



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
February 12, 2014
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 14-046. General Business and Appearances
- 3) 14-047. Consideration of the Consent Agenda:
 - a) Consideration of the Minutes from the January 23rd City Council Meeting.
 - b) Approve and sign the Annual Certificate of Highway Mileage for the year ending February 10, 2014. 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.
 - c) Ratify a poll vote taken of City Councilors on January 29th for a minor change to Section 28(b) of the Public Safety Authority Charter (which was approved by Council at their meeting on January 23rd).
 - d) Consideration of awarding the contract for replacement of doors and door frames at City Hall and DPW Buildings to Commercial Door Company, LLC in the amount of \$24,679.
 - 1) This is a top-priority capital needs project to replace deteriorating doors and door frames with new, energy-efficient units.
 - 2) The project was specified and pricing was solicited from vendors.

Three price quotes were received, and are as follows:

- i. RH Associates LLC \$33,888.63 Northfield, VT
 - ii. Kelley Brothers \$29,178.30 Williston, VT
 - iii. Commercial Door Company, LLC \$24,679.00 (also Williamstown, VT includes painting)
- 3) Funds for this project are available from the 2012 Bond - Capital Needs Assessment (CNA) funds; necessary permits are in place.
 - 4) Recommendation: Award the contract for the replacement of doors as recommended by staff to Commercial Door Company, LLC in the amount of \$24,679 and designate the City Manager as the duly authorized agent to execute the contract documents.
- e) Approve Central Vermont Community Land Trust (CVCLT) Application for an Implementation Grant from the Agency of Commerce and Community Development (ACCD) for 39, 39½, and 40 Barre Street renovations; request to State of Vermont ACCD to be increased from \$270,000 to \$500,000 in Community Development Block Grant Funds (CDBG).
 - f) 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 six-month period beginning July 1, 2013 and ending December 31, 2013.
 - g) Consideration of adopting revised and updated "Road and Bridge Standards" as suggested by the Vermont Agency of Transportation.
- 1) Beginning in 1999, FEMA adopted a new policy which required municipalities to adopt codes and standards prior to a public assistance declaration in order for a municipality to be eligible for certain FEMA benefits related to public facility upgrades. As a result, VTrans, VT Emergency Management, the League of Cities & Towns and other entities agreed upon a template for the standards.
 - 2) Act 110 of the 2009-2010 session required revisions to the standards

to include "practical and cost effective Best Management Practices (BMPs) for the construction, maintenance, and repair of all existing and future town highways in order to address pollution caused by transportation-related runoff."

- 3) Act 110 also requires that "Beginning January 15, 2013 and every four years thereafter, VTrans, in consultation with municipal representatives and with ANR approval, shall revise as appropriate the standards in order to ensure the standards are protective of water quality." A summary of the 2013 revisions is contained in a letter from VTrans dated February 1, 2013. The letter also describes a cost sharing incentive regarding grant funded projects providing an additional 10% state funding for towns that adopt the most current standards.
- 4) The Montpelier City Council last updated and adopted "Road and Bridge Standards" in April, 2011. The Public Works staff has prepared updated standards incorporating the 2013 revisions. For review and comparison purposes, the former standards are modified to illustrate the new language (bold/underlined) and that which will be removed (strike-through).
- 5) Recommendation: Review the revisions as presented. If approved and adopted, the current Road and Bridge Standards, as adopted by the City Council dated April 13, 2011 and recorded in the Land Records of the City of Montpelier at Book 607/Pages 189-192, shall be replaced and a majority of the City Council shall affix signatures to the revised standards dated February, 2014. The City Clerk shall be instructed to record the approved revised standards within the Land Records.

h) Payroll and Bills

- 4) 14-048. Energy Committee representatives will be making a presentation on the accomplishments of the Montpelier Energy Advisory Committee, to date, and will be presenting an outline of their new effort towards a multi-year project to foster a Net Zero Montpelier.
- 6) 14-050. Appointment to Montpelier's Energy Committee.
 - a) Staff was recently notified that Justin McCabe has resigned; the vacancy

was advertised and a letter of interest (with attached resume) was received from Andrew Stein who resides on Hubbard Street.

- b) Recommendation: Following an opportunity to meet the applicant, appointment of Mr. Stein to the City's Energy Committee.

5) 14-049. Appointments to Montpelier's Conversation Commission.

- a) The two, 3-year terms currently held by Roy Schiff and Ben Eastwood both expire on February 13th. Two Alternate seats remain vacant as well.
- b) Staff advertised and received e-mails from the current members, both seeking reappointment, as well as Jim Murphy (Hebert Road) who would like to be considered for one of the 3-year terms.
- c) Following an opportunity to meet the new applicant, 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: Re/Appointment of two individuals to fill the two, 3-year vacant seats; possibly appoint an Alternate.

7) 14-051 Consideration of a "Scoping Report" prepared by the Vermont Agency of Transportation (VTrans) concerning the condition of the Cummings Street bridge and containing alternatives that were considered for repair or replacement.

- 1) Public Works Department staff requested, with assistance from the Central Vermont Regional Planning Commission, that VTrans accept the bridge as an eligible project in their Transportation Improvement Program (TIP). The request was granted and VTrans undertook an assessment of the bridge and prepared a report describing various repair or replacement alternatives.
- 2) The Public Works Department prepared a summary memorandum and provided a recommendation for selection of their preferred alternative.
- 3) A "Local Concerns Meeting" was held on November 6th at City Hall with area residents and other interested parties invited to hear a presentation

of the "Scoping Report".

- 4) The "Scoping Report" is available for review in the works-in- progress section of the City's web site, or on the VTrans web site (<https://outside.vermont.gov/agency/vtrans/external/Projects/Structures/13J082>). Paper copies are also available.
- 5) Recommendation: Provide an opportunity for public comment and discussion; receive and formally accept the Scoping Report. Select one of the four alternatives available, or table the matter and direct staff to invite the VTrans representative to be present at a future meeting to answer questions and respond to any concerns the Council may have regarding the available alternatives.
- 8) 14-052. Council Reports
- 9) 14-053. Mayor's Report
- 10) 14-054. Report by the City Clerk
- 11) 14-055. Status Reports by the City Manager
 - a) Council discussion regarding the Sanborn and Walker Motors suits. (It is anticipated that the entire substance of this update/discussion 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.")
 - b) Council discussion regarding Police and Public Works Union negotiations. (It is anticipated that the entire discussion will be eligible for 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.")

- c) Council discussion regarding the City Manager's annual review. (It is anticipated that the entire discussion will be held in Executive Session in accordance with Title I, VSA §313, Executive Sessions, (a) (3) "The appointment or employment or evaluation of a public officer or employee.)

Adjournment