



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, August
28, 2013
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 13-205. General Business and Appearances
- 3) 13-206. Consideration of the Consent Agenda:
 - a) Consideration of Minutes from the August 14, 2013 City Council Meeting.
 - b) Re-visit the signing of a Proclamation acknowledging the month of October, 2013, as: "Cyber Security Awareness Month". This item was on the August 14th Consent Agenda, but Council tabled action, requesting more background information.
 - c) Approve and sign the amended documents for the PACE (Property Assessed Clean Energy) Program. Staff suggested that this be a Consent Agenda item as the City Council has already approved an earlier version of these documents, and the changes are not significant. The Energy Committee voted unanimously on August 20th to ask the City Council to sign the amended documents, as well as seek their approval to continue in the PACE Program.
 - d) Award a construction contract for the project known as River Street Gravity Sewer Improvements Phase II.
 - 1) The municipal sewer main that runs under the sidewalk along River Street between the Green Mountain Power Substation and Scribner

Street is in very poor condition. This portion of the collection system carries all of the sewage from the Town of Berlin. Early this spring, the first section of the sewer main collapsed and an emergency repair was performed by the Department of Public Works. Following the temporary repair, a contractor was hired to install a permanent replacement for the first 300 feet of this sewer line.

- 2) Competitive bids were received and opened on Thursday, September 6th. A tabulation of bids received was performed and the corrected results of the bids are as follows:
 - i) Kingsbury Companies \$673,543.00
 - ii) Courtland Construction Company (CCC) \$681,360.00
 - iii) Total Bond Amount \$740,520.00
 - 3) Of the two bids received, only the bid from CCC was complete. The bid provided by Kingsbury Companies was incomplete due to the lack of acknowledgement of Addenda #2 to the contract documents. Acknowledgment of all Addenda was required for a bid to be considered responsive.
 - 4) Funding for this project will be funded through a City bond with a portion to be reimbursed to the City of Montpelier from the Town of Berlin.
 - 5) Recommendation: Award of the contract to the lowest responsive bidder, Courtland Construction Company, in the amount of \$681,360.00 and authorize the City Manager to act as the duly authorized representative for all matters related to contracting; approval of any contract change orders is applicable.
- e) Receipt of "EARLY, PRE-AUDIT DETAILED BUDGET STATUS REPORTS FOR GENERAL, WATER, SEWER, CEMETERY, PARKS, SENIOR CENTER AND PARKING FUNDS FOR A TWELVE-MONTH PERIOD BEGINNING JULY 1, 2012 AND ENDING JUNE 30, 2013".

- f) Accept the low bid, submitted by Utilitronics Corporation, of Plainville, Massachusetts, for the purchase of a Vivax-Metrotech HL6000X-2 for the Public Works Department, and authorize the City Manager to make this purchase in the amount of \$16,933. (As outlined in the attached memorandum from Public Works Director Todd Law, this piece of equipment pinpoints locations of water leaks, eliminates costly re-digging because of inaccuracy of leak locations, and will help avoid the "unaccounted for" water usage from unrepaired water leaks.)
- g) Acting as the Liquor Control Commission, approve an Application for Special Event Permit from Fresh Tracks Farm, d/b/a Fresh Tracks Farm Vineyard & Winery, for a "Benefit Cabaret" at Lost Nation Theater from 7:30 to 10:00 P.M. on Saturday, August 31, 2013.

h) Payroll and Bills

3) 13-206. Consideration of the Consent Agenda:

4) 13-207. Further consideration of the report from the Charter Revision Committee.

5) 13-208. Update on City Council's Goal: "Support the work of the Parking Committee in an effort to alleviate parking pressures in Montpelier".

- a) Recommendation: Receive any further information from Parking Advisory Committee Chair Brian Cain, Police Chief Tony Facos, and Community Development Specialist Kevin Casey, discussion; possible direction to staff.

6) 13-209. Consideration of the fee schedule for City Licenses.

- a) City Clerk John Odum was asked to provide additional information on license revenue and authority to issue licences.
- b) Recommendation: Review and discuss the proposed fees; possible direction to staff.

7) 13-210. Designation of one official as a Voting Delegate to the Vermont League of Cities and Towns' Annual Business Meeting.

- a) As part of TOWN FAIR, the VLCT will hold its Annual Business Meeting at the Killington Grand Hotel beginning at approximately 2:00 P.M. (or at the conclusion of the luncheon and awards program) on Thursday, October 3, 2013.
- b) Designating a delegate will ensure that all VLCT-member cities and towns are properly represented and able to participate in the adoption of the 2014 Vermont Municipal Policy (the Legislative Platform of the Vermont League of Cities and Towns) and the election of League officers.
- c) Recommendation: Appoint a Voting Delegate to the VLCT's Annual Business Meeting.

8) 13-211. Reports by City Council

9) 13-212. Mayor's Report

10) 13-213. Report by the City Clerk

11) 13-214. Status Reports by the City Manager

12) 13-215. Agenda Reports by the City Manager

13) Adjournment