



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting

Wednesday,
February 11, 2015
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 15-037. Review and Approve Agenda
- 3) 15-038. General Business and Appearances
- 4) 15-039. Consideration of the Consent Agenda:
 - a) Consideration of the Minutes from the January 22nd Special City Council Meeting.
 - b) Approve a VT Agency of Transportation (FHWA Emergency Relief Funds) Grant Reimbursement Report (TA-65) to certify actual expenditures incurred for the Barre Street Culvert Project. Public Works staff submitted a "Report of Expenditures" for the second phase of the now completed Barre Street Culvert Project detailing the construction, professional engineering services and other expenses as paid in full by the City. Expenses totaling \$141,492.24 for this second phase were accepted by the VTTrans representative, of which \$127,343.02 will be reimbursed. The difference between actual and reimbursed costs is that Federal Highway pays 81.08% of the final claim and the State of Vermont will then pay 8.92% of the final claim. The remaining 10% is paid by the Municipality. This is typical of all FHWA grants, and was known to the City when the original application was made for funding. The grant reimbursement recommended for approval represents the final claim for this project, as stated above. Project costs reimbursed to the City for the entire project will total \$553,320.63 upon receipt of this reimbursement. City Councilors are required to sign the Grant Reimbursement Report.

- c) Approve and sign the Annual Certificate of Highway Mileage for the year ending February 10, 2015. Approval of the Certificate is a formality required by Vermont State Statutes for the determination of the amount of State Aid the City will receive for its highway maintenance. There are no changes being proposed at this time.
- d) Award contract for Highway Pavement Markings - FY2015: The Public Works Department solicited bids through the local newspaper and on the Vermont Bid System for the annual pavement markings contract. Bids were opened on Tuesday, January 27th, with four sealed and competitive unit price bids accepted and publicly opened (Bid Tabulation attached). Work consists of applying painted center lines, edge lines, stop bars and crosswalks (90) throughout town. A DPW crew will mark the other 34 crosswalks and parking space markings, etc.
 - 1) Below is a summary base bid amount of the bids received per estimated unit quantities.
 - i) Poirier Guidelines: \$16,068.00
 - ii) Hi-Way Safety: \$16,720.00
 - iii) Markings, Inc.: \$20,654.00
 - iv) L&D Safety Markings: \$32,560.00
 - 2) DPW staff has have worked with these companies in the past and received acceptable results and concluded that the low bid is in compliance with the contract instructions and requirements.
 - 3) Funding for this contract is available from the General Fund as follows:
 - i) Pavement Markings (FY15 unexpended balance) = \$ 4,267
 - ii) Bit Materials - Summer (FY15 portion of unexpended balance) = 11,801
 - iii) Applied Funding = \$16,068

- 4) Recommendation: Award of the contract for Highway Pavement Markings as recommended by the Acting Director of Public Works to Poirier Guidelines in the amount of \$16,068.00 and designate the City Manager as the duly authorized agent to execute the contract documents and any contract change orders if applicable.
- e) Approve/adopt changing the name of City Dump Road to Finch Road.
- 1) The owner of a property that is currently accessed by City Dump Road is requesting that the road name be changed to Finch Road.
 - 2) §702.B.11 of the City of Montpelier Zoning & Subdivision Regulations states that street names are subject to approval by the Development Review Board.
 - 3) Recommendation: The E911 Coordinator for the City, Audra Brown, recommends approving the DRB's decision.
- f) Authorize the Department of Public Works to apply to the Coca-Cola/KAB Recycling Bin Grant Program which is designed to expand and support recycling opportunities in communities across America.
- 1) This grant provides durable recycling bins to government agencies, civic organizations, schools, and nonprofit groups. Grant applications are due by February 27th.
 - 2) Staff's intention would be to apply for at least 30 containers, and indicate that the City is willing to accept a partial award as the grant program is quite competitive. (Staff needs to validate prospective locations in the next couple of weeks, which could increase the overall request.) The cost of the bins plus shipping is completely covered by this program.
 - 3) Vermont's new Universal Recycling Law requires municipalities to provide a pedestrian recycling container in every location where public trash/litter receptacles are located. Recent exploration of the City's options for durable recycling containers has shown that while prices vary from \$200 - \$5,000 each, the lowest pricing on recycling containers that would withstand Vermont winters is approximately \$600 each. Montpelier will need to provide containers by July 1,

2015 for the downtown, the bike path, Stonecutters Way, all recreation areas, and outside of all public buildings where there are containers for the collection of trash/waste.

- 4) The Coca-Cola/KAB Recycling Bin Grant Program will ship durable recycling bins to the municipalities awarded grants in a timeframe that allows staff to meet the new State requirement.
 - 5) Public Works will be meeting with the Downtown Association to discuss these requirements, potential placement and other topics related to this new requirement, inclusive of the options that are available to the City for types of collection containers.
- g) Summary Memo and Budget Status Reports for the General Fund, Water Fund, Sewer Fund, Cemetery Fund, Parks Fund, Parking Fund, Senior Center Fund and District Heat Fund for the period ending December 31, 2014.
 - h) Consideration of becoming the Liquor Control Commission for the purpose of acting on the following:
 - 1) Annual renewal of Liquor Licenses (City Clerk will distribute list of applications at the meeting.)
 - i) Payroll and Bills
- 5) 15-040. Review of Hazard Mitigation Plan
- a) On December 14, 2014, Council formally adopted the Local Hazard Mitigation Plan and completed/signed the Certificate of Adoption.
 - b) At the time Council adopted the plan, they still had questions; because the Planning Director wasn't in attendance that evening, they did vote to approve with a request that staff attend an upcoming meeting to discuss the plan and answer Council's questions.
 - c) Planning Director Mike Miller and Kim McKee from the Central Vermont Regional Planning Office will be present at this meeting.

d) Recommendation: Opportunity for discussion.

6) 15-041. Appointments to Montpelier's Energy Advisory Committee

a) Staff was recently notified that there were three vacancies on this committee. An advertisement was placed and as of the deadline, February 4th, the following individuals had responded: Theodore Blair Fetter, Court Street; Cara Robeck, Liberty Street; Kate Stephenson, Prospect Street; and Daniel Crisp, Middlesex.

b) Following an opportunity to meet the new applicants, it is anticipated that a portion of this discussion will be conducted 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: Appointments to fill the three vacancies on the Energy Advisory Committee.

7) 15-042. Appointment to Montpelier's Bicycle Advisory Committee

a) Staff was recently notified that Karen Schwartz (one of the "community members" of this committee) had resigned. The vacancy was advertised and as of the deadline, February 4th, the following individuals had responded: Jennifer Gordon, Vine Street; Suzanne Eikenberry, Elm Street; and Dan Homeier, Prospect Street.

b) Following an opportunity to meet the new applicants, it is anticipated that a portion of this discussion will be conducted in Executive Session in accordance with Title I, §313, Executive Sessions, (3) The appointment or employment or evaluation of a public officer or employee.

c) Recommendation: Appointment to fill the the vacancy on the Bicycle Advisory Committee.

8) 15-043. Consideration of the 1 Taylor Street Construction Manager At-Risk

a) The development team issued a Request for Qualifications and a Request for Proposals for Construction Manager At-Risk services for the 1 Taylor Street Project per the Federal procurement guidelines.

- b) Three firms submitted proposals during the RFP process.
 - c) After interviews with the teams and scoring of the proposals, the development team recommends DEW Construction Corporation.
 - d) Recommendation: Authorize the City Manager to negotiate and enter into a contract with DEW Construction Corporation to provide Construction Manager At-Risk services for the 1 Taylor Street Project.
- 9) 15-044. Further discussion on integrating the Winooski and North Branch Rivers back into the landscape of downtown Montpelier
- a) Scott Muller and Ryan McCall presented their proposal to Council at their January 22, 2015 meeting.
 - b) This initiative focuses on establishing a river park and recreation area. The priority objectives of the project include reduced flood risks, enhanced riverine habitat and improved public safety, among others.
 - c) Several concerns were raised; it was suggested that staff have an opportunity review their plans before any action is taken.
 - d) Recommendation: Receive input from staff; opportunity for discussion; direction to this group/staff.
- 10) 15-045. Other Business
- 11) 15-046. Council Reports
- 12) 15-047. Mayor's Report
- 13) 15-048. City Clerk's Report
- 14) 15-049. City Manager's Report
- a) Discussion of contract negotiation items which may include lease of real estate, District Heat Contract with State and Police Union negotiations. Recommend discussion be held in executive session pursuant to Title I,

VSA 313 (a) (1) - A contracts; B - labor relations agreements with employees, and (2) The negotiating or securing of real estate purchase or lease options. Recommend Council approve a finding that premature general public knowledge would place the public body at a substantial disadvantage.

b) Conduct the City Manager's annual evaluation

- i. It is anticipated that the entire substance of this evaluation will be conducted in Executive Session in accordance with Title I, VSA §313, Executive Sessions, (a) (1) "Contracts, labor relations agreements with employees, arbitration, mediation, grievances, civil actions, or prosecutions by the state, where premature general public knowledge would clearly place the state, municipality or other public body, or person involved at a substantial disadvantage."

15) Adjournment