



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, June 13,
2012
02:30 A.M.

- 1) Call to Order by the Mayor
- 5) 12-145. Appointment of a Budget Study Committee.
 - a) Staff advertised ? "seeking volunteers to serve on a committee which will be charged with comparing the costs and effectiveness of Montpelier's municipal services with those provided by comparable communities."
 - b) The following individuals would like to be appointed to this committee:
Mike Quaranta, Berlin Street; Jim Hutton, Judson Drive; Toni Hartrich, Terrace Street; David Beatty, Independence Green; David Gorges, Main Street; Jane Kast, Chestnut Hill Road; Karl Johnson, Murray Road; Harris Webster, Cityside Drive; Bob Gross, Chestnut Hill Road; Susan Zeller, Isabel Circle; Phil Dodd, McKinley Street; Justin Turcotte, Msgr. Crosby Avenue; Jeff Francis, Ledgewood Terrace; Susan Mesner, Liberty Street; Jean Olson, Hubbard Street; Nolan Langweil, Hubbard Park Drive; Rob Kasow, First Avenue; and Larry Mires, Liberty Street.
 - c) Recommendation: Officially appoint this committee with any formal charge, if desired, and appoint a City Council representative, if desired.
- 2) 12-142. General Business and Appearances
- 3) 12-143. Consent Agenda:
 - a) Consideration of the Minutes from the May 23rd Regular City Council Meeting and the June 6th City Council Goal-setting Session.

- b) Approve a Contract Agreement between Don Weston Inc. (Contractor) and the City of Montpelier for the Ridge Street Reconstruction Project in the amount of \$149,739.00 and authorize the City Manager to execute the agreement on behalf of the governing body.
 - 1) The Department of Public Works, in conjunction with Marsh Engineering Services, received and reviewed seven bids from local contractors. A more in-depth analysis of the bids received and the project funding source is attached.
 - 2) Recommendation: Approve the Contract Agreement and authorize the City Manager to act as the City's duly authorized agent to sign the Contract Agreement with Don Weston, Inc.
- c) Approve and adopt an "authorizing" Resolution for the transfer of funds from the Community Development funds to the Senior Center.
 - 1) The Senior Center Project at 58 Barre Street is nearing completion and one of the final pieces is the transfer of these funds.
 - 2) City Attorney Paul Giuliani prepared this resolution based on the following information from the City's staff accountant which shows the funds that are lending the money:
 - i) City of Montpelier - Community Development Fund - ADA
annual interest \$ 60,000 15-yr. loan at 4%
 - ii) City of Montpelier - Community Development Fund - Capital
Plaza annual interest \$ 114,850 20-yr. loan at 3.25%
 - 3) The purpose of the loans is to fund the renovation of the Senior Center building. The loans will be paid back by the City of Montpelier - Senior Center Fund.
 - 4) The City Council approved \$73,700 on October 27, 2010 and then subsequently approved an additional \$101,150 on June 22, 2011.
- d) Approval of an additional street closure for Independence Day Celebration on July 3rd:

- 1) State Street: From Taylor Street to Elm Street, as well as Taylor Street and Governor Davis Avenue (next to the Pavilion) after the parade passes as there is so much pedestrian traffic in this area. The Police Department is recommending this be considered as it assists greatly in the pedestrian safety and overall traffic at the State Street and Taylor Street intersection. Taylor Street from the parking lots to the bridge would remain open.
- e) Approve a VT Agency of Transportation (VTrans) grant reimbursement document known as a TA-65 Report of Expenditures for the Gallison Hill Bridge Replacement Project.
- 1) A preliminary report of expenditures has been submitted to VTrans for reimbursement of expenses for the replacement of the Gallison Hill Road bridge which was lost during the May, 2011 flood disaster event. Gallison Hill Road is a Federal Aid Urban Highway and, therefore, disaster assistance for public facilities is being provided by the Federal Highway Administration (FHWA) through a grant awarded to the City under the Emergency Relief Program and administered on behalf of FHWA by VTrans.
 - 2) The total final expense for this now completed project is \$557,750.81. The VTrans Project Manager will prepare the TA-65 Report which must be approved by the governing body of the City which Public Works staff expects to receive in time for review at this City Council meeting. Staff estimates the reimbursement to the City to be \$513,138.86 which represents 100% funding for repairs classified as "emergency work" (completed prior to November 22nd, 2011) and at a ratio of 80% for the "permanent work".
 - 3) Recommendation: Receive the TA-65 Project Report of Expenditures and approve. If the report is available for review at the meeting, a majority of the Council must sign to indicate approval. If the report is not available, delegate review and approval to the City Manager and Finance Director and authorize the City Manager to sign the document as the duly authorized agent.
- f) Accept the low proposal of \$14,365 by C.E. Wendell Electric of Middlesex, VT, for the bridge control repair and replacement at the Wastewater Treatment Facility, and authorize the City Manager to sign on behalf of the City.

g) Consideration of approving the Resolution to establish committed fund balances as of June 30, 2012, in accordance with GASB 54 standards.

a) The City of Montpelier adopted a Fund Balance Policy in October, 2011 that implements the new GASB 54 standards for governmental fund balance reporting and governmental fund type definitions. This new 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 balance.

b) By approving this resolution, the funds listed will be set aside for their specific purpose and reported in the June 30, 2012 audit report. See the Finance Director's memo and attached proposed resolution.

h) Payroll and Bills

4) 12-144. Appointment(s) to the City's Conservation Commission.

a) Alex Hoffmeier's 4-year term expires this month; staff advertised and has received an e-mail/letter of interest from Alex, who would like to be reappointed, and Shawn White.

b) Kris Hammer stepped down from the board earlier this year but up to this point, staff had not heard from any new applicants interested in filling this vacant seat.

c) Recommendation: Reappoint Alex Hoffmeier to another 4-year term and if Council wishes, appoint Shawn White to fill Kris Hammer's 3-year term.

6) 12-146. Discussion regarding sidewalk seating for downtown restaurants, coffee shops, take-out delis, etc.

a) Staff recently received a request to place a couple of tables with chairs on the public sidewalk just outside of a restaurant.

b) Such private use is similar to a vendor's use of a public sidewalk for the sale of products. Accessible (ADA compliant) and unobstructed routes

and minimum clear widths should be discussed as well.

- c) Positive Pie and Capitol Grounds use privately-owned space and minimally encroach on the sidewalk. Other proposed uses would be completely within the public right of way which requires policy direction from the Council.
 - d) The VTrans & Ped Guide (design considerations) establishes different sidewalk zones which is an important consideration: 2 people walking side by side passing each other = 12' 8"; wheelchair dimension = 3'; and minimum sidewalk and accessible route width (Montpelier/VTrans/ADA) = 5' (4' 8" per guide).
 - e) Recommendation: Discussion, direct staff to prepare license and fee ordinances for sidewalk use which are similar to vendor licenses and which set clear boundaries for maintaining the primary public use of the sidewalk.
- 7) 12-147. Follow-up discussion regarding Hebert Road Transmission.
- a) Public Works Director Todd Law, Fire Chief/Health Officer Bob Gowans and Council Members Timpone and Weiss initially met with Hebert Road residents who had raised concerns about radiation from the sewer pump station transmission system in their neighborhood.
 - b) The Vermont Department of Health provided their expert on these matters to meet with the residents and to test the transmitter. Staff asked for cost estimates for alternative ways of transferring this data if necessary.
 - c) Following a lengthy discussion at their May 9th meeting, Council voted to "create a 3-member committee of the Council to study the issue with City staff and the group of concerned citizens and report back by two meetings from." The Council settled on a committee of one member from each district: Councilors Timpone, Golonka and Guerlain.
 - d) Recommendation: Receive updates from the three City Councilors; discussion; direction to Staff.
- 11) 12-151. Approve Official Statement regarding Berlin Pond.

- a) The City Council has been considering various options concerning Berlin Pond.
- b) At the Goals Workshop, the Council asked the Manager to draft an official statement outlining the current status.
- c) Recommendation: Approve the statement as drafted.

8) 12-148. Discussion of Outside Agency Funding Policy

- a) Mayor Hollar has drafted a proposed policy for funding outside agencies.
- b) Recommendation: Discuss policy; approve proposal.

9) 12-149. Discussion of policy concerning equity, balance of interest, services delivered, and fees for services relating to city programs which directly serve non residents.

- a) Many city programs or affiliates serve a population base greater than just Montpelier residents.
- b) Citizens and Council Members have expressed concerns about the balance of Montpelier appropriations or fees compared to appropriations or fees assessed to other participating communities.
- c) Recommendation: Discussion; direction to staff with regard to follow-up information and process needed.

10) 12-150. Discussion of City Council Goals and Priorities.

- a) The Council has been on working goals since March and held a workshop on June 6th.
- b) The City Manager has prepared a draft of the goals based on the workshop discussion.
- c) During the workshop, the Council decided to review the full draft and

identify the highest priorities from the list.

d) Recommendation: Review draft goals, identify key items, make changes as desired. Approve goals.

1) State Street: From Taylor Street to Elm Street, as well as Taylor Street and Governor Davis Avenue (next to the Pavilion) after the parade passes as there is so much pedestrian traffic in this area. The Police Department is recommending this be considered as it assists greatly in the pedestrian safety and overall traffic at the State Street and Taylor Street intersection. Taylor Street from the parking lots to the bridge would remain open.

12) 12-152. Council Reports

13) 12-153. Mayors Report

14) 12-154. Report by the City Clerk

15) 12-155. Status Reports by the City Manager

16) 12-156. Agenda Reports by the City Manager

Adjournment