



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council
Wednesday,
November 19, 2014
10:00 A.M.

- 1) Call to Order by the Mayor
- 2) 14-270. Review and Approve Agenda
- 3) 14-271. General Business and Appearances
- 4) 14-272. Consideration of the Consent Agenda:
 - a) Approve minutes from the November 12th City Council Meeting.
 - b) Authorize the City Clerk to use up to \$60,000 of the Records Restoration fund balance for a project to consist of the following:
 - 1) Digitize index cards for pre-1993 land records (currently there is no off-site backup at all to this index).
 - 2) Make scanned cards available online through the Clerk's Office's current land records database vendor.
 - 3) Digitize vital records, and transfer index into current online database system.
 - 4) Transfer physical vital records to downstairs vault to allow for more space for land records for an estimated additional 20+ years (currently, land records will exceed the vault's capacity within an estimated 5-10 years).

- 5) Digitize maps/plats, transfer into current records database.
 - 6) Provide for a paid internship to assist in guiding the project (January-April).
 - 7) Allow for locking mechanism repair/enhancements for the downstairs vault, as necessary.
- c) Payroll and Bills
- 5) 14-273. Appointment to Design Review Committee
- a) Jamie Duggan recently resigned; his 3-year term will expire in October, 2015.
 - b) Staff advertised and received one response from Theodore Blair Fetter who recently moved to Montpelier (Court Street). He is not able to attend the meeting, but his resume is attached for Council review.
 - c) Recommendation: Discussion; appointment.
- 6) 14-274. Update from Kellogg-Hubbard Library representatives
- a) Library Director Tom McKone requested this opportunity to touch base with Council on library activities, their thoughts on budget requests for FY '16, and to introduce their new head librarian.
- 7) 14-275. Further consideration of the Solar RFP
- a) This item was included on the Council's November 12th agenda as part of an update from the Montpelier Energy Advisory Committee.
 - b) Council opted to table the Solar RFP item until they could review a copy of the actual proposal from groSolar, as well as a copy of the bid tabulation.
 - c) The Department of Public Works, Fire Department and Parks have been

consulted about use of the area and may have comments to offer.

- d) Recommendation: Opportunity for discussion; direction to Committee.
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- 8) 14-276. Second Public Hearing to consider an amendment to the City's Code of Ordinances, Chapter 10, Motor Vehicles and Traffic, Article VII, Parking and Parking Meter Zones, Sec. 10-713, NIGHT PARKING DURING WINTER
 - a) The City's Parking Committee would like to move forward with a recommendation to adjust the Winter Parking Ban; Council conducted the First Public Hearing at their meeting on November 12th.
 - b) Recommendation: Conduct the Second Public Hearing; approve the proposed language, with or without further amendments.
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- 9) 14-277. Follow-up presentation from Ann Gilbert, Director of Central Vermont New Directions Coalition; she would like to provide information and resources in helping the City to move forward on smoke-free parks and smoke free downtown areas in Montpelier
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- 10) 14-278. Discussion regarding a City Investment Policy and consideration of appointing an Investment Committee to oversee future investments
 - a) At times, the City receives donations, gifts, or bequests. The City's current Investment Policy is silent on such investments.
 - b) The Montpelier Senior Activity Center anticipates receiving a significant bequest from the estate of Christina M. Jackman in the upcoming month. Christina and her husband Robert worked in the Montpelier Public Schools, and Bob also served as a Program Director of the Senior Center for many years.
 - c) The Finance Director and Assistant City Manager, along with legal counsel, have drafted the attached updated Investment Policy for your consideration.
 - d) Staff will be present to discuss this policy, as well as the possibility of appointing an Investment Committee to oversee the investment of such funds.

- e) Recommendation: Receive information; discuss the policy update; consider asking City staff to advertise for individuals interested in serving on a future Investment Committee.
- 11) 14-279. Operations overviews and updates from the following departments: Senior Center, Cemetery, Parks and Public Works
- a) As outlined in the City of Montpelier's FY '16 Budget Schedule (July 1, 2015 - June 30, 2016), Reports from City Departments are scheduled to be heard this evening.
 - b) Recommendation: Receive updates; discussion; possible direction to staff.
- 12) 14-280. Update from the Capital Improvements Committee regarding Class 2 Highways and Road Metrics
- 13) 14-281. Berlin Pond - Survey and Access
- a) City Councilor Guerlain asked that this item be placed on the agenda.
 - b) The issue is whether the City should contribute funds for a survey of the area being considered for pond access by the Town of Berlin and Vermont Fish & Wildlife Department.
 - c) Total cost is estimated at \$10,000; Fish & Wildlife is contributing \$5,000.
 - d) Recommendation: Discussion; possible direction to staff.
- 14) 14-282. Other Business
- 15) 14-283. Reports by City Council
- 16) 14-284. Mayor's Report
- 17) 14-285. Report by the City Clerk

18) 14-286. Report by the City Manager

Adjournment