



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, June 11,
2014
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 14-148. General Business and Appearances
- 3) 14-149. Consent Agenda:
 - a) Consideration of the Minutes from the May 28, 2014 City Council Meeting.
 - b) Approve request for the closure of Langdon Street on Saturday, June 28th, from 4:00 to 11:00 P.M. for Onion River Sports' 40th Anniversary Celebration.
 - c) Approve a request from the Boy Scouts to be licensed as a Vendor on July 3rd for the purpose of selling water in the Meadow Neighborhood during the parade line-up, from approximately 5:00 to 6:00 P.M.
 - d) Approve a "Finance, Right-of-Way, & Maintenance Agreement" between the State of Vermont Agency of Transportation (VTrans) and the City of Montpelier for a project entitled "Montpelier BO 1446(36)" Contract No. FM0124.
 - 1) This is in regards to the replacement of the Cummings Street Bridge (BR #13) which spans the North Branch of the Winooski River. The bridge project was accepted by VTrans as an eligible project in the Town Highway Bridge Program and received funding for the Scoping Phase which was completed by the VTrans Structures

Design Section.

- 2) A publicly warned and advertised Alternative Presentation meeting was conducted on November 6, 2013. As a result of the public meeting discussion, Public Works staff review, and with expertise provided by the VTrans Structures Project Manager, the full bridge replacement was selected as the recommended alternative to address this aging bridge.
 - 3) The recommendation was subsequently considered and accepted by the Montpelier City Council during their regular meeting of February 12, 2014. The Finance, Right-of-Way, & Maintenance Agreement is a standard agreement between the State and municipalities as the legal mechanism to establish and assign obligations, rights, responsibilities and the identification and allocation of project-related costs (including various cost implications should the project be cancelled by the municipality or State). In this case, the City of Montpelier will be responsible for 10% of project eligible costs with the State and Federal Highway Administration (FHWA) bearing 90% of the costs. The preliminary project cost estimate of \$1,580,000 will require a local share of \$158,000 which has been (or will be) included in the Capital Improvement Plan for FY 18 at which time expenses are expected to be incurred.
 - 4) This document, tabled by City Council on May 28th, has since been revised, reviewed by the City Attorney, and is now acceptable to staff.
 - 5) The Public Works staff has reviewed the Scoping Report, project plans and agreement and recommends approval. A majority of the City Council will need to sign the agreement in the space provided to consummate this agreement.
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- e) Accept the bid proposal for a new Trackless MT6 Sidewalk Plow with Sander, submitted by H.P. Fairfield, Inc. of Morrisville, VT, in the amount of \$104,640; and authorize the City Manager to execute all documents related to this purchase.
 - f) Accept the bid proposal for a new Wacker RD12A Asphalt Roller, submitted by Essex Equipment & Rentals, Essex Junction, VT, in the amount of \$13,325; and authorize the City Manager to execute all

documents related to this purchase.

- g) Accept the bid submitted by Green Mountain Lawn & Landscape, for Roadside Mowing Services for FY 2015, in the amount of \$5,000.00 flat rate/\$70.00 per hour, and authorize the City Manager to sign all contracts and other documents.
- h) Accept the low bid submitted by Dust 'til Dawn Janitorial of Williamstown, Vernont, for Maintenance of the Public Works Buildings at 783 Dog River Road and 949 Dog River Road, in the amount of \$8,340 per annum, and to authorize the City Manager to sign all contracts and other documents.
- i) Approve the Community National Bank's Allonge which extends the maturity date of the District Heat Bond Anticipation Note for \$2,000,000 from June 25, 2014 to September 30, 2014 and execute the document. Voters approved the \$2,000,000 borrowing at a special city meeting on June 14, 2011. Bond sales are scheduled for late July, 2014. The Finance Director and the City Treasurer request the approval of this Allonge, to cover District Heat expenditures until the permanent financing (bond sales) is in place. The interest rate on this Allonge is 1.15%, which is the same rate as the original Bond Anticipation Note.
- j) Adoption and execution of the documents for the 2014 Series 3 Vermont Municipal Bond Bank Sale. Voters approved borrowing \$2,000,000 at a Special City Meeting on June 14, 2011 for improvements to the Montpelier District Heat Project. This May, the City applied to the Vermont Municipal Bond Bank to be part of this year's bond sale. The City's application was approved and the City's bond agent, J. Paul Giuliani, prepared the attached documents.
- k) Approve a Resolution to Commit Funds as of June 30, 2014. This Resolution is a fiscal control procedure that is required by the Governmental Accounting Standards Board. This fund balance policy requires the passage of a resolution prior to June 30th each fiscal year that states the amount and the purpose of committed fund balances.
- l) Summary Budget Report by Department for General Fund and Detailed Budget Status Reports for General Fund, Water Fund, Sewer Fund, Cemetery Fund, Parks Fund, Parking Fund and Senior Center Fund for a ten-month period beginning July 1, 2013 and ending April 30, 2014.

- m) Authorize the City Manager to sign a Memorandum of Understanding with Redstone Development for the One Taylor Redevelopment Project.
 - n) Approval for City Manager to sign two separate Memorandums of Understanding (MOUs) between the City of Montpelier and its partners in the "FEAST" Senior Nutrition Program at Montpelier Senior Activity Center (MSAC) for FY15. The attachments include the MOU's between MSAC and Just Basics, Inc. (JBI) and between MSAC and Good Taste Catering (GTC), along with two addendums referenced in the MOUs: a Healthy Food Pledge and a Food TV Project Description. NOTE: Actual signing of the MOUs in the coming weeks is contingent on the anticipated contract agreement between JBI and GTC for FY15.
 - o) Payroll and Bills
- 4) 14-150. Presentation by GMTA representatives regarding the Circulator Saturday service and outreach initiatives.
- a) Tawnya Kristen, Community Relations Manager for Green Mountain Transit Agency, has requested time on this evening's agenda to discuss these topics.
 - b) Joining Tawnya will be Meredith Birkett, Director of Service Development; and David Armstrong, GMTA Planner.
- 5) 14-151. Consideration of a request to City Council for additional \$7,000 funding contribution to Just Basics, Inc. to support the FY14 start-up year of "FEAST" Senior Nutrition Program at MSAC (Montpelier Senior Activity Center). MSAC Director, Janna Clar and JBI Executive Director, Theresa Murray- Clasen, will be present to answer any questions.
- 6) 14-152. Consideration of adopting the revised Water and Sewer Rate Resolution as recommended by the Water and Sewer Rate Committee.
- a) Water Rates:
 - 1) The goal of establishing a new water rate structure base on Equivalent Residential Units by July 1, 2014 will be delayed three-months. During this three-month period, the committee

recommends that there be no changes made in the current water rates.

b) Sewer Rates:

- 1) The FY15 Sewer Fund budget requires a 5% increase in sewer usage fees. The committee recommends increasing the annual Fixed Cost Charges for the Sewer users from \$125 to \$164 and increasing the Annual Flat Rate Sewer charge (unmetered users) from \$690 to \$725.

7) 14-153. Council Reports

8) 14-154. Mayor's Report

9) 14-155. Report by the City Clerk

10) 14-156. Status Reports by the City Manager

11) 14-157. Update on Vermont College of Fine Arts' Case

- a) It is anticipated that the entire substance of this update/discussion will be conducted in Executive Session in accordance with Title I, §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."

12) Adjournment