



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, August
26, 2015
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 15-212. Review and Approve Agenda
- 3) 15-213. General Business and Appearances
- 4) 15-214. Consideration of the Consent Agenda:
 - a) Consideration of the Minutes from August 20th Special City Council Meeting (rescheduled August 12th meeting due to lack of quorum).
 - b) Approve a "Petition and Order for Pole & Wire Locations" submitted by Telephone Operating Company of Vermont, LLC (FairPoint Communications) to obtain a license to install a utility pole with associated aerial and underground wiring within the public highway right-of-way on Mountainview Street. The additional utility pole is required to enable the installation of a new underground power feed for National Life which will be installed by Green Mountain Power Corporation. The petition process is a means established by State Statutes to secure approval from a municipality to occupy a public right-of-way and will serve as a type of revocable license. The Public Works Department has reviewed the petition and is prepared to issue a "Construction & Access" Permit for the project and will impose and enforce applicable road and utility standards of construction and property restoration conditions and will require payment of the permit fee upon approval of the utility petition. Staff recommends approval as submitted. A majority of the City Council will need to sign the petition in the space provided; the City Clerk will then record the document in the City's Land Records.

- c) Accept the proposal submitted by Blow & Cote, Inc. in the amount of \$69,870 for repair of identified issues (delaminated abutments and a deck issue) to the Rialto Bridge on State Street; appoint the City Manager to act as the City's duly authorized agent to execute the agreement and change orders that may become necessary. (See further details in the attached memorandum from Public Works Director Tom McArdle.)
- d) Accept the recommendation from the Public Works Director Tom McArdle to approve an agreement with Innovative Surface Solutions (ISS) for the lease of storage tanks and related equipment to enable DPW to obtain and utilize liquid deicing products. Other vendors were contacted to request a similar equipment lease proposal but either failed to respond or indicated that this part of Vermont is outside of their service area. (See further details in the attached memorandum from Public Works Director Tom McArdle.)
- e) Approve the construction cost proposal as submitted by Alpine Restoration for the repair of the East State Street retaining wall; designate the City Manager as the duly authorized agent to execute the contract documents and any contract change orders if applicable. This sole source proposal was solicited from Alpine Restoration to undertake this project. They proposed a lump sum amount of \$33,750 to: relay the frost jacked stones; provide a drainage system; and repair broken steel anchors, etc. Funding for this project will be provided by the CIP Budget under the retaining wall category, using a combination of surplus bond funds from previous savings and the rescheduling of less urgent retaining wall/slope stability projects. (See further details in the attached memorandum from Public Works Director Tom McArdle.)
- f) Review and approve the Economic Development Strategic Plan (EDSP) Steering Committee's recommendation to retain Fairweather Consulting to complete the City of Montpelier's Economic Development Strategic Plan; authorize the City Manager to negotiate and execute the contract with Fairweather Consulting of New Paltz, New York to complete an Economic Development Strategic Plan and approve up to \$42,760.00 from the Fund Balance to fund this contract.
- g) Approve a request from Jesse Moorman (15 Terrace Street) for the closure of Terrace Street Extension between Bailey Avenue and Chapman Road on Saturday, September 26th from 3:00 to 9:00 P.M. for a "Neighborhood Potluck". Such closure would directly impact driveway access to the five residences at 13-16 Terrace Street and 13 Bailey Avenue (accessed via Terrace Street). The applicant is not seeking to restrict travel

along Bailey Avenue nor access to residences further along Terrace Street Extension including Chapman Road, Richardson Street, and Mather Terrace; these streets would remain accessible at all times via Hopkins Street. As always, the Fire Chief requires emergency vehicle access; anything in the street should be able to be moved quickly. (See attached map for clarification.)

- h) Receive the FY15 - Q4 Performance Management Report for the period ending June 30, 2015.
- i) Approve request from the Montpelier Senior Activity Center (MSAC) Director to authorize the City Manager to enter into a contract with EF Wall to complete capital improvements to the Senior Center at 58 Barre Street and appropriate \$50,000 from the exiting endowment fund and up to \$32,102 from the Jackman Estate proceeds to complete this work. This includes the installation of acoustic operable partitions, a new kitchenette and storage closet, and a sound-proof door. These improvements will enable the MSAC to more efficiently program the space.
- j) Award a construction contract for the Wastewater Treatment Plant Stormwater and Electrical Repairs: The Public Works Department issued an Invitation for Bids to local contractors. Bids were opened on August 21st, at 10:00 AM.
 - 1) The contract is for the replacement of approximately 150 LF of 12" storm drain pipe and the replacement of three catch basins within the facility parking lot. The existing piping is metal and has failed resulting in sink holes in two locations. The project also includes replacement of electrical conduit which collapsed over the winter with temporary above-ground wiring currently in place.
 - 2) The engineer's estimate of probable construction cost was \$36,000. Funding for the construction contract will come from the operating budget for the plant, along with additional revenues from septage and leachate receiving. The bids received are summarized below; a unit price bid tabulation is attached.
 - A) DuBois Construction Inc. = \$24,800.00
 - B) Hebert Excavation Corp. = \$37,930.00

C) Griffin & Griffin Excavation Inc. = \$49,100.00

- 3) Staff recommends award of the construction contract for the Wastewater Treatment Plant Stormwater and Electrical Repairs Project to the low bidder, DuBois Construction in the amount of \$24,800 and designation of the City Manager as the duly authorized agent to execute the contract documents and change orders if applicable.

k) Payroll and Bills

5) 15-215. Appointment to the City's ADA Committee

- a) Besides City staff, this committee has shrunk to three public members; Kim Brittenham is moving out-of-state, which will bring the number down to two.
- b) Frank Shiner recently stopped by City Hall and indicated that he would like to be appointed; see his attached e-mail.
- c) Recommendation: Opportunity to talk with Mr. Shiner; appointment. There are no set terms for this committee.

6) 15-216. Appointments to the governing board of the East Central Vermont Telecommunications District

- a) At the Council's July 8, 2015 meeting, Montpelier approved its participation in the newly-formed District; the Resolution requires the appointment of a Representative and an Alternate to the board.
- b) Staff advertised and received a joint letter from the current representatives Rob Chapman and John Bloch. They both would like to be reappointed to serve in this capacity: John as the Rep and Rob as the Alternate.
- c) Recommendation: Opportunity to talk with Mr. Chapman and Mr. Bloch; appointments; sign Resolution now that it can be completed.

7) 15-217. Appointments to the Montpelier Community Fund Board

- a) The 3-years terms of Eliza Dodd and Julie Hendrickson expire this month; both have chosen to step down.
- b) Staff advertised and received letters of interest/resumes from Nancy Sherman, College Street; Judith Sterner, Main Street; and Christine Zachai, Foster Street.
- c) Recommendation: Following an opportunity to meet and talk with the applicants, it is anticipated that Council will go into Executive Session in accordance with Title I, §313, Executive Sessions, (3) The appointment or employment or evaluation of a public officer or employee; return from Executive Session and announce appointments.

8) 15-218. Conduct the first Public Hearing to consider amendments to the City's Code of Ordinances, Chapter 10, Motor Vehicles & Traffic, Article VII, Parking & Parking Meter Zones, to prohibit parking on National Life Drive in order to establish on street bicycle and pedestrian amenities.

- a) The location of the proposed parking ordinance amendments are identified as:
 - 1) South side of National Life Drive from Montpelier State Highway to Mountainview Street
 - 2) North side of National Life Drive from Montpelier State Highway to the Hopkins House
 - 3) North side of National Life Drive from Mountainview Street to the entrance to the National Life complex
- b) DPW staff has provided a cover memorandum containing an explanation of the new striping configuration and the recommendations from the City's Bicycle and Pedestrian Plan. Diagrams showing the proposed parking amendments and striping plan have also been provided.
- c) Members of the Bike Advisory Committee, Energy Advisory Committee, Parking Advisory Committee, Pedestrian Advisory Committee, and representatives from the National Life complex have been presented the

proposed striping plan.

- d) DPW staff will be in attendance at the City Council meeting to present the ordinance recommendations for consideration.
- e) Recommendation: Receive presentation; open public hearing for discussion; conduct first reading of traffic and parking ordinances; set date for second reading.

9) 15-219. Overview of Public Budget Forum

- a) One of the Council's goals is to "initiate public discussion regarding long term budget choices:
- b) A working committee has arranged public forums for Thursday, September 24th at the Capitol Plaza and Tuesday, October 13th at Montpelier High School.
- c) The forums will be facilitated by Montpelier resident Paul Costello.
- d) The City Manager will present an outline of the planned agenda and information to be shared.
- e) Recommendation: Receive information; provide suggestions to Mayor and Manager.

10) 15-220. Amendment to a motion approved in 2013 regarding alternate transportation funding clarification

- a) At the City Council's December 4, 2013, "Councilor Edgerly Walsh amended her motion: moved 5% of gross parking revenue is allocated to alternative transportation to sunset after 5 years with the Bike Committee tasked to come to the Council with a 5-year plan for spending that money. The motion carried unanimously at 7:58."
- b) Staff would like this motion amended to read " . after 5 years with the Transportation Committee, in consultation with the Department of Public Works, tasked to come to the Council ."

c) Recommendation: Approve amendment.

11) 15-221. Other Business

12) 15-222. Council Reports

13) 15-223. Mayor's Report

14) 15-224. City Clerk's Report

15) 15-225. City Manager's Report

16) Adjournment