are calculated from the day the Service Specialist departs Huber Technology, Huntersville, North Carolina until the day the Service Specialist returns to Huber Technology, Inc., Huntersville, North Carolina. Rates include weekends and holidays. If a Service Specialist is required to travel from any other location, including, Germany the rates are calculated from when the Service Specialist departs the home office until the day the Service Specialist returns to the home office.

Travel. Time includes transportation to and from the airport, security clearance, time between flight changes, driving time and local travel to and from worksite. Travel time in excess of eight (8) hours may be billed at the premium rate. **Double Time.** Any Sunday or **Recognized Huber Technology, Inc. Holiday.**

Transportation. The customer is responsible for reimbursing Huber Technology, Inc. for all transportation charges associated with service work. Flights will be booked as coach-tourist class unless it is unavailable. Rental car, gas, taxis, airport / hotel limousines, company or personal vehicles will be used when necessary.

Standby rate. Applies to the time a Service Specialist is available for work and is located at or near the job site but unable to work due to circumstances beyond his control. Time shall be considered time worked and will be charged at the applicable base or premium rate.

Accommodations and Meals. Meals are charged at \$51.00 per day or \$66.00 per day depending on the area (See Business Rate Plan 1 and 2). If an overnight stay is required, the customer is required to reimburse Huber Technology, Inc. for lodging charges. Hotel rooms will be booked on a business executive, single occupancy basis.

Visa, Work Permits & Local Taxes. The customer is responsible to pay any and all taxes, user fees or special assessments. If a visa or work permit is required before departing for an international assignment, the fee will be charged to the customer at actual cost (including any expediting charges).

Warranties. Per Huber Technology, Inc.'s Terms and Conditions of Sale, Huber Technology, Inc. warrants Field Service work performed at site. "Breach of Warranty" claims do not entitle the customer to refuse payment for field service work.

Aftermarket Sales & Service Rates 2019

Hazardous Locations.

Huber Technology, Inc. reserves the right to recall its personnel if the worksite does not meet governmental health and safety standards.

Minimum Daily Charge. For all Field Service Base Rates or combinations of Base Rates, the minimum fee will be for eight (8) hours. If services are performed on the same day as travel, travel time will be billed in addition to service time.

Overtime. The overtime rate applies to work or travel in excess of eight (8) hours per day (weekdays) and all Saturday work. Workdays in excess of (16) hours are prohibited. Service specialist are NOT required to perform, and may decline, work in excess of twelve (12) hours. The overtime charge shall be at the base rate plus a one hundred percent (100%) premium.

Recognized Huber Technology, Inc. Holidays New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Eve and Christmas Day.

Expenses. The customer is responsible for ALL expenses associated with service work. All travel expenses including airfare, taxi, mileage for personal or company owned vehicles or any other chauffeured vehicle, living

accommodations and meals will be invoiced. Invoices will include a cost break-down. Copies of receipts will not be furnished unless specifically requested. Original receipts cannot be provided. Receipts for under \$25.00 cannot be provided. Use of personal or company owned vehicles will be invoice at the rate set by IRS mileage regulations.

Payment. All field service invoices are in U.S. Currency and all payments must be in U.S. Dollars. Payment is due NET 30 DAYS from the date of invoice.

Purchase Orders. A purchase order is required BEFORE any field service arrangements will be made. The purchase order is to be made out

to Huber Technology, Inc. and must contain the following information:

- 1) Customer's name, 2) company, 3) billing address, 4) dates of service, 5) type of service requested (i.e. installation, commissioning, troubleshooting, training, etc.), 6) serial number / model number, 7) equipment purchase order number, and 8) equipment tag numbers. A "confirming-copy purchase order must follow any preliminary arrangements. Equipment location including city, state, plant site, directions to the site, a local contact and telephone number must also be included.
- 2) Amended Purchase Orders. An amended PO is required if services are extended beyond the cost of the original PO. If the Service Specialist is on site and an amendment is required, the PO must be completed and submitted to Huber Technology, Inc. before the Service Specialist can continue working.

Applicable law. Any purchase order accepted by Huber Technology, Inc. in conjunction with Field Service work, shall be deemed to have been executed, delivered and accepted in the State of North Carolina, USA and shall be governed, construed and enforced pursuant to the laws of the State of North Carolina, USA

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HUBER TECHNOLOGY, INC. MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, WITH REGARD TO THE DESIGN, SALE, MERCHANTABILITY OR FITNESS OF THE GOODS FOR A PARTICULAR PURPOSE OR USE EXCEPT AS EXPRESSLY SET FORTH IN HUBER TECHNOLOGY, INC.'S TERMS AND CONDITIONS. HUBER TECHNOLOGY, INC. IS NOT SUBJECT TO ANY OTHER OBLIGATIONS OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR WARRANTY, TORT CLAIMS INCLUDING NEGLIGENCE AND STRICT LIABILITY, OR ANY OTHER THEORIES OF LAW. HUBER TECHNOLOGY, INC. IS UNDER NO EVENT LIABLE FOR ANY SPECIFIC, INDIRECT, INCIDENTAL OR CONSEQUENTIAL LOSS, DAMAGES, EXPENSE, INJURY, DISMEMBERMENT, OR DEATH OF ANY KIND WHATSOEVER.

SCHEDULING — 10 Working Days Notice. Request for field service should be made in writing (letter, fax or e-mail) to Huber Technology, Inc. at least ten (10) working days prior to the date for which services are requested. Confirmation of the service will be conveyed verbally by Huber Technology, Inc.

Insurance. All Huber Technology, Inc. Service Specialists are insured. Liability insurance certificates may be provided upon request by the customer in order to allow for sufficient time for document processing, the request must be made at least seven (7) working days prior to the date of services.

Huber Technology, Inc. cannot offer fixed lump sum contracts for Field Service activities. The duration of site visitation is neither under our direct control nor influence, and as such we can only provide estimates of time on-site to affect the required service actions. Field service published rates and terms are valid through December 2019.

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Warranty and Returns Policy & Instructions

Huber Technology, Inc. ("Huber") warranties any original Huber part (mechanical or electrical) for a period of:

A. Twelve (12) months from the date of purchase and only when part(s) are installed by a Huber factory trained technician. Should the part(s) fail within the warranty period, a replacement shall be supplied at no cost to the owner ("Replacement Part")

1. Only valid if the product is operated in accordance with the manufacturer's instructions.
2. The replacement part(s) must not be modified or changed in anyway.
3. The replacement part(s) must be installed by a qualified person to the manufacturer's

specifications Or

B. Three (3) months from the date of purchase and/or installed by a non-Huber factory trained technician.

1. Only valid if the product is operated in accordance with the manufacturer's instructions
2. The replacement part(s) must not be modified or changed in anyway.
3. The replacement part(s) must be installed by a qualified person to the manufacturer's specifications

This warranty does not apply to any damage or defect arising out of any of the following circumstances:

- Part(s) needing repair or replacement due to events or circumstances outside of normal use and operation of the equipment.
- Part(s) or components damaged due to power surges, short circuits, loss of power, lightning strikes, fire or water damage, vandalism, theft, or any other causes outside of normal use and operation of the equipment or that would normally be covered by casualty insurance on the equipment.
- Damage or defects caused by neglect, incorrect application, abuse, or by accidental damage of the parts or components.
- Repair or replacement of part(s) or components due to improper or negligent operation of the equipment.
- Damage or defects to the part(s), component(s), or equipment caused by the attempted repair by an unauthorized or unqualified person.

All Huber parts warranties are non- transferable, and cannot be sold, assigned or transferred in any other way.

This warranty of original Huber Service parts does not include the labor to remove the defective part nor the labor to install the new part. All labor costs associated with the replacement of the part is the responsibility of the owner. The request for assistance of a certified Huber technician is available upon the issuance of a purchase order by the owner. The fee for the assistance of a Huber technician includes labor (billed at prevailing Huber Field Service Base Rates) plus associated expenses for travel to and from the jobsite.

Return of New Wear or Spare Parts:

- Any original Huber part(s) returned to Huber after a purchase order has been submitted is subject to a flat twenty percent (20%) restocking fee for each part returned.
- The customer has up to thirty (30) days to return a part from the purchase order submittal date to Huber. Returns will not be accepted past thirty (30) days.
- Part(s) must be new and never installed. Any indication of wear or installation, at Huber's sole discretion, may result in the part(s) being shipped back to owner, at the owner's cost, and no credit shall be issued.
- Exception:
The owner may exchange, without a restocking fee, if the incorrect part(s) is delivered and/or sold to the

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owner by a Huber team member. Huber will ship the correct part(s) to the owner expeditiously. A refund will be issued to the owner upon Huber's receipt of the incorrect part(s).
warehouse.

The customer may return, without a restocking fee, any original Huber part(s) if said part(s) was sold as part of a complete rebuild and the Huber technician concluded the part(s) were not needed. The customer has thirty (30) days from the date the service was completed. After thirty (30) days have expired, the normal Huber restocking fee shall apply.

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Warranty and Returns Policy & Instructions

Return of Damaged / Defective Items

- In the event of a damaged or defective part, the return process can often be expedited by providing a digital image of the damage or defect (along with a clear description of the problem) in an email to the Huber Aftermarket Team ("Aftermarket Team") at the following email address: returns@hhusa.net. The phone and fax numbers for Aftermarket Team are: 704.990.2045; Fax: 704.896.2830. Huber reserves the right to inspect in person even if a digital image is provided as outlined above.
- If the damage or defect **cannot be verified over the phone or via email** contact, the item may be required to be returned to Huber Technology, Inc. for inspection before a determination can be made as to the state of the product.
- The Aftermarket Team will validate the warranty claim for the defective part.
- If the Aftermarket Team determines that the part is under warranty and should be replaced, the Aftermarket Team will provide a Return Merchandise Authorization ("RMA") number and a shipping address to the Customer for the return of the defective part.
- The Customer shall ship the part to the specified address with the RMA number listed on the outside of the package.
- When the warranty part has been repaired (or replaced) by Huber, the part will be shipped to the "ship-to" address included in the RMA information provided by the Customer.

Return shipping cost

- ONLY in the event that an incorrect part is sold to the Customer by a Huber team member, will Huber pay for shipping. The Customer will be provided with a prepaid return shipping label.
- UNDER ALL OTHER CIRCUMSTANCES, the Customer returning the part(s) is responsible for any freight costs incurred for returning the part(s).
- UNDER NO CIRCUMSTANCE will Huber reimburse (or provide credit) for return shipping costs incurred by the Customer.

How to Request an RMA (Return Merchandise Authorization)

Contact the Huber Technology Aftermarket Sales Team and request a Return Merchandise Authorization ("RMA") number.

- Completely fill out the RMA form.
- Include the completed RMA form in the package along with the item(s) to be returned.
- Write the RMA number conspicuously on the outside of the package to ensure proper routing upon receipt by the Aftermarket Team.
- Ship the package to:

o Huber Technology, Inc.
Aftermarket Sales and Service
9735 NorthCross Center Court , Suite A
Huntersville NC 28078

Phone: 704.990.2050 Fax: 704.896.2830 Email: returns@hhusa.net

QUOTATION



Eastern Industrial Automation
189 Commerce Street
Williston, VT 05495
USA
802-865-2882

Order Number	
2741588	
Order Date	Page
7/9/2019 16:06:51	1 of 1

Quote Expires On 7/16/2019

Bill To:

Montpelier Wastewater Plant
949 Dog River Rd
Montpelier, VT 05602
USA

802-223-9511

Ship To:

Montpelier Wastewater Plant
949 Dog River Rd
Montpelier, VT 05602
USA

Requested By: Mr. Christopher Cox

Customer ID: 109872

PO Number					Taker	Ship Via			
Reducer Repair					RBECKER	UPS (Small Package) Prepay & Add			
Quantities					Item ID	Pricing	Unit	Extended	
Ordered	Allocated	Remaining	UOM	Unit Size	Item Description	UOM	Unit Price	Price	
								Req Date	

Delivery Instructions: 3 - 4 week delivery. Item to ship assembled complete.

1.00	0.00	1.00	EA		DOD TXT926AT REMANUFACTURE	EA	11,197.4675		11,197.47
				1.0	LEVEL 3 REMANUFACTURE			7/9/2019	
1.00	0.00	1.00	EA		DOD 249260	EA	1,876.9424		1,876.94
				1.0	TXT-TD8 - 9&11 Double - No.8 - 9&18 Bkst			7/9/2019	
					Reducers Shaft Mounted				
1.00	0.00	1.00	EA		DOD 272453	EA	602.8916		602.89
				1.0	TXT/TDT9,T19 Tac Aux Seal Kit			7/9/2019	
					Dodge Renewal Part				

Total Lines: 3

SUB-TOTAL: 13,677.30

TAX: 0.00

Prices are subject to change and surcharges without noting, in the event of unforeseen material cost increase, due to the temporary Tariff Trade Act

AMOUNT DUE: 13,677.30

U.S. Dollars



CITY COUNCIL Agenda Item #19-221(f)

Date: August 14, 2019

Consent X Discussion

SUBJECT: Vendor requesting post-10PM activity in the City Hall plaza for Michael Cantalupo (Late Night Grub)

SUBMITTING DEPARTMENT: City Clerk

RECOMMENDED ACTION: Approve Michael Cantalupo's request to use City Hall plaza after 10 PM.

RELATED COUNCIL GOAL/PRIOR ACTION: Inclusive, Equitable and Engaged Community; Responsive & Responsible Government

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Council approval required

BACKGROUND INFORMATION: Michael Cantalupo is a food vendor.

SUPPORTING DOCUMENTS: N/A

INTERESTED PARTIES: City Clerk, petitioner

CITY MANAGER'S APPROVAL:

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



CITY COUNCIL Agenda Item #19-221(g)

Date: August 14, 2019

Consent X Discussion ____

SUBJECT: 1st class liquor license application for Nutty Steph's, 60-64 Main Street

SUBMITTING DEPARTMENT: City Clerk

RECOMMENDED ACTION: Approve 1st class liquor license application for Nutty Steph's, 60-64 Main Street

STRATEGIC OUTCOME: Responsive and Responsible Government

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Council approval

BACKGROUND INFORMATION: N/A

SUPPORTING DOCUMENTS: Clerk to provide application

INTERESTED PARTIES: City Clerk, petitioner

CITY MANAGER'S APPROVAL:

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



SUBJECT: Street Closure Permit Application, Race Against Racism, 9/22/19

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Review and approve request from Heather McLane of Montpelier High School to partially close multiple streets on Sunday, September 22, 2019 from 11:30 and 11:50 AM for the Race Against Racism.

STRATEGIC OUTCOME/PRIOR ACTION: Inclusive, Equitable and Engaged Community

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: This event was also held last year.

SUPPORTING DOCUMENTS: Street Closure Application

INTERESTED PARTIES: Applicant; Residents; Business owners; Fire; Police and Public Works

CITY MANAGER'S APPROVAL:

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

1. Event Sponsor *Montpelier High School*

Name: <i>Heather McLane</i>	Email: <i>heathermc@mpsvt.org</i>
Address: [REDACTED]	
Cell Phone: [REDACTED]	Other Phone:

2. Event Details

Name of Event: <i>Race Against Racism</i>	
General description of the event (1 to 3 sentences): <i>There will be a rally with a 5K walk/run in the middle of the rally. The goal is to bring the community together in support of racial justice.</i>	
Date of Event: <i>9/22/19</i>	Start and End Time of Event: <i>11:30-12:30</i>
Street(s) to be Closed - Please attach a sketch of the event layout. <i>Taylor, small part of State St, Elm St to Court St across State House lawn to Baldwin to Bailey and back to MHS.</i>	
Time Street will close (recommend up to an hour before event): <i>11:30</i>	Time Street will reopen (recommend 30 minutes after the event ends): <i>11:50</i>
Number of Staff/Volunteers on site for Event: <i>20 volunteers</i>	
Number of people expected at event: <i>500</i>	Number of vendors and/or entertainers who will participate: <i>around 10 on MHS property</i>
Name of General liability insurance carrier – Please attach proof of insurance. (General liability insurance for Special Events in the downtown area must be obtained by the Event Sponsor.)	

3. Community Support

Is this a reoccurring event in Montpelier? <i>Yes - This is the 3rd annual.</i>	If no, do you have experience elsewhere with such events? Please explain.
How does this event benefit the public (as outlined in the Street Closure Policy)? <i>It unites the community and state in support of racial justice right in the capital.</i>	

4. Public Safety and Public Health

Please describe any discussions or arrangements that the Event Sponsor has made with public safety or public works professionals in Montpelier. <i>We have not yet made arrangements.</i>
What arrangements have been made for food, water, and toilet facilities (if applicable)? <i>All will be provided at MHS.</i>
What arrangements have been made to assure that litter will be cleaned up and disposed of and that trash and recycling containers will be provided? <i>Volunteers will be instructed in how to ensure it is a zero waste event and the MHS custodial team will also help.</i>
If additional law enforcement officials will be hired for your event, please list: <i>—</i>
Please note any other unique aspects of this event:
Will noise levels or hours exceed the city's noise ordinance? If so, will this event require a request for variance from the noise ordinance? <i>No</i>

5. Accessibility

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

Heather McLane

Signature

Heather McLane

Printed Name

6/18/19

Date

6. Signature

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

Heather McLane

Signature

Heather McLane

Printed Name

6/18/19

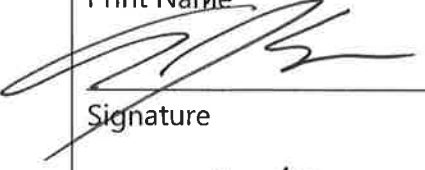
Date

Notice Documentation

Name of Event:	
Date of Event:	Start and End Time of Event:
Street(s) to be Closed:	
Time Street will close (recommend up to an hour before event):	Time Street will reopen (recommend 30 minutes after the event ends):
Date of City Council Meeting to consider permit request:	
Describe Efforts made to notify residents and businesses along the street to be closed. Notification must include both the date/time of the proposed event and the date/time of the City Council meeting where the street closure will be considered.	

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <u>Anthony J. Facos</u> Print Name  Signature <u>07/03/2019</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: - Participants to use side streets when able to do so. - Police to control intersections and partial road closures as needed. ☐ Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <u>Tom McArdle</u> Print Name  Signature <u>7/3/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: as recommended by MPD ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT	
Reviewed by: <u>Robert Gowers</u> Print Name  Signature <u>7.2.19</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: Maintain Emergency Vehicle Access ☐ Reviewed – do not recommend approval

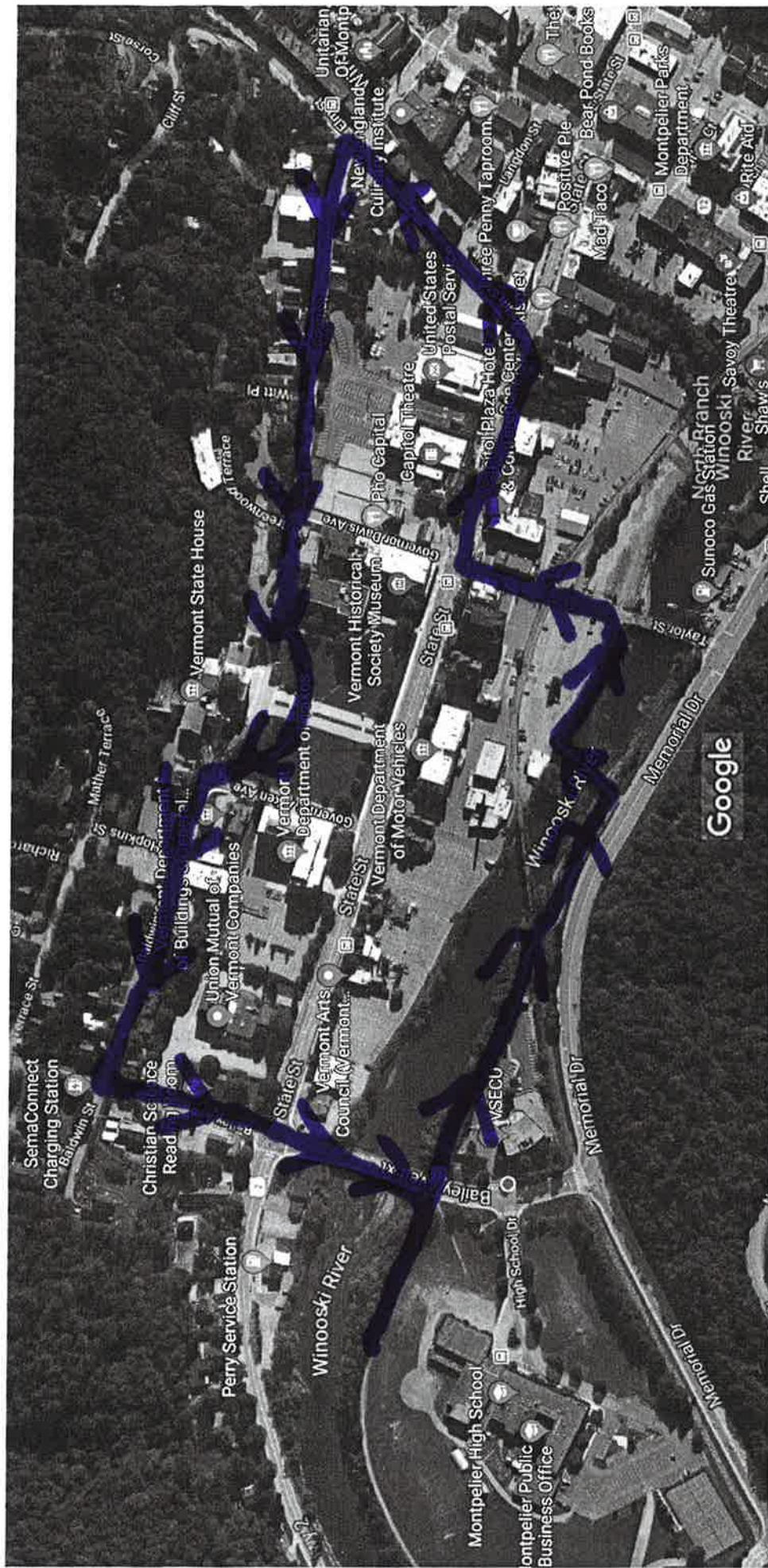
Special Event / Street Closure Permit Application

MONTPELIER ALIVE	
Reviewed by: <u>Don Groberg</u> Print Name <u>DS</u> Signature <u>7/2/19</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
OTHER	
Reviewed by: _____ Print Name _____ Signature _____ Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval

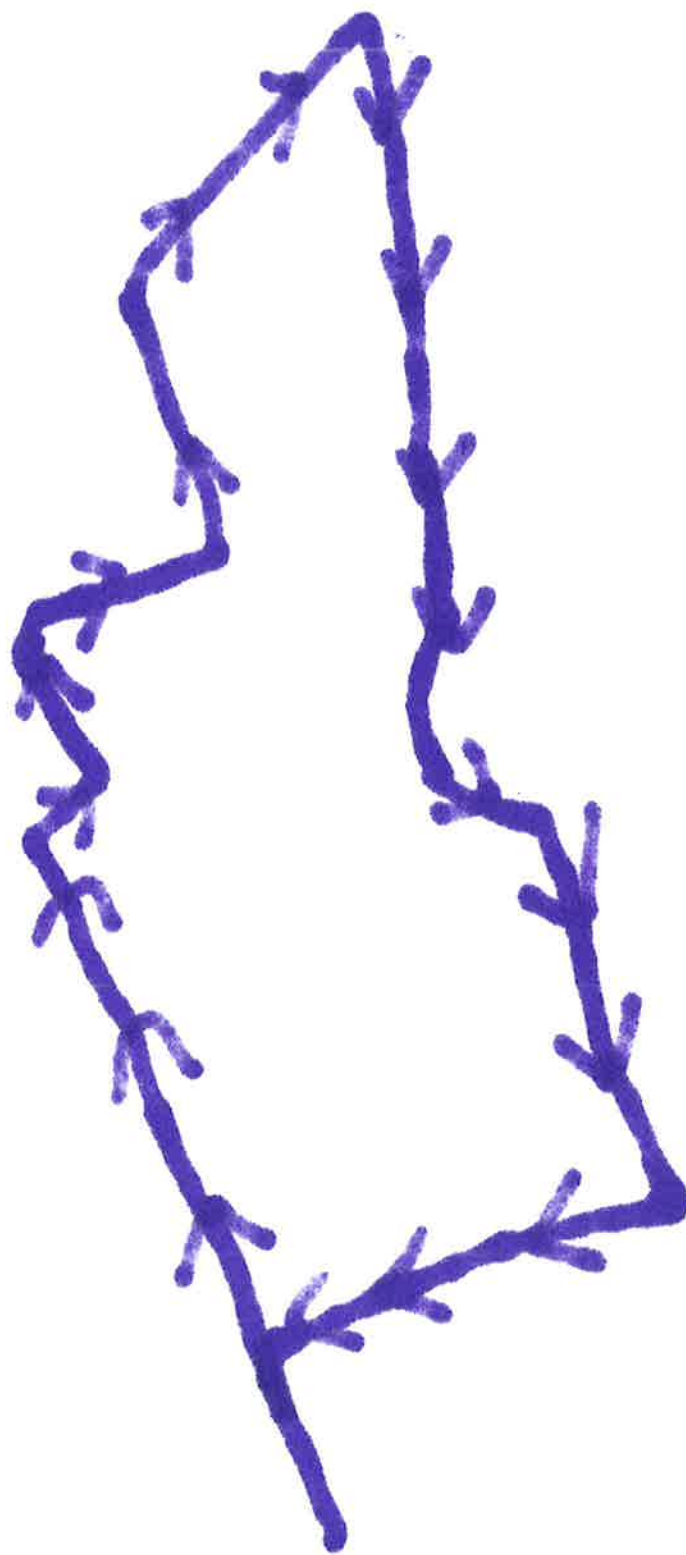
This permit request was reviewed at the _____ City Council meeting.
(MONTH/DAY/YEAR)

This permit request was: APPROVED _____ DENIED _____

Google Maps



The race would follow the same route as last year (ideally).
 It would begin and end on the bike path with the final two
 miles happening on the bike path.





DATE 6/19/2019

CERTIFICATE OF COVERAGE**PROGRAM SPONSOR**

VSBIT MULTI-LINE INTERMUNICIPAL SCHOOL PROGRAM
52 PIKE DRIVE
BERLIN, VT 05602
802.223.6132

COVERED MEMBER

MONTPELIER ROXBURY SCHOOL DISTRICT
5 HIGH SCHOOL DR., UNIT 1
MONTPELIER, VT 05602

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE DOCUMENTS BELOW.

COVERAGES

THE COVERAGE DOCUMENTS LISTED BELOW HAVE BEEN ISSUED TO THE COVERED MEMBER NAMED ABOVE FOR THE COVERAGE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE COVERAGE DOCUMENTS DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH COVERAGE DOCUMENTS. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF COVERAGE	COVERAGE DOCUMENT NUMBER	COVERAGE EFFECTIVE DATE (MM/DD/YYYY)	COVERAGE EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCUR ☐ GARAGE LIABILITY INCLUDED	VSBITCGL2019	07/01/2019	07/01/2020	EACH OCCURRENCE	\$ 10,000,000
				DAMAGE TO RENTED PREMISES (Each occurrence)	\$ 1,000,000
				MEDICAL EXPENSE (Any one person)	\$ 25,000
				PERSONAL & ADV INJURY	\$ 10,000,000
				GENERAL AGGREGATE	\$ 10,000,000
				PRODUCTS-COMP/OP AGG	\$ Included
AUTOMOBILE LIABILITY ☒ OWNED/LEASED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS	VSBITAL2019	07/01/2019	07/01/2020	COMBINED SINGLE LIMIT (each accident)	\$ 10,000,000
				BODILY INJURY (Per person)	
				BODILY INJURY (Per accident)	
				PROPERTY DMG (Per accident)	
AUTO PHYSICAL DAMAGE ☒ OWNED/LEASED AUTOS ☒ AUTOS IN YOUR CARE FOR WHICH YOU ARE LEGALLY LIABLE	VSBITPR2019	07/01/2019	07/01/2020	ACTUAL CASH VALUE LESS ☒ COMP DEDUCTIBLE \$ 500 ☒ COLL DEDUCTIBLE \$ 500	
SCHOOL LEADERS ERRORS & OMISSIONS ☒ CLAIMS MADE ☐ OCCUR	VSBITELL2019	07/01/2019	07/01/2020	EACH OCCURRENCE	\$ 10,000,000
				AGGREGATE	\$ 10,000,000
WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY	VSBITWC2019	07/01/2019	07/01/2020	☒ WC STATUTORY LIMITS	
				E.L. Each Accident	\$ 1,000,000
				E.L. DISEASE-EA EMPLOYEE	\$ 1,000,000
				E.L. DISEASE-POLICY LIMIT	\$ 1,000,000
PROPERTY	VSBITPR2019	07/01/2019	07/01/2020	REPLACEMENT COST VALUATION. SPECIAL RISK CAUSES OF LOSS.	On File with VSBIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

As per the above referenced VSBIT Coverage Documents 2019.
See Attached...

CERTIFICATE HOLDER

City of Montpelier
39 Main St.
Montpelier VT 05602 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED COVERAGES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE PROGRAM SPONSOR WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE SERVICE PROVIDER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Evidence of Coverage



SUBJECT: Street Closure Permit Application, Kent Street Block Party, 9/7/19

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Review and approve request from Renee Ancel to close part of Kent Street on Saturday, September 7, 2019 from 4-10 PM for the Kent Street Block Party.

STRATEGIC OUTCOME/PRIOR ACTION: Inclusive, Equitable and Engaged Community

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: This event was also held last year.

SUPPORTING DOCUMENTS: Street Closure Application

INTERESTED PARTIES: Applicant; Residents; Fire; Police and Public Works

CITY MANAGER'S APPROVAL:

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

1. Event Sponsor

Name: Renee Ancel	Email: [REDACTED]
Address: [REDACTED]	
Cell Phone: [REDACTED]	Other Phone:

2. Event Details

Name of Event: Kent's Block Party	
General description of the event (1 to 3 sentences): Annual block party to meet new and old neighbors. It would be a potluck type of party with music, dancing, movie and bouncy house.	
Date of Event: September 7, 2019	Start and End Time of Event: 4:30 p.m. to 10 p.m.
Street(s) to be Closed - Please attach a sketch of the event layout. Part of Kent Street. See map attached.	
Time Street will close (recommend up to an hour before event): 4 p.m.	Time Street will reopen (recommend 30 minutes after the event ends): 10 p.m.
Number of Staff/Volunteers on site for Event: 8 -10	
Number of people expected at event: 100 +	Number of vendors and/or entertainers who will participate: N/A
Name of General liability insurance carrier – Please attach proof of insurance. (General liability insurance for Special Events in the downtown area must be obtained by the Event Sponsor.) N/A	

3. Community Support

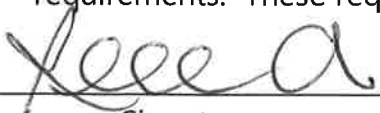
Is this a reoccurring event in Montpelier? Yes	If no, do you have experience elsewhere with such events? Please explain.
How does this event benefit the public (as outlined in the Street Closure Policy)? Building stronger neighbors connections and community.	

4. Public Safety and Public Health

Please describe any discussions or arrangements that the Event Sponsor has made with public safety or public works professionals in Montpelier. N/A
What arrangements have been made for food, water, and toilet facilities (if applicable)? We will provide access to our house for use of bathrooms, water jugs and everyone will contribute with potluck dishes.
What arrangements have been made to assure that litter will be cleaned up and disposed of and that trash and recycling containers will be provided? We will be responsible for providing trashcans, recycling and compost containers.
If additional law enforcement officials will be hired for your event, please list: N/A
Please note any other unique aspects of this event: N/A
Will noise levels or hours exceed the city's noise ordinance? If so, will this event require a request for variance from the noise ordinance? No

5. Accessibility

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

 Renee Ance 7/10/2019
Signature Printed Name Date

6. Signature

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

 Renee Ance 7/10/2019
Signature Printed Name Date

Notice Documentation

Name of Event: Kent's Block Party	
Date of Event: September 7, 2019	Start and End Time of Event: 4:30 p.m. - 10 p.m.
Street(s) to be Closed:	
Time Street will close (recommend up to an hour before event): 4:00 p.m.	Time Street will reopen (recommend 30 minutes after the event ends): 10 p.m.
Date of City Council Meeting to consider permit request: August 14, 2019	
Describe Efforts made to notify residents and businesses along the street to be closed. Notification must include both the date/time of the proposed event and the date/time of the City Council meeting where the street closure will be considered. The residents directly affected by the closure are partaking in the event.	

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <u>NEIL MONTIEL</u> Print Name <u>[Signature]</u> Signature <u>7/15/19</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <u>Tom McArdle</u> Print Name <u>[Signature]</u> Signature <u>7/17/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>use proper traffic control devices for closure.</i> <i>Consider accommodations for people with disabilities.</i> ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT	
Reviewed by: <u>Robert Gowans</u> Print Name <u>[Signature]</u> Signature <u>7.16.19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>MUST maintain Emergency Vehicle Access</i> ☐ Reviewed – do not recommend approval

Special Event / Street Closure Permit Application

MONTPELIER ALIVE	
Reviewed by:	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: N/A ☐ Reviewed – do not recommend approval
Print Name	
Signature	
Date	
OTHER	
Reviewed by:	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval
Print Name	
Signature	
Date	

This permit request was reviewed at the _____ City Council meeting.
(MONTH/DAY/YEAR)

This permit request was: APPROVED _____ DENIED _____







CITY COUNCIL Agenda Item #19-221(j)

Date: August 14, 2019

Consent X Discussion

SUBJECT: Approval of Asphalt Recycler, Infrared Asphalt Heater and Hotbox

SUBMITTING DEPARTMENT: Department of Public Works

RECOMMENDED ACTION: Award contract for KM T-2 Asphalt Recycler, KM 2-18x Infrared Asphalt Heater and KM8000 Hotbox.

STRATEGIC OUTCOME/PRIOR ACTION: Sustainable Infrastructure; Environmental Stewardship

EXPENDITURE REQUIRED:

KM T-2 Asphalt Recycler	\$ 72,500.00
KM 2-18x Infrared Asphalt Heater	\$ 8,787.50
KM8000 Hotbox	\$ 27,825.50
Total	\$111,713.00

SOURCE OF FUNDS: FY20 Equipment Plan (CIP)

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Purchasing this equipment will save the City time and money. It allows us to make our own asphalt rather than waiting for and purchasing it from an asphalt plant. Using our own millings and grindings from pavement taken off the street, we will be able to make new pavement with this equipment. The National Cooperative Purchasing Alliance has selected this equipment at the best choice based on a variety of criteria.

SUPPORTING DOCUMENTS: N/A

INTERESTED PARTIES: Department of Public Works

CITY MANAGER'S APPROVAL:

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



SUBJECT: Appointments to the Housing Trust Fund Committee

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Appoint Richard Amore and Rick DeAngelis as members of the public at large, Mary Hooper and Brian Evans as Housing Task Force representatives.

STRATEGIC OUTCOME/INITIATIVE: Thoughtfully Planned Built Environment

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: The Housing Trust Fund Committee shall consist of up to five (5) persons appointed by the City Council. The Advisory Committee shall consist (1) member of the City Council and up to four (4) persons who live or work in Montpelier who do not have a conflict of interest as staff or member of an applicant's governing body. Two (2) members of the Committee shall be members of the Montpelier Housing Task Force and two (2) shall be members of the public at large.

It is possible that part of this discussion will be conducted in Executive Session in accordance with Title I, VSA §313, Executive Sessions (a)(3) The appointment or employment or evaluation of a public officer or employee.

BACKGROUND INFORMATION: In November of 2018, City Council approved amendments to the Housing Trust Fund Guidelines, including restructuring of the Committee. These appointments will reflect that restructuring.

SUPPORTING DOCUMENTS: Applications; E-mail from Kevin Casey, Community Development Specialist, asking for Housing Task Force representative appointments.

INTERESTED PARTIES: City Council; Planning & Community Development; Housing Trust Fund Committee; Housing Task Force; Applicants

CITY MANAGER'S APPROVAL:

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

From: noreply@civicplus.com
Sent: Thursday, July 25, 2019 10:07 AM
To: Jamie Granfield
Subject: Online Form Submittal: City of Montpelier Boards & Commissions Application

City of Montpelier Boards & Commissions Application

APPLICATION FORM MONTPELIER CITY BOARDS AND COMMITTEES

Please use this form to express your interest in serving on a particular board/committee or commission. For information on our boards and committees, please visit <https://www.montpelier-vt.org/committeevacancies>. The Montpelier City Council makes appointments to board/committees at their regular meetings as vacancies occur. Completed applications are public documents and are subject to the Vermont Public Records Act.

The Montpelier City Council is committed to seeking diversity on all boards, committees and commissions, including but not limited to geographic, racial, gender, cultural, age, socio economic diversity. Montpelier residency for applicants is preferred but not required.

Name	Richard Amore
Email Address	[REDACTED]
Address	[REDACTED]
City	Montpelier
State	VT
Zip Code	05602
Phone Number	[REDACTED]
Occupation	Urban Planner
Are you 18 years of age or older?	Yes
Are you a registered voter in the City of Montpelier?	Yes
Are you a resident of the City of Montpelier?	Yes
How long have you been a resident of the City of Montpelier?	7 years

Are you related to any elected City Councilor (including by marriage)?	No
Do you have any pending litigation against the City?	No
Name of City Board or Committee: (If applying for more than one board/committee, please list order of preference)	Housing Trust Fund Committee
Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.	I served on the Housing Trust Fund Committee from September 2017 until this Spring (2019) -when the committee bylaws guidelines changed and restructured the makeup of the committee. I am reapplying to serve on the committee.

Please answer each question in as much detail as possible.

Education/Credentials:	Master of Community Planning Auburn University Master of Landscape Architecture Auburn University Bachelor of Environmental Design Auburn University American Institute of Certified Planners (AICP)
Professional activities that relate to this board/committee:	I am an accomplished urban planner, economic development professional, and community builder who provides downtowns and neighborhoods with technical assistance and resources to spur economic investment and community revitalization. I have significant expertise in project and program management, public outreach and stakeholder engagement, placemaking and leading community-driven initiatives that builds local capacity and revitalizes communities.
Community activities that relate to this board/committee:	<i>Field not completed.</i>
Why are you interested in serving on this board/committee?	Dear Bill, Please accept this letter as my interest in being appointed to the Montpelier Housing Trust Fund Committee. My

interest in being appointed to this committee is two-fold, as a resident of Montpelier, and renter, I am keenly aware of the challenges of finding suitable and affordable housing in Montpelier's tight housing market for individuals and families of all income levels.

Additionally, as a Planning and Outreach Manager for the Agency of Commerce and Community Development, I am acutely aware of the significant value that a diversity of housing options, and locally and state supported housing programs can add to the vitality and health of a community.

I am enthusiastic at serving the City of Montpelier, lending my expertise in evaluating the proposals that come before the committee to insure that they meet the goals of the Housing Trust Fund, increase housing options in the city, and represent the greatest value to the taxpayers of Montpelier.

Please accept this letter requesting appointment to the Housing Trust Fund Committee. Thank you for your time and consideration. Please don't hesitate to contact me for any questions.

Sincerely,
Richard Anthony Amore

What talents or experience would you bring to the board/committee?

Field not completed.

Any other comments or information you wish to provide to the Mayor and City Councilors?

Field not completed.

Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a member of a City advisory board or committee?

No

ACKNOWLEDGMENT

I have read and accept the terms of board/committee appointment.

By e-signing this application, I certify that there are no

Richard Amore

misrepresentations,
omissions or falsifications
on this application.

7/25/2019

Submitted on:

***Thank you for your interest in serving the City of Montpelier as a volunteer
board or committee member. Your willingness to serve is greatly appreciated.***

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
Sent: Friday, July 26, 2019 4:22 PM
To: Jamie Granfield
Subject: Online Form Submittal: City of Montpelier Boards & Commissions Application

City of Montpelier Boards & Commissions Application

APPLICATION FORM MONTPELIER CITY BOARDS AND COMMITTEES

Please use this form to express your interest in serving on a particular board/committee or commission. For information on our boards and committees, please visit <https://www.montpelier-vt.org/committeevacancies>. The Montpelier City Council makes appointments to board/committees at their regular meetings as vacancies occur. Completed applications are public documents and are subject to the Vermont Public Records Act.

The Montpelier City Council is committed to seeking diversity on all boards, committees and commissions, including but not limited to geographic, racial, gender, cultural, age, socio economic diversity. Montpelier residency for applicants is preferred but not required.

Name	Rick DeAngelis
Email Address	[REDACTED]
Address	[REDACTED]
City	Montpelier
State	VT
Zip Code	05602
Phone Number	[REDACTED]
Occupation	Housing Professional
Are you 18 years of age or older?	Yes
Are you a registered voter in the City of Montpelier?	Yes
Are you a resident of the City of Montpelier?	Yes
How long have you been a resident of the City of Montpelier?	25 years

Are you related to any elected City Councilor (including by marriage)?	No
Do you have any pending litigation against the City?	No
Name of City Board or Committee: (If applying for more than one board/committee, please list order of preference)	Housing Trust Fund Advisory Committee
Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.	Previously served on the Housing Task Force from start date to 2013

Please answer each question in as much detail as possible.

Education/Credentials:	I am a career housing professional so I have completed numerous trainings on a wide range of housing elements especially those related to affordable housing. These would include all aspects of housing development, design, and asset and property management. I have a Masters in City Planning from Boston University. Recently I continued my higher education and have most of the requirements for a Masters on Mental Health Counseling from Johnson State College. I have a BA in Economics from the University of Massachusetts in Amherst.
Professional activities that relate to this board/committee:	I am a career housing professional spanning over 30 years in the field. I have worked as a housing developer with CVCLT (now Downstreet) as was the project developer for North Branch Housing and Barre Street Apartments. Earlier in my career, I developed housing for homeless individuals with an subsidiary of the Pine Street Inn, Boston's largest shelter for the homeless. Since 1993, I have worked as a staffer for the Housing Program of the Vermont Housing and Conservation Board. My positions have included Associate Housing Director, Stewardship Coordinator and Homeownership Programs Coordinator. In the latter capacity I administered funds, reviewed and approved individual projects and assessed performance of hundreds of homeownership purchases. IN recent years, I was VHCB's point person for the workout and refinancing of the Franklin Square Condos project.

Community activities that relate to this board/committee:	I have been involved in numerous community activities related to this Board including: - a long time member of the Housing Task Force - active in the original advocacy for the Housing Trust Fund - long time Board member of Central Vermont Habitat for Humanity - Board Chair of Another Way Drop in Center - Board Chair of Good Samaritan Haven - Long time Montpelier Town Service Officer
Why are you interested in serving on this board/committee?	I believe that my knowledge of housing and community needs will help me contribute to the careful allocation of this scarce funding resource
What talents or experience would you bring to the board/committee?	I've cited my experience above. I also add that I make an effort to be a good listener and careful communicator .
Any other comments or information you wish to provide to the Mayor and City Councilors?	I appreciate the consideration and the chance to serve the City.
Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a member of a City advisory board or committee?	No
ACKNOWLEDGMENT	I have read and accept the terms of board/committee appointment.
By e-signing this application, I certify that there are no misrepresentations, omissions or falsifications on this application.	Rick DeAngelis

7/26/2019

Submitted on:

Thank you for your interest in serving the City of Montpelier as a volunteer board or committee member. Your willingness to serve is greatly appreciated.

Email not displaying correctly? [View it in your browser.](#)

Jamie Granfield

From: Kevin Casey
Sent: Wednesday, August 7, 2019 10:03 AM
To: Jamie Granfield
Subject: Housing Trust Fund Appointments

Jamie-

When City Council appoints the new members (Richard Amore and Rick Deangelis) Can we also have them appoint Mary Hooper and Brian Evans of the Housing Task Force as that Committees reps.

I'm pretty sure Jack is the representative but I just want to make sure.

Kevin

(a) Establishment of Advisory Committee

There is hereby established an Advisory Committee (Committee) of up to five (5) persons appointed by the City Council. The Advisory Committee shall consist (1) member of the City Council and up to four (4) persons who live or work in Montpelier who do not have a conflict of interest as staff or member of an applicant's governing body. Two (2) members of the Committee shall be members of the Montpelier Housing Task Force and two (2) shall be members of the public at large .The City Council shall make every reasonable effort to appoint persons who have expertise and experience in the preservation, construction, rehabilitation and financing of dwelling units that are affordable for ownership or rental by eligible households.

Best Regards,

Kevin S. Casey
Community Development Specialist
City of Montpelier VT
39 Main Street City Hall
Montpelier VT 05602
Tel: (802)223-9507



SUBJECT: Appointments to the Planning Commission

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Appoint Marcella Dent to the Planning Commission, filling a vacant seat expiring in September of 2020.

STRATEGIC OUTCOME/INITIATIVE: Thoughtfully Planned Built Environment

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: *It is possible that part of this discussion will be conducted in Executive Session in accordance with Title I, VSA §313, Executive Sessions (a)(3) The appointment or employment or evaluation of a public officer or employee.*

BACKGROUND INFORMATION: We have one vacant seat on the Planning Commission. Staff advertised and received one application, from Marcella Dent.

Commissioners	Expiration:	Year appointed
Aaron Kisicki	09/26/2019	2018
John Adams	09/26/2019	2014
Ariane Kissam	09/26/2019	2018
VACANT	09/26/2020	
Kirby Keeton	09/26/2020	2016
Barbara Conrey	09/26/2020	2015
Stephanie Smith	09/26/2020	2018

SUPPORTING DOCUMENTS: Applications

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

CITY MANAGER'S APPROVAL:

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

From: noreply@civicplus.com
Sent: Monday, July 15, 2019 8:16 AM
To: Jamie Granfield
Subject: Online Form Submittal: City of Montpelier Boards & Commissions Application

City of Montpelier Boards & Commissions Application

APPLICATION FORM MONTPELIER CITY BOARDS AND COMMITTEES

Please use this form to express your interest in serving on a particular board/committee or commission. For information on our boards and committees, please visit <https://www.montpelier-vt.org/committeevacancies>. The Montpelier City Council makes appointments to board/committees at their regular meetings as vacancies occur. Completed applications are public documents and are subject to the Vermont Public Records Act.

The Montpelier City Council is committed to seeking diversity on all boards, committees and commissions, including but not limited to geographic, racial, gender, cultural, age, socio economic diversity. Montpelier residency for applicants is preferred but not required.

Name	Marcella Dent
Email Address	[REDACTED]
Address	[REDACTED]
City	Montpelier
State	VT
Zip Code	05602
Phone Number	[REDACTED]
Occupation	Program Coordinator, VT ANR
Are you 18 years of age or older?	Yes
Are you a registered voter in the City of Montpelier?	Yes
Are you a resident of the City of Montpelier?	Yes
How long have you been a resident of the City of Montpelier?	2+ years

Are you related to any elected City Councilor (including by marriage)?	No
Do you have any pending litigation against the City?	No
Name of City Board or Committee: (If applying for more than one board/committee, please list order of preference)	Planning Commission
Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.	No

Please answer each question in as much detail as possible.

Education/Credentials:	Education Expected Winter 2019: Master of Science, Natural Resources, University of Vermont - Coursework: Municipal government administration, public administration foundations, public budgeting, organizational theory and behavior; wildlife, park, and wilderness management; qualitative research methods - Research: Collaborative management of cross-boundary natural resources; landscape-scale land use planning and monitoring; collaborative roles for multiple levels of government; science communication; diverse knowledge 2011: Bachelor of Science, Environment & Society, University of Alaska Anchorage - Certificate of Civic Engagement; minors in mathematics and French Training 2017-2018: State of Vermont Continuous Improvement/LEAN Initiative, Trained Facilitator 2015-2016: Rubenstein Graduate Student Association, Communications Chair; UVM
Professional activities that relate to this board/committee:	June 2016-Present: Legal and Planning Program Coordinator, Office of General Counsel, Vermont Agency of Natural Resources - I support the litigation, enforcement, and planning efforts of the Offices of General Counsel and Planning by: processing new energy generation and transmission project applications

for planning and legal review by compiling weekly Section 248 and Act 250 Agendas for cross-agency distribution; drafting correspondence to and filing in legal matters with Vermont Public Service Board, Superior Court Environmental Division, and District Commissions; communicating regularly with the public, state agencies, and project developers.

I have past government experience at Federal level (White House Internship, Office of Public Engagement, 2011; and Consulate of Canada, Public Affairs, 2012); and NGO experience (Institute of the North, 2012-13)

Community activities that relate to this board/committee:

Field not completed.

Why are you interested in serving on this board/committee?

I am grateful for the opportunity to apply to the Montpelier Planning Commission because it represents an opportunity for me to apply my education and skills in service of my community while growing my practical experience in planning and public administration. What draws me to the Planning Commission is its analysis and synthesis functions in that the Commission gathers information from multiple entities and considers that information in a broader city-wide context in order to move forward. My education is focused around the interconnections between the natural and human environments, with a focus on roles for government at various levels. This training—coupled with my varied work experiences in the public, non-profit, and private sectors—allows me to practice maintaining a whole-system perspective while considering individual system parts. I value and prioritize collaborative problem-solving. From a technical perspective, through my position with the Vermont Agency of Natural Resources I have strengthened my ability to read and understand complex legal, planning, and policy documents and applications, and I have gained an understanding of natural resource planning in Vermont. My ongoing Master's thesis project is focused on a collaborative natural resource management initiative that seeks to coordinate land use planning at a local scale within a regional context. As I undertake this qualitative research, I am gaining experience synthesizing information from multiple inputs, in multiple forms, and using it to produce recommended paths forward. These technical skills position me to contribute to the planning commission. I am eager to serve Montpelier and gain additional practical experience in municipal government.

What talents or experience would you bring to the board/committee?

As a member of the Montpelier Planning Commission I would bring strong writing and communications skills as well as training and practice in: group/team project work; group

facilitation and dialogue; public outreach, meetings; critical and systems thinking; administrative and event organization work.

Any other comments or information you wish to provide to the Mayor and City Councilors?

Thank you for your consideration! I am happy to answer any further questions. Please note that I will be out of the country on a previously-schedule vacation from July 17-August 1. Unfortunately, I don't anticipate having ready or regular access to email or phone during this time.

Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a member of a City advisory board or committee?

No

ACKNOWLEDGMENT

I have read and accept the terms of board/committee appointment.

By e-signing this application, I certify that there are no misrepresentations, omissions or falsifications on this application.

Marcella Dent

7/15/2019

Submitted on:

Thank you for your interest in serving the City of Montpelier as a volunteer board or committee member. Your willingness to serve is greatly appreciated.

Email not displaying correctly? [View it in your browser.](#)



SUBJECT: Appointments to the Development Review Board

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Appoint Michael Lazorchak as a regular DRB member, filling a vacant seat expiring in April of 2021.

STRATEGIC OUTCOME/INITIATIVE: Thoughtfully Planned Built Environment; Responsive and Responsible Government

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

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

It is possible that part of this discussion will be conducted in Executive Session in accordance with Title I, VSA §313, Executive Sessions (a)(3) The appointment or employment or evaluation of a public officer or employee.

BACKGROUND INFORMATION: The Development Review Board (DRB) is responsible for reviewing development proposals in the City of Montpelier.

We have two vacant regular seats. Staff advertised and received only one application. The applicant, Michael Lazorchak, is currently an alternate member on the DRB and seeks appointment to a regular position. We will continue to advertise for a regular and alternate member.

Members:	Expiration	Initial year of appt.
Kevin O'Connell	04/30/2020	1999
Ryan Kane	04/30/2020	2016
VACANT	04/30/2020	
Daniel Richardson, Chair	04/30/2021	2007
Kate McCarthy	04/30/2021	2013
VACANT	04/30/2021	
Robert Goodwin	04/30/2022	2018
Clare Rock, Alternate	04/30/2022	2018
Michale Lazorchak, Alternate	04/30/2022	2019

SUPPORTING DOCUMENTS: Application

INTERESTED PARTIES: City Council; Applicants; DRB

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read 'W. Hoffman', is written over the City Manager's Approval line.

From: noreply@civicplus.com
Sent: Monday, July 15, 2019 4:17 PM
To: Jamie Granfield
Subject: Online Form Submittal: City of Montpelier Boards & Commissions Application

City of Montpelier Boards & Commissions Application

APPLICATION FORM MONTPELIER CITY BOARDS AND COMMITTEES

Please use this form to express your interest in serving on a particular board/committee or commission. For information on our boards and committees, please visit <https://www.montpelier-vt.org/committeevacancies>. The Montpelier City Council makes appointments to board/committees at their regular meetings as vacancies occur. Completed applications are public documents and are subject to the Vermont Public Records Act.

The Montpelier City Council is committed to seeking diversity on all boards, committees and commissions, including but not limited to geographic, racial, gender, cultural, age, socio economic diversity. Montpelier residency for applicants is preferred but not required.

Name	Michael Lazorchak
Email Address	[REDACTED]
Address	[REDACTED]
City	Montpelier
State	VT
Zip Code	05601
Phone Number	Field not completed.
Occupation	Attorney
Are you 18 years of age or older?	Yes
Are you a registered voter in the City of Montpelier?	Yes
Are you a resident of the City of Montpelier?	Yes
How long have you been a resident of the City of Montpelier?	2 years

Are you related to any elected City Councilor (including by marriage)?	No
Do you have any pending litigation against the City?	No
Name of City Board or Committee: (If applying for more than one board/committee, please list order of preference)	Development Review Board
Are you currently serving or have you served on any City board or committee? If so, please list and give approximate dates.	Conservation Commission and DRB (alternate)
<i>Please answer each question in as much detail as possible.</i>	
Education/Credentials:	JD from Vermont Law
Professional activities that relate to this board/committee:	Law and policy work and experience as being an alternate on the DRB. Also a member of the Conservation Commission.
Community activities that relate to this board/committee:	Law and policy work.
Why are you interested in serving on this board/committee?	I enjoy working as an alternate and want to join on as a full member.
What talents or experience would you bring to the board/committee?	Attorney an policy work, and current member of the board.
Any other comments or information you wish to provide to the Mayor and City Councilors?	I enjoy being an alternate and want to become a full time member.
Are you involved in any personal, professional or business pursuit that would affect your ability to make fair and impartial recommendations as a	No

member of a City
advisory board or
committee?

ACKNOWLEDGMENT

I have read and accept the terms of board/committee
appointment.

By e-signing this
application, I certify that
there are no
misrepresentations,
omissions or falsifications
on this application.

Michael Lazorchak

7/15/2019

Submitted on:

***Thank you for your interest in serving the City of Montpelier as a volunteer
board or committee member. Your willingness to serve is greatly appreciated.***

Email not displaying correctly? [View it in your browser.](#)



CITY COUNCIL Agenda Item #19-225

Date: August 14, 2019

Consent Discussion X

SUBJECT: Montpelier Energy Advisory Committee (MEAC) update

SUBMITTING DEPARTMENT: MEAC via City Manager

RECOMMENDED ACTION: Receive update from MEAC. Opportunity will be provided for questions and discussion.

RELATED COUNCIL GOAL/PRIOR ACTION: Environmental Stewardship

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: The City Council periodically receives updates and briefings from City Departments and Committees.

MEAC is charged with identifying and nurturing potential energy saving projects and opportunities; informing and engaging city residents on energy issues with a special focus on building weatherization; and partnering with other statewide groups to foster long term, far reaching projects, goals and developments that will ultimately serve to either reduce Montpelier's energy use or actively meet its energy needs from renewables.

SUPPORTING DOCUMENTS: N/A

INTERESTED PARTIES: MEAC, staff, residents

CITY MANAGER'S APPROVAL:

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



**Montpelier Energy Advisory Committee
Update to City Council
August 2019**

MEAC is made up of four working groups: Municipal, Residential, Policy and Transportation. We currently have 15 active members of the committee. Our updates are organized by working group:

Municipal

- **Revolving Loan Fund:** A variety of projects were completed this spring, including insulation of district heat pipes at the Fire Station, replacement of controls for the Fire Station snowmelt system, weatherstripping of City Hall windows, and replacement of house lights in the City Hall theater with LEDs. Next on the agenda is the weatherstripping and sealing of overhead doors in five different municipal buildings. The first two doors were tested this week using a blower door test; after sealing is complete they will be tested again by Efficiency Vermont to help us determine the energy savings. Then we will move forward with sealing the remaining doors.
- **WRRF:** With the Organics-to-Energy upgrades now underway, our focus has shifted to Phase 2 and helping to explore the various options for what to do with the excess methane that will be produced.
- **School District:** Our working group met with Andree LaRosa, the Facilities Director for the school district, to talk about energy improvement and fuel switching options for Montpelier's schools. We were able to connect him with Mark Kelly, the appropriate contact at Efficiency Vermont who works with schools. We will meet with the School Board on 8/28 to continue the conversation around the District's part in helping to develop our 10 year plan to reach Net Zero by 2030.
- **The inverter for the solar panels at the WRRF** has been repaired and we look forward to having that solar production back online after it has been malfunctioning for the past few years.
- **MEAC is looking forward to the upcoming hire of the new Facilities Director/Energy Coordinator position** and is poised to support the hiring and onboarding process in whatever way we can.
- **We got good news from the Police Department this week.** Since the installation of the heat pumps over the winter/spring, electricity consumption has dropped by nearly 50% compared to last summer due to the increased efficiency of the heat pumps for cooling!
- **We are continuing to work to implement new energy and greenhouse gas tracking software called ClearPath** which is available to us as members of ICLEI. The next step will be to input FY19 data and work on how to use their reporting mechanism and forecasting tools.

Policy

- We have formed a working group to focus on the development of energy efficiency ordinances since the passage of the charter change allowing the City to regulate elements of energy efficiency (particularly focusing on energy labeling at time of listing). The group met with about 15 local realtors on July 26th to get their initial input and feedback. We will hold a public hearing on August 20th, prior to the next MEAC meeting, to talk through the various ideas as we start to develop language for the ordinance. We also met with representatives from NEEP and Efficiency VT to learn more about the new software that will be made available to Montpelier for developing the energy labels.

Residential

- We have a pilot program underway with Efficiency Vermont to provide targeted outreach and “concierge services” to owners of multi-family buildings in Montpelier to help them access incentives, get quotes from contractors, connect with low cost financing, and project management support.
- We have recently confirmed plans to bring the [Window Dressers](#) program to Montpelier for the first time in January 2020. This is a nonprofit based in Maine that helps communities run local workshops to build low-cost interior storm window inserts using volunteer labor. We will start outreach to potential customers in September, and have secured the use of the Hub at the Berlin Mall for the week of January 13-19 for the community workshop.
- Now that new weatherization incentives have been funded and announced by the State, we are hoping to work with the Housing Task Force and other partners to help publicize the availability of these new weatherization incentives to Montpelier residents.

Transportation

- The Sustainable Montpelier Coalition has been hard at work on the roll out of an on-demand microtransit pilot program for Montpelier. The current plan is to use VIA as the software platform and GMT for the operation of the vehicles. The current plan is to start the pilot in summer 2020, pending approval of federal funds which would support the pilot for 2-3 years.
- An alternative transportation event/mass bike ride was held in July to promote safe bicycle transportation, hosted by Timberhomes.



SUBJECT: Riverfront Zoning District delineation

SUBMITTING DEPARTMENT: Planning Department

RECOMMENDED ACTION: Adjust the zoning line on the VCFA parcel (between Riverfront and Residential 24000) to align with the adjacent Zorzi parcel as part of the “zoning fixes” recommended by the Planning Department.

STRATEGIC OUTCOME/INITIATIVE: Thoughtfully Planned Built Environment

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: \$0

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS:

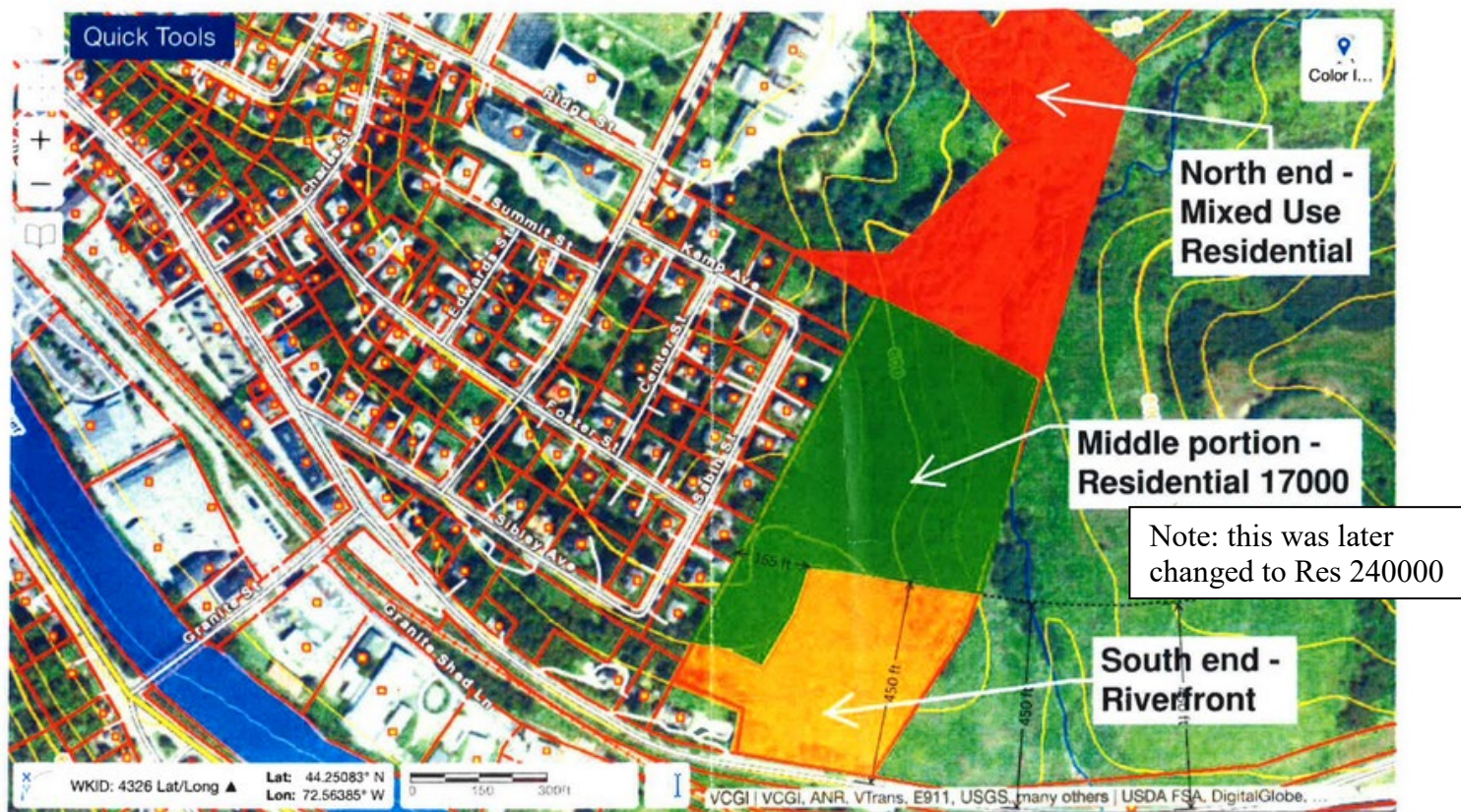
BACKGROUND INFORMATION: When the zoning was changed in 2018 the line demarcating between Riverfront and Residential 24000 was changed so that the VCFA parcel showed a smaller Riverfront district compared to the Zorzi (Sabin’s Pasture) parcel. This proposed change would bring these lines into alignment. Currently the VCFA parcel is divided into three different zones. Currently the Riverfront zone is defined as 450 feet back from the center line of Barre Street in this parcel, and 550 feet back from the center line of Barre Street on the Zorzi parcel.

SUPPORTING DOCUMENTS: Current zoning map (2018); Current conceptual site plan showing existing zoning line and proposed new zoning line.

INTERESTED PARTIES: This change is proposed by Dr. Casey Ellison, who is under contract to purchase the VCFA parcel and is in the process of planning future development on the property.

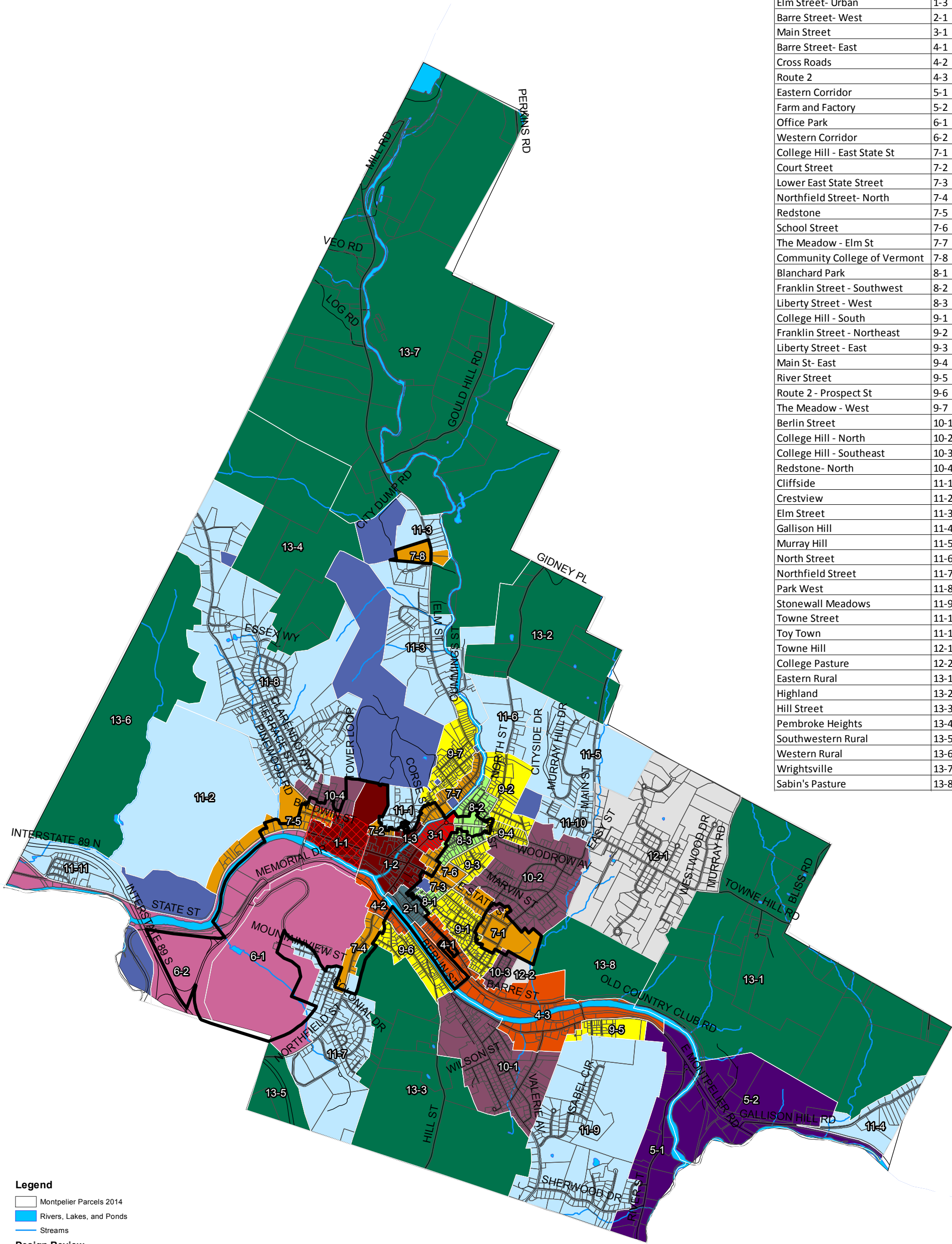
CITY MANAGER’S APPROVAL:

A handwritten signature in black ink, appearing to read "Casey Ellison".



Final Zoning Districts 2018

NEIGHBORHOODS	ID
Civic	1-1
Downtown Business	1-2
Elm Street- Urban	1-3
Barre Street- West	2-1
Main Street	3-1
Barre Street- East	4-1
Cross Roads	4-2
Route 2	4-3
Eastern Corridor	5-1
Farm and Factory	5-2
Office Park	6-1
Western Corridor	6-2
College Hill - East State St	7-1
Court Street	7-2
Lower East State Street	7-3
Northfield Street- North	7-4
Redstone	7-5
School Street	7-6
The Meadow - Elm St	7-7
Community College of Vermont	7-8
Blanchard Park	8-1
Franklin Street - Southwest	8-2
Liberty Street - West	8-3
College Hill - South	9-1
Franklin Street - Northeast	9-2
Liberty Street - East	9-3
Main St- East	9-4
River Street	9-5
Route 2 - Prospect St	9-6
The Meadow - West	9-7
Berlin Street	10-1
College Hill - North	10-2
College Hill - Southeast	10-3
Redstone- North	10-4
Cliffside	11-1
Crestview	11-2
Elm Street	11-3
Gallison Hill	11-4
Murray Hill	11-5
North Street	11-6
Northfield Street	11-7
Park West	11-8
Stonewall Meadows	11-9
Towne Street	11-10
Toy Town	11-11
Towne Hill	12-1
College Pasture	12-2
Eastern Rural	13-1
Highland	13-2
Hill Street	13-3
Pembroke Heights	13-4
Southwestern Rural	13-5
Western Rural	13-6
Wrightsville	13-7
Sabin's Pasture	13-8



- Legend**
- Montpelier Parcels 2014
 - Rivers, Lakes, and Ponds
 - Streams
- Design Review**
- The Capitol Complex-Exempt from Design Review
 - Design Review Boundary
- Zoning Districts**
- Urban Center 1
 - Urban Center 2
 - Urban Center 3
 - Riverfront
 - Eastern Gateway
 - Western Gateway
 - Mixed Use Residential
 - Residential 1500
 - Residential 3000
 - Residential 6000
 - Residential 9000
 - Residential 24000
 - Rural
 - Municipal



Map created by CVRPC 8/8/2016 Updated 1/24/18
This map is for planning purposes only.
Data is only as accurate as the original sources.
This map may contain errors and or omissions.
N:\Towns\Montpln\Zoning\Final Zoning District
Map 2018 large11x17



CITY COUNCIL Agenda Item #19-227

Date: August 14, 2019

Consent ☐ Discussion ☒

SUBJECT: Brief update on warning the public hearing for adoption of the zoning fixes

SUBMITTING DEPARTMENT: Planning & Community Development

RECOMMENDED ACTION: Approve changes to the draft so that staff can warn the public hearings for September 11 and 25.

STRATEGIC OUTCOME/INITIATIVE: Thoughtfully Planned Built Environment.

PRIOR ACTION: Council reviewed the draft fixes last on June 26.

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Permanent zoning changes are adopted under 24 V.S.A. 4442.

BACKGROUND INFORMATION: We met on June 26 to discuss the draft fixes and I was asked to review changes to Section 3103- Community Facilities with our City attorneys. The changes recommended by Joe McLean have been integrated as well as a small change to Accessory Dwelling Units (Section 3104), which they reviewed due to an application we received. The change cleans up the section and do not make policy changes. Further, there was a recent case that clarified that the “oxford comma” should be added if it is intended so we did a search replace to add the comma where appropriate. Finally a review of one of our earlier “search replaces” must have been stopped early because we found a number of “land development” that should have read just “development”. We made those changes as well.

Any decision on the previous agenda item -VCFA zoning change proposal- should be added so a complete package of changes can be incorporated into the “City Council draft” package.

SUPPORTING DOCUMENTS: Final strike through and clean versions (as well as the other changes to the zoning map and Natural Resources map) are on the city website at <https://www.montpelier-vt.org/1090/Zoning-Fixes-2019>

INTERESTED PARTIES: Montpelier Planning Commission.

CITY MANAGER’S APPROVAL:

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



CITY COUNCIL Agenda Item #19-228

Date: August 14, 2019

Consent ☐ Discussion ☒

SUBJECT: Homelessness Task Force

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Review City Manager's memo, approve staff recommendation on Task Force structure.

RELATED STRATEGIC OUTCOME/PRIOR ACTION: Responsive and Responsible Government; Inclusive, Equitable and Engaged Community; Public Health & Safety; Community Prosperity

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: At the July 10th meeting, Council advised staff to recommend a proposal for moving forward with a Homelessness Task Force.

SUPPORTING DOCUMENTS: Memo from City Manager dated 7/31/19

INTERESTED PARTIES: Council, Staff, Residents

CITY MANAGER'S APPROVAL:

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

Mayor Anne Watson

City Council Members:

Dona Bate
Conor Casey
Lauren Hierl
Ashley Hill
Glen Coburn Hutcheson
Jack McCullough

William Fraser
City Manager

Sue Allen
Assistant City Manager

Jamie Granfield
Assistant to the City Manager

MEMORANDUM

To: Mayor Watson & City Council Members
From: William Fraser, City Manager
Re: Potential Homelessness Task Force
Date: July 31, 2019

At the July 10, 2019 City Council meeting, you heard from staff and the community and voted to create a Homelessness Task Force and asked staff to recommend a plan for moving forward.

Why is this action being considered? At the July 10th meeting, you heard from a number of community members regarding people in Montpelier who are homeless and/or sitting on City sidewalks asking for money. There are people who desire social services, those who need assistance in navigating those services and those who say they have chosen a certain lifestyle and are not seeking help. There is some conflict that exists between merchants, shoppers and those who choose to sit on the sidewalks and ask for money. Additionally, there are sanitation concerns, as well as a lack of facilities for people to use.

What can a Task Force do? A committed group of local people can convene regional service providers to identify possible gaps/overlaps in service, coordinate improvements and identify unmet needs. The Task Force can look at issues which might fall squarely within the city government's scope, such as public restrooms or a social worker in the Police department. They could develop a plan for more shelters, transitional housing or other appropriate services.

It is important acknowledge upfront that our local government and this Task Force will not be able to alleviate all root causes of homelessness or vagrancy. Nor will they be able to provide direct services in areas like mental health, domestic violence, substance abuse, poverty and other contributing factors. They can, however, consider ways to make such support services more accessible to those who seek it.

How can such work be done? A Task Force could make recommendations about public restrooms, from temporary (\$220/\$230 per month) to possible permanent installations. They could develop an inventory of available bathrooms, showers and laundry facilities. They could

recommend a single site drop-in center with access to and information about all services. The Task Force can learn what is needed to fund a social worker. They could communicate with neighboring local governments so that services and planning are coordinated.

The specific work of the Task Force will be designed by the group itself but we have provided some examples of work which can be tackled immediately.

A specific example is that on July 23rd, city staff convened a discussion with representatives from Good Samaritan Shelter, Another Way, Capstone, Bethany Church, the Police Department and the Social & Economic Justice committee. This roundtable conversation led to the identification of more outreach, public bathrooms and a drop-in center as immediate needs which could be addressed relatively quickly. All participants expressed eagerness to work with a newly formed Task Force to dig deeper into the issues.

Who would be on the Task Force? This is, of course, up to the Council but staff recommends that service providers are not included. They are resources and important parts of the conversation but should not be steering the final conclusion and recommendations of a group. The staff recommendation for the Task Force is:

- 2 City Council Members
- 1 current or formerly homeless person
- 1 downtown business owner (selected by the businesses)
- 1 member of the Social/Economic Justice Committee

If a larger group is desired, additional suggestions are:

- School department social worker
- Representative of the worship community

The staff team working on this includes Yvonne Byrd, Director of the Community Justice Center, Chief Facos of the Montpelier Police Department, Jamie Granfield of the City Manager's office and me.



SUBJECT: Central Vermont Fiber and Central Vermont Public Safety Authority cooperation

SUBMITTING DEPARTMENT: Stephen Whitaker, resident.

RECOMMENDED ACTION: Receive and consider presentation from Stephen Whitaker

STRATEGIC OUTCOME/PRIOR ACTION: Public Safety; Community Prosperity

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: See attached proposal from Stephen Whitaker

SUPPORTING DOCUMENTS: Proposal from Stephen Whitaker

INTERESTED PARTIES: Stephen Whitaker; CVFiber; CVPSA; Public Safety Depts.

CITY MANAGER'S APPROVAL:

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

Proposal

The Montpelier and Barre City Councils seek to preserve the value of the Cities' investments of public funds in regional planning efforts supporting public safety.

Toward this end, the respective City Councils resolve to encourage robust cooperation of City officials working with CVPSA in completing a comprehensive communications need assessment of existing and needed cellular, radio and fiber networks necessary to support modern technology with ubiquitous coverage, for use by both municipal and regional public safety agencies and departments with full interoperability with other State networks and FirstNet.

The City Council strongly encourages the Board of Directors of CVPSA to work promptly and diligently to solicit a qualified professional to conduct a comprehensive needs assessment and inventory of Central Vermont communications infrastructure and public safety applications as soon as is practicable.

The needs assessment should be conducted in a manner so as to support a comprehensive technology infrastructure plan soon following, to address the needs identified for both public safety dispatch communications and community broadband.

We ask for a report back in three months regarding any decisions of CVPSA in moving forward on the development of a comprehensive technology infrastructure plan. In addition, we would like to hear if there are concerns from CVPSA board members so that we can understand how Montpelier and Barre City can take steps that provide other municipalities' members greater motivation to build towards a shared and useful communications system.

Further, the Council encourages close cooperation between the City's public safety leadership and the CVPSA and CVFiber governing boards with the goal of achieving the most cost effective, resilient and reliable communications infrastructure supporting Police, Fire and EMS dispatching, ubiquitous cellular service utilizing in-fill microcells upgradable to LTE / FirstNet compatible, and to complete radio coverage for legacy Land Mobile Radio transmission, while simultaneously laying a groundwork for resilient fiber optic rings capable of supporting both public safety grade communications and community fiber broadband service.

As with CVPSA, we request a report back from the appointed CVFiber representatives regarding the potential for that organization to provide a coordinating function to assist in the build-out of a comprehensive regional telecommunications system.



CITY COUNCIL Agenda Item #19-230

Date: August 14, 2019

Consent__ Discussion X

SUBJECT: Ordinance Amendments, Chapter 7, 2nd public reading

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Conduct 2nd Public Reading of the proposed amendments to Chapter 7, Health & Sanitation, of the Code of Ordinances. Provide an opportunity for comments from neighbors and interested citizens. Approve proposed amendments.

STRATEGIC OUTCOME/PRIOR ACTION: Responsive and Responsible Government; Inclusive, Equitable and Engaged Community; Public Health & Safety

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: A complete review of the City's Code of Ordinances was noted as a priority initiative of the City Council at their last Strategic Planning retreat. The purpose of this review is to amend or repeal outdated ordinances and those with lack of resources to enforce; add gender inclusive language (staff researched and reached out to Outright Vermont for assistance); where possible, add restorative processes option in the event of violation; undergo a legal review; and a general clean-up.

This chapter may be revisited upon changes in State law regarding composting and amendments to Chapter 3 regarding toxic chemicals.

SUPPORTING DOCUMENTS: Chapter 7 of the Code of Ordinances with proposed amendments

INTERESTED PARTIES: City Council, residents, staff

CITY MANAGER'S APPROVAL:

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

CHAPTER 7
HEALTH AND SANITATION
ARTICLE I. GENERAL PROVISIONS

~~Sec. 7-1. SPRING CLEANING.~~

~~——The owner or occupant of a dwelling house, store, or other building shall annually, not later than the first day of June, clean the cellar thereof and the land occupied in connection therewith, of all waste material and all deleterious animal and vegetable matter.~~

Sec. 7-~~21~~. DECAYING MATTER.

No person shall suffer or permit decaying animal or vegetable matter to be kept in any dwelling-house, store, or other building, or the cellar thereof, or on land occupied in connection therewith; provided, however, that this section shall not apply to the ~~keeping of manure by a livery stable keeper as required by his license or by others in a reasonable amount more than fifty feet from a street or occupied dwelling house or store, nor to the reasonable fertilization of land, nor to the keeping, for a reasonable time before interment, of the remains of a person deceased of a non-contagious or non-infectious disease.~~maintenance of a government-sanctioned food waste composting vessel, or composting for on-site use.

Sec. 7-~~32~~. SURFACE DEPOSITS OF OFFENSIVE OR UNHEALTHFUL MATERIALS.

No person shall deposit, or suffer or permit to remain, upon the surface of land owned or occupied by ~~him~~them, or deposit upon land owned or occupied by any other person within the City of Montpelier or upon lands of the City of Montpelier, any swell, house offal, kitchen refuse, sink-water, sewage, slops, or decaying animal matter, or any solid or liquid matter that does or may generate disease or emit unhealthy gases or offensive odors; provided, however, that this section shall not apply to the reasonable fertilization of land.

~~CROSS REFERENCE: Allowed stable manure accumulation; see Sec. 7-6 this Code.~~

~~Sec. 7-4. OFFENSIVE DRAIN OR CESSPOOL.~~

~~——No person shall permit or suffer a privy, cesspool, or drain upon premises owned or occupied by him to become unwholesome, unfit for use, or dangerous to the public health.~~

Sec. 7-~~53~~. DEPOSIT OF VOLATILE FLUIDS IN DRAINS OR SEWERS.

No person shall deposit in any sewer or drain any waste gasoline or other volatile fluid ~~in such quantity as to emit offensive odors~~or oils.

~~Sec. 7-6. STABLE MANURE ACCUMULATION.~~

~~——No owner or occupant of a stable within the limits of the inner or outer fire districts shall suffer or permit more than one half cord of manure to accumulate or remain uncovered outside of a building.~~

~~Sec. 7-7. OFFENSIVE SMELLING LAND OR DWELLINGS.~~

~~—— No owner or occupant of any land or building shall suffer or permit the same to be in such condition, for any reason, as to emit offensive odors, or to be injurious to the public health, or to render soil, air, water, food, or drink unwholesome.~~

Sec. 7-~~84~~. WATER CONTAMINATION.

No person shall deposit or place in any spring or reservoir of water any material or thing making such water unfit or unhealthful for use.

~~Sec. 7-9. SALE OF FOOD IN OPEN CONTAINERS.~~

~~—— No person shall expose for sale in any street, public place, park, common or open place of public resort, at an open booth, stall or stand, any food or drink, in form or condition for human consumption, except in dust-proof cases or containers.~~

Sec. 7-~~105~~. VIOLATIONS.

It shall be the duty of the ~~health~~ Health officer-Officer to report to ~~the city attorney for prosecution~~ the City Manager and Health Board any violation of the provisions of this chapter.

~~Sec. 7-11. ABATEMENT OF NUISANCE.~~

~~—— Any person causing, suffering or permitting any nuisance specified in this chapter shall, within twenty-four hours after receiving written notice therefor from the health officer or the city attorney, abate the same.~~

~~CHARTER REFERENCES:—— Power to compel removal or cleansing of unwholesome or offensive conditions, T. 3, Sec. 17 (XI); Power to compel cleaning or repair of premises which seriously impair the general appearance of the city, T. 3, Sec. 17 (XII), 1955 Charter.~~

~~Sec's. 7-12 to 7-199.—— Reserved.~~

~~Enacted October 25, 1972.~~

CHAPTER 7
HEALTH AND SANITATION
ARTICLE II. HEALTH OFFICER AND BOARD OF HEALTH

Sec. 7-200. HEALTH OFFICER AND BOARD OF HEALTH.

The duties of the ~~health-Health officer-Officer~~ and the ~~board-Board~~ of ~~health-Health~~ shall be those prescribed by the laws of the State of Vermont. It shall be a further duty of the ~~health-Health officer-Officer~~ to forthwith inquire into the subject matter of any written or verbal complaint by a ~~reliable citizen~~any person and make an appropriate and proper investigation.

Sec. 7-201. PROCEEDINGS.

Upon a finding by the Health Officer that a potential health hazard or a public health risk exists, the Health Officer and the City Council, convened as a board of public health, shall proceed as directed by the general law.

~~CROSS REFERENCE: Jurisdiction over Garbage Collection, see Sec. 7-404 this Code.~~

~~CHARTER REFERENCE: — Health Officer and Board of Health, T. 4, Sec. 24, 1955 Charter.~~

~~STATE LAW REFERENCE: — Local Health Officials, V.S.A., T. 18, Sec. 601 et seq.~~

~~Sec's. 7-201 to 7-299. — Reserved.~~

~~Enacted October 25, 1972.~~

CHAPTER 7
HEALTH AND SANITATION
ARTICLE IV. GARBAGE AND TRASH

Sec. 7-400. DEFINITIONS.

- (a) The word "vehicle" shall mean any device in, upon or by which property is or may be transported upon a highway.
- (b) The word "street" shall mean any public street, avenue, road, boulevard, highway or other public place located in the city of Montpelier and used for vehicles.
- (c) The word "person" ~~mean and include any individual, firm, co-partnership or corporation~~ has the meaning ascribed to it in Sec. 1-3.
- (d) The word "garbage" ~~shall mean any refuse consisting of animal and vegetable matters only~~ means any materials meant for landfilling, incineration, gasification, or other disposal method of treating solid waste, so that there is no further immediate use.
- (e) ~~The word "trash~~ recyclables" means any materials meant for landfilling, incineration, gasification, or other disposal method of treating solid waste, so that there is no further immediate use. ~~shall mean all waste material, refuse or rubbish that is not garbage.~~
- (e)(f) "Solid waste" means garbage, refuse, recyclables, septage, sludge from a waste treatment plant, water supply plant, or pollution control facility and other material, including solid, liquid, semi-solid, or contained gaseous materials resulting from industrial, commercial, mining, or agricultural operations and from community activities. Solid waste does not include animal manure and absorbent bedding used for soil enrichment; high carbon bulking agents used in composting; or solid or dissolved materials in industrial discharges that are point sources subject to permits under the Water Pollution Control Act.

Sec. 7-401. VEHICLES CARRYING GARBAGE OR TRASH.

Any person who operates or causes to be operated a vehicle upon any street in the City of Montpelier while undertaking to transport ~~garbage and trash~~ solid waste ~~to the site of the Sanitary Landfill in East Montpelier,~~ shall properly cover and secure his solid waste material as to prevent such material from falling from or being blown from said vehicle.

Sec. 7-402. LICENSE REQUIRED.

~~Each person, partnership or corporation collecting rubbish and trash for hire within the City of Montpelier shall pay an annual license fee of fifty (\$50.00) payable to the City Clerk on or before April 1 of each year; such license to be subject to the applicable provisions of this Code concerning licenses in Chapter 9 of this Code.~~ All persons collecting, receiving, accepting for disposal, transporting, or disposing of solid waste in the City of Montpelier shall obtain a license from the Central Vermont Solid Waste Management District.

~~CROSS REFERENCE: Truckmen (Cartmen) Licenses, see Sec. 9-2200 of this Code.~~

~~Sec. 7-403. — CONDITIONS OF LICENSE.~~

~~———— That as a condition for this license, the applicant shall execute in the presence of the City Clerk his consent and he will deliver to the Sanitary Landfill under contract to the City of Montpelier only garbage and trash which is collected within the limits of the city of Montpelier or any other town or city contracting with said Sanitary Landfill operators unless he shall make some specific and private arrangements with said operators.~~

~~Sec. 7-404. — HEALTH OFFICER'S JURISDICTION.~~

~~———— The gathering and transportation of garbage shall be under the supervision and direction of the health officer, and no person shall use any vehicle, receptacle or utensil therein until it has been inspected and approved by the health officer, nor after it has been disapproved by him.~~

~~Sec. 7-405. — CLEANLINESS OF COLLECTION VEHICLES AND RECEPTACLES.~~

~~———— No person shall use a foul, filthy, or obnoxious vehicle, receptacle or utensil in the gathering or transportation of garbage.~~

~~CHARTER REFERENCE: — Power to control the removal of rubbish and waste, T. 3, Sec. 17 (XII),
———— 1955 Charter.~~

~~STATE LAW REFERENCE: — Town regulation of garbage disposal, V.S.A., T. 24, Sec. 2202.~~

~~Sec's. — 7-406 to 7-499. — Reserved.~~

~~Enacted October 25, 1972.~~

~~Amendment enacted May 26, 1982 [Sec. 7-402, fee increased]. Date of Publication: 6/9/82. Effective
Date: 6/16/82.~~

~~Amendment enacted 4/9/85 [Sec. 7-402, rate increased]. Date of Publication: 4/15/85. — Effective Date: —
———— 4/22/85. — Amendment enacted March 28, 1990 [Sec. 7-402, rate increased]. — Date of —
———— Publication: 4/09/90. Effective Date: — 7/01/90.~~

CHAPTER 7
HEALTH AND SANITATION
ARTICLE V. DUMPS

~~———— A state law which is effective 7/1/69, V.S.A., T. 24, Sec. 2201a, requires cities and towns to maintain a sanitary landfill. — Montpelier has complied with this law by entering into a contract with a private sanitary landfill operator; therefore, there are not any sections to be included in this Article. — All prior ordinances relating to dumps have been repealed by omission since they are no longer applicable; however, should the City ever decide to maintain a sanitary landfill, ordinances in relation thereto can be placed in this Article.~~

~~Enacted October 25, 1972.~~

CHAPTER 7
HEALTH AND SANITATION
ARTICLE VI. PROTECTION OF BERLIN POND

Sec. 7-600.

~~Entry upon, or activity within, Zones 1 and 2 of t~~The Berlin Pond Source Protection Area, ~~as is~~ designated and delineated on the Source Plan, (WSID #5272) prepared by Dufresne & Associates, dated February 23, 2001, as modified on February 14, 2017, approved by the Vermont Department of Environmental Conservation, ~~are prohibited unless directly related to, or required for, water supply testing, protection, enforcement or improvement purposes.~~

Sec. 7-601.

~~Existing structures and improvements located within 200 feet of the shoreline of Berlin Pond or the margin of any of its tributaries may continue in their present form, use, location and condition; provided, however, that an existing structure, improvement or land condition shall be removed immediately if it's found likely to cause or contribute to any contamination or pollution of Berlin Pond or any of its tributaries.~~Pedestrian and vehicular access to and from Berlin Pond over lands of the City of Montpelier is prohibited.

Sec. 7-602.

~~All activities, structures, improvements and land uses within Zone 3 of the Berlin Pond Source Protection Area, as designated and delineated on the above referenced Plan, involving the use, transportation, storage, generation, manufacture or disposal of hazardous materials, or any other substance, activity or product likely to affect water quality, human health or public drinking water treatment, are prohibited, except for the customary use, transportation and storage by a household. This section shall not proscribe or prevent the construction, installation and maintenance of improvements intended to abate, contain or mitigate the effects of hazardous materials, nor shall it be deemed to affect the transportation of any such substance or product in conformance with applicable state and federal standards.~~The entry upon and use of Berlin Pond is subject to regulation under Vermont Environmental Protection Rule, Chapter 32, as now constituted and as may be amended.

Sec. 7-603.

~~Existing structures and improvements and land uses within Zone 3 of the Berlin Pond Source Protection Area may continue in their present use, location and condition, and may be altered for the purpose of mitigating, correcting or removing potential sources of contamination or pollution. An existing structure or other improvement located within the Berlin Pond Source Protection Area shall be removed immediately if it is determined to be, or is likely to be, causing any condition adversely affecting water quality.~~

Sec. 7-604.

~~The provisions of this Ordinance shall not be deemed to be a limitation of the City's jurisdiction and regulatory authority over Berlin Pond, its tributaries and the City's public~~

~~water supply system, but shall serve to supplement all municipal, state and federal orders, rules, regulations and statutes presently in effect, or as may hereafter be enacted or adopted.~~

Sec. 7-~~605~~603.

By its adoption of this Ordinance, the City of Montpelier does not waive or relinquish any right, benefit, authority or prerogative it now possesses with respect to Berlin Pond and its tributaries.

~~Sec. 7-606.~~

~~This Ordinance is designated a civil ordinance under 24 V.S.A., §1971(b).~~

~~Sec. 7-607.~~

~~—A true copy of this Ordinance shall be delivered to the Select Boards and the Planning Commissions of the Towns of Berlin, Williamstown and Northfield, and shall be engrossed as required by law.~~

~~Sec. 7-608.~~

~~—Any person violating this Ordinance shall be subject to the monetary penalty established in Sec. 1-9 of this Code in addition to any other civil remedy available to the City to prevent, abate or enjoin such violation.~~

~~Sec. 7-609.~~

~~—This Ordinance shall take effect six days from the date of publication.~~

~~A health order relating to the protection of Berlin Pond shall be made a part of the record.~~

~~Sec's. 7-610 to 7-699. Reserved.~~

~~Enacted July 28, 2010 [Entire new Article VI, Protection of Berlin Pond, added]. Date of Publication: 10/07/10. Effective Date: 10/13/10.~~

CHAPTER 7
HEALTH AND SANITATION
ARTICLE VII. NUISANCES

Sec. 7-700. PURPOSE.

Any property within the City which is in a state of disrepair and deterioration, including vacant buildings, unsafe structures and potentially dangerous land conditions, are deemed to be public nuisances because their existence contributes to the decrease in value of surrounding properties, precipitates disinvestment by neighboring owners, provides a location for criminal activity, undermines the aesthetic character of the City and its neighborhoods and environs, and has other undesirable effects. Allowing public nuisances to remain indefinitely, even in the absence of code violations, structural boarding and other security measures, is detrimental to the public health, safety and welfare, unreasonably interferes with the reasonable and lawful use and enjoyment of other neighboring or adjacent property, may pose a danger to first responders in an emergency, and detracts from the appearance and good order of the neighborhood. The purpose of this ordinance is to abate public nuisances and to mitigate their impacts.

Sec. 7-701. DEFINITIONS.

- (1) As used in this Article, the term “nuisance” and “public nuisance” shall mean:
- (a) the physical condition or occupancy of any premises or property regarded as a public nuisance at common law; or
 - (b) any physical condition or occupancy of any premises or property considered an attractive nuisance to children, including, but not limited to, abandoned wells, shafts, basements, excavations, and unsafe fences and structures, or
 - (c) any premises that has unsanitary sewage or plumbing facilities; or
 - (d) any premises designated as unsafe for human habitation; or
 - (e) any premises or property that is manifestly capable of being a fire hazard, or is manifestly unsafe or unsecure so as to endanger life, limb or property; or
 - (f) any premises from which plumbing, heating or other facilities have been permanently removed or disconnected, destroyed or rendered ineffective, or the adequate precautions against trespassers have not been provided; or
 - (g) any premise that is unsanitary, or that is littered with rubbish or garbage; or
 - (h) any structure that is in a state of dilapidation, deterioration or decay, faulty construction, overcrowded, open, vacant or abandoned, or damaged by fire or other

casualty to the extent so as to not to be habitable, or in danger of collapse or failure; or dangerous to anyone on or near the premises, or detracts from the value, use and enjoyment of neighboring or adjacent property.

- (2) As used in this Ordinance, the term "Inspection Officials" shall mean the City Building Inspector, City Health Officer or City Fire Department Chief, or such other person so designated and appointed by the City Manager.
- (3) As used in this Ordinance, the term "Owner" shall mean the person holding record title to premises or property, as well as any person occupying, using, controlling or operating such premises or property as tenant, lessee or any other capacity recognized at law.

Sec. 7-702. PROHIBITION.

- (1) No person shall create, operate or maintain a public nuisance within the City.
- (2) No person shall fail to comply with the terms of an order of abatement issued under this ordinance.

Sec. 7-703. INSPECTION.

- (1) Upon receipt of information that a violation of this ordinance has occurred, an Inspection Official shall undertake a physical inspection of the premises or property. The Inspection Official may enter any building, structure or premises within the City for the purpose of making inspections or investigations at all reasonable hours; provided that, except in case of emergency, the right and authority conferred by this section shall not apply to the entry of any premises or property unless advance written notice is served on the owner thereof. Such written notice shall contain a statement of the date and time that an inspection will be made and shall also contain a statement of the purpose of such inspection.
- (2) The Inspection Official shall prepare a written report of ~~his or her~~their inspection of the premises or property and any corrective or abatement recommendations, and shall deliver a copy thereof to the owner of the premises and to the City Manager for transmittal to the City Council.

Sec. 7-704. HEARING ENFORCEMENT.

- (1) Upon at least ten days advance written notice to the owner of the premises, the City Council shall convene a public hearing to consider and act upon the inspection report of the Inspection Official. At such hearing, the City Council shall allow testimony and evidence from the owner and/or tenant of the premises or property, City officials and employees, and the public relating to the condition of the premises.
- (2) Following such hearing, the City Council shall deliberate and may determine that the premises constitute a public nuisance based upon specific findings. In the event the City Council

determines that the premises constitute a public nuisance, it shall direct that the owner thereof produce and deliver to the City Manager a plan and schedule of remediation and abatement, such submission to be made within a reasonable time frame established by the City Council, but in no event less than ten days of receipt of the City Council's findings.

- (3) In the event the owner's remediation and abatement plan is accepted and approved by the City Council, the owner shall implement said plan immediately, and shall complete the same within the time limits imposed by the City Council.
- (4) In the event the owner fails to submit a plan of remediation and abatement in accordance with Subsection (2), or if the owner fails to comply with Subsection (3), or if the owner fails to draft a plan accepted by the Council or fails to comply with Subsection (3), the City shall proceed to enforce this ordinance as provided herein, and shall seek such injunctive relief, enforcement remedies, and penalties as permitted by law, including, without limitation, abatement of common law nuisances, abatement of public health hazards, demolition of structures determined to be in violation of this ordinance, enforcement and foreclosure of liens for unpaid fees imposed under Section 7-706, and recovery in a civil action for remediation, mitigation and abatement costs incurred by the City.
- (5) In addition to being subject to penalties imposed for violating this ordinance, an owner whose property is found to be in violation or noncompliance of Section 7-704(4) shall be liable for all costs incurred by the City under Section 7-704(4), and for fees imposed under Section 7-706, payment of which shall be secured by a lien in the nature of a contractor's lien for labor and material in favor of the City upon such property.

Sec. 7-705. APPEALS.

A person, including the owner, aggrieved by any action taken hereunder by the City Council or a City official or employee may appeal any decision made by the City Council under Section 7-704. Such appeal shall be taken in the manner provided by law for appeals from governmental agencies and bodies.

Sec. 7-706. FEES.

Commencing thirty days from the date of delivery of the Inspection Official's report pursuant to Sec. 7-703(2) hereof, the Inspection Official shall conduct periodic inspections of the premises until the remediation plan has been completed in the judgment of the City Council, and shall furnish a report of such inspection to the owner and the City Manager. An inspection fee of \$50 for residential properties and \$100 for commercial properties for each such inspection is hereby established, such fee payable upon receipt by the owner of an invoice from the City Treasurer.

Sec. 7-707. SCOPE OF ORDINANCE.

The ordinance shall apply to all property within all areas of the City of Montpelier.

Sec. 7-708. DESIGNATION; PENALTIES.

The ordinance shall constitute a civil ordinance within the meaning of 24 V.S.A. Chapter 59, for a violation of which there is hereby imposed a penalty of \$100.00 per day for each day the owner fails to comply with Section 7-704(2)(3) or (4), in addition to any other penalties provided by law.

Sec. 7-709. SEVERABILITY.

If any portion of this ordinance is found to be unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected and shall remain in full force and effect. If any statute referred to in this ordinance is amended, this ordinance shall be deemed to refer to such amended statute.

Sec. 7-710. AUTHORITY.

This ordinance is enacted under authority granted to the City under 24 V.S.A., §2291(14) and Sec. 701 of the Montpelier City Charter.

~~Sec's. 7-711 to 7-799. Reserved.~~

~~CHARTER REFERENCE: Subchapter 7, City Ordinances, §701. COUNCIL AUTHORITY.~~

~~Enacted May 24, 2017; Effective June 9, 2017.~~



CITY COUNCIL Agenda Item #19-231

Date: August 14, 2019

Consent ☐ Discussion ☒

SUBJECT: Protest Update

SUBMITTING DEPARTMENT: Montpelier Police Department

RECOMMENDED ACTION: Receive an update from the MPD about the recent protests that have blocked traffic in downtown Montpelier. Discussion if warranted.

RELATED COUNCIL GOAL/PRIOR ACTION: Responsive and Responsible Government; Inclusive, Equitable and Engaged Community

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: On July 23rd, a group of about 15 adults calling themselves "Extinction Rebellion" staged a protest at the intersection of Taylor and State Streets, blocking traffic for about 2 hours before ending their protest. On August 2nd, a group of Vermont students participating in the Uprise Youth Action Camp blocked the intersection of State and Main Streets for about an hour, before marching down State Street to the State House and dispersing. MPD, DPW, Fire and the City Manager's office met on Tuesday to discuss how to handle these unexpected protests in the future. The most serious concern is the ability of emergency vehicles, including ambulances and fire vehicles, to move through the City (they would have been blocked by the May 2 protest). These actions have been extremely disruptive to the local businesses, and many residents and visitors trying to walk, drive or cycle through the City. MPD will brief the Council on the protests and plans going forward for discussion.

SUPPORTING DOCUMENTS: N/A

INTERESTED PARTIES: Emergency Services, City Manager's Office

CITY MANAGER'S APPROVAL:

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



CITY COUNCIL Agenda Item #19-232

Date: August 14, 2019

Consent ☐ Discussion ☒

SUBJECT: Strategic Outcomes update

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Review final strategic outcome report of 2018 and update of 2019 plan

RELATED COUNCIL GOAL/PRIOR ACTION: Responsive and Responsible Government

EXPENDITURE REQUIRED: None

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: None

BACKGROUND INFORMATION: Our new Strategic Outcomes work plan has been entered into Envisio for staff use. Envisio is finishing up on the Public Dashboard, to be published in the next week. The final report for 2018 has been completed.

SUPPORTING DOCUMENTS: Strategic Outcomes work 2019 plan; 2018 final report

INTERESTED PARTIES: Council, Staff, Residents

CITY MANAGER'S APPROVAL:

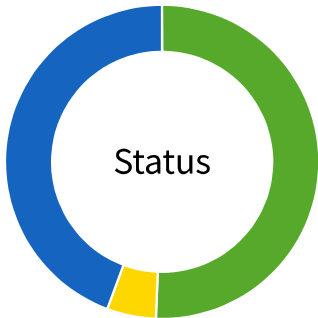
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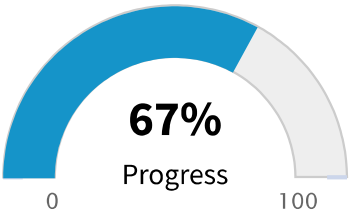
Council Report

8 Strategic Outcome	24 Priority Initiative
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Overall Summary



	%
On Track	50.63
Delay	5.06
Completed	44.3



Strategic Outcome 1 Progress 88%

Community Prosperity

	%	#
On Track	22.22	2
Some Disruption	11.11	1
Completed	66.67	6

Updated on May 21, 2019 21:22:01

Priority Initiative 1.1: Review intended outcomes of the Economic Development Strategic Plan (EDSP) and ensure Economic Development Outcomes are properly aligned with tools and strategies. Actively pursue businesses and employees Update tax stabilization policy to reflect current priorities Revise tax stabilization Explore alternative development incentives Problem being solved/Opportunity being seized: Lack of jobs, vacant storefronts, underutilized space How do we measure success? Increased jobs, use of space (92.5% completed)

Action Item 1.1.1: Revise tax stabilization policy (80% completed)

Draft discussed on 4/10 agenda. Council formed a subcommittee to review more closely. Committee met on May 13th. Copies of other Vermont policies were distributed to committee. Information on current financial obligations was provided. Next meeting being scheduled.

Action Item 1.1.6: Restructure Revolving Loan Funds (75% completed)

The CD Specialist continues to investigate how the RLF could most effectively be leveraged for ED purposes. Those ideas are continuing to be refined to outline program guidelines to be presented to Council before June 30. Similarly the CD Specialist has been working with the Housing Task Force on Housing guidelines and will have a proposal for Council before June 30.

Priority Initiative 1.1 Progress 93%

Review intended outcomes of the Economic Development Strategic Plan (EDSP) and ensure Economic Development Outcomes are properly aligned with tools and strategies.

	%	#
On Track	16.67	1
Some Disruption	16.67	1
Completed	66.67	4

- Actively pursue businesses and employees
- Update tax stabilization policy to reflect current priorities
- Revise tax stabilization
- Explore alternative development incentives

Problem being solved/Opportunity being seized: Lack of jobs, vacant storefronts, underutilized space

How do we measure success? Increased jobs, use of space

Updated on May 21, 2019 21:17:38

Action Item 1.1.1: Revise tax stabilization policy (80% completed)

Draft discussed on 4/10 agenda. Council formed a subcommittee to review more closely. Committee met on May 13th. Copies of other Vermont policies were distributed to committee. Information on current financial obligations was provided. Next meeting being scheduled.

Action Item 1.1.6: Restructure Revolving Loan Funds (75% completed)

The CD Specialist continues to investigate how the RLF could most effectively be leveraged for ED purposes. Those ideas are continuing to be refined to outline program guidelines to be presented to Council before June 30. Similarly the CD Specialist has been working with the Housing Task Force on Housing guidelines and will have a proposal for Council before June 30.

Priority Initiative 1.2 Progress 68%

Develop a plan for implementing a Living Wage requirement in Montpelier.

	%	#
On Track	50.0	1
Completed	50.0	1

- Require livable wage for all City contracts
- Explore City minimum wage

Problem being solved and opportunity being seized: Ensuring better wages and benefits for all, starting with the City

How do we measure success? Full report to City Council w/rec.

Updated on May 21, 2019 21:23:13

Action Item 1.2.1: Written report on implementing a Living Wage requirement. (35% completed)

Livable Wage contacting ordinance to be discussed by Social Justice Committee on 3/19. Michael Sherman has done considerable research into the issue and will present his information. Council Member Casey has proposed a responsible contractor ordinance or policy.

Priority Initiative 1.3 Progress 100%

Incentivize landlords to fill storefronts.

	%	#
Completed	100.0	1

Updated on May 21, 2019 21:17:56

Action Item 1.3.1: Recommend what, if any, incentives may be (0% completed)

Some discussion among staff about options. No real resolution. Scheduled for December 19 Council meeting

Strategic Outcome 2 Progress 45%

Environmental Stewardship

	%	#
On Track	72.73	8
Completed	27.27	3

Updated on May 21, 2019 21:22:12

Priority Initiative 2.1: Develop resilient designs and standards for addressing stormwater issues. Problem being solved/Opportunity being seized: Resiliency, clean water, meeting legal standards, balanced budget How do we measure success? Phosphorus reduction, erosion reduction, debris management, compliance (21.67% completed)

Action Item 2.1.1: Establish baseline (stormwater report) (30% completed)

Currently working to put together an outline of the materials and topics needed for the baseline storm water report.

Action Item 2.1.2: Quantify funding needs and possible sources for specific projects (35% completed)

Being done on a project by project basis.

Action Item 2.1.3: Implement Municipal facility best practices

Being done on a regular basis

Priority Initiative 2.2: Develop a comprehensive plan and strategy for achieving Net Zero goals. Problem being solved/Opportunity being seized: Reduce carbon footprint How do we measure success? Achieving Net Zero (37.83% completed)

Action Item 2.2.2: Update district heat summer operation by discontinuing or install solar hot water drainback system to supplement summer heating demand in DH loops (50% completed)

Options reviewed with City Manager. Obtaining cost information. Negotiations with new hotel could change decision about summer service.

Action Item 2.2.3: Consider Net Zero fund to pay for projects through a benefit charge (67% completed)

Action Item 2.3.1: Draft charter change (and possibly draft an ordinance). On agenda for September 12. Possible November 6 ballot vote. (100% completed)

Article passed on November 6. Will be forwarded to legislature for approval. Legislature is considering a state wide regulation which negates the need for local charter authority.

Strategic Outcome 3 Progress 88%

Inclusive, Equitable, and Welcoming Community		%	#
	On Track	20.0	2
	Completed	80.0	8

Priority Initiative 3.3: Establish a racial and social justice committee, host racial and social justice workshops. (66.67% completed)

Action Item 3.3.3: Conduct community workshops if desired by Equity Committee and approved by Council

Committee working on strategic plan and priorities. MSAC conducted workshops

Priority Initiative 3.1 Progress 100%

Consider non-citizen voting charter change.		%	#
	Completed	100.0	3

Problem being solved/Opportunity being seized: Non-citizen residents want to be more involved

Priority Initiative 3.2 Progress 100%

Make tenant rights more apparent. Clearinghouse with info on who to call and what is not ok.		%	#
	Completed	100.0	3

Problem being solved/Opportunity being seized: Complaints from tenants regarding unsafe/insecure housing; tenants unsure of rights

(Oct 03, 2018 13:04:23) Michael Miller: Project was completed by Manager's office.

Priority Initiative 3.3 Progress 67%

Establish a racial and social justice committee, host racial and social justice workshops.		%	#
	On Track	33.33	1
	Completed	66.67	2

Action Item 3.3.3: Conduct community workshops if desired by Equity Committee and approved by Council

Committee working on strategic plan and priorities. MSAC conducted workshops

Strategic Outcome 4 Progress 69%

Sustainable Infrastructure		%	#
	On Track	61.54	8
	Completed	38.46	5

Priority Initiative 4.1: Complete streets Problem being solved/Opportunity being seized: comply with state law & community desire, consider all modes of transportation equally How do we measure success? % of streets matching recommendation (70.0% completed)

Action Item 4.1.1: Present Complete Streets Plan, get approval (100% completed)

Preliminary plan presentation for city council in August. Council approved the plan.

Action Item 4.1.2: Recommend potential funding sources (60% completed)

Pursuing grant applications for WRRF project with State and Federal sources. Will be looking at grant opportunity to supplement equipment plan major purchases.

Action Item 4.1.3: Present implementation schedule (50% completed)

For December 12 agenda

Priority Initiative 4.5: Prioritize non-fossil fuel-based vehicles in equipment plan Problem being solved/Opportunity being seized: Hedge City from volatile fuel market, reduce environmental impact from CO2 emissions (76.5% completed)

Report of research and assessment of options being prepared for submittal to city council in May, 2019

Priority Initiative 4.1 Progress 70%

Complete streets

	%	#
On Track	66.67	2
Completed	33.33	1

Problem being solved/Opportunity being seized: comply with state law & community desire, consider all modes of transportation equally

How do we measure success? % of streets matching recommendation

Updated on May 21, 2019 21:24:25

Action Item 4.1.2: Recommend potential funding sources (60% completed)

Pursuing grant applications for WRRF project with State and Federal sources. Will be looking at grant opportunity to supplement equipment plan major purchases.

Action Item 4.1.3: Present implementation schedule (50% completed)

For December 12 agenda

Priority Initiative 4.2 Progress 88%

Water Resources Recovery Facility (WRRF) plan for future bonding (Phase 1)

	%	#
On Track	50.0	1
Completed	50.0	1

Problem being solved/Opportunity being seized: Aging infrastructure, phosphorus management & potential for lost revenue/ Organics to Energy & Net Zero

How do we measure success? Project scope decision, project development and completion

Updated on May 21, 2019 21:24:31

Action Item 4.2.2: Explore and report on all generation opportunities (including energy partners) (75% completed)

Report was provided on September 12. ESG seeking customers and has provided revenue guarantee

Priority Initiative 4.3 Progress 33%

Address deferred maintenance to achieve steady state for municipal infrastructure.

	%	#
On Track	66.67	2
Completed	33.33	1

Problem being solved/Opportunity being seized: Substandard street PCI, undersized and outdated water mains, outdated and failing storm and sewer systems, CSO compliance

How do we measure success? Project scope decision, project development and completion

Updated on May 21, 2019 21:24:36

Action Item 4.3.2: Conduct annual projects based on water and sewer master plan

Proceeding as planned. Report submitted regarding water system failures and enhanced funding needs

Action Item 4.3.3: Fund and comply with long term control plan for CSO elimination

Application submitted for grant funding to prepare LTCP. Public hearing presented on February 28th with power point and Orca video made available on web site

Priority Initiative 4.4 Progress 100%

Work with State and All Rail to plan for a commuter rail

	%	#
Completed	100.0	1

Problem being solved/Opportunity being seized: Finding potential alternative transportation options, reducing downtown parking demand

Updated on Apr 26, 2019 15:51:29

Planning Department submitted a grant in August to study the feasibility of commuter rail. The City was not approved for the grant but the Planning Department is working with a consultant to rewrite the application and resubmit for this summer.

Priority Initiative 4.5 Progress 77%

Prioritize non-fossil fuel-based vehicles in equipment plan

	%	#
On Track	75.0	3
Completed	25.0	1

Problem being solved/Opportunity being seized: Hedge City from volatile fuel market, reduce environmental impact from CO2 emissions

Updated on May 21, 2019 21:24:42

Action Item 4.5.1: Evaluate compatible fuel match for existing fleet (budget) (75% completed)

Energy Committee & DPW meeting held 1/22/19. D. Costin prelim report about B20 alternative sent on 2/24/19 (email). Awaiting final report about bio diesel & renewable diesel by end of March +/- . City manager was briefed. Report to council being prepared

Action Item 4.5.2: Determine cost and explore funding options (budget) (65% completed)

Will be done by vehicle. Police to purchase a hybrid cruiser.

Action Item 4.5.3: Implementation schedule (full or partial fleet) (budget) (66% completed)

Being developed by equipment division

Strategic Outcome 5 Progress 70%

Thoughtfully Planned Built Environment

	%	#
On Track	69.23	9
Completed	30.77	4

Priority Initiative 5.1: Increase parkland and recreational play areas throughout the City. Have a park/playground south of the river Increase park area Expand parks throughout the City – family play areas Problem being solved/Opportunity being seized: Unequal access to parks throughout city How do we measure success? Park within 10 minute walk from each neighborhood (68.33% completed)

Action Item 5.1.2: Develop plan to improve existing riverfront access from gateway, MHS, bike path, rec. field, etc. (5% completed)

Working with the River Conservancy to create a River Master Plan. At early stage,

Action Item 5.1.3: Complete feasibility study of 55 Barre and potential Community Center; improved indoor play areas (80% completed)

Report completed and presented to City Council in February. Council approved process for moving forward on April 10. Public outreach effort to begin

Priority Initiative 5.2: Shared use path construction Problem being solved/Opportunity being seized: Improving recreational and transportation alternatives How do we measure success? Construction completion, connectivity, econ. dev (50.0% completed)

Action Item 5.2.2: Manage project

Construction started in September. Moving as scheduled

Priority Initiative 5.3: Barre-Main Corridor Study Problem being solved/Opportunity being seized: Safety, congestion, incomplete street. How do we measure success? Completion of study (77.5% completed)

Action Item 5.3.1: Receive study (60% completed)

Public presentation held on August 29th. Now open for public comment. Initial council presentation to be scheduled in November.

Action Item 5.3.2: Provide plan for implementation (60% completed)

For council meeting November 28. Public workshop held on August 30. Possible council preview in October

Priority Initiative 5.4: 1 Taylor Street Problem being solved/Opportunity being seized: Lack of transportation hub, insufficient housing, multi-use path connectivity (90.0% completed)

Action Item 5.4.1: Construction (85% completed)

Project continues to be under construction and on schedule.

Action Item 5.4.3: Provide for future rail integration (85% completed)

Grant application submitted to study rail feasibility. Response not expected until spring.

Legislature considering feasibility funding as well. City has supported these efforts. Rail integration built into Transit Center design.

Priority Initiative 5.5: Address short- and long-term parking strategies Problem being solved/Opportunity being seized: Loss of parking during construction, lack of sufficient and strategically located parking How do we measure success? Creating alternate parking opportunities, 85% occupancy (61.67% completed)

Action Item 5.5.1: Balance demand and supply management

Have focused on supply (econo lodge, parking garage, mowatt). Have lease for econo lodge, creating 28 spaces at Mowatt, advancing garage project.

Action Item 5.5.2: Find places for public and employees to park (85% completed)

Short term - Econo Lodge lot secured by state Long term - Parking garage proposed, surface lot leased, new spaces constructed at Mowatt site

Action Item 5.5.3: Short term city staff parking incentive (25% completed)

Raised with Management team on 9/12. Employee meeting scheduled for October 9th.

Priority Initiative 5.1 Progress 68%

Increase parkland and recreational play areas throughout the City.

On Track
Completed

%	#
66.67	2
33.33	1

- Have a park/playground south of the river
- Increase park area
- Expand parks throughout the City – family play areas

Problem being solved/Opportunity being seized: Unequal access to parks throughout city

How do we measure success? Park within 10 minute walk from each neighborhood

Updated on May 21, 2019 21:27:31

Action Item 5.1.2: Develop plan to improve existing riverfront access from gateway, MHS, bike path, rec. field, etc. (25% completed)

Working with the River Conservancy to create a River Master Plan. At early stage. Council has identified this as priority for the upcoming year. Meeting with VRC on 5/22

Action Item 5.1.3: Complete feasibility study of 55 Barre and potential Community Center; improved indoor play areas (80% completed)

Report completed and presented to City Council in February. Council approved process for moving forward on April 10. Public outreach effort to begin. Consultant proposals received.

Priority Initiative 5.2 Progress 50%

Shared use path construction

On Track
Completed

%	#
50.0	1
50.0	1

Problem being solved/Opportunity being seized: Improving recreational and transportation alternatives

How do we measure success? Construction completion, connectivity, econ. dev

Updated on May 21, 2019 21:24:50

Action Item 5.2.2: Manage project

Construction started in September. Moving as scheduled

Priority Initiative 5.4 Progress 90%

1 Taylor Street

On Track
Completed

%	#
66.67	2
33.33	1

Problem being solved/Opportunity being seized: Lack of transportation hub, insufficient housing, multi-use path connectivity

Updated on May 21, 2019 21:19:45

Action Item 5.4.1: Construction (85% completed)

Project continues to be under construction and on schedule.

Action Item 5.4.3: Provide for future rail integration (85% completed)

Grant application submitted to study rail feasibility. Response not expected until spring.

Legislature considering feasibility funding as well. City has supported these efforts. Rail integration built into Transit Center design.

Priority Initiative 5.5 Progress 62%

Address short- and long-term parking strategies

	%	#
On Track	66.67	2
Completed	33.33	1

Problem being solved/Opportunity being seized: Loss of parking during construction, lack of sufficient and strategically located parking

How do we measure success? Creating alternate parking opportunities, 85% occupancy

Updated on Oct 01, 2018 19:05:47

Action Item 5.5.1: Balance demand and supply management

Have focused on supply (econo lodge, parking garage, mowatt). Have lease for econo lodge, creating 28 spaces at Mowatt, advancing garage project.

Action Item 5.5.2: Find places for public and employees to park (85% completed)

Short term - Econo Lodge lot secured by state Long term - Parking garage proposed, surface lot leased, new spaces constructed at Mowatt site

Action Item 5.5.3: Short term city staff parking incentive (25% completed)

Raised with Management team on 9/12. Employee meeting scheduled for October 9th.

Strategic Outcome 6 Progress 22%

Housing

	%	#
On Track	62.5	5
Some Disruption	25.0	2
Completed	12.5	1

Updated on May 21, 2019 21:22:40

Priority Initiative 6.1: Develop a strategy to address housing shortage and ensure housing for all incomes and stages of life. Problem being solved/Opportunity being seized: Housing shortage/insecurity (35.0% completed)

Action Item 6.1.1: Complete housing strategy for Master Plan (65% completed)

The Planning Director (Mike), CD Specialist (Kevin), and Housing Task Force have a draft strategy that was completed in 2017. The Director has worked on revising and updating this with a plan to present to Housing Task Force in June.

Action Item 6.1.2: Partner with developers; use TIF and other options to spark housing projects

Parking garage proposed using TIF which will accommodate housing project - bond vote passed on November 6. Focus is on that hotel/garage project. New proposal for State Street in the TIF district.

Action Item 6.1.4: Consider buying land to provide housing options (0% completed)

No action taken.

Action Item 6.1.5: Include Smart Growth policies in Master Plan (10% completed)

Planning Commission has recently resumed work on the City Plan. Policies that support Smart Growth will continue to be discussed.

Priority Initiative 6.2: Approve a plan for housing in Sabin's Pasture (0.0% completed)

Action Item 6.2.1: Support mixed use, including commercial if needed, to incentivize development

No proposals on table.

Action Item 6.2.2: Subsidize infrastructure support through TIF

Approved TIF district provides more opportunity. Met with land owner and VCFA on 4/23. Ideas being discussion but no firm options on the table,

Action Item 6.2.3: Consider purchasing Sabins for housing and open space

Meeting with VCFA, VLT, TPL, VHCB, City and landowner was held on 4/23. Follow up steps discussed.

Priority Initiative 6.1 Progress 35%

Develop a strategy to address housing shortage and ensure housing for all incomes and stages of life.

	%	#
On Track	40.0	2
Some Disruption	40.0	2
Completed	20.0	1

Problem being solved/Opportunity being seized: Housing shortage/insecurity

Updated on Apr 11, 2019 16:57:54

Action Item 6.1.1: Complete housing strategy for Master Plan (65% completed)

The Planning Director (Mike), CD Specialist (Kevin), and Housing Task Force have a draft strategy that was completed in 2017. The Director has worked on revising and updating this with a plan to present to Housing Task Force in June.

Action Item 6.1.2: Partner with developers; use TIF and other options to spark housing projects

Parking garage proposed using TIF which will accommodate housing project - bond vote passed on November 6. Focus is on that hotel/garage project. New proposal for State Street in the TIF district.

Action Item 6.1.4: Consider buying land to provide housing options (0% completed)

No action taken.

Action Item 6.1.5: Include Smart Growth policies in Master Plan (10% completed)

Planning Commission has recently resumed work on the City Plan. Policies that support Smart Growth will continue to be discussed.

Strategic Outcome 7 Progress 60%

Public Health and Safety

	%	#
On Track	40.0	2
Some Disruption	20.0	1
Completed	40.0	2

Updated on May 21, 2019 21:22:45

Priority Initiative 7.1: Proactively address drug issues Problem being solved/Opportunity being seized: Drug addiction, crime, domestic violence, negative community impact (50.0% completed)**Action Item 7.1.2: Seek funding to expand COSA model to work with DCF families (25% completed)**

I sought and received confirmation of the need for COSAs for truancy initiated cases from Montpelier HS and U32 guidance people and also received an inquiry about this from one of the Deputy State's Attorneys. All would like to utilize this yet unfunded service to refer families they work with.

In mid-January, I submitted a brief proposal to Judy Brassard to take forward to the ED of the Children and Family Council for Prevention Programs. I have had no reply.

Action Item 7.1.3: Prepare community indicators which include, among other things, families in need, income demographics and which are updated periodically (65% completed)

Indicators approved by Council. Data to be published for July 1.

Priority Initiative 7.1 Progress 50%

Proactively address drug issues

	%	#
On Track	50.0	2
Some Disruption	25.0	1
Completed	25.0	1

Problem being solved/Opportunity being seized: Drug addiction, crime, domestic violence, negative community impact

Updated on May 21, 2019 21:27:02

Action Item 7.1.1: Develop substance abuse prevention efforts and parenting networks in collaboration with Montpelier Schools

Grant application submitted. No response yet.

Action Item 7.1.2: Seek funding to expand COSA model to work with DCF families (25% completed)

I sought and received confirmation of the need for COSAs for truancy initiated cases from Montpelier HS and U32 guidance people and also received an inquiry about this from one of the Deputy State's Attorneys. All would like to utilize this yet unfunded service to refer families they work with .

In mid-January, I submitted a brief proposal to Judy Brassard to take forward to the ED of the Children and Family Council for Prevention Programs. I have had no reply.

Action Item 7.1.3: Prepare community indicators which include, among other things, families in need, income demographics and which are updated periodically (75% completed)

Indicators approved by Council. Data to be published for July 1.

Priority Initiative 7.2 Progress 100%

Develop a policy and strategy for implementing body-worn cameras in Montpelier Police Departments.

Completed	% 100.0	# 1
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Updated on May 21, 2019 21:27:11

Action Item 7.2.1: Draft policy (100% completed)

Draft policy was reviewed with the City Council on October 24. Decision made to delay indefinitely until statewide law is more clearly established.

Strategic Outcome 8 Progress 85%

Responsive and Responsible Government

On Track	% 40.0	# 4
Completed	60.0	6

Updated on May 21, 2019 21:22:50

Priority Initiative 8.1: Update City ordinances to ensure enforceability and develop strategies to ensure compliance. Unenforced Ordinances should be eliminated or modified to be enforceable. Problem being solved/Opportunity being seized: Outdated ordinance, lack of resources to enforce, inequity of regulation How do we measure success? Updated, logical, enforceable ordinances (82.0% completed)

Action Item 8.1.1: Review ordinances, present recommendations to Council (85% completed)

Ordinances to Council. hearing dates starting on April 24th. Underway.

Action Item 8.1.2: Include restorative justice options, where appropriate (76% completed)

I'm waiting to be provided the updated ordinances to review. Are they available? When I have the documents, I will read through and make recommendations about inclusion of RJ options.

Action Item 8.1.3: Address enforceability (85% completed)

Council set schedule at April 10 meeting. Most drafting is completed. Council began review on 4/24

Priority Initiative 8.4: Encourage more resident engagement with government. (66.67% completed)

Action Item 8.4.2: Build on use of Community Services communications to engage residents

Sharing information with Community Services to be circulated in their newsletters, such as committee vacancies, landlord/tenant resources webpage.

Priority Initiative 8.2 Progress 100%

Maintain existing service levels.

Completed	% 100.0	# 1
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Problem being solved/Opportunity being seized: Continue to meet residents' needs

Updated on May 21, 2019 21:26:14

Action Item 8.2.1: Implement Envisio Software to track performance (33% completed)

Work plan installed. Demo version completed. First staff training held on Sept. 5th. On council agenda for 10/10

Priority Initiative 8.3 Progress 100%

Budget parameters align with service expectations

	%	#
Completed	100.0	2

Problem being solved/Opportunity being seized: Prior budget limits not sustainable to maintain services

Updated on May 21, 2019 21:26:23

Action Item 8.3.1: Conduct workshop with Council about expectations (40% completed)

Scheduled for October 10th

Action Item 8.3.2: Reinstitute budget survey for Council (60% completed)

Survey drafted, final revisions being made now. To be issued on Friday September 20th with responses due October 4th.

Priority Initiative 8.4 Progress 67%

Encourage more resident engagement with government.

	%	#
On Track	33.33	1
Completed	66.67	2

Updated on May 21, 2019 21:21:36

Action Item 8.4.2: Build on use of Community Services communications to engage residents

Sharing information with Community Services to be circulated in their newsletters, such as committee vacancies, landlord/tenant resources webpage.

Priority Initiative 8.5 Progress 100%

Revise the investment policy to align with shared values.

	%	#
Completed	100.0	1

- Draft City investment plan that reflects our shared values

Updated on May 21, 2019 21:25:31

Council approved new policy



Strategic Plan

Current Reporting Date: Sep 01, 2019

Report Created On: Aug 09, 2019

Strategic Outcome 1

Progress 88%

Community Prosperity

Owner: William Fraser

Priority Initiative: 3

Action Item: 9

	%	#
On Track	22.22	2
Some Disruption	11.11	1
Completed	66.67	6

Priority Initiative 1.1

Progress 93%

Review intended outcomes of the Economic Development Strategic Plan (EDSP) and ensure Economic Development Outcomes are properly aligned with tools and strategies.

- Actively pursue businesses and employees
- Update tax stabilization policy to reflect current priorities
- Revise tax stabilization
- Explore alternative development incentives

	%	#
On Track	16.67	1
Some Disruption	16.67	1
Completed	66.67	4

Problem being solved/Opportunity being seized: Lack of jobs, vacant storefronts, underutilized space

How do we measure success? Increased jobs, use of space

Owner: William Fraser

Action Item: 6

Update provided by William Fraser on May 21, 2019 21:17:38

Action Item 1.1.1: Revise tax stabilization policy (80% completed)

Draft discussed on 4/10 agenda. Council formed a subcommittee to review more closely. Committee met on May 13th. Copies of other Vermont policies were distributed to committee. Information on current financial obligations was provided. Next meeting being scheduled.

Action Item 1.1.6: Restructure Revolving Loan Funds (75% completed)

The CD Specialist continues to investigate how the RLF could most effectively be leveraged for ED purposes. Those ideas are continuing to be refined to outline program guidelines to be presented to Council before June 30. Similarly the CD Specialist has been working with the Housing Task Force on Housing guidelines and will have a proposal for Council before June 30.

Action Item 1.1.1

Sep 15, 2018 - Jun 28, 2019

On Track

Progress 80%

Revise tax stabilization policy

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:38:28

Draft discussed on 4/10 agenda. Council formed a subcommittee to review more closely. Committee met on May 13th. Copies of other Vermont policies were distributed to committee. Information on current financial obligations was provided. Next meeting being scheduled.

Action Item 1.1.2

Sep 01, 2018 - Dec 03, 2018

Completed

Progress 100%

Create goals and measures for MDC

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:38:42

Council reviewed MDC progress on 12/19. MDC will update measures for next year

Action Item 1.1.3

Aug 01, 2018 - Sep 14, 2018

Completed

Progress 100%

Report on Permitting Processes (permitting approvals/disapprovals, timelines, etc.)

Owner: Michael Miller

Update provided by Michael Miller on Sep 28, 2018 20:21:34

Reported out to council on September 26.

Action Item 1.1.4

Aug 01, 2018 - Nov 15, 2018

Completed

Progress 100%

Utilize TIF program for applicable projects

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:38:51

TIF application has been approved and our TIF district is in place. TIF funding being used in parking garage proposal.

Action Item 1.1.5

Aug 01, 2018 - Dec 01, 2018

Completed

Progress 100%

Compile inventory of all economic development programs

Owner: Michael Miller

Update provided by Michael Miller on Dec 28, 2018 16:40:09

Planning Director (Mike), CD Specialist (Kevin), MDC Director (Laura) and MA Director (Dan) continue to meet bi-weekly. Laura met with Council on 12/19 to present an update and summary of MDCs work. She laid out a set of recommended goals and list of economic development tools for consideration. She will continue to update and meet with Council at a minimum of every six months.

Action Item 1.1.6



Aug 01, 2018 - Feb 01, 2019

Some Disruption

Progress 75%

Restructure Revolving Loan Funds

Owner: Michael Miller

Update provided by Michael Miller on Jul 29, 2019 16:05:17

The CD Specialist continues to investigate how the RLF could most effectively be leveraged for ED purposes. He had been working closing with the MDC Director before her departure. That will delay any final decisions. Also, we learned that the funds from the proposed RLF have all been committed to Caledonia Spirit making this process a little less critical than before. We will need guidelines in place for when repayments are made on the outstanding loans but nothing at this time. Those ideas are continuing to be refined to outline program guidelines to be presented to Council before August 31. Similarly the CD Specialist has been working with the Housing Task Force on Housing guidelines and will have a proposal for Council before August 31.

William Fraser

New Policy Adopted

Action Item 1.1.1 Revise tax stabilization policy

Priority Initiative 1.2 Progress 68%

Develop a plan for implementing a Living Wage requirement in Montpelier.

- Require livable wage for all City contracts
- Explore City minimum wage

		%	#
●	On Track	50.0	1
●	Completed	50.0	1

Problem being solved and opportunity being seized: Ensuring better wages and benefits for all, starting with the City

How do we measure success? Full report to City Council w/rec.

Owner: Susan Allen

Action Item: 2

Update provided by William Fraser on May 21, 2019 21:23:13

Action Item 1.2.1: Written report on implementing a Living Wage requirement. (35% completed)

Livable Wage contacting ordinance to be discussed by Social Justice Committee on 3/19. Michael Sherman has done considerable research into the issue and will present his information. Council Member Casey has proposed a responsible contractor ordinance or policy.

Action Item 1.2.1

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 35%

Update provided by William Fraser on May 21, 2019 20:05:20

Livable Wage contacting ordinance to be discussed by Social Justice Committee on 3/19. Michael Sherman has done considerable research into the issue and will present his information. Council Member Casey has proposed a responsible contractor ordinance or policy.

Written report on implementing a Living Wage requirement.

Owner: Susan Allen

Action Item 1.2.2

Aug 01, 2018 - Dec 03, 2018

Completed

Progress 100%

Update provided by William Fraser on Mar 19, 2019 16:08:48

Legal opinion has been requested and received. No authority for city to proceed.

Provide legal opinion on enacting City minimum wage

Owner: Susan Allen

Priority Initiative 1.3 Progress 100%

Incentivize landlords to fill storefronts.

		%	#
●	Completed	100.0	1

Owner: William Fraser

Action Item: 1

Update provided by William Fraser on May 21, 2019 21:17:56

Action Item 1.3.1: Recommend what, if any, incentives may be (0% completed)

Some discussion among staff about options. No real resolution. Scheduled for December 19 Council meeting

Action Item 1.3.1

Ongoing - Dec 03, 2018

Completed

Progress 100%

Recommend what, if any, incentives may be effective for filling storefronts

Owner: Michael Miller

Update provided by Michael Miller on Dec 28, 2018 16:45:20

Planning Director (Mike), CD Specialist (Kevin), MDC Director (Laura) and MA Director (Dan) continue to meet bi-weekly. MDC and Staff continue not to see the few vacancies as an issue to be addressed. Laura reported out to council on 12/19 that there is a vacancy rate of 3% for storefronts and the ideal is 5%. Vacancies are needed as that provides room for businesses to expand or relocate. The few vacancies we have will need assistance to be filled and MDC and the Planning Department will provide the assistance to make that happen but some vacancies will always be present and is not a bad thing for the local economy.

Strategic Outcome 2

Progress 45%

Environmental Stewardship

Owner: William Fraser

Priority Initiative: 3

Action Item: 11



	%	#
On Track	72.73	8
Completed	27.27	3

Priority Initiative 2.1



Progress 22%

Develop resilient designs and standards for addressing stormwater issues.

Problem being solved/Opportunity being seized: Resiliency, clean water, meeting legal standards, balanced budget

How do we measure success? Phosphorus reduction, erosion reduction, debris management, compliance

Owner: Tom McArdle

Action Item: 3



	%	#
On Track	100.0	3

Update provided by William Fraser on May 21, 2019 21:18:06

Action Item 2.1.1: Establish baseline (stormwater report) (30% completed)

Currently working to put together an outline of the materials and topics needed for the baseline storm water report.

Action Item 2.1.2: Quantify funding needs and possible sources for specific projects (35% completed)

Being done on a project by project basis.

Action Item 2.1.3: Implement Municipal facility best practices

Being done on a regular basis

Action Item 2.1.1



Aug 01, 2018 - Jun 28, 2019

On Track

Progress 30%

Establish baseline (stormwater report)

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 20:07:07

Currently working to put together an outline of the materials and topics needed for the baseline storm water report.

Action Item 2.1.2



Update provided by William Fraser on May 21, 2019 20:07:13

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 35%

Being done on a project by project basis.

Quantify funding needs and possible sources for specific projects

Owner: Tom McArdle

Action Item 2.1.3



Update provided by William Fraser on May 21, 2019 20:07:18

Ongoing - Ongoing

On Track

Being done on a regular basis

Implement Municipal facility best practices

Owner: Tom McArdle

Priority Initiative 2.2



Progress 38%

Develop a comprehensive plan and strategy for achieving Net Zero goals.

Problem being solved/Opportunity being seized: Reduce carbon footprint

How do we measure success? Achieving Net Zero

Owner: William Fraser

Action Item: 6



	%	#
On Track	83.33	5
Completed	16.67	1

Update provided by William Fraser on May 21, 2019 21:18:12

Action Item 2.2.2: Update district heat summer operation by discontinuing or install solar hot water drainback system to supplement summer heating demand in DH loops (50% completed)

Options reviewed with City Manager. Obtaining cost information. Negotiations with new hotel could change decision about summer service.

Action Item 2.2.3: Consider Net Zero fund to pay for projects through a benefit charge (67% completed)

Proposing funding for a Net Zero plan (including funding sources) in the FY20 budget along with a Facilities position to assist with plan implementation.

Action Item 2.2.4: Use local ash trees being removed and hazard tree materials for use home heating and/or lumber uses. (10% completed)

No progress made on this specifically. New tree position approved in the budget,

Action Item 2.2.5: Install energy efficiency measures in our current buildings (windows, insulation, doors)

New HVAC system for police station. Energy audits underway. Window insulation work completed.

Action Item 2.2.6: Ensure any new city facility or significant renovation meets Net Zero goals

All projects being reviewed for energy efficiency. Facilities Director position approved in budget,

Action Item 2.2.1

Aug 01, 2018 - Nov 01, 2018

Completed

Progress 100%

Update provided by William Fraser on Apr 23, 2019 18:28:17

Project needs higher priority and management decisions. Electrical failures leading to loss of safe & convenient lighting levels and expensive repairs. Funding was not included in FY20 budget.

Upgrade remaining street lights to LED (budget item)

Owner: Tom McArdle

Action Item 2.2.2

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 50%

Update district heat summer operation by discontinuing or install solar hot water drainback system to supplement summer heating demand in DH loops

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 20:07:30

Options reviewed with City Manager. Obtaining cost information. Negotiations with new hotel could change decision about summer service.

Action Item 2.2.3

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 67%

Consider Net Zero fund to pay for projects through a benefit charge

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:39:00

Proposing funding for a Net Zero plan (including funding sources) in the FY20 budget along with a Facilities position to assist with plan implementation.

Action Item 2.2.4

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 10%

Use local ash trees being removed and hazard tree materials for use home heating and/or lumber uses.

Owner: Geoff Beyer

Update provided by William Fraser on May 21, 2019 20:01:35

No progress made o this specifically. New tree position approved in the budget,

Action Item 2.2.5

Ongoing - Ongoing

On Track

Install energy efficiency measures in our current buildings (windows, insulation, doors)

Owner: Stephen Twombly

Update provided by William Fraser on May 21, 2019 20:04:54

New HVAC system for police station. Energy audits underway. Window insulation work completed.

Action Item 2.2.6

Ongoing - Ongoing

On Track

Ensure any new city facility or significant renovation meets Net Zero goals

Owner: Stephen Twombly

Update provided by William Fraser on May 21, 2019 20:05:00

All projects being reviewed for energy efficiency. Facilities Director position approved in budget,

Priority Initiative 2.3

Ban plastic bags

Problem being solved/Opportunity being seized: Too much plastic! Ruining the oceans and earth

How do we measure success? Reduce in use of plastic bags in Montpelier

Owner: William Fraser

Action Item: 2



Update provided by William Fraser on May 21, 2019 21:18:18

Action Item 2.3.1: Draft charter change (and possibly draft an ordinance). On agenda for September 12. Possible November 6 ballot vote. (100% completed)

Article passed on November 6. Will be forwarded to legislature for approval. Legislature is considering a state wide regulation which negates the need for local charter authority.

Action Item 2.3.1

Aug 01, 2018 - Jun 28, 2019 **Completed** **Progress 100%**

Draft charter change (and possibly draft an ordinance). On agenda for September 12. Possible November 6 ballot vote.

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:40:11

Article passed on November 6. Will be forwarded to legislature for approval. Legislature is considering a state wide regulation which negates the need for local charter authority.

Action Item 2.3.2

Aug 01, 2018 - Oct 03, 2018 **Completed**
Progress 100%

Make Decision whether to proceed

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:40:43

Parking Garage item passed at special election for November 6th.

Strategic Outcome 3

Progress 88%

Inclusive, Equitable, and Welcoming Community

Owner: William Fraser

Priority Initiative: 4 Action Item: 10

		%	#
●	On Track	20.0	2
●	Completed	80.0	8

Priority Initiative 3.1

Progress 100%

Consider non-citizen voting charter change.

Problem being solved/Opportunity being seized: Non-citizen residents want to be more involved

Owner: John Odum

Action Item: 3

		%	#
●	Completed	100.0	3

Action Item 3.1.1

Sep 01, 2018 - Nov 06, 2018 **Completed** **Progress 100%**

Conduct Informational meetings

Owner: John Odum

Update provided by William Fraser on Oct 01, 2018 19:13:04

Meetings held

Action Item 3.1.2

Aug 01, 2018 - Nov 05, 2018

Completed

Progress 100%

Prepare report for public and council addressing key questions and answers

Owner: John Odum

Update provided by William Fraser on Mar 19, 2019 16:01:46

Petitioned article passed on November 6th. Will be forwarded to the legislature for final consideration

Action Item 3.1.3

Sep 02, 2018 - Oct 03, 2018

Completed

Progress 100%

Ballot petition (expected) certified

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:41:22

Item passed on November 6th. To be forwarded to legislature for consideration. Legislature chose not to act on the charter change.

Priority Initiative 3.2

Progress 100%

Make tenant rights more apparent. Clearinghouse with info on who to call and what is not ok.

Problem being solved/Opportunity being seized: Complaints from tenants regarding unsafe/insecure housing; tenants unsure of rights

Owner: William Fraser

Action Item: 3



Update provided by William Fraser on May 21, 2019 21:18:58

(Oct 03, 2018 13:04:23) Michael Miller: Project was completed by Manager's office.

Action Item 3.2.1

Aug 01, 2018 - Oct 01, 2018

Completed

Progress 100%

Post resources on website for renters and landlords

Owner: Jamie Granfield

Update provided by William Fraser on May 21, 2019 20:02:04

Information being gathered

Action Item 3.2.2

Aug 01, 2018 - Oct 01, 2018

Completed

Progress 100%

Have hard copies of manuals available for renter and landlords

Owner: Jamie Granfield

Update provided by Jamie Granfield on Oct 09, 2018 12:18:28

Completed. Hard copies available in Clerk's Office and Planning Office.

Action Item 3.2.3

Aug 01, 2018 - Oct 01, 2018

Completed

Progress 100%

Update provided by William Fraser on Aug 24, 2018 17:04:58
Will be done when information is compiled

Conduct public outreach when resources are available

Owner: Jamie Granfield

Priority Initiative 3.3

Progress 67%



Establish a racial and social justice committee, host racial and social justice workshops.

Owner: William Fraser

	%	#
On Track	33.33	1
Completed	66.67	2

Action Item: 3

Update provided by William Fraser on May 21, 2019 21:19:06

Action Item 3.3.3: Conduct community workshops if desired by Equity Committee and approved by Council
Committee working on strategic plan and priorities. MSAC conducted workshops

Action Item 3.3.1

Aug 01, 2018 - Sep 26, 2018

Completed

Progress 100%

Update provided by Jamie Granfield on Mar 13, 2019 18:44:12
Charge established and approved by City Council.

Establish charge for committee and appoint members. Invite school participation?

Owner: Jamie Granfield

Action Item 3.3.2

Aug 01, 2018 - Oct 01, 2018

Completed

Progress 100%

Update provided by William Fraser on May 21, 2019 19:41:42
Some work has begun. After discussion with Mayor, combining this report with the community indicators. Indicators on 2/13 agenda and were approved.

Provide summary of current demographics

Owner: William Fraser

Action Item 3.3.3

Sep 01, 2018 - Ongoing

On Track

Update provided by William Fraser on May 21, 2019 19:41:52
Committee working on strategic plan and priorities. MSAC conducted workshops

Conduct community workshops if desired by Equity Committee and approved by Council

Owner: William Fraser

Priority Initiative 3.4 Progress 75%

Get wayfinding signs done - make it easy to find what we have.

- Wayfinding signs and apps implementation

Problem being solved/Opportunity being seized: Improve pedestrian environment, solving navigational challenges (peds,bikes and vehicles), strengthening attraction information, promoting our City sites and businesses

Owner: Tom McArdle

Action Item: 1

Update provided by William Fraser on May 21, 2019 21:24:19

Action Item 3.4.1: Approve plan (75% completed)

Council approved plan on September 12. Bids will be sought. Target is installation in 2019. Just received \$100,000 downtown grannt

	%	#
On Track	100.0	1

Action Item 3.4.1

Aug 01, 2018 - Mar 01, 2019 On Track Progress 75%

Approve plan

Owner: Tom McArdle

Update provided by William Fraser on Apr 23, 2019 18:29:14

Council approved plan on September 12. Bids will be sought. Target is installation in 2019. Just received \$100,000 downtown grannt

Strategic Outcome 4 Progress 69%

Sustainable Infrastructure

Owner: William Fraser

Priority Initiative: 5 Action Item: 13

	%	#
On Track	61.54	8
Completed	38.46	5

Priority Initiative 4.1 Progress 70%

Complete streets

Problem being solved/Opportunity being seized: comply with state law & community desire, consider all modes of transportation equally

How do we measure success? % of streets matching recommendation

Owner: Tom McArdle

Action Item: 3

Update provided by William Fraser on May 21, 2019 21:24:25

Action Item 4.1.2: Recommend potential funding sources (60% completed)

	%	#
On Track	66.67	2
Completed	33.33	1

Action Item 4.2.1

Aug 01, 2018 - Sep 07, 2018

Completed

Progress 100%

Update provided by William Fraser on Oct 01, 2018 19:23:07

Council approved project on September 12 and will add to November 6 ballot

Bond decision in Sept

Owner: Tom McArdle

Action Item 4.2.2



Aug 01, 2018 - Jun 28, 2019

On Track

Progress 75%

Update provided by William Fraser on May 21, 2019 20:08:09

Report was provided on September 12. ESG seeking customers and has provided revenue guarantee

Explore and report on all generation opportunities (including energy partners)

Owner: Tom McArdle

Priority Initiative 4.3

Progress 33%

Address deferred maintenance to achieve steady state for municipal infrastructure.

Problem being solved/Opportunity being seized: Substandard street PCI, undersized and outdated water mains, outdated and failing storm and sewer systems, CSO compliance

How do we measure success? Project scope decision, project development and completion

Owner: Tom McArdle



	%	#
● On Track	66.67	2
● Completed	33.33	1

Action Item: 3

Update provided by William Fraser on May 21, 2019 21:24:36

Action Item 4.3.2: Conduct annual projects based on water and sewer master plan

Proceeding as planned. Report submitted regarding water system failures and enhanced funding needs

Action Item 4.3.3: Fund and comply with long term control plan for CSO elimination

Application submitted for grant funding to prepare LTCP. Public hearing presented on February 28th with power point and Orca video made available on web site

Action Item 4.3.1

Aug 01, 2018 - Nov 01, 2018

Completed

Progress 100%

Update provided by Tom McArdle on Mar 04, 2019 13:41:11

Presented to CIP committee

Report on PCI targets as to meeting minimum standards (budget work)

Owner: Tom McArdle

Action Item 4.3.2



Ongoing - Ongoing

On Track

Update provided by William Fraser on May 21, 2019 20:08:16

Proceeding as planned. Report submitted regarding water system failures and enhanced funding needs

Conduct annual projects based on water and sewer master plan

Owner: Tom McArdle

Action Item 4.3.3

Update provided by William Fraser on May 21, 2019 20:08:24

Ongoing - Ongoing

On Track

Fund and comply with long term control plan for CSO elimination

Application submitted for grant funding to prepare LTCP. Public hearing presented on February 28th with power point and Orca video made available on web site

Owner: Tom McArdle

Priority Initiative 4.4

Progress 100%

Work with State and All Rail to plan for a commuter rail

Problem being solved/Opportunity being seized: Finding potential alternative transportation options, reducing downtown parking demand

Owner: Michael Miller

Action Item: 1

Update provided by Michael Miller on Jul 29, 2019 16:09:59

Planning Department submitted a grant in August 2018 to study the feasibility of commuter rail. The City was not approved for the grant but the Planning Department, in cooperation with the state and CVRPC has resubmitted a revised application for this summer.

Action Item 4.4.1

Update provided by William Fraser on May 21, 2019 19:51:36

Ongoing - Ongoing

Completed

Apply for funding to investigate feasibility of commuter rail

Application submitted

Owner: Community Development

Priority Initiative 4.5



Progress 77%

Prioritize non-fossil fuel-based vehicles in equipment plan

Problem being solved/Opportunity being seized: Hedge City from volatile fuel market, reduce environmental impact from CO2 emissions

Owner: Tom McArdle

Action Item: 4

Update provided by William Fraser on May 21, 2019 21:24:42

Action Item 4.5.1: Evaluate compatible fuel match for existing fleet (budget) (75% completed)

Energy Committee & DPW meeting held 1/22/19. D. Costin prelim report about B20 alternative sent on 2/24/19 (email). Awaiting final report about bio diesel & renewable diesel by end of March +/- . City manager was briefed. Report to council being prepared

Action Item 4.5.2: Determine cost and explore funding options (budget) (65% completed)

Will be done by vehicle. Police to purchase a hybrid cruiser.

Action Item 4.5.3: Implementation schedule (full or partial fleet) (budget) (66% completed)

Being developed by equipment division

Action Item 4.5.1

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 75%

Evaluate compatible fuel match for existing fleet (budget)

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 20:08:36

Energy Committee & DPW meeting held 1/22/19. D. Costin prelim report about B20 alternative sent on 2/24/19 (email). Awaiting final report about bio diesel & renewable diesel by end of March +/- . City manager was briefed. Report to council being prepared

Action Item 4.5.2

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 65%

Determine cost and explore funding options (budget)

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 20:08:45

Will be done by vehicle. Police to purchase a hybrid cruiser.

Action Item 4.5.3

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 66%

Implementation schedule (full or partial fleet) (budget)

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 20:09:01

Being developed by equipment division

Action Item 4.5.4

Ongoing - Nov 01, 2018

Completed

Progress 100%

Seek grants for EV charging stations on city property

Owner: Michael Miller

Update provided by Michael Miller on Dec 28, 2018 16:46:21

The application was submitted and the City is awaiting a reply from the state.

Strategic Outcome 5

Progress 70%

Thoughtfully Planned Built Environment

Owner: William Fraser

Priority Initiative: 5

Action Item: 13



	%	#
● On Track	69.23	9
● Completed	30.77	4

Priority Initiative 5.1

Progress 68%

Increase parkland and recreational play areas throughout the City.

- Have a park/playground south of the river
- Increase park area
- Expand parks throughout the City – family play areas



	%	#
● On Track	66.67	2
● Completed	33.33	1

Problem being solved/Opportunity being seized: Unequal access to parks throughout city**How do we measure success?** Park within 10 minute walk from each neighborhood

Owner: Geoff Beyer

Action Item: 3

Update provided by William Fraser on May 21, 2019 21:27:31

Working with the River Conservancy to create a River Master Plan. At early stage. Council has identified this as priority for the upcoming year.
Meeting with VRC on 5/22

Report completed and presented to City Council in February. Council approved process for moving forward on April 10. Public outreach effort to begin. Consultant proposals received.

Aug 01, 2018 - Dec 01, 2018

Completed

Progress 100%

Create Official Map

Owner: Michael Miller

Update provided by Michael Miller on Dec 28, 2018 16:48:27

Planning Director met with Conservation Commission on 10/11. A Park Commission rep also attended. After a long discussion about goals it was decided that perhaps parks and conservation commission were not interested in an official map. Rather, Parks Commission is interested in having the Greenprint plan formally adopted by council in order to give that document stronger weight in grants and in negotiations with property owners. The Planning Director met with Council on December 12 to discuss the official map. Staff supports adoption of the Greenprint as the official parks plan for the City but does not believe the Official Map is necessary at this time.

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 25%

Develop plan to improve existing riverfront access from gateway, MHS, bike path, rec. field, etc.

Owner: Community Services

Update provided by William Fraser on May 21, 2019 19:52:46

Working with the River Conservancy to create a River Master Plan. At early stage. Council has identified this as priority for the upcoming year. Meeting with VRC on 5/22

Aug 01, 2018 - Jun 28, 2019

On Track

Progress 80%

Complete feasibility study of 55 Barre and potential Community Center; improved indoor play areas

Owner: Community Services

Update provided by William Fraser on May 21, 2019 19:53:20

Report completed and presented to City Council in February. Council approved process for moving forward on April 10. Public outreach effort to begin. Consultant proposals received.

Progress 50%

Shared use path construction

Problem being solved/Opportunity being seized: Improving recreational and transportation alternatives

How do we measure success? Construction completion, connectivity, econ. dev

Owner: Tom McArdle

Action Item: 2

Update provided by William Fraser on May 21, 2019 21:24:50



Action Item 5.2.2: Manage project

Construction started in September. Moving as scheduled

Action Item 5.2.1

Ongoing - Ongoing Completed

Award construction contract

Owner: Tom McArdle

Update provided by William Fraser on Aug 28, 2018 19:43:24
Done

Action Item 5.2.2

Ongoing - Ongoing On Track

Manage project

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 20:09:10
Construction started in September. Moving as scheduled

Priority Initiative 5.3 Progress 78%

Barre-Main Corridor Study

Problem being solved/Opportunity being seized: Safety, congestion, incomplete street.

How do we measure success? Completion of study

Owner: Tom McArdle



Action Item: 2

Update provided by William Fraser on May 21, 2019 21:24:56

Action Item 5.3.1: Receive study (80% completed)

Initial study presented to Council on 4/10. Study completion date 5/31. Council public process summer/fall. Budget decisions for FY21.

Action Item 5.3.2: Provide plan for implementation (75% completed)

Presented to Council on 4/10. Final version on 5/31.

Action Item 5.3.1

Aug 01, 2018 - Jun 28, 2019 On Track Progress 80%

Receive study

Owner: Tom McArdle

Update provided by William Fraser on May 21, 2019 21:16:21
Initial study presented to Council on 4/10. Study completion date 5/31. Council public process summer/fall. Budget decisions for FY21.

Action Item 5.3.2



Aug 01, 2018 - Jun 28, 2019

On Track

Progress 75%

Update provided by William Fraser on May 21, 2019 21:16:27

Presented to Council on 4/10. Final version on 5/31.

Provide plan for implementation

Owner: Tom McArdle

Priority Initiative 5.4



Progress 90%

1 Taylor Street

Problem being solved/Opportunity being seized: Lack of transportation hub, insufficient housing, multi-use path connectivity

Owner: William Fraser



	%	#
On Track	66.67	2
Completed	33.33	1

Action Item: 3

Update provided by William Fraser on May 21, 2019 21:19:45

Action Item 5.4.1: Construction (85% completed)

Project continues to be under construction and on schedule.

Action Item 5.4.3: Provide for future rail integratio (85% completed)

Grant application submitted to study rail feasibility. Response not expected until spring.

Legislature considering feasibility funding as well. City has supported these efforts. Rail integration built into Transit Center design.

Action Item 5.4.1



Ongoing - Jun 28, 2019

On Track

Progress 85%

Update provided by William Fraser on May 21, 2019 19:42:49

Project continues to be under construction and on schedule.

Construction

Owner: William Fraser

Action Item 5.4.2

Aug 01, 2018 - Jun 28, 2019

Completed

Progress 100%

Update provided by William Fraser on May 21, 2019 19:42:57

Included in the FY20 budget

Develop and fund maintenance plan

Owner: William Fraser

Action Item 5.4.3



Ongoing - Jun 28, 2019

On Track

Progress 85%

Update provided by William Fraser on May 21, 2019 19:43:09

Grant application submitted to study rail feasibility. Response not expected until spring.

Legislature considering feasibility funding as well. City has supported these efforts. Rail integration built into Transit Center design.

Provide for future rail integratio

Owner: William Fraser

Priority Initiative 5.5 Progress 62%

Address short- and long-term parking strategies

Problem being solved/Opportunity being seized: Loss of parking during construction, lack of sufficient and strategically located parking

How do we measure success? Creating alternate parking opportunities, 85% occupancy

Owner: William Fraser

Action Item: 3

Update provided by William Fraser on Oct 01, 2018 19:05:47

Action Item 5.5.1: Balance demand and supply management

Have focused on supply (econo lodge, parking garage, mowatt). Have lease for econo lodge, creating 28 spaces at Mowatt, advancing garage project.

Action Item 5.5.2: Find places for public and employees to park (85% completed)

Short term - Econo Lodge lot secured by stateLong term - Parking garage proposed, surface lot leased, new spaces constructed at Mowatt site

Action Item 5.5.3: Short term city staff parking incentive (25% completed)

Raised with Management team on 9/12. Employee meeting scheduled for October 9th.

	%	#
 On Track	66.67	2
 Completed	33.33	1

Action Item 5.5.1

Ongoing - Ongoing 

Balance demand and supply management

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:43:28

Have focused on supply (econo lodge, parking garage, mowatt). Garage bond passed. Employee incentives in place. No progress on Court Street.

Action Item 5.5.2

Aug 01, 2018 - Jun 28, 2019  Progress 85% 

Find places for public and employees to park

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:44:02

Short term - Econo Lodge lot out. Small lot on Downing St. obtained but then discontinued. Employee incentive in place, being used by 6 people. Owner discontinued negotiations for Court St and Redstone sites. Long term - Parking garage bond approved, surface lot leased, new spaces potentially being constructed at Mowatt site

Action Item 5.5.3

Aug 01, 2018 - Oct 12, 2018  Progress 100% 

Short term city staff parking incentive

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:44:10

Incentive plan in place. 6 people using it.

Strategic Outcome 6

Progress 22%

Housing

Owner: William Fraser

Priority Initiative: 2 Action Item: 8

	%	#
On Track	62.5	5
Some Disruption	25.0	2
Completed	12.5	1

Priority Initiative 6.1

Progress 35%

Develop a strategy to address housing shortage and ensure housing for all incomes and stages of life.

Problem being solved/Opportunity being seized: Housing shortage/insecurity

Owner: Michael Miller

Action Item: 5

	%	#
On Track	40.0	2
Some Disruption	40.0	2
Completed	20.0	1

Update provided by Michael Miller on Jul 29, 2019 16:10:44

Action Item 6.1.1: Complete housing strategy for Master Plan (65% completed)

The Planning Director (Mike), CD Specialist (Kevin), and Housing Task Force have a draft strategy that was completed in 2017. The Director has worked on revising and updating this with a plan to present to Housing Task Force in June.

Action Item 6.1.2: Partner with developers; use TIF and other options to spark housing projects

Parking garage proposed using TIF which will accommodate housing project - bond vote passed on November 6. Focus is on that hotel/garage project. New proposal for State Street in the TIF district.

Action Item 6.1.4: Consider buying land to provide housing options (0% completed)

No action taken.

Action Item 6.1.5: Include Smart Growth policies in Master Plan (10% completed)

Planning Commission has recently resumed work on the City Plan. Policies that support Smart Growth will continue to be discussed.

Action Item 6.1.1

Aug 01, 2018 - Jun 28, 2019 Some Disruption Progress 65%

Complete housing strategy for Master Plan

Owner: Michael Miller

Update provided by Michael Miller on Jul 29, 2019 16:06:11

The Planning Director (Mike), CD Specialist (Kevin), and Housing Task Force have a draft strategy that was completed in 2017. The Director has worked on revising and updating this with a plan to present to Housing Task Force in August.

Action Item 6.1.2

Ongoing - Ongoing On Track

Partner with developers; use TIF and other options to spark housing projects

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:44:26

Parking garage proposed using TIF which will accommodate housing project - bond vote passed on November 6. Focus is on that hotel/garage project. New proposal for State Street in the TIF district.

Action Item 6.1.3

Aug 01, 2018 - Feb 01, 2019

Completed

Progress 100%

Improve rental prop. quality through voluntary inspection program

Owner: Michael Miller

Update provided by William Fraser on Apr 11, 2019 16:32:29

Overview of potential rental inspection program presented on the March 27 Council meeting. Council decided to study the housing health and safety question. Task to Housing Task Force to survey rental housing in FY 2020 to determine extent of problem.

Action Item 6.1.4



Ongoing - Ongoing

On Track

Consider buying land to provide housing options

Owner: Michael Miller

Update provided by Michael Miller on Jul 29, 2019 16:06:40

No action taken.

Action Item 6.1.5



Aug 01, 2018 - Mar 01, 2019

Some Disruption

Progress 10%

Include Smart Growth policies in Master Plan

Owner: Michael Miller

Update provided by Michael Miller on Jul 29, 2019 16:06:50

Planning Commission has recently resumed work on the City Plan. Policies that support Smart Growth will continue to be discussed.

Priority Initiative 6.2

Progress 0%

Approve a plan for housing in Sabin's Pasture

Owner: William Fraser

Action Item: 3



● On Track

%	#
100.0	3

Update provided by William Fraser on May 21, 2019 21:20:02

Action Item 6.2.1: Support mixed use, including commercial if needed, to incentivize development

No proposals on table.

Action Item 6.2.2: Subsidize infrastructure support through TIF

Approved TIF district provides more opportunity. Met with land owner and VCFA on 4/23. Ideas being discussion but no firm options on the table,

Action Item 6.2.3: Consider purchasing Sabins for housing and open space

Meeting with VCFA, VLT, TPL, VHCB, City and landowner was held on 4/23. Follow up steps discussed.

Action Item 6.2.1



Ongoing - Ongoing

On Track

Support mixed use, including commercial if needed, to incentivize development

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:44:42

No proposals on table.

Action Item 6.2.2

Ongoing - Ongoing

On Track

Subsidize infrastructure support through TIF

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:45:39

Approved TIF district provides more opportunity. Met with land owner and VCFA on 4/23. Ideas being discussion but no firm options on the table,

Action Item 6.2.3

Ongoing - Ongoing

On Track

Consider purchasing Sabins for housing and open space

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:45:57

Meeting with VCFA, VLT, TPL, VHCB, City and landowner was held on 4/23. Follow up steps discussed.

Strategic Outcome 7

Progress 60%

Public Health and Safety

Owner: William Fraser

Priority Initiative: 2

Action Item: 5



	%	#
On Track	40.0	2
Some Disruption	20.0	1
Completed	40.0	2

Priority Initiative 7.1

Progress 50%

Proactively address drug issues

Problem being solved/Opportunity being seized: Drug addiction, crime, domestic violence, negative community impact

Owner: Anthony Facos

Action Item: 4



	%	#
On Track	50.0	2
Some Disruption	25.0	1
Completed	25.0	1

Update provided by William Fraser on May 21, 2019 21:27:02

Action Item 7.1.1: Develop substance abuse prevention efforts and parenting networks in collaboration with Montpelier Schools

Grant application submitted. No response yet.

Action Item 7.1.2: Seek funding to expand COSA model to work with DCF families (25% completed)

I sought and received confirmation of the need for COSAs for truancy initiated cases from Montpelier HS and U32 guidance people and also received an inquiry about this from one of the Deputy State's Attorneys. All would like to utilize this yet unfunded service to refer families they work with .

In mid-January, I submitted a brief proposal to Judy Brassard to take forward to the ED of the Children and Family Council for Prevention Programs. I have had no reply.

Action Item 7.1.3: Prepare community indicators which include, among other things, families in need, income demographics and which are updated periodically (75% completed)

Indicators approved by Council. Data to be published for July 1.

Action Item 7.1.1



Update provided by William Fraser on May 21, 2019 19:53:59

Grant application submitted. No response yet.

Ongoing - Ongoing Some Disruption

Develop substance abuse prevention efforts and parenting networks in collaboration with Montpelier Schools

Owner: Community Services

Action Item 7.1.2



Update provided by William Fraser on Apr 23, 2019 18:24:53

I sought and received confirmation of the need for COSAs for truancy initiated cases from Montpelier HS and U32 guidance people and also received an inquiry about this from one of the Deputy State's Attorneys. All would like to utilize this yet unfunded service to refer families they work with .

In mid-January, I submitted a brief proposal to Judy Brassard to take forward to the ED of the Children and Family Council for Prevention Programs. I have had no reply.

Aug 01, 2018 - Jun 28, 2019 On Track Progress 25%

Seek funding to expand COSA model to work with DCF families

Owner: Yvonne Byrd

Action Item 7.1.3



Update provided by William Fraser on May 21, 2019 20:05:35

Indicators approved by Council. Data to be published for July 1.

Sep 03, 2018 - Jun 28, 2019 On Track Progress 75%

Prepare community indicators which include, among other things, families in need, income demographics and which are updated periodically

Owner: Susan Allen

Action Item 7.1.4

Update provided by Jamie Granfield on Oct 09, 2018 16:40:05

Policy put in place.

Sep 03, 2018 - Nov 01, 2018 Completed Progress 100%

Publicize information on resources available/public events

Owner: Jamie Granfield

Priority Initiative 7.2

Progress 100%

Develop a policy and strategy for implementing body-worn cameras in Montpelier Police Departments.

Owner: Anthony Facos



	%	#
Completed	100.0	1

Action Item: 1

Update provided by William Fraser on May 21, 2019 21:27:11

Action Item 7.2.1: Draft policy (100% completed)

Draft policy was reviewed with the City Council on October 24. Decision made to delay indefinitely until statewide law is more clearly established.

Action Item 7.2.1

Aug 01, 2018 - Oct 01, 2018

Completed

Progress 100%

Draft policy

Owner: Anthony Facos

Update provided by William Fraser on May 21, 2019 19:51:06

Draft policy was reviewed with the City Council on October 24. Decision made to delay indefinitely until statewide law is more clearly established.

Strategic Outcome 8

Progress 85%

Responsive and Responsible Government

Owner: William Fraser

Priority Initiative: 5

Action Item: 10

	%	#
On Track	40.0	4
Completed	60.0	6

Priority Initiative 8.1

Progress 82%

Update City ordinances to ensure enforceability and develop strategies to ensure compliance. Unenforced Ordinances should be eliminated or modified to be enforceable.

Problem being solved/Opportunity being seized: Outdated ordinance, lack of resources to enforce, inequity of regulation

How do we measure success? Updated, logical, enforceable ordinances

Owner: William Fraser

Action Item: 3

	%	#
On Track	100.0	3

Update provided by William Fraser on May 21, 2019 21:20:13

Action Item 8.1.1: Review ordinances, present recommendations to Council (85% completed)

Ordinances to Council. hearing dates starting on April 24th. Underway.

Action Item 8.1.2: Include restorative justice options, where appropriate (76% completed)

I'm waiting to be provided the updated ordinances to review. Are they available? When I have the documents, I will read through and make recommendations about inclusion of RJ options.

Action Item 8.1.3: Address enforceability (85% completed)

Council set schedule at April 10 meeting. Most drafting is completed. Council began review on 4/24

Action Item 8.1.1



Sep 17, 2018 - Jun 28, 2019

On Track

Progress 85%

Review ordinances, present recommendations to Council

Owner: Jamie Granfield

Update provided by William Fraser on May 21, 2019 20:02:26

Ordinances to Council. hearing dates starting on April 24th. Underway.

Action Item 8.1.2

Sep 17, 2018 - Jun 28, 2019 On Track Progress 76%

Include restorative justice options, where appropriate

Owner: Yvonne Byrd

Update provided by William Fraser on May 21, 2019 21:17:07

I'm waiting to be provided the updated ordinances to review. Are they available? When I have the documents, I will read through and make recommendations about inclusion of RJ options.

Action Item 8.1.3

Sep 17, 2018 - Jun 28, 2019 On Track Progress 85%

Address enforceability

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:46:23

Council set schedule at April 10 meeting. Most drafting is completed. Council began review on 4/24

Priority Initiative 8.2

Progress 100%

Maintain existing service levels.

Problem being solved/Opportunity being seized: Continue to meet residents' needs

Owner: William Fraser

Action Item: 1

	%	#
Completed	100.0	1

Update provided by William Fraser on May 21, 2019 21:26:14

Action Item 8.2.1: Implement Envisio Software to track performance (33% completed)

Work plan installed. Demo version completed. First staff training held on Sept. 5th. On council agenda for 10/10

Action Item 8.2.1

Aug 01, 2018 - Oct 12, 2018 Completed Progress 100%

Implement Envisio Software to track performance

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:46:30

First reporting completed. On council agenda for 10/10. In active use. Regular reports being provided

Priority Initiative 8.3

Progress 100%

Budget parameters align with service expectations

Problem being solved/Opportunity being seized: Prior budget limits not sustainable to maintain services

Owner: William Fraser

Action Item: 2

	%	#
Completed	100.0	2

Update provided by William Fraser on May 21, 2019 21:26:23

Action Item 8.3.1: Conduct workshop with Council about expectations (40% completed)

Scheduled for October 10th

Action Item 8.3.2: Reinstitute budget survey for Council (60% completed)

Survey drafted, final revisions being made now. To be issued on Friday September 20th with responses due October 4th.

Action Item 8.3.1

Aug 01, 2018 - Oct 10, 2018

Completed

Progress 100%

Update provided by William Fraser on May 21, 2019 19:46:37

Workshop held on October 10th. Council has completed budget survey for discussion. budget discussions underway consistent with workshop

Conduct workshop with Council about expectations and priorities

Owner: William Fraser

Action Item 8.3.2

Aug 01, 2018 - Oct 10, 2018

Completed

Progress 100%

Update provided by William Fraser on May 21, 2019 19:46:42

Survey issued on Friday September 20th with responses due October 4th. Discussed on 10/10

Reinstitute budget survey for Council

Owner: William Fraser

Priority Initiative 8.4

Progress 67%

Encourage more resident engagement with government.

Owner: William Fraser

	%	#
On Track	33.33	1
Completed	66.67	2

Action Item: 3

Update provided by William Fraser on May 21, 2019 21:21:36

Action Item 8.4.2: Build on use of Community Services communications to engage residents

Sharing information with Community Services to be circulated in their newsletters, such as committee vacancies, landlord/tenant resources webpage.

Action Item 8.4.1

Aug 01, 2018 - Sep 21, 2018

Completed

Progress 100%

Update provided by William Fraser on Oct 01, 2018 19:18:50

Communication strategy prepared. Presented to City Council at their 9/26 meeting.

Prepare formal Communications strategy

Owner: Susan Allen

Action Item 8.4.2

Ongoing - Ongoing

On Track

Update provided by William Fraser on May 21, 2019 19:54:13

Sharing information with Community Services to be circulated in their newsletters, such as committee vacancies, landlord/tenant resources webpage.

Build on use of Community Services communications to engage residents

Owner: Community Services

Action Item 8.4.3

Aug 01, 2018 - Oct 05, 2018

Completed

Progress 100%

Implement public dashboard of Envisio

Owner: William Fraser

Update provided by William Fraser on May 21, 2019 19:46:59

Live now

Priority Initiative 8.5

Progress 100%

Revise the investment policy to align with shared values.

- Draft City investment plan that reflects our shared values

Owner: Todd Provencher

Action Item: 1

		%	#
●	Completed	100.0	1

Update provided by William Fraser on May 21, 2019 21:25:31

Council approved new policy

Action Item 8.5.1

Aug 01, 2018 - Nov 01, 2018

Completed

Progress 100%

Recommend policy

Owner: Todd Provencher

Update provided by Todd Provencher on Oct 26, 2018 13:44:39

Committee meeting on November 7 to continue discussion of details and compare industry sector codes to global exclusions. Depending on scope of proposed changes, policy addendum could be available for council approval in December.