



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, July 13,
2011
07:00 P.M.

- 1) Call to Order by the Mayor
- 1) Call to Order by the Mayor
- 1) Call to Order by the Mayor
- 1) Call to Order by the Mayor
- 2) 11-179. General Business and Appearances
- 2) 11-179. General Business and Appearances
- 3) 11-180. Consideration of the Consent Agenda:
 - a) Consideration of Minutes from the June 8th, and June 22nd, 2011 City Council Meetings.
 - b) Consideration of an "Agreement for Services with Faith in Action" for the Community Innovations for Aging in Place (CIAIP) REACH Care Bank Project. Staff is recommending that the City contract with Faith in Action for a total of \$17,400 for the purpose of providing project support services for the REACH Project.
 - c) Consideration of a Contract Extension for Technical Services, through the month of July, between the City of Montpelier and Community Biomass Systems, Inc. (including subcontractors) for the Montpelier

Community District Heat Project. The Amendment would add \$6,100 to the "not to exceed" total limit of the amended agreement.

- d) Community of Vermont Elders: Consideration of approving a contract that will transfer management and operation of the REACH Care Bank to COVE. Contract value: \$50,000 plus REACH operating expenses.
- e) Consideration of a street closure request from the "Meadow" neighborhood for their Annual Block Party which is held each year, closing Summer Street from Spring Street to Winter Street. This event is scheduled to be held on Saturday, July 30th, 2011, from 3:00 to 10:00 P.M., with a rain date of Saturday, August 6th.
- f) Consideration of a (partial) street closure request from Tom Bivins, Executive Chef at the New England Culinary Institute, for their Second Annual "Great Vermont Community Picnic" scheduled to be held on Saturday, August 20th. He is requesting that the westbound lane of State Street, between Governor Aiken Avenue and Governor Davis Avenue, be closed off from 11:A.M. to 7:00 P.M., leaving the eastbound lane open for emergency vehicles and allowing access to state parking lots.
- g) Ratification of a poll vote taken of Council Members on June 23rd, authorizing the Police Chief to purchase the 2011 Chevrolet Impala Police Cruiser that had been built and delivered to Cody Chevrolet. The approved budgetary amount for this vehicle (plus equipment) is \$25,500. The purchase price of the vehicle was \$20,910.
- h) Consideration of "voluntarily recognizing" the maintenance position for the Cemetery Commission as included in the Department of Public Works Union. At a special meeting held on Wednesday, June 22nd, the Cemetery Commissioners voted unanimously in favor of this inclusion; staff does not object and once Council approves, language will be drafted amending the current agreement accordingly.
- i) Consideration of becoming the Liquor Control Commission for the purpose of acting on the following:
 - 1. Ratification of a poll vote taken for the issuance of a Catering Permit to Vermont Hospitality Management, d/b/a New England Culinary Institute, for a Reception scheduled to be held on Thursday, June 30th, 2011, from 5:15 to 6:30 P.M. at the National

Life Guest House.

2. Ratification of a poll vote taken for the issuance of Catering Permits to Vermont Hospitality Management, d/b/a New England Culinary Institute, for:

- a) Dinner Reception on Sunday, July 10th, from 5:30 to 7:30 P.M. at the National Life Guest House.
- b) Dinner Reception on Tuesday, July 12th, from 6:00 to 8:00 P.M. at the National Life Guest House.
- c) Dinner Reception on Wednesday, July 13th, from 5:30 to 8:30 P.M. at National Life Guest House.

- j) Ratification of Tax Rate for FY 12.

- 1) City Councilors were polled on July 8th, being asked to consider setting the FY 2012 Municipal Tax Rate of \$0.9285, the Sewer Benefit Charge of \$.02 and the Sewer Separation Charge of \$.07. With Education Taxes added, the Total Residential Tax Rate is \$2.3152 and the Non-Residential Tax Rate is \$2.4029. (See attached spreadsheet with details.)
- 2) Total Residential Tax Rate is down 6.8 cents. Total Non-Residential Tax Rate is down 8.1 cents.
- 3) The voter-approved municipal spending is up \$132,000 from FY 11. \$40,000 of this increase is the voter's approval of new bus route.
- 4) The Residential Municipal Tax Rate is up 1.2% (up 1.1 cents) from the FY 11 Tax Rate. Education Rates are down due to the increase in the Grand List's CLA. Overall, the Grand List is up 0.2%, the projected increase was 0%.

- k) Payroll and Bills

- 4) 11-181. Consideration of appointment to the Design Review Committee.

- a) Design Review has had an Alternate position vacant since Muffie Conlon resigned in January, 2011.
 - b) Staff advertised and received a letter of interest from Tim Senter, 56 Wheelock Street.
 - c) Recommendation: Opportunity to meet applicant; appointment to fill the unexpired 3-year term until October, 2012.
- 4) 11-181. Consideration of appointment to the Design Review Committee.
- 5) 11-182. Consideration of an update from the Street Lighting Committee: Status, Process and Goals
- a) A presentation about the possibility of converting leased mercury vapor city street lights with new city-owned LED (Light Emitting Diode) street lights was provided for the City Council during their regular meeting of February 9th, 2011.
 - b) The City Council authorized the City Manager to execute a Memorandum of Agreement with Efficiency Vermont (E-VT). As per the agreement, the City is following the steps described in the E-VT publication "Guide to Improving Efficiency in Municipal Street and Public Space Lighting" which outlines the process for developing a LED upgrade project to replace inefficient street lamps and assuming municipal ownership.
 - c) The City Manager and the Assistant Public Works Director were granted authority to organize a Street Light Advisory Committee, advertise for volunteers and make the committee appointments. The committee was formed and now consists of the following members: Paul Markowitz (Chair), Ann Watson, John Snell, Kate Giusti Nicolet, Jeff Prescott, Andy Boutin, Harold Garbedian (Energy Committee rep), and Tom McArdle (DPW).
 - d) Committee representatives will describe their progress thus far, what the process entails, and the steps that will be accomplished to complete the project. The outline of the steps are:
 - 1) Form a team

- 2) Conduct a needs assessment
 - 3) Prepare a street light inventory
 - 4) Determine ownership of fixtures
 - 5) Identify and eliminate unnecessary lighting fixtures
 - 6) Determine how new LED fixtures will be controlled and maintained
 - 7) Prepare final project scope and budget
- e) Back-up documentation can be reviewed by going to the City's website, www.montpelier-vt.org, and clicking on the Street Light Committee under "City Government/Boards & Commissions". Council may also look at additional information under "Relevant Documents", and specifically, the E-VT publication.
- f) Recommendation: Receive presentation; review and consider LED street light assessment, elimination, and improvement, and LED conversion process. Either endorse or provide recommendations or suggestions to the committee.

6) 11-183. Consideration of Water and Sewer Rates.

- a) The Water and Sewer Committee met on June 16, 2011 with the Finance Director and the Director of Public Works to review financial reports, rate history, revenue trends for future budgets and rate increases.
- b) The Water and Sewer Rate Committee is looking forward to receiving information concerning the capital needs of the City's water and sewer utilities from this summer's CIP Council Committee.
- c) The Water and Sewer Rate Committee is making progress on establishing a new water rate structure. The new structure will have higher fixed fees that cover customer-based service (administration) costs and debt expenditures without being dependant on customer usage. Also, a fee may

be considered that would pay for the elimination of the water fund deficit (perhaps over 5 years). This rate structure needs more time to be developed and communicated to users before implementation (approximately 6 months).

- d) In the interim, the Water and Sewer Rate Committee recommends increasing quarterly fixed (readiness to serve) rates by \$10 per quarter for water customers effective July 1, 2011. All other Water and Sewer rates would remain the same at this time.
- e) Recommendation: Accept update from the Water and Sewer Committee; and adopt the FY12 Water and Sewer Rate Resolution with the increase in Fixed Cost Charge of \$40 per year.

6) 11-183. Consideration of Water and Sewer Rates.

7) 11-184. Reports by City Council

8) 11-185. Mayor's Report

9) 11-186. Report by the City Clerk-Treasurer

10) 11-187. Status Reports by the City Manager

11) 11-188. Agenda Reports by the City Manager

Adjournment

Adjournment