



**CITY OF  
MONTPELIER  
MONTPELIER,  
VERMONT**

Agenda for City  
Council Meeting  
Wednesday, June 22,  
2011  
07:00 P.M.

- 1) Call to Order by the Mayor
- 2) 11-167. General Business and Appearances
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- 3) 11-168. Consideration of the Consent Agenda:
  - a) Appointment of Beverlee Pembroke Hill as the Acting City Manager from July 18th to August 7th, 2011.
  - b) Signing of a Proclamation by Mayor Hooper acknowledging, on behalf of the City Council and citizens of Montpelier, that June 23rd, 2011 has been proclaimed "Olympic Day".
  - c) Consideration of a request, from a committee organizing a Dog (Fashion) Show, for the closure of State Street (between Elm and Main Streets) from 9:00 A.M. to 1:00 P.M. on Saturday, August 27th, 2011. "Montpelier Alive" is partnering with the Central Vermont Humane Society to produce this Dog Show.
  - d) Consideration of a Contract Extension for Technical Services for the month of June between the City of Montpelier and Community Biomass Systems, Inc. (including subcontractors) for the Montpelier Community District Heat Project. Tim Maker, President and CEO of Community Biomass Systems, has provided two versions.

- 1) The Amendment would add \$23,500 to the "not to exceed" total limit of the amended agreement. The unspent amount in the original agreement is \$14,724; Mr. Maker is quite sure that the \$23,500 on top of the \$14,724 will be adequate to take them through June, probably with a cushion.
- e) Consideration of approving a "Finance & Maintenance Agreement" with the Vermont Agency of Transportation (VTrans) for a paving project entitled "Montpelier STP 2905(1)" Contract No. FM0055. This regards the VTrans' plans to resurface Class I Town Highways which are under the pavement management responsibility of the State of Vermont. The work will be performed under a single construction contract and consist of State Street (US Rte. 2) from Bailey Avenue westerly to the corporate boundary; the Montpelier State Highway (aka Memorial Drive: Bailey Avenue to I-89); and Dog River Road. The Finance & Maintenance Agreement is a standard operating procedure for road rights-of-way which are owned by the municipality (re: State Street) and establishes and assigns certain rights, responsibilities and costs. In this case, all costs are to be borne by the State, except for any non-participating items requested by the municipality of which there are none at this time. The Public Works staff has reviewed the project plans and agreement and recommends approval. Staff also recommends that the Assistant City Manager be designated as the duly authorized agent to execute the documents on behalf of the City Council.
- f) Consideration of endorsing the Certificate of Opening Highway for Public Travel (provided by the VTrans Right-of-Way Division) for the Langdon Street Bridge following the bridge replacement project previously completed. This certificate formally opens the bridge for public travel and will be recorded in the City land records.
- g) The Public Works Department is asking for consideration of the City Council to review and sign the 2010 Bridge Inspection Report performed by the VTrans Structures Division.
- h) Ratification of the Department of Public Works' Union Contract for the period July 1, 2011 - June 30, 2014.
- i) Consideration of awarding the bid for a Tax Anticipation Line of Credit for \$1,800,000 for FY '12 (July 1, 2011 to June 30, 2012) to cover the expenses for the City's General Fund, School Department and Recreation Department. Bids on the interest rate were received on Thursday, June

16, 2011. A

j) Consideration of becoming the Liquor Control Commission for the purpose of acting on the following:

- 1) Ratification of the issuance of a Catering Permit to The Skinny Pancake for an event called "Green Drinks"; they served beer and wine in the center lobby of City Center on Tuesday, June 14th, from 6:00 to 8:00 P.M.
- 2) Ratification of the issuance of a Catering Permit to Vermont Hospitality Management, d/b/a New England Culinary Institute, for a National Life Dinner to welcome a "Focus Group" scheduled to be held on Wednesday, June 22nd, from 6:00 to 8:30 P.M. at the National Life Guest House.

k) Payroll and Bills

4) 11-169. 58 Barre Street Update

a) Jeff Kantor, Consultant; Garth Genge, Staff Project Manager; and Steve Twombly, Clerk of the Works, will be on hand to give an update on the 58 Barre Street Project.

b) Recommendations: Receive update; discussion; direction to staff.

4) 11-169. 58 Barre Street Update

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5) 11-170. "Consideration of approving the use of an additional \$101,150 of City Revolving Loan Funds (Capital Plaza and ADA) for the improvements at the Montpelier Senior Activity Center; and reconfirm that any shortfall in the Capital Campaign will be subsidized from Montpelier Senior Endowment Fund.

a) Consultant Jeff Kantor, Acting City Manager Beverlee Pembroke Hill, and Clerk of the Works Steve Twombly will be present to review and explain these numbers to the City Council.

b) Recommendation: Review and discussion of this request; direction to staff.

5) 11-170. "Consideration of approving the use of an additional \$101,150 of City Revolving Loan Funds (Capital Plaza and ADA) for the improvements at the Montpelier Senior Activity Center; and reconfirm that any shortfall in the Capital Campaign will be subsidized from Montpelier Senior Endowment Fund.

6) 11-171. Consideration of the Recommendations of Senior Center Coordinating Committee.

a) On April 27, 2011, Eileen Peltier, Chair of the Senior Center Coordinating Committee, presented this committees report and their recommendations for the future operation of the Center.

b) Those recommendations contained 4 basic recommendations:

1. Change to the Mission Statement to include more clearly residents of the Montpelier area and the concept of economic well-being and a welcoming environment.

2. Acceptance of Statement of Values

3. Committee recommended that the new Director of the Senior Center should be a department head reporting directly to the City Manager. (Staff has discussed this in conjunction with the MATRIX report and recommends that the Director report to the Assistant City Manager.)

4. Changes in the role of the center

A) Community Partnerships

i) Enhance the use of the resource room within the center

ii) Form a senior services partners group

- iii) Formalize the relationship with the Montpelier Home Delivery Program ("Meals on Wheels").
  - B) The Center should strive to be as inclusive as reasonably possible.
    - i) The 58 Barre Street building should be renovated in a way that creates a senior center facility that is accessible, comfortable, flexible, and energy efficient.
    - ii) The current practice of open enrollment - that is enrollment that is open to any senior residing in the Montpelier area should be continued.
    - iii) A formal scholarship program should be developed
    - iv) Efforts to enhance transportation options for seniors should be continued.
  - c) In conjunction with the report received on April 27, 2011, staff was asked to prepare cost implications. Council has been provided with backup data to help them with their decision- making.
  - d) Recommendation: Consider recommendations as outlined above; discussion; direction to staff.
- 6) 11-171. Consideration of the Recommendations of Senior Center Coordinating Committee.
- 7) 11-172. National Life Trail Authorization
  - a) The Montpelier Parks Department is seeking Council authorization to assist in the building of a trail from the corner of Route 12 and Route 2 and up the hill to the National Life trail system, which also connects with their parking areas and various buildings.
  - b) Such a trail would benefit the community in a number of ways. One way is that it will provide a safe and beautiful alternate transportation route, as a commuting option, to a major workplace that serves hundreds of

people. It will allow access to the downtown (i.e. during lunch hours) without employees having to get in their cars as well.

- c) Additionally, this trail would provide strategic trail access to the southwest corner of Montpelier, opening official access to an under-served part of town, a key link in working toward Master Plan goals and strategy: "Goal C: Open Space and Recreation, Strategy 1a, Develop and extend a wagon-wheel network of trails throughout downtown Montpelier and to other neighboring communities."
- d) This project is seen as a synergistic opportunity as it is a collaboration between public and private partners that will benefit the whole community. Partners include National Life, the Parks Department, Vermont Youth Conservation Corp/AOT, International Volunteers for Peace, and will likely involve a large number of community volunteers.
- e) National Life's maintenance crew has offered to help with building the trail and has committed to maintaining the trail once it is built.
- f) Recommendation: Receive any additional information from Parks Director Geoff Beyer; opportunity for discussion; provide authorization to move forward with this project.

7) 11-172. National Life Trail Authorization

8) 11-173. Update from Flood Loan Committee

- a) Angela Timpone, Committee Chair, will update the Council on the meeting of the recently-appointed Flood Loan Committee members.
- b) Recommendation: Receive report; possible direction to the committee.

8) 11-173. Update from Flood Loan Committee

9) 11-174. Council Reports

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- 10) 11-175. Mayor's Report
- 11) 11-176. Report by the City Clerk-Treasurer
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- 12) 11-177. Status Reports by the City Manager
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- 13) 11-178. Agenda Reports by the City Manager
- 13) 11-178. Agenda Reports by the City Manager

Adjournment