



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
October 14, 2015
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 15-258. Review and Approve Agenda
- 3) 15-259. General Business and Appearances
- 4) 15-260. Council Goal B: Balance and Control Municipal Budget
 - a) One of the Council's goals is to "initiate public discussion regarding long term budget choices."
 - b) A working committee arranged public forums for Thursday, September 24th at the Capitol Plaza and Tuesday, October 13th at Montpelier High School.
 - c) The forums were facilitated by Montpelier resident Paul Costello.
 - d) The Finance Director has prepared draft schedule for the FY17 Budget process.
 - e) Recommendation: Receive information; provide suggestions to Mayor and Manager.
- 5) 15-261. Council Goal K: Consistently Collect and Communicate Information in a Transparent Manner

- a) The goal includes the launching of a new website.
- b) City staff and Contractor CivicPlus have prepared a new website for launch in November.
- c) Recommendation: Review demonstration; offer comments.

8) 15-264. Appointment to the City's Historic Preservation Commission

- a) Stephen Bousquet's 2-year term expired in September; he has chosen to not reapply. Helen Husher has resigned her 3-year term which is set to expire in September, 2016
- b) Staff advertised and received one response from Gregory Tisher (Sabin Street) who would like to fill the 3-year term.
- c) Recommendation: Opportunity to meet and talk with the applicant; appointment.

9) 15-265. Appointment of a City representative to the Central Vermont Solid Waste Management District's Board

- a) Mia Moore, who has served as the City's rep for several years, has notified staff that she is resigning (effective as soon as her replacement is appointed).
- b) Staff advertised and received a letter of interest and resume from Claire Wheeler, College Street.
- c) Recommendation: Opportunity to meet and ask questions of Ms. Wheeler; appointment.

10) 15-266. Discussion with members of the Community Fund Board regarding their timelines, methods and criteria used to invite and evaluate grant requests.

- a) This will also be an opportunity for Council to review their expectations and how they would like to see the board function in terms of policies, procedures, and philosophy.

- b) Recommendation: Discussion; possible direction to the board/staff.

11) 15-267. Investment Policy Committee Presentation

- a) Investment Policy Committee members will present their policy recommendations, followed by an opportunity for discussion.
- b) Recommendation: Approve Cash Management Policy and Investment Policy.

12) 15-268. Senior Center Fund Addendum for City of Montpelier Investment Policy

- a) City Council approval is requested for this addendum to the City Investment Policy that addresses the objectives and anticipated risk tolerance of the separate Senior Center Fund.
- b) The Senior Center (MSAC) Finance Committee, Advisory Council and staff members have weighed in on the policy addendum, and the City Finance Director and Investment Committee members have also reviewed it.
- c) Recommendation: Discussion; approval.

13) 15-269. Senior Center Request to Reserve up to \$50,000 for Capital Projects as Pre-Investment Funds

- a) City Council approval is requested to reserve some money before all Senior Center funds from the Jackman Bequest and Smith Barney account are invested after the completion of the City Investment Policy and RFP process.
- b) Senior Center stakeholders (staff, Finance Committee and Advisory Council) and City management believe that an initial withdrawal of up to \$50,000--for current facility capital improvements -- from the 2014-2015 Jackman Bequest Funds (\$455K) is reasonable, along with the money already invested in the Smith Barney account.

- c) Efforts are being made and will continue to be made to handle current and future capital improvements through grant and donation requests as much as possible, rather than tapping into Senior Center invested funds alone.
- d) Recommendation: Discussion; approve request.

7) 15-263. Consideration of the Consent Agenda:

- a) Consideration of the Minutes from September 23, 2015 Regular City Council Meeting.
- b) Senior Center and First in Fitness Contract Renewal for FY16 (October 2015 - June 2016)
 - 1) Montpelier Senior Activity Center Director seeks approval to renew MSAC's annual contract with long-standing partner, First in Fitness, to provide lap swimming, water aerobics, gym and tennis benefits to senior members. \$17,589 is the total contracted amount for use of the pool (\$17,600 was approved in the FY16 budget for this program); and \$320 is the contracted amount for each of three quarters of tennis (\$960 was approved in the FY16 budget for this program).
 - 2) The only notable changes to the contract this year are the duration (9 months versus 12 as summer is cancelled), increase in weekly swim hours to five, members now pay directly for gym benefits, and payments will be quarterly by check rather than monthly. No taxpayer money supports these programs - all expenses are covered by user fees and Corry Fund revenue.
- c) Award the Construction Contract for the Bailey Avenue Culvert Replacement Project to Dubois Construction, Inc. in the amount of \$19,000. (Funding for the project, including the contract work and materials, is available from a combination of CIP account sources including reserves from storm water and retaining wall allocations and savings that were realized from the FY16 paving contract.)
- d) Payroll and Bills

- 6) 15-262. First Reading of further amendments to the City's Winter Parking Ban Ordinance - as per Council Goals K
- a) During the winter of 2014-2015, the City piloted a different winter parking ban process. Staff from the Manager's Office, Public Works, Police, and Fire Departments met in April to review data and experiences from the pilot program.
 - b) At the City Council's regular meeting of May 13, 2015, staff presented and discussed possible improvements for next year in response to actual experiences and the various problems encountered. A memorandum dated May 7, 2015 accompanied the presentation and is included as reference.
 - c) Improvements to the program have now been fully considered by staff which includes proposed amendments to the applicable sections of the City's Code of Ordinances under Chapter 10, "Motor Vehicles and Traffic". Operational changes are also recommended concerning the means for providing public notification and a revised means to address parking lot maintenance. A memorandum dated October 9, 2015 is presented with a full description of the amendments together with an explanation of the necessity for each.
 - d) Recommendation: Receive report from staff about the need for amendments to the City's Code of Ordinances and review the staff recommendations. Conduct the first Public Hearing to allow for comments to consider the proposed ordinance amendments and approve First Reading. Set the date for the Second Public Hearing. Provide direction to staff about changes; possibly direct staff to return with recommended ordinance change language based on the results of this Public Hearing.
- 14) 15-270. Other Business
- 15) 15-271. Council Reports
- 16) 15-272. City Manager's Report
- 17) 15-273. City Clerk's Report

18) 15-274. Mayor's Report

- a) Council's 6-month evaluation of City Manager, to be conducted in Executive Session pursuant to Title 1 V.S.A. Section 313(a)(3).

19) Adjournment