



Agenda

City Council Meeting

City Council Chambers, City Hall
Wednesday, August 28, 2019
6:30 P.M.

1. Call To Order By The Mayor
2. 19-239. Review and approve agenda
3. 19-240. General business and appearances
4. 19-241. Consideration of the Consent Agenda
 - a. Approve 8/14 meeting minutes
 - b. Park Avenue accessible parking space
 - c. Raw water vacuum station upgrade
 - d. City Hall roof contract
 - e. Street closure request: Sweet Melissa's Street Festival
 - f. Street closure request: Meadow Neighborhood Block Party
 - g. Parking lot closure request: Feast of Fools
 - h. Street closure request: Women's Suffrage 100th Anniversary Event
 - i. Payroll and bills
5. 19-242. Public Hearing for VCDP Scattered Site Grant
6. 19-243. Public Hearing for VCDP Implementation Grant Application for Another Way and Washington County Mental Health
7. 19-244. Homelessness Task Force

8. 19-245. Barre/Main Street corridor discussion
9. 19-246. Ordinance Amendments, 3rd reading: Chapter 7. Health & Sanitation
10. 19-247. Ordinance Amendments, 1st reading: Chapter 8. Animals & Fowl
11. 19-248. VLCT Town Fair
12. 19-249. Other business
13. 19-250. Council reports
14. 19-251. Mayor's report
15. 19-252. City Clerk's report
16. 19-253. City Manager's report
17. Adjournment

Minutes of the Montpelier City Council Meeting
August 14, 2019 6:30pm
City Council Chambers

In attendance: Mayor Anne Watson (Chair), Councilors Dona Bate, Conor Casey, Glen Hutcheson, Jack McCullough and Ashley Hill. Councilor Lauren Hierl was not present. City Clerk John Odum acted as secretary.

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

- 19-220. Comments regarding the recent death of Mark Johnson were offered by: Lawrence Siler, Zach Hughes, Peter Harris, Stephen Whitaker, and Elizabeth Parker.

Stephen Whitaker voiced concerns about a recent “incident” with police regarding a number of homeless individuals.

Ericka Rell offered her services on the homeless issue.

- 19-219. Without objection the proposed agenda was approved by acclamation

- 19-221. Councilor McCullough moved approval of the consent agenda sans item f. Councilor Hutcheson seconded and the motion carried unanimously.

The Council took up consent agenda item f (City Hall plaza evening vendor request). Michael Cantalupo came forward for discussion. Councilor Hill moved the Council approve the permit request for the vendor from 10pm to no later than 2:00pm. Councilor Hutcheson seconded.

Councilor McCullough moved to amend the motion to make the permit subject to review during the permit period so that the Council can review, terminate or modify it if problems develop. The motion died for lack of a second. After more discussion, the underlying motion passed unanimously.

- 19-222. The Council discussed appointments to the Housing Trust Fund committee. After brief discussion, Councilor McCullough moved to appoint the applicants (Richard Amore and Rick DeAngelis as members of the public at large, Mary Hooper and Brian Evans as Housing Task Force representatives). Councilor Casey seconded and the motion carried unanimously.

- 19-223-224. The Council discussed the appointment to the Planning Commission. Marcella Dent spoke in regards to her candidacy. The appointment to the Development Review Board was also discussed (applicant Michael Lazorchak was not present).

Councilor McCullough Jack moved the Council appoint both of the applicants to the positions they applied for. Councilor Hutcheson seconded and the motion carried unanimously.

- 19-225. The Council received an Energy Advisory Committee update (including Energy Efficiency Ordinance) from Kate Stephenson. Comments were taken from Vicki Lane, Ben Huffman, Stephen Whitaker, and Jeff Rubin. No formal action taken.
- 19-226. The Council discussed a proposed Vermont College of Fine Arts parcel zoning project. Councilor Hutcheson recused himself from discussion due to a potential conflict of interest. Kate Stephenson and Casey Ellison presented the proposal. Comments were offered by Page Guertin, Joe Castellano, Jeff Rubin, Stephen Whitaker, Vicki Lane, and Lawrence Siler. After discussion Councilor Bate moved to include this request to draw the zoning line for the density in the drafts that we will be receiving from the planning commission for consideration in the future. Councilor Casey seconded and the motion passed 4-1 (Councilors Hill and McCullough voting nay, Mayor Watson voting aye).
- The Mayor called a recess at 8:05 recess. The meeting reconvened at 8:12
- 19-227. Planning Director Mike Miller offered a brief zoning update. After discussion, Councilor Bate moved to accept the changes to the draft so staff can warn public hearings for September 11 and September 25. Councilor McCullough seconded and the motion passed unanimously.
- 19-228. The City Manager introduced a discussion of the proposed Homelessness Task Force. Comments were offered from Stephen Whitaker, Ericka Rell (VCIL), Zack Hughes, Casey Walsh, and Vicki Lane. After discussion, Councilor McCullough moved the city create a task force of up to eight people, and that the City Manager be directed to send out requests for applications from all the groups listed in his memo and to all the people who have either been listed in Steve Whitaker's memo or have otherwise already approached the city with their interest, or have expressed so in this meeting, including people who are here present, and that we get applications so the appointments will be made at the next meeting. Councilor Hutcheson seconded and the motion carried unanimously. Brief further discussion followed.
- 19-229. The Council opened a discussion of possibly synergy between Central Vermont Fiber and the Central Vermont Public Safety Authority. Stephen Whitaker opened discussion. CVPSA Chair Kim Cheney participated. After discussion, Councilor Casey moved that the City Council supports a cooperative effort between CV Fiber and CVPSA to look at a regional wide communications network that uses the fiber structure in its most efficient needs, urges the two groups to work together to accomplish that goal. Councilor Hutcheson seconded. After brief further discussion the motion carried unanimously.
- 19-230. At 9:20, the Mayor opened the second public hearing on amendments to the Code of Ordinances, chapter 7, Health & Sanitation. No public comments were offered. After discussion, the public hearing was closed at 9:28. Councilor Hill moved to set another public hearing for the next meeting. Councilor McCullough seconded and the motion carried unanimously.
- 19-231. Police captain Neil Martel gave an update on the recent protests in the city. Discussion followed. No formal action taken.

- 19-232. The City Manager gave the Council an update on the strategic plan. Discussion included comments from Stephen Whitaker. No formal action was taken.
- 19-234. Councilor Bate noted that two committees (MTIC and Complete Streets) are taking the relevant ordinance very seriously. She also reported that data on bikes and pedestrians is being collected.
- Councilor Casey thanked the city staff for its handling of the recent conflict between the Farmers Market and the Biker's organization.
- Councilor Hutcheson reminded listeners of his weekly constituent meeting and noted the walkability of the city and that he was looking forward to the pedestrian/bike path.
- Councilor McCullough noted out the scheduled work on the Rain garden at the State Employees' Credit Union, making an appeal for volunteers.
- 19-235. The Mayor highlighted recent public hearings recently about traffic changes on Barre and Main Streets, as well as on the proposed energy disclosure, noting an upcoming meeting on the latter. She also noted the date of the coming transportation focused meeting.
- 19-236. The City Clerk reported on his activities at Defcon.
- 19-237. The City Manager thanked the Police Department for their efforts regarding the recent street protests. He also offered his condolences to the family of Mark Johnson, noting that further information would be released as soon as possible. Finally, he introduced Donna Barlow Casey who was starting as acting Public Works chief and Assistant City Manager.
- 19-238. Councilor McCullough moved that, pursuant to Title I, VSA §313, the Council enter executive session to discuss the appointment or employment or evaluation of a public employee. Councilor Hutcheson seconded and the motion carried unanimously.

Without objection, the Mayor ruled the Council returned to open session and subsequently adjourned by unanimous consent.



CITY COUNCIL Agenda Item #19-241(b)

Date: August 28, 2019

**Consent X Discussion ___ Time Sensitive X
(outlined below)**

SUBJECT: Park Avenue Accessible Parking Space

SUBMITTING DEPARTMENT: Department of Public Works

RECOMMENDED ACTION: Approve the designation of an accessible on-street parking space which is to be reserved for persons with disabilities as defined under the ADA.

STRATEGIC OUTCOME/INITIATIVE: Inclusive, Equitable, and Welcoming Community

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: < \$500

SOURCE OF FUNDS: DPW Operating Expenses

LEGAL REQUIREMENTS: Section 10-718. "Special Disabled Person Parking" (a) The City Council may, at its discretion, establish certain selected parking spaces in the City of Montpelier for those disabled persons whose vehicles shall display a distinguishing decal or metal tag on the registration plate approved and issued by the State Department of Motor Vehicles in accordance with Title 23, Section 304a, of the Vermont Statutes Annotated.

BACKGROUND INFORMATION: The Union Elementary School does not have sufficient space on school property to provide parking for staff or visitors with disabilities to park a motor vehicle or to load / unload a student with a disability. Furthermore, the improved accessible entrance to the school is located within a section of the school campus which would present logistical challenges and safety concerns for maneuvering a vehicle in an area where students gather to access the school and facilities. An on-street space is felt to be the most viable alternative to provide an accessible route from the parking space to the accessible school entrance. The Director of Facilities of the schools has submitted a written request (email) for consideration of the on-street accessible parking space. **Approval is considered urgent because the school year is starting soon.**

SUPPORTING DOCUMENTS: Email from Andrew LaRosa, Director of Facilities

INTERESTED PARTIES: Neighbors, UES school staff, parents/guardians & visitors

CITY MANAGER'S APPROVAL:

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

Jamie Granfield

From: Corey B. Line
Sent: Thursday, August 22, 2019 11:08 AM
To: Tom McArdle
Subject: FW: On street accessible parking request

From: DH Andrew Larosa
Sent: Thursday, August 15, 2019 12:28 PM
To: Corey B. Line <CLine@montpelier-vt.org>; Kurt Motyka <KMotyka@montpelier-vt.org>; Ryan Heraty <ryanheraty@mpsvt.org>
Subject: USE: On street accessible parking request

To whom it may concern,

Please accept this e-mail as an "official" request to add a dedicated accessible parking space on Park Ave. in front of the Union Elementary School. We currently have at least one student who is in a wheel chair and we would like to provide convenient access for that student and their parents when visiting the school. The District recently added an accessible vestibule on the east side of the building and feel that having the parking space located in that area would be the most convenient.

Beyond student use, the building is used by the public and having convenient accessible parking would be a benefit to the community at large.

There is no onsite parking, making accessible street parking our only option. Thank you for your consideration and if you have any questions please feel free to give me a call.

Andrew LaRosa, AIA
Director of Facilities
Montpelier Roxbury Public Schools
5 High School Drive, Unit 5
Montpelier, VT 05602
andrewlarosa@mpsvt.org

(c) 802-522-6322
(o) 802-225-8685



CITY COUNCIL Agenda Item #19-241(c)

Date: August 28, 2019

Consent X Discussion

SUBJECT: Reconstruction of the Raw Water Main vacuum station located at Dickey's Dam.

SUBMITTING DEPARTMENT: Department of Public Works

RECOMMENDED ACTION: Approve contract with Flowers Plumbing and Heating in the amount of \$14,287 for the reconstruction of the Raw Water Main Vacuum station.

STRATEGIC OUTCOME/PRIOR ACTION: Sustainable Infrastructure

EXPENDITURE REQUIRED: \$14,287.00

SOURCE OF FUNDS: FY20 Equipment Plan (CIP) - \$6,000 reallocated funding from Air Blower reconstruction, which came in under budget and the remainder of funding from FY19 surplus revenue.

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: The Vacuum station is required to ensure a constant flow of water from the Berlin Pond to the plant. The existing station is located underground which requires staff to have two employees present each time it is checked or serviced. Moving the equipment above grade with a new structure will significantly reduce staff time and improve worker safety.

SUPPORTING DOCUMENTS: Estimates from Ladd Construction, Cowan Electrical and Flowers Plumbing and heating.

INTERESTED PARTIES: Department of Public Works

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. J. [unclear]", written over a horizontal line.

Estimate

Flowers Plumbing & Heating
92 Orchard Terrace
Graniteville, VT 05654
Tel. (802) 479-3225

Date	Estimate #
4/22/2019	23

Name / Address

City of Montpelier, STE,6
City Hall, 39 Main Stret
Montpelier, VT 05602

Project

Description	Qty	Rate	Total
Dickey Dam Project			
Ladd Construction estimate to build new 6'x8' structure over cement vault (see enclosed)	1	6,687.00	6,687.00
Cowan Electric estimate to wire new structure and relocate existing wiring from below (see enclosed)	1	2,900.00	2,900.00
Concrete cutting to remove cap on top of vault	1	650.00	650.00
Spray Foam insulation to do new structure walls and ceiling	1	840.00	840.00
Diamond plate hatch door with piston to cover vault hatch opening	1	810.00	810.00
Flowers P&H estimate to relocate vacuum pump from vault to new structure and re-install	1	2,400.00	2,400.00
Thank you for your business.		Total	\$14,287.00

Ladd Construction

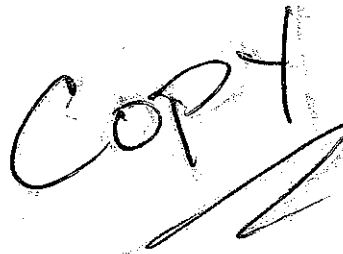
151 Cherry Lane
Berlin, VT 05602
(802)223-2780

Estimate

DATE	ESTIMATE NO.
4/16/2019	22

NAME / ADDRESS
Montpelier Water Treatment

PROJECT
Shed

DESCRIPTION	TOTAL
Framing Materials	785.20
Shop Materials	300.00
3-0-6-6 Smooth Star Exterior Door	657.24
Siding (white vinyl)	485.00
Roofing (24 gauge standing seam)	700.00
Rubbish removal (does not include existing building)	200.00
Labor (does not include removal of existing building and ground work)	3,560.00
	
TOTAL	\$6,687.44

Cowan Electrical Contracting Inc.
PO Box 106
East Montpelier, VT 05651
4/15/19

Brad,

This is an estimate for the work we went over at the Dickey Dam site. The work discussed will cost \$2,900.00 (Twenty Nine hundred dollars). It will consist of the following.

1. Install new breaker panel in building
2. Install wall mount electric heater with fan and thermostat
3. Install vapor proof light fixture
4. Install switch for light
5. Install service outlet
6. Relocate existing control panel above into new space
7. Wire in existing pump
8. Refeed power to other existing building on site

Work has been figured to be done surface mount with PVC pipe and boxes as in similar buildings like waste water pump stations. Please let me know if there are any questions or changes to be made.

Thank You

Dan Cowan

COPY



CITY COUNCIL Agenda Item #19-241(d)

Date: August 28, 2019

Consent X Discussion

SUBJECT: Award contract to Rodd Roofing to replace remaining asphalt-shingled portions of the City Hall roof.

SUBMITTING DEPARTMENT: Facilities

RECOMMENDED ACTION: Approve contract to Rodd Roofing to replace remaining asphalt-shingled portions of the City Hall roof.

STRATEGIC OUTCOME/PRIOR ACTION: Sustainable Infrastructure

EXPENDITURE REQUIRED: \$161,910.00 upon completion of work.

SOURCE OF FUNDS: FY20 and FY21 Capital Improvement Plan

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: Existing roofing is worn and has exceeded its effective life. Continuation of last year's emergency roof repair. This project to be completed by late fall of 2020. An RFP was issued and directly mailed to seven roofing contractors.

SUPPORTING DOCUMENTS: Contract between the City and Rodd Roofing.

INTERESTED PARTIES: Facilities; City Hall Staff

CITY MANAGER'S APPROVAL:

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

CONTRACT

BETWEEN

**CITY OF MONTPELIER
39 Main Street
Montpelier, Vermont 05602**

AND

**MAJOR L. RODD, THE ROOFER, INC.
P.O. Box 69
49 Perkins Street
St. Johnsbury, Vermont 05819-0069**

FOR

**REPLACEMENT OF REMAINING ASPHALT-SHINGLED
PORTIONS OF CITY HALL ROOF**

Rodd Roofing, Inc. hereby agrees to provide all materials, labor and equipment necessary to complete the work as specified below:

SCOPE OF SERVICES/SPECIFICATIONS:

- 1) Remove all existing asphalt shingles from the existing decking and dispose of in a legal manner. Any deteriorated decking will be replaced on a time and material basis.
- 2) Install Ice and Watershield underlayment in all critical areas.
- 3) On the remaining areas, install one layer of Synthetic Underlayment.
- 4) Install over the underlayment an Englert 24 ga. Double-Locked standing seam metal roofing system 1300. Color shall be charcoal gray.
- 5) Flash all detail in accordance with Englert specifications.
- 6) Tie into existing membrane roofing system to make a watertight seal.
- 7) All work to be performed per OSHA standards.
- 8) Clean and leave premises as found.
- 9) Furnish 35 year Englert Paint Finish Warranty.

The work will commence in 2020 and will be completed on or before November 15, 2020.

The City will be responsible for all permits and parking, access and layout coordination.

The City of Montpelier agrees to pay Major L. Rodd, The Roofer, Inc. the sum of \$161,910 within 14 days of completion of the work. Installation of Snow Guards, if any, will be billed in addition to the above amounts.

Rodd Roofing will provide the City with a Certificate of Insurance naming the City of Montpelier as additional insured.

IN WITNESS WHEREOF, the City of Montpelier has caused this agreement to be signed and executed in its behalf by the City Manager, and Stephen Rodd, President of Rodd Roofing has signed and executed this agreement:

For the City of Montpelier:

William Fraser, City Manager

Date

Major L. Rodd, The Roofer, Inc.

Stephen Rodd, President

Date



CITY COUNCIL Agenda Item #19-241(e)

Date: August 28, 2019

Consent X Discussion ____

SUBJECT: Langdon Street Closure Permit Application, Sweet Melissa's Street Festival, 8/31/19

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Review Street Closure Permit Application from Melissa Merrihew for the closure of Langdon Street for the Sweet Melissa's Street Festival on 8/31/19 from 1 PM – 11:30 PM.

STRATEGIC OUTCOME/INITIATIVE: Inclusive, Equitable and Engaged Community

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: This is the second annual Sweet Melissa's Street Festival.

SUPPORTING DOCUMENTS: Street Closure Application

INTERESTED PARTIES: Applicant; Residents; Businesses; 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: Sweet melissa's	Email: Sweetandlowdown@rocketmail.com
Address: 4 Langdon St. Montpelier	
Cell Phone: [REDACTED]	Other Phone:

2. Event Details

Name of Event: Sweet melissa's Street Festival	
General description of the event (1 to 3 sentences): To put an end to a great summer I would love to have music and arts on the street.	
Date of Event: 8/31	Start and End Time of Event: 2pm - 11pm
Street(s) to be Closed - Please attach a sketch of the event layout. Langdon St.	
Time Street will close (recommend up to an hour before event): 1pm	Time Street will reopen (recommend 30 minutes after the event ends): 11:30pm
Number of Staff/Volunteers on site for Event: 10-15	
Number of people expected at event: 100 - 200	Number of vendors and/or entertainers who will participate: About 10 different music acts.
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.) First Insurance	

3. Community Support

Is this a reoccurring event in Montpelier? <i>This would be my 2nd year.</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>Gathers people for a music event.</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.
What arrangements have been made for food, water, and toilet facilities (if applicable)? <i>My restaurant is located on the street, so restrooms are available. Water stations will be set up.</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>I will have extra garbage cans/recycling bins available on the street.</i>
If additional law enforcement officials will be hired for your event, please list: <i>NO</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.

Melissa Merrhew Melissa Merrhew 8/10/19
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.

Melissa Merrhew Melissa Merrhew 8/10/19
Signature Printed Name Date

Notice Documentation

Name of Event: <u>Sweet Melissa's Street Festival</u>	
Date of Event: <u>8/31</u>	Start and End Time of Event: <u>2pm - 11pm</u>
Street(s) to be Closed: <u>Langdon St.</u>	
Time Street will close (recommend up to an hour before event): <u>1 pm</u>	Time Street will reopen (recommend 30 minutes after the event ends): <u>11:30 pm</u>
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. <u>I will personally talk to the businesses that are on my street.</u>	

Special Event / Street Closure Permit Application

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

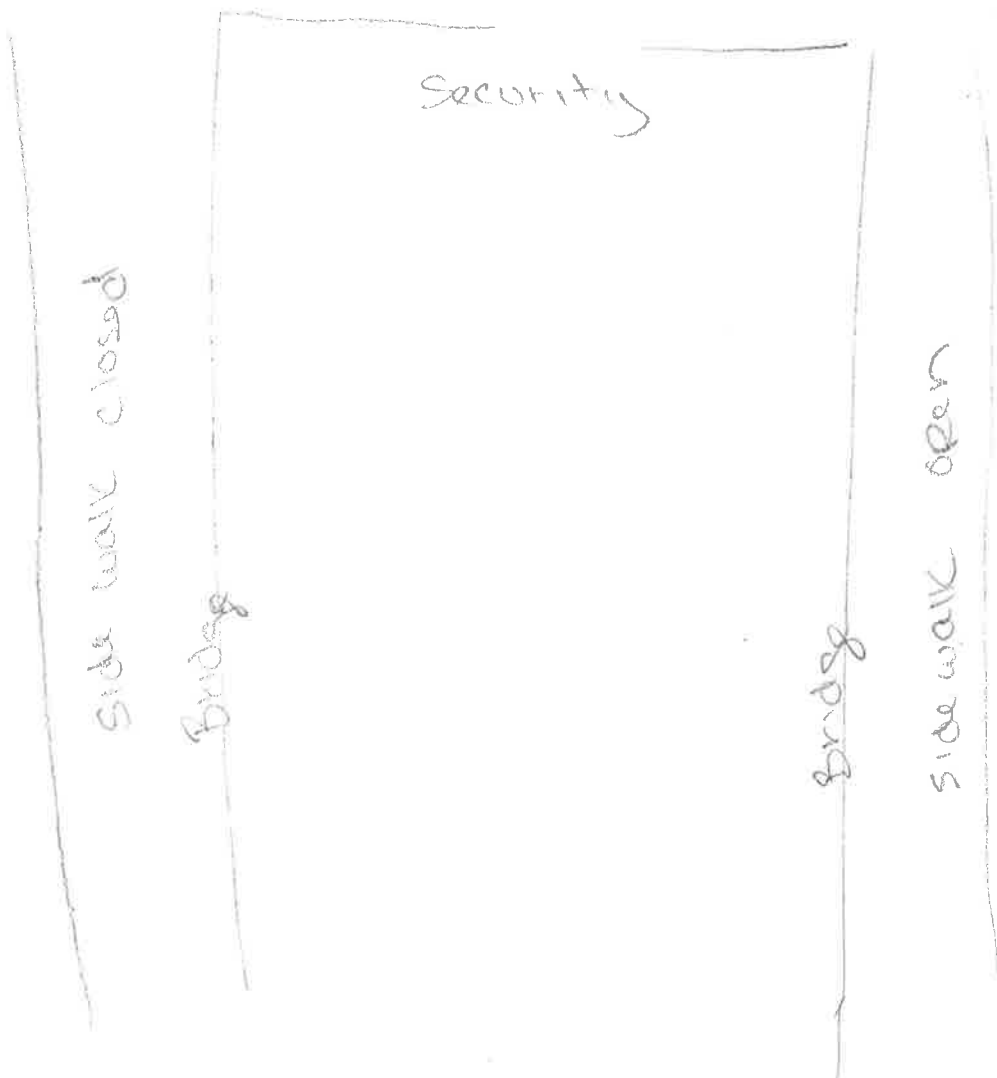
POLICE Reviewed by: <u>NEIL MONTGOMERY</u> Print Name <u>[Signature]</u> Signature <u>8/14/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>IF ANY ALCOHOL SERVED OUTSIDE MUST BE IN A CONTAINED OR FENCED AREA FOR PEOPLE OF AGE (BEER TENT). & HAVE SUFFICIENT STAFF ON HAND TO MONITOR AREA - (IF NO ALCOHOL SERVED OUTSIDE DISREGARD)</i> ☐ Reviewed – do not recommend approval
PUBLIC WORKS Reviewed by: <u>Tom McArdle</u> Print Name <u>[Signature]</u> Signature <u>8/14/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>MAINTAIN ADA COMPLIANT FEED ACCESS THROUGH THE SITE FOR LANGDON ST. ACCESS.</i> ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT Reviewed by: <u>Robert Gouvis</u> Print Name <u>[Signature]</u> Signature <u>8-14-19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>Maintain Emergency Vehicle Access</i> ☐ Reviewed – do not recommend approval

Special Event / Street Closure Permit Application

MONTPELIER ALIVE	
Reviewed by: <u>Dan Graberg</u> Print Name <u>[Signature]</u> Signature <u>8/14/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <u>Maintain access to all businesses.</u> ☐ 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 _____



Guest admission

Music area



CITY COUNCIL Agenda Item #19-241(f)

Date: August 28, 2019

Consent X **Discussion** _____

SUBJECT: Summer Street closure application, Meadow Neighborhood Block Party, 9/8/19 (rain date 9/21)

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Approve application from Julie Smart for the closure of Summer Street from Spring to Winter Street for the annual Meadow Neighborhood Block Party on Saturday, Sept. 8th from 3-9 PM (rain date 9/21).

STRATEGIC OUTCOME/INITIATIVE: Inclusive, Equitable and Welcome Community

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: N/A

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.

Street Closure Permit Application

1. Event Sponsor

Name: Julie Smart, Sarah Erb, Stacie Curtis	Email: julie-smart@comcast.net (Julie)
Address: [REDACTED]	
Cell Phone: n/a	Other Phone: [REDACTED]

2. Event Details

Name of Event: Meadow Neighborhood Block Party	
General description of the event (1 to 3 sentences): For 32 years, the Meadow neighbors have gathered in Summer Street Park for a potluck dinner, kids' activities, talent show, dancing. Adults lead the kids on a bike/wagon/stroller parade around the loop of Summer, Vine, Pearl, and Winter Streets. We ask to close 1 block of Summer Street for safety and fun (bike races, chalk drawing, playing).	
Date of Event: 9/8/2019 (raindate 9/21/2019)	Start and End Time of Event: 3pm (set up) - 9:00 pm
Street(s) to be Closed - Please provide a sketch of the event layout. Summer Street between Spring St. & Winter St.	
Time Street will close (recommend up to an hour before event): 3:30 pm	Time Street will reopen (recommend 30 minutes after the event ends): 9:00 pm
Number of Staff/Volunteers on site for Event: Neighbors pitch in to help (5-6 volunteers)	
Number of people expected at event: 100-125 people	Number of vendors and/or entertainers who will participate: 0

3. Community Support

Is this a reoccurring event in Montpelier? yes, 32 years	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)? This event builds community and strengthens connections across generations. It fosters relationships between neighbors and builds connections and communication.	

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.

Every year a Meadow neighbor calls the DPW and asks to borrow 2 barricades and a few cones to mark the closed street. A neighbor picks up the barricades on the Friday before the party and returns them the following Monday.

We commit to maintain emergency vehicle access.

What arrangements have been made for food, water, and toilet facilities (if applicable)?

This is a potluck dinner where all the neighbors contribute food and drinks to share. Guests walk home or go to a neighbor's house to use the bathroom.

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?

Two neighbors sign up to bring trash cans. Julie Smart brings recycling containers. We use reusable silverware to reduce waste. Neighbors clean up. Julie and volunteers always clean up until the park is nothing but grass again. We put the trash and recycling in our own containers.

If additional law enforcement officials will be hired for your event, please list:

None hired or needed.

Please note any other unique aspects of this event:

I don't think there are any unique aspects.

(I can't write in the the text boxes below, so... We play audio in the park until 8:30 pm. As for accessibility, the park & street are flat and open to everyone.

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?

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.

Street Closure Permit Application

Julie Smart
Julie Smart

Julie Smart

8/14/19

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.

Julie Smart
Julie Smart

Julie Smart

8/14/19

Signature

Printed Name

Date

Notice Documentation

Name of Event: Meadow Neighborhood Block Party	
Date of Event: 9/8/19 (raindate 9/21/19)	Start and End Time of Event: 3:30 - 9 pm
Street(s) to be Closed: One block of Summer Street between Winter St. and Spring St.	
Time Street will close (recommend up to an hour before event): 3:30 pm	Time Street will reopen (recommend 30 minutes after the event ends): 9 pm
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. A printed notice is hand delivered to all residents on this block of Summer Street and immediately surrounding this block. See attached flyer, Meadow Street Closure Notice.	
All Meadow residents receive a flyer, Meadow Neighborhood Block Party (attached). This is hand delivered to all houses in the Meadow (streets inside of Elm Street). Messages are also sent to the Meadow Listserve, when it works.	

--

The following parties have reviewed and approved:

4

Street Closure Permit Application

Reviewed by: <u><i>Robert Gowas</i></u> Print Name <u>Robert Gowas</u> Signature <u>8.20.19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <u>Maintain Emergency Vehicle Access</u> ☐ Reviewed – do not recommend approval
MONTPELIER ALIVE	
Reviewed by: Print Name Signature Date	☐ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: <u>N/A</u> ☐ 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

(MONTH/DAY/YEAR)

meeting. This permit request was:

APPROVED _____ DENIED _____

Please come to the 32nd Annual
Meadow Neighborhood Block Party

Sunday, September 8th

(Rain date Saturday, September 21st)

3:30 pm to 9:00 pm in the Summer Street Pocket Park

Please bring a potluck dish to share.



Bike Decorating 3:30 pm • Piñata at 4:15 • Kids Bike Parade at 5 pm • Slowest Bike Races • Pot Luck Picnic at 6 pm • Talent Show



This party has been a community effort for 32 years,
and it takes neighbors pitching in to make it happen every year.
Would you be able to help this year or next?



Yes! I can bring a potluck dish and...

- | | |
|--|--|
| ☐ bring drinks OR kid-friendly food | ☐ help clean up afterwards (8-9 pm) |
| ☐ donate a piñata OR candy bags for it | ☐ Donate \$ to pay for the above things. |
| ☐ donate bike decorations (balloons/fake flowers) | ☐ help plan/run the party in 2020 with others |
| ☐ pick up or return the street barricades | My name: _____ |
| ☐ run an event (ex. bike décor, piñata or parade) | My street address: _____ |
| ☐ put up OR take down holiday lights | My email: _____ |
| ☐ bring Sharpies/circulate to encourage nametags | |

Please return this slip of paper to the watering can on Julie's front porch at 10 Summer St. She will email you to confirm & share details about the task. Alternatively, please email or call Julie Smart at getsmart719@comcast.net or 229-6847.

Many thanks, & we hope to see you on the 8th!

Meadow Street Closure Notice

Please be advised that the Meadow Neighborhood Block Party is scheduled for Sunday, September 8th, from 3:30 PM to 9:00 PM.

Saturday, September 21st, will be the rain date. The party will be based in the Summer Street Park, and the attendees will have access to the block of Summer Street in front of the park. The party features the slowest bike races, kids' parade, potluck dinner, talent show and dancing.

We have requested permission from the City of Montpelier to close one block of Summer Street, located between Spring and Winter Streets. Residents will be able to get in and out of their driveways, as needed, and emergency personnel will have access throughout the street closure.

Accordingly, we ask that you take the time to consider whether the street closure will be objectionable to you and your family. If the street closure is objectionable to you, please notify the City Manager's Office at 223- 9502 or Julie Smart (10 Summer Street) at 229-6847.

For more information about the annual block party or to help volunteer, please contact Julie. Thank you for your time and continued support of our efforts to make the "Meadow" a safe, supportive and fun neighborhood for all of us to live in.



CITY COUNCIL Agenda Item #19-241(g)

Date: August 28, 2019

Consent X **Discussion** _____

SUBJECT: 60 State Street parking lot closure, Feast of Fools, 9/28/19.

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Approve application from Woody Keppel (Little Fool Productions, LLC) for the closure of the 60 State Street parking lot for the Feast of Fools on Saturday, Sept. 28th from 2:30-11:30 PM.

STRATEGIC OUTCOME/INITIATIVE: Inclusive, Equitable and Welcome Community

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: N/A

SUPPORTING DOCUMENTS: Street Closure Application

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

CITY MANAGER'S APPROVAL:

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



Special Event / Street Closure Permit Application

1. Event Sponsor

Name: Woody Keppel, Little Fool Productions LLC	Email: woody@woodykeppel.com , ashleainvermont@gmail.com
Address: [REDACTED]	
Cell Phone: [REDACTED]	Other Phone: [REDACTED]

2. Event Details

Name of Event: Feast of Fools	
General description of the event (1 to 3 sentences): Feast of Fools is a celebration of street theater, music and local cuisine. We will entertain audiences from 5 to 10 pm in the 60 State Street Parking Lot, as they enjoy Vermont foods and craft beer.	
Date of Event: September 28, 2019	Start and End Time of Event: 5 pm to 10 pm
Street(s) to be Closed - Please attach a sketch of the event layout. 60 State Street Lot	
Time Street will close (recommend up to an hour before event): 2:30 pm (following the Farmers Market)	Time Street will reopen (recommend 30 minutes after the event ends): 11:30 pm
Number of Staff/Volunteers on site for Event: 8 Volunteer and Paid Staff	
Number of people expected at event: 1500	Number of vendors and/or entertainers who will participate: Entertainment: 6 groups (14 People) Food Vendors: 5
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? This is the first year, but we hope it will become an annual event.	If no, do you have experience elsewhere with such events? Please explain. I am the co-founder and Artistic Director of the Burlington City Arts produced Festival of Fools.
How does this event benefit the public (as outlined in the Street Closure Policy)? Feast of Fools invites locals and tourists alike to enjoy the musical and performance talents of artists from around the globe while dining on locally sourced cuisine.	

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. We emailed Chief Facos and Captain Martel information about the event. We emailed Tom McArdle at DPW asking if we could have full access to the parking lot (the chain link fence open) during the event and if there was any power outlets available for usage in the 60 State Street Lot.
What arrangements have been made for food, water, and toilet facilities (if applicable)? Food and water will be provided by the 5 local food vendors. We will be renting 3 portable toilets, and placing them in the rear of the parking lot.
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 hiring a person to haul the trash. We will work with Casella to provide trash and recycling containers and dumpsters.
If additional law enforcement officials will be hired for your event, please list:
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? Yes. Music and performances will end at 10 pm.



Special Event / Street Closure Permit Application

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.

Signature

Woody Keppel

Printed Name

8/11/2019

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.

Signature

Woody Keppel

Printed Name

8/11/2019

Date

Notice Documentation

Name of Event: Feast of Fools	
Date of Event: September 28, 2019	Start and End Time of Event: 5pm-10pm
Street(s) to be Closed: 60 State Street Parking Lot	
Time Street will close (recommend up to an hour before event): 2:30 pm/after the Farmers Market	Time Street will reopen (recommend 30 minutes after the event ends): 2:30 pm/after the Farmers Market
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. We will follow the procedure outlined in the City's Street Closure Policy.	

Special Event / Street Closure Permit Application

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE Reviewed by: <u>NEIL MARTEL</u> Print Name <u>[Signature]</u> Signature <u>8/14/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: Vendors providing Alcohol must establish a contained area in lot that has staff on hand to provide security & to check ID people who wish to consume alcoholic beverages. ☐ Reviewed – do not recommend approval
PUBLIC WORKS Reviewed by: <u>Kurt Matyka</u> Print Name <u>[Signature]</u> Signature <u>8/15/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: - Confirm no access requirements for 70 state st. - City will request access beyond fence and will make sure available if feasible ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT Reviewed by: <u>Robert Gowers</u> Print Name <u>[Signature]</u> Signature <u>8-14-19</u> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: ☐ Reviewed – do not recommend approval

Special Event / Street Closure Permit Application

MONTPELIER ALIVE	
Reviewed by: <u>Dan Groberg</u> Print Name <u>DS</u> Signature <u>8/14/19</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 _____

FEAST OF FOOLS Layout

60 State Street Lot





CITY COUNCIL Agenda Item #19-241(h)

Date: August 28, 2019

Consent X Discussion ____

SUBJECT: Street Closure Permit Application, Women's Suffrage 100th Anniversary Event and Parade, 8/22/20

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Review Street Closure Permit Application from the League of Women Voters of Vermont for the rolling closure of Main and State Streets, and the closure of State Street from Elm to Bailey for the Women's Suffrage 100th Anniversary Event and Parade on Saturday, August 22, 2020. Event takes place from 10 AM – 6:30 PM

STRATEGIC OUTCOME/INITIATIVE: Inclusive, Equitable and Engaged Community

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures require Council approval.

BACKGROUND INFORMATION: Representatives from the League of Women Voters in Vermont has met with MPD to prepare for this event.

SUPPORTING DOCUMENTS: Street Closure Application

INTERESTED PARTIES: Applicant; Residents; Businesses; 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:	League of Women Voters	Email:	lwvofvt@gmail.com
Address:	[REDACTED]		
Cell Phone:		Other Phone:	[REDACTED]

2. Event Details

Name of Event: Women Suffrage Anniversary Event (Commemoration of 100yrs. of women voting)	
General description of the event (1 to 3 sentences): The celebration/commemoration of the ratification of the 19th Amendment to the U.S. Constitution. This event will include a parade ending at the State House lawn, where there will be speakers, performances, music, etc. Vendors will be adjacent to the event.	
Date of Event: Aug. 22, 2020	Start and End Time of Event: 10am to 6pm
Street(s) to be Closed - Please attach a sketch of the event layout. The portion of Main St. from City Hall to State St. Then State St. to the State House lawn, closing to the next street, Bailey Ave.	
Time Street will close (recommend up to an hour before event): 10am	Time Street will reopen (recommend 30 minutes after the event ends): 6:30 for State St. in front of State House, Elm to Bailey
Number of Staff/Volunteers on site for Event: 50 +-	
Number of people expected at event: 1000 +-	Number of vendors and/or entertainers who will participate: 35 +-
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.) As per Todd Provencher, the City of Montpelier will include this event on Montpelier's liability policy	

3. Community Support

Is this a reoccurring event in Montpelier? NO	If no, do you have experience elsewhere with such events? Please explain. We held the 75th Anniversary event in 1996. We have consulted with Dan Groburg of Mont. Alive.
How does this event benefit the public (as outlined in the Street Closure Policy)? It will educate the public about the value and responsibility of voting and attainment of the vote by different groups of Americans. One of our main purposes is to "Get out the vote".	

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. We met with Chief Anthony Facos and discussed the many aspects of carrying out the event
What arrangements have been made for food, water, and toilet facilities (if applicable)? We will be inviting 10-12 Food vendors. We already have estimates for porta-potties.
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 have a quote from Casella on disposition of trash, recycling, and compost
If additional law enforcement officials will be hired for your event, please list: We have a list of recommendations for extra security and plan to hire a company. List from Dan Groberg of Montpelier Alive.
Please note any other unique aspects of this event: We hope to head the parade with, perhaps, 3 horses, as did some of the suffrage parades pre-1920.
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

Special Event / Street Closure Permit Application

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.

Sue Racanelli

Signature

SUE RACANELLI

Printed Name

7.16.19

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.

Sue Racanelli

Signature

SUE RACANELLI

Printed Name

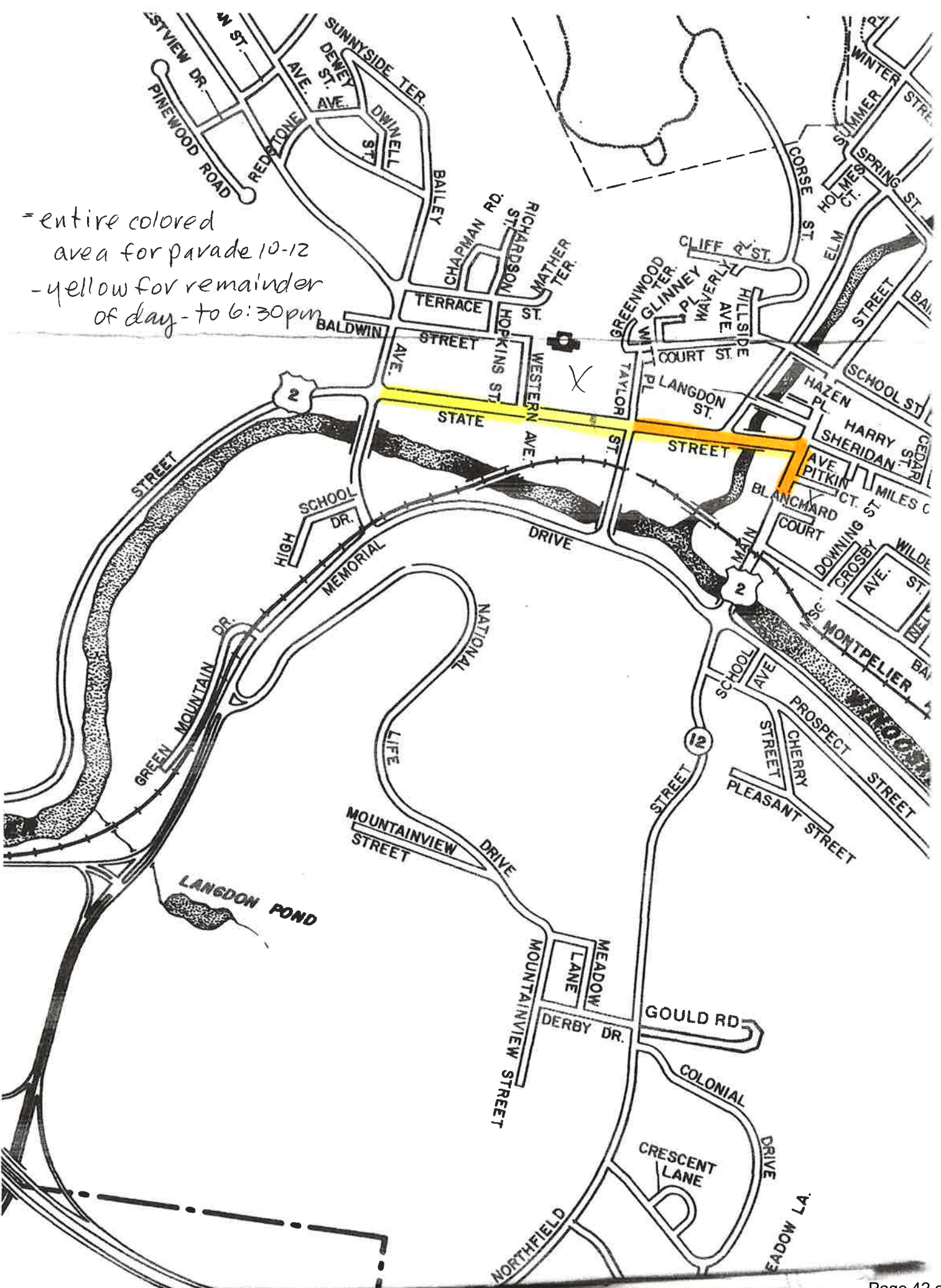
7.16.19

Date

Notice Documentation

Name of Event: <u>Women Suffrage Anniversary Event</u>	
Date of Event: <u>Aug. 22, 2020</u>	Start and End Time of Event: <u>10am to 6:30pm</u>
Street(s) to be Closed: <u>Main and State to Bailey</u>	
Time Street will close (recommend up to an hour before event): <u>10am</u>	Time Street will reopen (recommend 30 minutes after the event ends): <u>Main - 12 noon / State to Bailey to 6:30pm</u>
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.	

- entire colored
area for parade 10-12
- yellow for remainder
of day - to 6:30 pm



Special Event / Street Closure Permit Application

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <i>NEIL MARTEL</i> Print Name <i>[Signature]</i> Signature <i>8/14/19</i> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>- Police will assist w/ Traffic Control @ intersection & street closures</i> <i>- Must Plan to Accommodate any Future potential conflicts w/ use of street (Farmers Market?) or other ongoing events.</i> ☐ Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <i>Tom McArdle</i> Print Name <i>[Signature]</i> Signature <i>7/23/19</i> Date	☒ Reviewed – recommend approval with no conditions ☐ Reviewed – recommend approval with conditions: <i>- As per MPD recommendations</i> <i>- Coordinate with Market</i> <i>- DPH will not manage refuse or clean-up - organizers must be responsible for all aspects</i> ☐ Reviewed – do not recommend approval
FIRE DEPARTMENT	
Reviewed by: <i>Robert Gowans</i> Print Name <i>[Signature]</i> Signature <i>6/14/19</i> 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: <u>Dan Croberg</u> Print Name <u>[Signature]</u> Signature <u>8/14/19</u> Date	☐ Reviewed – recommend approval with no conditions ☒ Reviewed – recommend approval with conditions: <i>Inform Merchants Coordinate w/ market if applicable Try to minimize orange area closure time</i> ☐ 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 _____



CITY COUNCIL Agenda Item #19-242

Date: August 28, 2019

Consent ☐ Discussion ☒

SUBJECT: Public Hearing for VCDP Scattered Site Grant

SUBMITTING DEPARTMENT: Department of Planning and Community Development

RECOMMENDED ACTION: Open Public Hearing, Receive Comments from Public, Record Minutes and Comments, Sign Consortium Resolution

RELATED COUNCIL GOAL/PRIOR ACTION: More Housing; Community Prosperity

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: Vermont Community Development Program /CDBG

LEGAL REQUIREMENTS: The Public Hearing is required to apply for VCDP Program

BACKGROUND INFORMATION: The City of Montpelier is considering making application to the State of Vermont for a VCDP Scattered Site Grant 2019 under the Vermont Community Development Program. The proposal is to apply for \$375,000 in VCDP funds which will be used to deliver home repair and housing counseling services to a five-county region including Windham, Windsor, Orange, Lamoille and Washington Counties, through a strategic partnership between Windham and Windsor Housing Trust and Downstreet Housing and Community Development. The Green Mountain Home Repair Loan Fund will make loans to low and moderate income homeowners as well as provide home ownership counseling in these 5 counties.

SUPPORTING DOCUMENTS: Consortium Resolution; Copy of Public Notice

INTERESTED PARTIES: City Council, Downstreet Housing and Community Development, Windham and Windsor Housing Trust, and Downstreet Housing and Community Development

CITY MANAGER'S APPROVAL: 

RESOLUTION FOR VCDP GRANT APPLICATION AUTHORITY

Participating Applicant of a Consortium

WHEREAS, the City of Montpelier (hereinafter "Joint Applicant") does join with the [Town of Brattleboro] to apply for a Grant under the Vermont Community Development Program; and

WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Joint Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and
2. that Joint Applicant joins with the above named municipalities to apply for a grant under the terms and conditions of said program and agrees hereby to enter into Certifications and Assurances there of; and
3. the Joint Applicant has a duly adopted and current Municipal Plan (Date Adopted) and that the project is consistent with said plan; and
4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and
5. that Joint Applicant, in so applying, consents to the Town of Brattleboro acting in the capacity of Lead Applicant; and
6. that (Name)_ William J. Fraser, City Manager who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Authorizing Official (AO) for the Grants Management On-line System, Intelligrants;
7. that it is understood that, if the application is funded, the receipt of VCDP funds, as federal funds passed through the State of Vermont, may require that an audit of the Lead Applicant be conducted under the provisions of the Single Audit Act, as amended, and that VCDP funds may be used to fund only a limited portion of the audit cost.

Passed this 28th day of August, 2019.

LEGISLATIVE BODY

_____	_____
_____	_____
_____	_____
_____	_____

The above resolution is a true and correct copy of the resolution as adopted at a meeting of the Legislative Body held on the ____ day of _____, ____, and duly filed in my office.

IN WITNESS WHEREOF, I hereunto set my hand this ____ day of _____, ____.

Clerk

Signature

For publication on or before 8/9/2019
Tear Sheet Requested.

Notice of Public Hearing

The City of Montpelier is/are considering making application to the State of Vermont for a VCDP Scattered Site Grant 2019 under the Vermont Community Development Program. A public hearing will be held at 6:30 P.M. on 8/28/2019 at 39 Main Street City Hall Montpelier VT 05602 to obtain the views of citizens on community development, to furnish information concerning the amount of funds available and the range of community development activities that may be undertaken under this program, the impact to any historic and archaeological resources that may be affected by the proposed project, and to give affected citizens the opportunity to examine the proposed statement of projected use of these funds.

The proposal is to apply for \$375,000 in VCDP funds which will be used to accomplish the following activities: The municipalities of the City of Montpelier and the Town of Brattleboro, Vermont are considering making application to the State of Vermont for a VCDP Scattered Site Grant 2020 under the Vermont Community Development Program as a Consortium Project. A public hearing will be held at 6:30 pm August 28th 2019 at Montpelier City Hall 39 Main Street Montpelier, to obtain the views of citizens on community development, to furnish information concerning the amount of funds available and the range of community development activities that may be undertaken under this program, the impact to any historic and archaeological resources that may be affected by the proposed project, and to give affected citizens the opportunity to examine the proposed statement of projected use of these funds. The proposal is to apply \$375,000 in VCDP Funds of which will be used to accomplish the following activities:

To deliver home repair and housing counseling services to a five-county region including Windham, Windsor, Orange, Lamoille and Washington Counties, through a strategic partnership between Windham and Windsor Housing Trust and Downstreet Housing and Community Development. The Green Mountain Home Repair Loan Fund will make loans to low and moderate income homeowners as well as provide home ownership counseling in these 5 counties.

Copies of the proposed application are available at 22 Keith Ave, Barre, VT 05641 and may be viewed during the hours of Monday through Friday 8:00 A.M. - 4:30 P.M. or at Montpelier City Hall, 39 Main Street Montpelier. Should you require any special accommodations, please contact Patti Dupuis at 802-477-1343 to ensure appropriate accommodations are made. For the hearing impaired please call (TTY) #1-800-253-0191.

Legislative Body for the City of Montpelier
Copy submitted by: Kevin S. Casey
Phone: 802-223-9507

Send tear sheet to: Downstreet Housing and Community Development
22 Keith Avenue
Barre VT 05641



CITY COUNCIL Agenda Item #19-243

Date: August 28, 2019

Consent Discussion X

SUBJECT: Public Hearing for VCDP Implementation Grant Application for Another Way and Washington County Mental Health

SUBMITTING DEPARTMENT: Department of Planning and Community Development

RECOMMENDED ACTION: Open Public Hearing, Receive Comments from Public, Record Minutes and Comments, Sign Consortium Resolution

RELATED COUNCIL GOAL/PRIOR ACTION: More Housing; Community Prosperity

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: Vermont Community Development Program /CDBG

LEGAL REQUIREMENTS: The Public Hearing is required to apply for VCDP Program

BACKGROUND INFORMATION: The City of Montpelier is considering making application to the State of Vermont for an Implementation Grant under the Vermont Community Development Program. The proposal is to apply for \$625,000 in VCDP Funds which will be used to rehabilitate three buildings that serve low income community members who are at great risk of homelessness. The buildings are located at 62, 90 and 125 Barre Street and require accessibility modifications, energy conservation improvements and replacement of building infrastructure. 125 Barre provides a peer support community center operated by Another Way. 62 Barre and 90 Barre provide housing with support services.

SUPPORTING DOCUMENTS: Resolution; Copy of Public Notice

INTERESTED PARTIES: City Council, Another Way, Washington County Mental Health

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. J. [unclear]".

Grant Application

RESOLUTION FOR VCDP GRANT APPLICATION AUTHORITY

Single Applicant

WHEREAS, the City of Montpelier (hereinafter "Applicant") is applying for a Grant under the Vermont Community Development Program; and

WHEREAS, it is necessary that an application be made and agreements be entered into with the State of Vermont.

Now, THEREFORE, BE IT RESOLVED as follows:

1. that Applicant possesses the legal authority as defined in the State Act [10 VSA §683(8)] to apply for the grant and to administer the program; and
2. that Applicant apply for a grant under the terms and conditions of said program and agree hereby to enter into Certifications and Assurances there of; and
3. the Applicant has a duly adopted and current Municipal Plan December 30, 2017 (Date Adopted) and that the project is consistent with said plan; and
4. the Applicant has received documentation from the Regional Planning Commission that the project is consistent with the "Regional Plan; and
 5. that Kevin S. Casey is hereby authorized to be Contact Person and as such to provide, on behalf of Applicant, all documents and information necessary for the completion of said application and to provide such coordination as may be necessary for said application; and
6. that (Name) William J Fraser Title: City Manager who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Authorizing Official (AO) for the Grants Management On-line System, Intelligrants; and
7. that it is understood that, if the application is funded, the receipt of VCDP funds, as federal funds passed through the State of Vermont, may require that an audit of the Applicant be conducted under the provisions of the Single Audit Act, as amended, and that VCDP funds may be used to fund only a limited portion of the audit cost.

Passed this 28th day of August 2019

LEGISLATIVE BODY

Mayor Anne Watson

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

The above resolution is a true and correct copy of the resolution as adopted at a meeting of the Legislative Body held on the day of , , and duly filed in my office.

IN WITNESS WHEREOF, I hereunto set my hand this day of , .

Clerk

Signature

PUBLIC HEARING NOTICE

For publication on or before August 10, 2019
Tear Sheet Requested.

Notice of Public Hearing

The City of Montpelier is considering making application to the State of Vermont for an Implementation Grant under the Vermont Community Development Program. A public hearing will be held at City Hall, 39 Main Street Montpelier VT 05602 on August 28th at 6:30 p.m. to obtain the views of citizens on community development, to furnish information concerning the amount of funds available and the range of community development activities that may be undertaken under this program, the impact to any historic and archaeological resources that may be affected by the proposed project, and to give affected citizens the opportunity to examine the proposed statement of projected use of these funds. The proposal is to apply for \$625,000 in VCDP Funds which will be used to accomplish the following activities:

To rehabilitate three buildings that serve low income community members who are at great risk of homelessness. The buildings are located at 62, 90 and 125 Barre Street and require accessibility modifications, energy conservation improvements and replacement of building infrastructure. 125 Barre provides a peer support community center operated by Another Way. 62 Barre and 90 Barre provide housing with support services.

Copies of the proposed application are available in the Montpelier Department of Planning and Community Development Office at 39 Main Street, Montpelier VT and may be viewed during the hours of 9:00 to 4:00 on Monday – Friday. Should you require any special accommodations, please contact Jamie Granfield, Assistant to the City Manager at 802-223-9502 to ensure appropriate accommodations are made. For the hearing impaired please call (TTY) # 1-800-253-0191.

Legislative Body for the City of Montpelier

(30)

Copy submitted by: Jamie Granfield, Executive Assistant to the City Manager Phone: 802-223-9502.

Send tear sheet to: Amy Wright, 483 North Street, Burlington, VT 05401, and Kevin Casey, Department of Planning and Community Development, Montpelier City Hall, 39 Main St, Montpelier, Vt 05602.

Thank you



SUBJECT: Homelessness Task Force

SUBMITTING DEPARTMENT: City Manager

RECOMMENDED ACTION: Make appointments to and approve charge of the Homelessness Task Force

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. The following people have expressed interest in serving on the Task Force:

Bob Buchanan
Valerie Coolidge
Will Eberle
Rhonna Gable
Jonathan Goddard
Travis Hill
Zach Hughes
Ericka Reil
Ken Russell
Gary Schy
Tyler Strange
John Turner
Casey Walsh
Stephen Whitaker

SUPPORTING DOCUMENTS: Draft charge

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.

The Montpelier Homelessness Task Force is charged with:

Providing the City Council with a report in three months that includes:

- Creative, collaboratively developed short-term ideas and/or solutions to improve conditions for the homeless
- Policy recommendations and concrete ideas for longer-term structural and systems improvement that the City could implement, along with a preliminary budget and timeline for duration of work and implementation

Ideas and recommendations should be supported by data that includes:

- Information regarding the scope of homelessness in Montpelier and the needs of people experiencing homelessness in Montpelier
- The systems currently in place in our region to address homelessness
- The range of concerns, perceived barriers, and potential solutions identified by the community
- Existing strategies in other cities or states, recognizing that the location of our city requires solutions that are responsive to our changing seasons

SUBJECT: Barre/Main Street Scoping Study Discussion

SUBMITTING DEPARTMENT: Public Works

RECOMMENDED ACTION: Review and approve final draft report and staff recommendations

STRATEGIC OUTCOME/PRIOR ACTION: Thoughtfully Planned Built Environment

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: N/A

BACKGROUND INFORMATION: On April 10th a draft report of the Barre/Main Scoping Study was presented to City Council. Since then the following activities have occurred:

- VTrans has reviewed the report and offered comments. The comments were addressed either with revisions to the report or explanations for VTrans staff.
- A public meeting was held on July 31st to present design alternatives and gather feedback.
- A public meeting was held on July 25th to present design alternatives and gather feedback.

Based on the final draft report DPW staff has developed several recommendations for the City Council to consider (attached). The Montpelier Transportation Infrastructure Committee has also discussed the scoping report on two separate occasions and have approved a number of resolutions (attached).

SUPPORTING DOCUMENTS: Staff recommendations and MTIC resolutions (attached); [Draft Final Report](#) and [appendices; Report with VTrans comments](#)

INTERESTED PARTIES: Public Works, MTIC

CITY MANAGER'S APPROVAL:



MEMORANDUM

To: William J. Fraser, City Manager

From: Department of Public Works Staff

Date: August 21, 2019

Subject: Staff Recommendations and Montpelier Transportation Infrastructure Committee Resolutions for Barre Street/Main Street Scoping Study

Staff Recommendations

Based on the information presented in the scoping report the City Department of Public Works recommends the following:

Barre Street

- Advance Alternative B2, a 2-way bikeway with temporary bollards on the south side of the street in the short term with the ultimate goal of constructing Alternative B1, a shared use path, in its place. Locating the facility on the south side of the street will reduce the number of street crossings for users of the path by aligning it with the end of the new path at Main Street and the Recreation Center on Barre Street where the connection to the Stone Cutters Way path is currently located. Staff has noted that the removal of parking will need to be approved separately by the City Council as an ordinance change.

Intersection Treatments on Main Street

- The preferred alternative is M1: Retain existing traffic signals at Memorial Drive and State Street, signalize the Barre Street and School Street intersections, and relocate the crosswalk at Langdon Street to align with Hazen Place. The benefits of this alternative are:
 - Increases efficiency by locating consistent traffic control measures at all intersections
 - Retaining the traffic signal at the State Street intersection allows vehicles to continue to proceed straight or make a left when approaching the intersection from East State Street. Allowing only right hand turns here with a roundabout option could potentially increase traffic on neighboring side streets like School, Elm, and Cedar.
 - A roundabout at the Barre Street and Main Street intersection is likely to be unduly affected by the adjacent railroad tracks. Staff anticipates the proposed railroad crossing signalization may effectively shut down the entire intersection while a train is passing preventing access to and from Barre Street. This type of shut down has the potential to occur more consistently with increased rail activity potentially caused by a commuter rail service which Council has

supported through their strategic outcomes and initiatives. Preemption systems with traffic signals will permit the signal to be cleared prior to the train arriving which will significantly improve pedestrian and motorist convenience and add a measure of safety including for emergency services response.

- Traffic queuing through the Barre Street and Main Street intersection caused by traffic influences from nearby intersections will not be remedied by implementing the roundabout option at that intersection. The queuing which currently exists could effectively inactivate a roundabout as oppose to a series of traffic signals working in unison which could adjust accordingly and prevent locking up the intersection.
 - The roundabout option at Barre Street and Main Street could present a potential for safety concerns for pedestrians and bicyclist as well as less convenience. This applies particularly to the mini roundabout option which would require a pedestrian to cross 3 legs of the intersection in order to continue on the proposed alignment of the shared use path. The roundabout options also forces less confident riders and pedestrians to coexist on the sidewalks at the intersection.
 - Overall the M1 alternative is highly constructible with a lower cost than the other alternatives and minimal to no right of way acquisitions or impacts involved.
- Although not presented as an alternative in the scoping study, M1 could be modified to include a roundabout at the School and Main St. intersection. This intersection does not have the same constructability challenges or experience the same impacts from adjacent intersections which are associated with the Barre & Main intersection. This option should be explored further with consideration of how to manage traffic queuing resulting from the signalized Main / State intersection such that a School St roundabout could be a viable alternative.
 - The traffic signals throughout the corridor should be equipped with adaptive technology to increase efficiency. This allows all of the intersections to communicate with each other and automatically adjusts phasing according to real time conditions and variations in traffic demands. This would replace the fixed time of day signal programming which currently only addresses known peak and off peak daily patterns. Furthermore, adaptive signal technology would reduce potential for queuing which commonly obstructs the Barre / Main intersection in both the north and south bound approaches.
 - All new traffic signal phasing should include an exclusive pedestrian phase as currently found with the existing traffic signals. This halts all approaching traffic at the intersection while pedestrians are crossing.

Main Street

- Advance Alternative M1, unprotected bike lanes in the short term with the ultimate goal of constructing Alternative M2, protected bike lanes. Bike facilities should be accompanied with bike boxes at intersections. Staff has noted that removal of parking associated with bike lanes will need to be approved separately by the City Council as an ordinance change.

Montpelier Transportation Infrastructure Committee Adopted Resolutions

May 7, 2019

- MTIC's preferred alternative is roundabouts at the Barre/Main and Memorial/Main intersections, instead of traffic signals.

August 6, 2019

- Preference for roundabout at School Street and Main Street
- Support removal of parking on south side of Barre Street from Recreation Center to Main Street to allow for rapid implementation alternative shared use pat



CITY COUNCIL Agenda Item #19-246

Date: August 28, 2019

Consent__ Discussion X

SUBJECT: Ordinance Amendments, Chapter 7, 3rd public reading

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Conduct 3rd 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~~swill, 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 solid waste, which may be reclaimed and/or processed so that they may be used in the production of materials or product~~ 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, RECYCLING OR ~~TRASH~~SOLID WASTE.

Any person who operates or causes to be operated a vehicle upon any street in the City of Montpelier while undertaking to transport garbage, recycling and ~~and trash solid waste~~ to the site of the Sanitary Landfill in East Montpelier, shall properly cover and secure ~~his said~~ 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 #19-247

Date: August 28, 2019

Consent__ Discussion X

SUBJECT: Ordinance Amendments, Chapter 8, 1st public reading

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Conduct 1st Public Reading of the proposed amendments to Chapter 7, Article 1, Animals & Fowl, 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.

SUPPORTING DOCUMENTS: Chapter 8, Article 1 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 8
ANIMALS AND FOWL
ARTICLE I. IN GENERAL

Sec. 8-1. RUNNING AT LARGE.

No person ~~owning or who has custody and control shall permit of~~ any domestic ~~animal fowl, goat, sheep, swine, horse or cattle belonging to him or in his charge shall permit such animal~~ to go at large, loose or unrestricted in any public street within the limits of the City or on any land therein thrown open as a way for public travel and used by the public for travel although such way be not legally a public street, or go at large elsewhere in the City.

~~CHARTER REFERENCE: — T. 3, Sec. 17 (22) 1955 Charter.~~

~~STATE LAW REFERENCE: — V.S.A., T. 20, Sec. 3341 et seq.~~

Sec. 8-2. SADDLED HORSES AND DRAFT ANIMALS.

No saddled horse or draft animal shall be permitted by the owner or person in charge thereof to go into any public street unaccompanied by a driver or leader ~~or unless secured by hitch or weight.~~

~~CHARTER REFERENCE: — T. 3, Sec. 17(22), 1955 Charter.~~

Sec. 8-3. KEEPING SWINE.

No person shall keep swine within the City limits ~~in such place or in such manner as to be offensive to residents in the vicinity thereof or in violation of an order of the health officer.~~

~~CHARTER REFERENCE: — T. 3, Sec. 17(6); T. 3, Sec. 17(11), 1955 Charter.~~

Sec. 8-4. HORSE STABLE; MANURE.

No owner or occupant of a stable within the City limits shall keep such stable in such place or in such manner as to be offensive to residents in the vicinity thereof and at no such time shall permit more than one-half cord of manure to accumulate or remain uncovered outside said stable.

~~CHARTER REFERENCE: — T. 3, Sec. 17(6); T. 3, Sec. 17(11), 1955 Charter.~~

Sec. 8-5. POULTRY -- UNLAWFUL TO KEEP EXCEPT IN ENCLOSURE.

It shall be unlawful for any person to keep poultry in the City limits, unless the poultry is confined in a properly fenced enclosure in such a manner that the poultry cannot escape therefrom.

Sec. 8-6. SAME -- DRESSING FOR COMMERCIAL USE, PROHIBITED.

It shall be unlawful for any person to slaughter or dress for commercial use any fowl within the city limits.

Sec. 8-7. SAME -- CONSTITUTES NUISANCE.

Any violation of Sections 8-3, 8-4, 8-5 and 8-6 shall constitute a public nuisance and be subject

to abatement under Article VII.

~~CROSS REFERENCE: — Determination of public nuisance, Sec. 1-9(b) this Code.~~

~~Sec. 8-8. — FIGHTING COCKS, DOGS OR OTHER ANIMALS.~~

~~—— If any person engage in the fighting of cocks, dogs or other animals, for money, prize or anything of value, or upon the result of which any money or other thing of value is bet or wagered, or to which admission fee is charged, directly or indirectly, or for any championship, he shall be fined not less than one hundred dollars nor more than five hundred dollars for each offense.~~

~~CHARTER REFERENCE: — T. 3, Sec. 17(2), Gaming and Gambling, 1955 Charter.~~

~~STATE LAW REFERENCE: — V.S.A., T. 20, Sec. 2132.~~

~~Sec. 8-9. — CRUELTY TO ANIMALS.~~

~~—— Any person who overrides, overdrives, overloads, tortures, ill treats, or cruelly or unnecessarily beats, maims, mutilates, or kills any animal, whether belonging to himself or another, or deprives any animal of necessary sustenance, food, or drink, or causes any of the above things, or being the owner of such animal permits such acts to be done by another, or who willfully sets on foot, instigates, engages in, or in any way furthers any act of cruelty to any animal; or who shall carry or cause to be carried in or upon any vehicle or vessel or otherwise any animal in a cruel, brutal, or inhuman manner, so as to produce torture or unnecessary suffering, shall be imprisoned not more than one year or fined not more than \$200.00, or both; but nothing in this section shall be construed to prohibit the dehorning of cattle.~~

~~CHARTER REFERENCE: — T. 3, Sec. 17(27), 1955 Charter.~~

~~STATE LAW REFERENCE: — V.S.A., Title 20, Sec. 403.~~

Sec. 8-108. BURYING DEAD ANIMALS.

No person shall bury or cause to be buried the body of any horse, ~~ass, mule, ox, cow, bull, hog~~ or other large animal, within the limits of the city, unless in such manner that every part and portion of such body shall be at least three (3) feet below the natural surface of the ground where the same is buried.

~~CHARTER REFERENCE: — T. 3, Sec. 17(6), 1955 Charter.~~

~~STATE LAW REFERENCE: — V.S.S., T. 18, Sec. 1503.~~

~~Sec's. 8-11 to 8-199. — Reserved~~

~~Enacted October 25, 1972.~~



CITY COUNCIL Agenda Item #19-248

Date: August 28, 2018

Consent ☐ Discussion ☒

SUBJECT: Appointment of Voting Representative for VLCT Town Fair

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Appoint a Council or Staff member as the official city voting representative for the Vermont League of Cities & Towns Annual Town Fair on October 2nd-3rd in Killington.

STRATEGIC OUTCOME/INITIATIVE: Responsive and Responsible Government

EXPENDITURE REQUIRED: \$100.00 registration fee

SOURCE OF FUNDS: General Fund budget

LEGAL REQUIREMENTS: VLCT Bylaws allow one voting representative per municipality. That representative must be designated in advance by the community's governing body.

BACKGROUND INFORMATION: VLCT is the policy advocacy arm of local governments throughout the state. Each year, the League adopts a Municipal Policy which guides its advocacy efforts throughout the legislative session.

SUPPORTING DOCUMENTS: Delegate Designation Form; Town Fair Attendee Program.

INTERESTED PARTIES: City Council Members; Legislative Delegation

CITY MANAGER'S APPROVAL:

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

VLCT ANNUAL BUSINESS MEETING
1:00-4:00 p.m.

Wednesday, October 2, 2019
Killington Grand Hotel
Killington, Vermont

DELEGATE DESIGNATION FORM

We, the Selectboard/City Council of _____,

designate the following individual as the voting delegate for our city/town at the 2019 Annual Business Meeting:

_____ Name (please print)	_____ Position
------------------------------	-------------------

We understand that the above individual will represent the city/town as a voting member of the VLCT membership.

Signed,

_____ Chairperson	_____ Date
----------------------	---------------

Please return completed form by Friday, September 20, 2019, to VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602. You may also bring it with you to Town Fair.

Please note. This is **not** a Town Fair registration form. Visit www.vlct.org/training-events to register online.

If you plan to attend **only** the VLCT Annual Meeting (and Wednesday networking reception in the Foyer), please check the box below. There is no charge to attend either of these activities.

☐ **I will only attend the Annual Meeting.**



Vermont League
of Cities & Towns

Hot Topics

- Cyber Security
- Community Engagement
- Safeguarding Employees



Your Community. Your League. Your Conference.





Your Community. Your League. Your Conference.

Why You Should Attend Town Fair

Town Fair, VLCT's annual trade show and conference, is your chance to learn from and connect with your municipal colleagues who experience many of the same challenges and rewards that you do. Because many local officials serve multiple roles that have a variety of responsibilities, we structured Town Fair 2019's twenty-five different training sessions to specifically address topics that our members have said are important to them.

In addition to those training sessions, Town Fair also features an exhibit hall filled with businesses and organizations that work closely with municipal governments. Be sure to connect with them and learn how their products and services can support the work that you do.

Last, but certainly not least, Town Fair is a great time to network with your counterparts from other towns – people who face similar day-to-day challenges – and share your ideas, talk about common issues, and celebrate each other's successes.

We hope to see you in Killington Wednesday, October 2nd, and Thursday, October 3rd.

Highlights

- Two-day event!
- HR training and annual meetings for VLCT, VERB, and PACIF on Wednesday
- Hundreds of municipal officials to connect with and learn from
- Numerous exhibitors who represent a variety of industries and services
- Training sessions tailored to your specific needs
- FREE Wednesday evening reception
- Keynote address on cyber security
- Education Credits and CLE Credits (Please email info@vlct.org to verify which credits will be available.)



October 2-3
Killington, Vermont

Killington Grand Resort & Conference Center

Killington, Vermont

Early Bird Rate
Ends September 13 **Regular Rate**

Wednesday*	\$45	\$50
Thursday	\$65	\$70
Save! Both Days	\$100	\$110

*Are you attending only the annual meetings? They're free!

Register
online at vlct.org



What your registration gets you

- Access to training sessions and more than 30 different speakers
- Lively conversation with peers who share your unique local government experience
- Talk to knowledgeable VLCT staff about an issue you're experiencing – we're here to help!
- Food! Walk across the picturesque lake on your way to enjoy a delicious buffet lunch
- Learn about new and emerging issues affecting local government

Questions?

If you have any questions, please email info@vlct.org or call our offices at 800-649-7915.

You can always find the most up-to-date information about the Town Fair schedule, speakers, training, and exhibitors on our website, vlct.org.

Lodging

Overnight accommodations are available at the Killington Grand Hotel, 228 East Mountain Road, Killington, VT 05751. Call 877-458-4637 and reference VLCT Town Fair to reserve a room.

 **LOVE MY**
Community

Love My Community Campaign

TOP 4 WAYS TO SHARE THE LOCAL LOVE



SOLICIT & SHARE LOVE STORIES

Why do you love where you live? There are many reasons, right? Spread the word in a variety of ways.



CELEBRATE PEOPLE & PLACES

Your town and its people are what make your community special. Take the time to honor them.



SHOWCASE THE ARTS

A vibrant artists' presence energizes a community. Provide a platform for creative displays.



MAKE IT OFFICIAL

Enlist local officials and businesses to amplify your impact with declarations, sponsorships, and policies.

For lots of ideas and inspiration, visit: VLCT.org/LoveMyCommunity



Wednesday

7:45 **Registration**
Northstar Foyer

8:00 **Breakfast**
Northstar Foyer

8:10 **Municipal HR Networking Group Meeting**
Northstar

8:55 **Attracting and Keeping Municipal Talent in a Tight Market**
Northstar

In the face of low unemployment and a skills shortage, finding and retaining qualified employees has become a nationwide challenge. Vermont and New Hampshire face unemployment rates even lower than those of neighboring states. What can a Vermont municipality do? This session will offer ways to attract qualified candidates and retain your valuable new hires and employees. It will also cover the legal and practical aspects of helping employees return to work safely and productively after a workers' comp injury or other medical leave. Attendees will come away with new insights and sample forms.

9:00 **Attracting Talented Employees**
Speaker: Michael Kilfoyle, Principal/Senior Vice President, Hickok & Boardman HR Intelligence

10:00 **The Costs of Employee Turnover and How to Improve Retention Through Onboarding**
Speaker: Jill Muhr, Senior Human Resources Consultant, VLCT

10:30 **Break**

10:40 **Helping Employees Return to Work Safely and Legally**
Speaker: Kaveh Shahi, Principal, Cleary, Shahi & Aicher, PC
Panelists: Peggy Gates, Manager, Workers' Compensation Claims, VLCT; Jill Muhr, Senior Human Resources Consultant, VLCT; Fred Satink, Deputy Director, Underwriting and Loss Control, VLCT

11:30-1:00 **Lunch**
Preston's Restaurant

1:00-4:30 **VLCT, PACIF, VERB Annual Meetings and Municipal Policy Discussion**
Northstar

4:30 **Evening Reception and Awards Presentation**
Northstar Foyer, Lower Lobby, Courtyard

VLCT 2019 Annual Meeting

At the annual meeting, VLCT members have the opportunity to vote for candidates for the VLCT Board for the next year, hear a report from the executive director about the League's activities during the past year, and strategize to implement ongoing municipal policy. VLCT's membership adopted a two-year Municipal Policy in 2018 to address the entire 2019-2020 legislative biennium. Advocacy staff is using time between the two sessions to continue the work begun in 2019 and to develop a strategy to secure wins for Municipal Policy priorities in 2020. There will be significant discussion about refining strategies and determining the best ways to implement them, especially regarding the key priority of municipal self governance.



VLCT needs its members' experience and enthusiasm to convince legislators to grant the authority to govern your communities – producing the results in public safety, economic and environmental sustainability, recreation, finance, health, and innovation that your constituents expect. Please attend and voice your thoughts about the Municipal Policy in 2020, as well as the other agenda items to come before the membership.

We urge one voting delegate per member city or town to participate. All members are welcome to attend and speak. Non-members may observe and speak when recognized by the group in accordance with VLCT bylaws. The voting delegate form is available to download on the VLCT website, vlct.org.



PACIF and VERB Annual Meetings

It is important that you attend this meeting if your municipality is a member of the Property and Casualty Intermunicipal Fund (PACIF) or the VLCT Employment Resource and Benefits Trust (VERB). As a member and owner, you should take this opportunity to learn about the financial health of each trust, elect officers, and make bylaw changes. VLCT staff will also report on the many programs and services the trusts provide on your behalf. We look forward to seeing you at the meetings!

VLCT Municipal Service and Lifetime Achievement Awards

Do you know a local official who has served local government exceptionally well? Please consider nominating them for VLCT's Municipal Service or Lifetime Achievement Award. Recognition of our award winners takes place at Town Fair.

Municipal Service Award

This award is given to an elected or appointed municipal official who has shown an active commitment to strong local government beyond the borders of their community – such as service to the Vermont League of Cities and Towns – and has also demonstrated a commitment to his or her municipality by serving on a board or commission.

Lifetime Achievement Award

VLCT presents the Lifetime Achievement Award from time to time to a municipal official or employee who has dedicated their career to serving local government both within his or her community and through service at a statewide level on a board or commission or the Vermont League of Cities and Towns.

Legislative Service Award

This award recognizes a member of the Vermont General Assembly who, through their service, has best shown an awareness of the issues facing local government and its capacity for self-governance, and who has sought to provide local authority on a statewide basis through legislative action.

Nominate

Don't miss the chance to recognize a colleague for their many contributions to your community.

Submit a nomination form by Friday, August 30, 2019.

Nomination forms can be found at vlct.org/awards.

Thursday

8:00-11:00 **Registration**
Northstar Foyer

8:00-11:00 **Breakfast and Coffee in the Exhibit Hall**
Oscar Wilde Ballroom

8:00-3:30 **Visit the Exhibitor Booths**
Oscar Wilde Ballroom

CONCURRENT SESSIONS 8:30-9:30

8:30 **Create Places People Love with Placemaking**
Northstar I

Do you have a vision for your community or an idea about how you want your community to look, feel, and be experienced, but you aren't sure how to get there? Making big changes doesn't always require thousands of dollars and years of work. Learn about AARP's Creative Placemaking, a hands-on approach to improving public spaces and making communities more livable for people of all ages and abilities. This session will describe the important role that arts and economic development play, and provide tips and tools to implement a demonstration project in your community as well as "recipes" for practical applications in small town settings.

Speaker: Kelly Stoddard-Poor, Director of Outreach, AARP VT

Morgan Wright

Government Business is Big Business to Hackers, Scammers, and Thieves

Morgan Wright is an internationally recognized expert on cyber security strategy, cyber terrorism, identity theft, and privacy. His landmark testimony before Congress on Healthcare.gov changed how the government collected personally identifiable information. He has made hundreds of appearances on national news, radio, print and web, and has spoken to audiences around the world. Previously, Morgan was a Senior Advisor in the U.S. State Department Antiterrorism Assistance Program. In addition to serving for 18 years in state and local law enforcement, Morgan has developed solutions in defense, justice, and intelligence for the largest technology companies in the world.

KEYNOTE

8:30

Enforcing Local Ordinances

Northstar II

Many cities and towns have adopted ordinances to regulate dogs, solid waste, parking, traffic, and other quality of life issues. Enforcing these regulations is critical. This session will review requirements of the civil violation system, including how "enforcement officials" issue municipal tickets and file them with the Judicial Bureau. Best practices, tips for complying with state law governing the process for enforcing civil ordinances, and what to expect when prosecuting a violation will also be covered in this overview.

Speaker: Trevor Whipple, Law Enforcement Consultant, VLCT

8:30

Statewide Contract Partnerships

Gateway I

Join us for a discussion of the new available contracts (such as Cloud Solutions) and how municipalities can benefit from statewide contracts issued by the Office of Purchasing and Contracting.

Speaker: Deborah Damore, Director, Office of Purchasing and Contracting, State of Vermont

8:30

Substance Abuse in Vermont – Addressing Local Concerns

Gateway II

This session offers a broad overview of substance abuse in Vermont; best practices for prevention, treatment, recovery and enforcement; and how to break the cycle of addiction and support long-term recovery.

Speakers: Chris Bell, Director, Division of Emergency Preparedness, Response, and Injury Prevention, Vermont Department of Health; Representative, Alcohol and Drug Abuse Programs, State of Vermont; Cynthia Seivwright, Director, SSA, Vermont Department of Health

8:30

What is a Stormwater Utility and Why Do You Want One?

Escapade I

Managing a town's stormwater is a growing challenge for local governments. A stormwater utility, operating much like an electric or water utility, may collect fees related to the control and treatment of stormwater. In this session, we will discuss how establishing a stormwater utility can be beneficial. We will also explore opportunities for regional inter-municipal stormwater programs.

Speaker: Karen Adams, Technical Services Manager, Colchester Public Works Department

8:30

Demystifying Compliance with Federal Motor Carrier Safety Regulations

Escapade II

Municipalities that have employees operating commercial motor vehicles – such as heavy dump trucks, large box trucks, or buses – are required to comply with complex Federal Motor Carrier Safety Administration regulations. In this session, we will highlight key issues and provide helpful guidance on how to meet these requirements. Topics will include drug and alcohol testing, hiring, and ongoing record keeping. Attendees will receive useful resources to help with their compliance efforts.

Speaker: Jim Carrien, Loss Control Supervisor, VLCT

9:45-10:30

Keynote Address: Morgan Wright

Government Business is Big Business to Hackers, Scammers, and Thieves

Northstar

Government is now less secure than the healthcare industry, and it's getting worse. In 2016, only 13% of public sector entities were victims of ransomware. By 2018, that number had risen to 38%. Fortunately, there are things that governments can do to combat this threat. Learn six actions you can take to immediately improve your defenses, as well as how to create and remember a unique password for every login. Discover what a world-famous hacker has to say about phishing and spearphishing. If you want to stop hackers, scammers, and thieves, then this presentation is for you.



11:00-12:00

Vermont Association of Chiefs of Police Annual Meeting

Escapade I

CONCURRENT SESSIONS 11:00-12:00

11:00

Building a Successful Public Information Campaign

Northstar I

Budgets? Bond votes? Ballot items? Events? Learn which building blocks of a campaign will best inform your community through multiple channels. Attendees to this session will walk away with useful templates, tips that work, and resources to help you get the word out quickly and efficiently.

Speaker: Coralee Holm, Director of Community Engagement and Innovation, South Burlington City

11:00

Let the Sunshine In: Transparency and Openness in Local Government

Northstar II

In Vermont, matters of local government frequently invoke the Open Meeting Law, the Public Records Act, and conflicts of interest requirements, sometimes simultaneously. In this session, VLCT attorneys will summarize each of these "sunshine laws" (laws that require openness in and access to government) and the legal obligations they create for selectboards.

Panelists: Garrett Baxter, Senior Staff Attorney, VLCT; Carl Andeer, Staff Attorney II, VLCT; Susan Senning, Staff Attorney I, VLCT

11:00

Grand List Software: What's Next?

Gateway I

Last spring the Department of Property Valuation and Review (PVR) held 14 listening sessions around the state and worked with VLCT on a technology needs assessment to ensure its new grand list software would accurately reflect town needs and processes now and in the future. This large scale system is used by towns and PVR to maintain the statewide education grand list and to implement the statewide education property tax system. This session's speaker will provide an update on the software, focusing on GIS integration, property tax billing, web-based logons, and more.

Speaker: Jill Remick, Director, Property Valuation and Review, Vermont Department of Taxes

11:00

Community Transformation Through Public/Private Partnerships

Gateway II

Over the last five years, the City of St. Albans has experienced a dramatic economic transformation. The foundation of this transformation has been the city's willingness to assume risk and form partnerships that attract the type of development its citizens desire. This session will provide a behind-the-scenes look at the city's development projects with particular focus on the strategies, tactics, and tools others can use to create successful economic development projects.

Speaker: Dominic Cloud, City Manager, St. Albans City

11:00

Vermont Hub Communities

Escapade II

Hub communities host and finance a range of services not only for their own residents and businesses, but also those for whom your town is a recreation destination, who seek employment, or depend on essential social, governmental, non-profit, public safety and regional services located there. In past discussions, VLCT members identified "VTrans Paving Projects in Designated Downtowns" as a particularly challenging problem that is unique to hub communities. In this session, we will discuss how to approach VTrans in a unified manner to establish an MOU or other means to reduce the disruptions caused by such projects. If time permits, we also will address the challenges facing hub communities and how to avoid the stresses of hosting regional services".

Speaker: Peter Elwell, Town Manager, Brattleboro Town

12:15

Lunch

Snowshed Baselodge (across the bridge)

1:20

Dessert

Exhibit Hall, Oscar Wilde Ballroom

CONCURRENT SESSIONS 1:45-2:45

1:45

Connecting the Dots – Engaging with your Community

Northstar I

Do you struggle with finding ways to communicate with members of your community and elicit feedback? Do you cast the net wide on a topic but hear from the same group of vocal residents? Are your public meetings only sparsely attended? This interactive workshop will explore strategies to create ways to maintain relevant dialogue with your townspeople. Discover new tools that can help you with the process. Learn about the City of South Burlington's pilot program using the Consensus community engagement mobile app.

Speaker: Coralee Holm, Director of Community Engagement and Innovation, South Burlington City

1:45

Safeguarding First Responders' Mental Health (Part 1)

Northstar II

Today, police officers receive an enormous amount of basic training and organizational education to help them deal with the often challenging situations they encounter on a daily basis. It is equally important for first responders to receive similar guidance. Employee assistance programs, peer-to-peer systems, annual mental wellness "physicals", a chaplaincy connection, and limiting exposure to psychological trauma are a few ways they can maintain healthy minds. Michael Kehoe will draw upon his experience as chief of police during the Sandy Hook school shooting to discuss how traumatic events affect the mental health and wellness of first responders. He will bring his firsthand knowledge to talk about stress in the workplace, PTSD, resilience, and suicide prevention.

Speaker: Michael Kehoe, Chief of Police (ret.), Newtown, Connecticut

1:45

Practical Cyber Security Advice for Vermont's Cities and Towns

Gateway I

How can you protect your city or town from ransomware? How can you prevent hackers from gaining unauthorized access to your email accounts? Is it possible to securely send tax information or other regulated, private, or sensitive information to another person? In this interactive session, attendees will learn about the current cyber threats that Vermont cities and towns are facing and come away with practical (and sometimes free) solutions that you can immediately put to use.

Speaker: Jonathan Rajewski, Director, Senator Patrick Leahy Center for Digital Investigation at Champlain College

1:45

Improve Accounting and Reporting Using Internal Controls

Escapade I

Having a well-planned system of internal controls is a best practice for reducing the chance of fraud and embezzlement. It can also reduce the possibility of errors, which will in turn result in more accurate financial reporting. In this session, we will review the basic concepts behind a system of internal controls as well as the internal controls checklist and guidance developed by VLCT.

Speaker: Bill Hall, Senior Financial Consultant, VLCT Municipal Assistance Center

1:45

Municipal Records Retention and Best Practices

Escapade II

The Vermont Public Records Act requires municipal officials and employees who are custodians of public records to retain and manage those records. It can be difficult to identify which records need to be kept and to understand whether and when those records may be discarded or destroyed. This session will provide a broad overview of how to conduct an inventory of public records, how to read a records schedule, and where to find the state's list of record-keeping requirements. The presentation will also include an update on the latest retention schedules.

Speaker: Megan Wheaton-Book, Records & Information Management Specialist III, Vermont State Archives & Records Administration

3:00

Raffles and Prizes

Exhibit Hall, Oscar Wilde Ballroom



CONCURRENT SESSIONS 3:15-4:15

3:15

Marijuana Legalization: Next Steps

Northstar I

In 2018, Vermont legalized the recreational use of marijuana. In the 2019 legislative session, a bill that would implement a comprehensive regulatory and revenue system for a taxed and regulated marijuana marketplace gained momentum toward passage in 2020. What will a fully taxed and regulated market mean for municipalities? How much authority will your town have over marijuana establishments? How should you prepare? How can you best advocate what your towns and cities will need to your legislators over the coming months? This session will answer these questions and more.

Speaker: Gwynn Zakov, Municipal Policy Advocate, VLCT

3:15

Safeguarding First Responders' Mental Health (Part 2)

Northstar II

A continuation of the discussion from the 1:45 session.

Speaker: Michael Kehoe, Chief of Police (ret.), Newtown, Connecticut

3:15

Time for Your Fiscal Exam

Gateway I

There is both an art and a science to measuring a municipality's fiscal health. This session will highlight the available tools that you can use to determine the fiscal condition of your town or city and explore the research that tests the tools' effectiveness to determine how best to use them.

Speaker: B. Michael Gilbar, Chief Financial Officer, VLCT

3:15

Clean Water and Drinking Water State Revolving Loan Fund Update

Gateway II

The Clean Water and Drinking Water State Revolving Fund programs have undergone several significant changes recently, such as the expansion of eligible clean water projects, the funding of private entities for clean water projects, sponsorship of natural resources projects by municipalities, and additional subsidy incentives for drinking water projects. Learn how these changes can help applicants receive funding for enhanced projects while potentially reducing the amount of money needed from the municipality.

Speakers: Terisa Thomas, Program Director, Vermont Department of Environmental Conservation; Ashley Lucht, Project Leader, Vermont Department of Environmental Conservation

3:15

Working Together for Our Communities: Town Officials and Libraries as Partners in Innovative Initiatives

Escapade

Throughout Vermont, libraries often play an important role in collaborative community projects, from highlighting a town's history to supporting technology needs of local schools. Our speaker will show attendees the benefits of actively partnering with their local municipal or nonprofit incorporated library on a wide range of projects, from the conventional to the unexpected.

Speaker: Lara Keenan, State Library Consultant, Governance and Management, Vermont Department of Libraries

Discover Where Your Risks Lurk

Wednesday

Attracting and Keeping Municipal Talent in a Tight Market

Finding and retaining qualified employees has become a nationwide challenge. What can a Vermont municipality do? This session will offer ways to attract qualified candidates and retain your valuable new hires and employees. It will also cover the legal and practical aspects of helping employees return to work safely and productively after a workers' comp injury or other medical leave.

Attracting Talented Employees

Speaker: Michael Kilfoyle,
Principal/Senior Vice
President, Hickok &
Boardman HR Intelligence

The Costs of Employee Turnover and How to Improve Retention Through Onboarding

Speaker: Jill Muhr,
Senior Human Resources
Consultant, VLCT

Helping Employees Return to Work Safely and Legally

Speaker: Kaveh Shahi,
Principal, Cleary, Shahi &
Aicher, PC

Thursday

Keynote Address

Enforcing Local Ordinances

This session will review requirements of the civil violation system, including how "enforcement officials" issue municipal tickets and file them with the Judicial Bureau. Best practices, tips, and what to expect when prosecuting a violation will also be covered in this overview.

Speaker: Trevor Whipple, Law
Enforcement Consultant, VLCT

Demystifying Compliance with Federal Motor Carrier Safety Regulations

Municipalities that have employees operating commercial motor vehicles are required to comply with complex Federal Motor Carrier Safety Administration regulations. In this session, we will highlight key issues and provide helpful guidance. Topics include drug and alcohol testing, hiring, and ongoing record keeping.

Speaker: Jim Carrien, Loss Control
Supervisor, VLCT

Government Business is Big Business to Hackers, Scammers, and Thieves

Government is now less secure than the healthcare industry, and it's getting worse. In 2016, only 13% of public sector entities were victims of ransomware. By 2018, that number had risen to 38%. Fortunately, there are things that governments can do to combat this threat. Learn six actions you can take to immediately improve your defenses, as well as how to create and remember a unique password for every login. Discover what a world-famous hacker has to say about phishing and spearphishing. If you want to stop hackers, scammers, and thieves, then this presentation is for you.

Speaker: Morgan Wright

Safeguarding First Responders' Mental Health - Part 1 and 2

Today, police officers receive an enormous amount of basic training and organizational education to help them deal with the often challenging situations they encounter on a daily basis. It is equally important for first responders to receive similar guidance. Michael Kehoe will draw upon his experience as chief of police during the Sandy Hook school shooting to discuss how traumatic events affect the mental health and wellness of first responders. He will bring his first-hand knowledge to talk about stress in the workplace, PTSD, resilience, and suicide prevention.

Speaker: Michael Kehoe,
Chief of Police (ret.),
Newtown, Connecticut

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Town Fair is YOUR Event!

This is **YOUR** conference. Only you know the challenges of Local Government. Talk with people who do exactly what you do, while connecting with others in different local government roles.

Connect

- Network with other people who do what you do
- Access new products and services
- Share your expertise



Discover

- Get new solutions to old problems
- Employ tools that you can use right away
- Learn about emerging issues in local government



Learn

- Gain new skills to connect with your community
- Learn about updates to the law
- Meet more than 25 thought leaders and speakers



October 2-3
Killington, Vermont