



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
October 24, 2012
06:00 P.M.

- 1) Call to Order by the Mayor
- 2) 12-261. Roundtable Budget Discussion
 - a) This portion of the meeting will take approximately one hour.
- 3) BUSINESS PORTION OF THE MEETING BEGINS ?
- 4) 12-262. General Business and Appearances
- 5) 12-263. Consideration of the Consent Agenda:
 - a) Consideration of the minutes from the September 26th and October 10th, 2012 City Council Meetings.
 - b) Approve request from the Montpelier Business Association for the lifting of parking fees for the holidays in downtown Montpelier from December 10th through December 24th; as in the past, vehicles parked for more than two hours may be ticketed. (The span of time is technically one day more than usually requested, but because Christmas falls on a Tuesday this year, it is anticipated there will be lots of last-minute shoppers.)
 - c) Approve request from Matt Williams, Event Director for Onion River Sports, for the closure of Langdon Street from 6:00 A.M. to 12:00 noon on Sunday, October 28th, for their "Autumn Onion 5k Costume Race". The request also includes their use of 3 feet of roadway edge on Elm Street, State Street, and Bailey Avenue. The Police Department is holding

the Parade Permit Application pending Council's decision on the street closure.

- d) Approve increasing the City's Capitalization Threshold for fixed assets from \$5,000 to \$10,000 effective July 1, 2011. Our Capitalization Threshold for equipment and furnishings has been \$5,000 since 1994 (City Ordinances, Chapter 2 Administration, Article III, Section IV). This means that equipment and furniture purchases over \$5,000 are recorded as capital assets and depreciated over the life of the asset. By updating this policy to the more usual \$10,000 level, we will avoid fixed asset accounting on small purchases. The Finance Director and the city auditors recommend making this change for the 2012 fiscal year.
 - e) Approve the quote from WASCO of Wells, Maine, in the amount of \$17,674 for the skylight replacement project at the Fire Station. This quote is approximately \$3,000 over budget but as noted in the attached bid tab from the City's Assessor and Fire Chief, WASCO is the only manufacturer/vendor in this area.
 - f) Payroll and Bills
- 6) 12-264. Additional appointments to the City's newly-formed "Charter Revision" Committee.
- a) Staff initially advertised to seek citizens interested in serving on a seven-member committee to analyze the contents of the City's Charter regarding anachronisms and items to be deleted, amended or added. It's the Council's intent that membership would represent the three voting districts.
 - b) At their September 12th meeting, the following three members were appointed: Michael Doyle, District 3; Jonathan Williams, Jr., District 1; and Earl Fechter, District 3.
 - c) Staff re-advertised as Council wanted to allow additional time to seek up to four more members. As a result, the following three individuals have now applied: Elizabeth Dodge, District 3; Nancy Sherman, District 2; and Page Guertin, District 2.
 - d) Recommendation: Opportunity to meet applicants; appointment of the additional three applicants.

7) 12-265. Appointment to the City's Conservation Commission

- a) Bill Finnegan resigned last summer; he and his wife moved to the UK. His 4-year term was set to expire in June, 2016.
- b) Staff advertised, but no one has applied until this week. Chair Roy Schiff notified staff that Jeannette Williams has been attending some of their meetings and was interested in serving. Ms. William's e-mail, requesting appointment, is attached.
- c) Recommendation: Opportunity to meet Jeanette Williams; appoint her to fill the unexpired 4-year term until June of 2016.

8) 12-266. Planning and Development Department Report

- a) Planning and Development Director Gwen Hallsmith will review the Department's activities, programs and priorities and their relation to the City Council's established goals.
- b) Ms. Hallsmith will also discuss relevant sections of the Citizen's Budget Committee Report.
- c) Recommendation: Receive report; discussion; direction to staff, if needed.

9) 12-267. Discussion of Residential Growth Goal: Promote and encourage a mix of single and multi-family residential growth

- a) Mayor Hollar has requested updates, throughout the year, on the goals that Council adopted in June, 2012. The last progress report was received in August, 2012.
- b) The steps to achieve this particular goal were listed as follows:
 - 1) Create a hospitable environment for residential growth
 - 2) Follow-through with recommendations of Barriers to Housing

Committee

- 3) Consider public investment in infrastructure to generate housing
 - 4) Review impact of sprinkler ordinance on housing
 - c) Recommendation: Receive update; discussion; possible direction to staff.
- 10) 12-268. Discussion of Business Growth Goal: Create an environment where businesses thrive throughout Montpelier
- a) Again, this is one of the Council goals that Mayor Hollar has requested an update on; the last update was also included in the August, 2012 progress report.
 - b) The steps to achieve this particular goal were listed as follows:
 - 1) Change narrative and present Montpelier as business friendly through brochures, communications and marketing
 - 2) Maintain active role in Dickey Block redevelopment
 - 3) Establish economic development and business recruitment/retention as municipal priorities
 - 4) Maintain viable and vibrant downtown
 - 5) Consider financial incentives
 - c) Recommendation: Receive update; discussion; possible direction to staff.
- 11) 12-269. Approval of Grant Application to the FEMA Community Resilience Innovation Challenge for \$35,000 to increase the resilience of Montpelier to natural disasters in cooperation with the Capitol Area Neighborhoods (CAN). Application seeks \$35,000 from FEMA with no matching funds required.
- a) Recommendation: Opportunity to ask questions of staff and discuss;

staff is seeking approval to move forward with the Grant Application.

- 12) 12-270. Receive report regarding the Recreation Department. * On February 22nd, the City Council asked the City Manager and Superintendent of Schools to prepare a report regarding the operations and future organizational structure of the Recreation Department. * The Manager and Superintendant have prepared the report. * Recommendation: Review report with Manager; schedule meeting with School Board and Recreation Board to discuss; other direction to staff as necessary.
- 13) 12-271. Council Reports
- 14) 12-272. Mayor's Report
- 15) 12-273. Report by the City Clerk
- 16) 12-274. Status Reports by the City Manager
- 17) 12-275. Agenda Reports by the City Manager
- 18) Adjournment