



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, May 25,
2011
07:00 P.M.

- 1) Call to Order by the Mayor
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- 2) 11-136. Discussion of Pending Civil Rights Complaint: City Manager and Attorney will update the Council on resolution discussions. Request for an Executive Session in accordance with Title 1, V.S.a. 313, (a)(1) "to consider civil actions where premature general public knowledge would clearly place the municipality at a substantial disadvantage." No voting action is requested or anticipated. TELEVISED/PUBLIC PORTION OF MEETING BEGINS AT 7:00 P.M.
- 2) 11-136. Discussion of Pending Civil Rights Complaint: City Manager and Attorney will update the Council on resolution discussions. Request for an Executive Session in accordance with Title 1, V.S.a. 313, (a)(1) "to consider civil actions where premature general public knowledge would clearly place the municipality at a substantial disadvantage." No voting action is requested or anticipated. TELEVISED/PUBLIC PORTION OF MEETING BEGINS AT 7:00 P.M.
- 3) 11-137. General Business and Appearances
- 4) 11-138. Consideration of the Consent Agenda:
 - a) Consideration of the Minutes from the May 13th, 2011 Special Meeting.
 - b) Summary Budget Report by Department for General Fund and Detailed

Budget Status Reports for General Fund, Water Fund, Sewer Fund, Cemetery Fund, Parks Fund, Parking Fund and Senior Center Fund for a ten-month period beginning July 1, 2010 and ending April 30, 2011.

- c) Consideration of the Grant Agreement with Vermont Community Development Program (VCDP) for the Barre Street Project; this Agreement needs to be signed by the Council and City Manager.
- d) Consideration of extending the time for closing with Capital City Housing Foundation on the 58 Barre Street Project until June 30th.
- e) Consideration of signing a Sewage Treatment and Collection Extension Agreement with the Town of Berlin. On June 23rd, 2009, Berlin officials approved and signed this document; their intent was to forward it to Montpelier for the Council's approval and execution. Staff cannot find where this document was acted upon, or even received. Berlin's Sewer Commissioner Mary Wissell and Attorney Robert Halpert have suggested that this process be started over. Following approval and signing of this document by Council, staff will forward it to Berlin for their execution once again. (City Attorney Paul Giuliani has reviewed and approved wording.)
- f) Consideration of a request from Alice Day, 18 Foster Street, for permission to a section of Foster Street (from #11 to #18) for a Block Party on Sunday, June 5th, from 2:30 to 6:30 P.M.. They will use easily removable chairs with banners on each end; these will allow easy access for emergency vehicles, if needed. Ms. Day has talked with the Police Chief and the Fire Chief.
- g) Consideration of the becoming the Liquor Control Commission for the purpose of acting on the following:
 - 1. Ratification of the issuance of a Catering Permit to Vermont Hospitality Management, d/b/a New England Culinary Institute, for a Benefit Concert - City of Montpelier - scheduled to be held on Saturday, May 21st, from 7:00 P.M. to 12:00 A.M. at the Vermont College of Fine Arts' Gymnasium.
- h) Payroll and Bills

4) 11-138. Consideration of the Consent Agenda:

5) 11-139. Consideration of Council representation to "Montpelier Alive's Board.

- a) "Montpelier Alive" recently requested that a member of the City Council join their Board.
- b) A note from Montpelier Alive's Executive Director to the City Manager states that their Board of Directors values their cooperation and work with the City of Montpelier and would like to deepen their relationship in this way. They are even hoping that City presence on their board will allow the two entities to improve communications and find opportunities to complement their work.
- c) Board terms last two years, encompassing an obligation to attend monthly board meetings and to join (at least) two of their six work committees.
- d) Board Member Linn Syz, Executive Director Phayvann Luekhamhan and possibly Board President Shawn Bryan will be in attendance for this discussion.
- e) Recommendation: Discussion; if Council Members choose to have representation to this board, appointment of one of its members.

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6) 11-140. Consideration of the City's representative to the Central Vermont Regional Planning Commission.

- a) David Borgendale's stepping down from the Planning Commission, and he's also been the City's rep to the CVRPC. Council asked staff to check with other Planning Commission members to see if anyone else might be interested in representing the City on the CVRPC; no one has stepped forward.
- b) Recommendation: Direct staff to advertise or possibly appoint a City Council rep.

- 6) 11-140. Consideration of the City's representative to the Central Vermont Regional Planning Commission.
- 7) 11-141. Update on Farmers Market
 - a) At the May 11th meeting, the Council directed the City Manager to pursue relocation of the Farmers Market to State Street between Elm and Main Streets.
 - b) The Manager met with Market representatives, as well as the Police Chief, Fire Chief, DPW Director and Council Member Jarvis.
 - c) City officials concluded that the Market could work there, assuming that a proper street closing process was followed with notice to adjoining businesses, residents and building owners.
 - d) Market officials provided a memo (included) indicating that the State Street location may not suit their needs.
 - e) Discussion included the present location, State Street, the Carr Lot and other alternatives. City officials offered to work with the Market to make any of the sites successful and offered a follow-up meeting with the Carr Lot project manager. City Manager will provide an update on this meeting.
 - f) Market officials were going to bring this information back to the membership. They did not indicate that they wanted to proceed on the State Street alternative at this time.
 - g) Recommendation: Receive report from City Manager about State Street and Carr Lot. Discussion with Farmers Market. Direct City Manager to proceed with developing a site at any feasible downtown location.
- 8) 11-142. Update on re-zoning process
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- 9) 11-143. Discussion of organizing Council work on goals pertaining to infrastructure improvement.

- a) The Council adopted their annual goals and priorities on April 27th.
- b) Three of the goals related to the City's infrastructure needs:
 - 1) Adopt a funding plan for paving/upgrading streets and sidewalks;
 - 2) Conduct an infrastructure needs assessment;
 - 3) Begin development of water and sewer infrastructure options.
- c) Recommendation: Convene the Capital Projects Committee now, provide any additional direction to the committee and set a report date for the September 28th Council meeting.

10) 11-144. Discussion of organizing Council work on goals pertaining to financial management.

- a) The Council adopted their annual goals and priorities on April 27th.
- b) Three of the goals related to the City's financial management:
 - 1) Conduct an assessment of assets, liabilities and debt load;
 - 2) Develop a policy on fund balance amount and use;
 - 3) Develop a policy on use of debt.
- c) Recommendation: Convene the Revenue/Expense Committee or create a new Council committee for this specific work now, provide any additional direction to the committee and set a report date for the September 28th Council meeting.

10) 11-144. Discussion of organizing Council work on goals pertaining to financial management.

11) 11-145. Consideration of whether to conduct a "National Citizen Survey" in

2011.

- a) Council's 2011 adopted goals stated, "Decide whether and when to conduct a follow-up National Citizen Survey."
- b) The City conducted the National Citizen Survey in 2009.
- c) Citizen response was excellent, and a considerable amount of information was gathered.
- d) The survey results have been used to guide policy, services and budgeting.
- e) In 2010, the Council goals included a provision to conduct the survey again in 2011 (and in two-year intervals).
- f) Recommendation: Authorize the City Manager to proceed with the National Citizen Survey. If the Council chooses not to conduct the survey in 2011, provide direction about whether, or when, to proceed in the future.

11) 11-145. Consideration of whether to conduct a "National Citizen Survey" in 2011.

12) 11-146. Consideration of appointing a committee regarding library support.

13) 11-147. Reports by City Council

14) 11-148. Mayor's Report

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15) 11-149. Report by the City Clerk-Treasurer

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16) 11-150. Status Reports by the City Manager

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- 17) 11-151. Agenda Reports by the City Manager
- 17) 11-151. Agenda Reports by the City Manager

Adjournment