CITY OF MONTPELIER MONTPELIER, VERMONT

Agenda for Special City Council Meeting
Wednesday, April 29, 2015
06:30 P.M.

1) Call to Order by the Mayor

2) 15-108. Review and Approve Agenda

3) 15-109. General Business and Appearances

4) 15-110. Consideration of the Consent Agenda:

   a) Consideration of the Minutes from the April 8, 2015 City Council Meeting.

   b) Detailed Budget Status Reports for General Fund, Water Fund, Sewer Fund, Cemetery Fund, Parks Fund, Parking Fund, Senior Center Fund and District Heat Fund for: an eight-month period beginning July 1, 2014 and ending February 28, 2015 and a nine- month period beginning July 1, 2014 and ending March 31, 2015.

   c) Accept the following bids for DPW equipment and authorize the City Manager to execute all documents related to these purchases:

      1. One new latest model 4WD F550 cab and chassis, submitted by Gateway Motors, White River Junction in the amount of $26,864;

      2. One new latest model half-ton 2WD super-cab pickup, submitted by Cody Chevrolet of Montpelier in the amount of $6,432.

d) Approve and sign the Annual Financial Plan for Town Highways. Each year, in order to be eligible for Town Highway funding, the City must submit an Annual Financial Plan to VTrans, which is attached. The City Council must also certify that funds raised by municipal taxes are equivalent to or greater than a sum of at least $300.00 per mile for each mile of Class 1, 2 and 3 Town Highway road miles. VTrans indicates that Montpelier has a total of 51.712 miles, hence the City Council will be certifying that municipal taxes are equal to or greater than $15,513.60 in FY 2016. Both of these documents must be submitted to the Town Highway program no later than 60 days (May 2) after the adoption of the City's budget.

e) Approve a request from Scott Kerner, Three Penny Taproom, for the closure of Langdon Street (from Main Street to Onion River Sports) from noon to midnight on Saturday, May 2nd. The ORS Bike Swap will take place in the morning; a food and beer tent with live music from 3:00 to 9:00 P.M. will conclude the day. Applicant has received Police Department approval.

f) Website Contract: Accept the Civic Plus bid to build a new City website and authorize the City Manager to execute all documents related to this contract.

g) Authorize purchase of Folder Inserter Equipment: This equipment is used to send out tax bills, utility bills, delinquent notices and other large mailings; see attached memo from Finance Director. Two quotes were received and staff is recommending the acceptance of Absolute Office Equipment's quote for the purchase of a Neopost DS-63 Folder Inserter in the amount of $7,724.70 (after trade-in). The amount budgeted this year for the replacement of this equipment is $10,000.

h) Approve and sign the updated version of Montpelier's Anti-Displacement and Relocation Plan to stay in compliance with VCDP and HUD requirements. This policy is a requirement of receiving state or federal housing funds and must be updated and reaffirmed by City Council every 10 years.

i) Consideration of becoming the Liquor Control Commission for the purpose of acting on the following:

   1) Annual renewal of Liquor Licenses (Because the deadline is May 1st, the City Clerk has personally circulated any that he's received within

the last three weeks for signatures in order to get them processed in a timely manner. If there are any late submissions, he will have the applications at the meeting.)

j) Payroll and Bills

5) 15-111. Appointment to the City's Pedestrian Committee.

a) Christian Andresen recently notified staff that he was resigning from this committee.

b) This vacancy was advertised and letters of interest/resumes were received from Mark Provost, Kemp Avenue; Erin Aguayo, Kemp Avenue; Erica Garfin, North Street; and Thomas Aloisi, Barre Street.

c) Following an opportunity to hear from the applicants, it is anticipated that the Council will conduct this discussion in Executive Session in accordance with Title I, §313, Executive Sessions, (3) The appointment or employment or evaluation of a public officer or employee.

d) Recommendation: Return from Executive Session; announce appointment.

6) 15-112. Receive an update on the Planning Commission's efforts to update the City's Zoning Regulations.

a) Mike Miller and members of the Planning Commission will provide an update on the draft policy changes and process for moving forward.

b) Recommendation: Receive update; possible direction to staff and the Planning Commission.

8) 15-114. Discussion of the use of a parking space as a "bike-parking" parklet.

a) Ward Joyce from VTC requested this agenda item to present his proposal; he would like a parking space in front of 66 Main Street to be designated as a parklet for a bicycle rack to coincide with the proposal to convert the empty lot to a pocket park. He will be available to discuss the proposal.

b) The Parking Committee and Bike Committee have considered this proposal and their recommendations are included in the attached documents.

c) Recommendation: Discussion of the proposal and Committee recommendations; consider approval of the use of this parking space for a bike-parking parklet.

9) 15-115. Other Business

7) <u>15-113. Discussion and possible adoption of City Council Goals for 2015-16.</u>

a) The Council discussed the City Council Goals for 2015-2016 at their March 25th and April 8th meetings.

b) Based on these discussions, staff has prepared a draft goals document for discussion.

c) Recommendation: Discussion of goals draft; possible adoption of goals.

10) <u>15-116. Council Reports</u>

11) <u>15-117. Mayor's Report</u>

12) 15-118. City Clerk's Report

13) <u>15-119. City Manager's Report</u>

14) Adjournment