



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday,
September 26, 2012
06:30 P.M.

- 1) Call to Order by the Mayor
- 2) 12-232. General Business and Appearances
- 3) 12-233. Consideration of the Consent Agenda:
 - a) Consideration of Minutes from the September 12th, 2012 Meeting.
 - b) Accept the low bid of \$334,504 (Base Bid \$368,929, less \$30,000 trade allowance, less \$4,425 for partial prepayment discount) submitted by Emergency One, Inc. of Ocala, Florida, for the replacement of Montpelier Fire Engine #2 (a 1992 Spartan Pumper), and authorize the City Manager to make this purchase. Given the Assistance to Firefighters Grant awarded to the Montpelier Fire Department (\$142,500), the total cost to the City for the purchase of this new equipment will be \$192,004. The FY13 budget contained \$207,500 in city funds for this purchase.
 - c) Payroll and Bills
- 4) 12-234. Reconsideration of appointments to the Design Review Committee.
 - a) At their September 12th meeting, Council appointed Liz Pritchett to fill James Duggan's regular seat; Mr. Duggan was appointed to an alternate seat; Seth Mitchell was appointed to fill the other alternate seat and Tim Senter was not reappointed to an alternate seat.
 - b) Due to unforeseen circumstances, Mr. Duggan was unable to get to the

meeting in time to speak to the Council that evening when they were considering these appointments; he later asked if City Council would reconsider. Mr. Duggan indicated that he would like to be reappointed to the regular seat, having already served three terms, one of which was as an alternate. He had been serving as Vice Chair of the Committee as well.

- c) Since that time, Liz Pritchett has offered to accept an appointment as an alternate.
 - d) The September 12th agenda read: "As of the deadline, noon on September 6th, staff received letters of interest from: James Duggan who would like to be reappointed as a regular member; Tim Senter who would like to be reappointed as an alternate; and Liz Pritchett and Seth Mitchell who would like to fill the other alternate seat vacated by Zack Brock."
 - e) Recommendation: Further discussion; reconsideration and appointments as Council sees appropriate.
- 5) 12-235. Appointments to Montpelier's Historic Preservation Commission.
- a) As of September 22nd, the terms of James Duggan and Eric Gilbertson expired; both are 2-year terms.
 - b) Staff advertised and only received e-mails from Mr. Duggan and Mr. Gilbertson, requesting reappointment.
 - c) Recommendation: Appoint both to another 2-year term.
- 6) 12-236. Consideration of proposed revisions to the Policy Statement adopted by City Council on July 18, 2012.
- a) Bernie Lambek of the Community Fund Board asked that this item be added to this agenda, stating in an e-mail to staff that "the Community Fund Board wishes to propose revisions to the Policy Statement."
 - b) Recommendation: Receive the Boards proposal; discussion; possible direction to staff.
- 8) 12-238. Discussion of creation of a possible Community and Economic

Development Committee.

- a) The City Council has sought clarity in Economic Development policy and activity in recent years.
 - b) Specific Council goals include encouraging residential and business growth including public investment, financial incentives and retention and recruitment.
 - c) The City has operated an active Community Development function including grants for residential improvements, business loans and housing development promotion.
 - d) The Planning Director has suggested that the city create a Community and Economic Development Committee to recommend policy, potential programs and funding to the City Council. The Committee would function in a similar manner as the Planning Commission who recommends land use policy.
 - e) This Committee could, potentially, include representatives from the Montpelier Alive Economic Restructuring Committee, the Housing Task Force, the Business Loan Fund Committee, the Housing Trust Fund Committee, Central Vermont Economic Development Corporation and others as appropriate.
 - f) Recommendation: Discussion; identification of issues and questions which may require additional follow-up; direction to staff.
- 7) 12-237. Representatives from the Planning Commission and Planning Department will present an update the zoning revision process currently underway.
- a) Recommendation: Receive update; no action required.
- 11) 12-241. Review of the City's overall debt levels and the Council's Debt Management Policy adopted in 2011.
- a) At the September 12th meeting, the City Manager outlined the City's pending capital infrastructure needs. The Manager suggested that additional bonding may be necessary to complete all the necessary work.

- b) The Mayor and Council asked for an update on the City's current total indebtedness and its relationship to the Debt Limit Policy.
 - c) Information on City debt and debt service levels (past, current and projected) will be presented.
 - d) Recommendation: Review and discussion of the policy.
- 9) 12-239. Setting the date, time and place for the General Election and Special City Meeting in November.
- a) Recommendation: Set the date of November 6, 2012, for the General Election and the Special City Meeting; polls will be set up in the City Hall Auditorium and open from 7:00 A.M. to 7:00 P.M.
- 10) 12-240. Approval of the Warning for the Special City Meeting on November 6th, 2012.
- 11) 12-241. Review of the City's overall debt levels and the Council's Debt Management Policy adopted in 2011.
- 12) 12-242. Council Reports
- 13) 12-243. Mayor's Report
- 14) 12-244. Report by the City Clerk
- 15) 12-245. Status Reports by the City Manager
- a) Review of Proposed Budget Schedule. The City Manager will go through the various dates relating to the budget process. The Council will be asked to provide some guidance about how they would like to conduct their review this year consistent with their goal to "Set a budget target, focus budget discussions on policy and services, not line items."
 - b) Discussion of possible promotional video and television program opportunity. The Mayor and City Manager had a telephone conference

with the associate producer of "Today in America with Terry Bradshaw". They are interested in featuring Montpelier for a five (5) minute segment about "Best Places to Live, Work and Play" in their "Discover America" series. This segment will air one (1) time nationally on FOX Business Network and nineteen (19) times regionally on FOX, ABC or ION Broadcast Stations and/or Regional News Networks in various markets nationwide. "Today in America" has no direct affiliation with the networks on which it airs. The City would have licensing rights to use the segment. There is a \$19,800 total scheduling fee.

- c) Discussion of negotiation status relating to property acquisition for the Carr Lot Project and contracts for Berlin Water services including Central Vermont Medical Center.

- 1) Portions of the discussion related to contracts and property acquisition may be eligible for Executive Session under Title 1, V.S.A., §313, (a) (1) and (2) "Contracts ? where premature general public knowledge would clearly place the ? municipality ? involved at a substantial disadvantage." and "The negotiating or securing of real estate purchase options."

Adjournment