

4/22, the Montpelier City Council continued suspension of all Task Force, Committee, and Advisory Board meetings that are not required by law, through June 30th.

Tue. & Wed., Apr. 28th & 29th	2020 Work & Strategic Planning Process	5:30 PM – 9:30 PM	Click HERE for agenda and access information
Thur., Apr. 30th	Parks Commission	6:00 PM	Click HERE for agenda and access information
Mon., May 4 th	Design Review Committee	5:30 PM	Meeting information TBA



Public Health and Safety

CORONAVIRUS (COVID-19) CITY OF MONTPELIER RESPONSE

April 22nd, Montpelier City Council continued suspension/cancellation of all Council Advisory Board, City Committees, and Task Force meetings (unless required by law), through June 30th, 2020. Council Advisory Board, City Committees, and Task Force Chairs can reach out to the City Manager's Office in case a time limited or emergency topic comes up they feel they need to address in a formal meeting.

The impacts of the Coronavirus are still being felt in every aspect of life in our community. The City of Montpelier remains committed and focused supporting our residents, larger community, and employees. We want to share updates on the City's actions to keep residents and employees safe and healthy. Please see attachment: **Coronavirus (COVID-19) City of Montpelier Response Update: April 22nd 2020**

HUMAN WASTE DUMPING

The City of Montpelier has been working diligently on reducing / eliminating Combined Sewer Overflows (CSO's) since the first studies conducted in the late 1980's. The sewer collection system in Montpelier was originally built with twenty-five (25) Overflow structures in 1962 in conjunction with the construction of the wastewater treatment facility. Since that time, a series of storm separation projects have been completed with an investment of over \$10 million dollars. These projects have allowed the City to reduce the total number of active overflows to the current number of six (6).

Now that the majority of the storm water from street runoff has been removed from the sewer collection system, the City has performed a series of next steps in mitigating this long standing issue including:

- Conducted an overflow weir evaluation study and raising the overflow elevation at each remaining structure to the extent possible without impacting adjacent buildings. This reduced the number of annual CSO events by maximizing the use of available capacity in the collection system.
- Conducted an updated Roof Drain Study to identify the remaining commercial buildings that are tied into the sewer collection system.
- Developed a Long Term Control Plan with a funding plan for projects within the collection system that restrict the flow to the wastewater treatment facility during high flow events.

- Survey and preliminary design for an upgrade to the sewer truck line on State Street which directly impacts the number of overflow events at the intersection of State St. and Taylor St. This is the overflow location that had two events recently reported. Construction is scheduled for this summer / fall, we anticipate this project will significantly reduce overflow events at this structure.
- Grant funding and contract award for an electronic CSO monitoring system. This system will improve reporting response time and provide data on flow volumes to allow staff to better prioritize improvement projects. Construction is scheduled for this summer / fall.

If there were a way to immediately stop CSO events, the City would have done so. However, if these overflow structures were to be blocked off now, the combined rain and wastewater flows would be diverted onto the streets and into buildings which poses an ever greater health hazard. The solution is not a simple one as it requires a holistic approach to evaluating the entire sewer collection system, including removing groundwater infiltration and direct inflow as well as prioritizing improvements within the sewer collection system which restrict the high flows from reaching the treatment plant. These improvements will require significant investment which we have committed to through our funding plan.

Please know that that City Council and the staff at Montpelier take this issue very seriously and will continue to work to eliminate Combined Sewer Overflows.



Community Prosperity

INTRODUCING MONTPELIER'S RECOVERY NAVIGATOR

Montpelier Alive is pleased to partner with the Center for Women and Enterprise - a Small Business Administration partner - and the Montpelier Development Corporation to hire Jean Kissner as Montpelier's Recovery Navigator. Jean will work with Montpelier Alive and Montpelier businesses over the next year as businesses help navigate recovery options, adapt to the new business environment, and reopen their doors for business. In addition to being well-versed in the alphabet soup of PPPs and EIDLs and federal loans, Jean has over 20 years' experience helping businesses smoothly grow their operations and respond to the demands of change. Jean's speciality is in operations and business planning, and she is well-equipped to help businesses adapt their business models for the post-COVID world. Most importantly, Jean is kind, patient, and a good listener who you will feel comfortable working with. Thanks to our partnership with CWE, Jean can also refer people to other consultants whose services will be paid for, including e-commerce specialists, marketing consultants, etc. Jean can be reached at jean@excellenceinops.com. We strongly encourage any business that is still considering applying for an EIDL or PPP loan to get in touch with Jean immediately, as we anticipate the new funds running out within the next 48-72 hours.



Responsive and Responsible Government

POLICE CHIEF SELECTION PROCESS

With assistance from five representatives of the Police Department, we have narrowed our field of 9 active candidates to 6. We will interview (virtually) those 6 over the next week to 10 days. Our goal is to select a final three by May 8th. That group will meet with some community people as well as the full leadership team.



Inclusive, Equitable and Engaged Community

RESUMING WITH SOCIAL DISTANCING-- WALKS WITH JOAN ON TUESDAYS AT 10AM (STARTING APRIL 28)

This longtime MSAC drop-in group is back and will meet in front of MSAC at 58 Barre Street! Please contact Joan Barrett by Monday night at 223-1856 or email barrettsvt@gmail.com if you intend to come and need the destination. Bring a mask and plan to practice appropriate distancing and follow safety precautions. Once you have attended, Joan will send you her meet-up locations in the future and let you know of changes/cancellations.

SUMMER PROGRAMS

The Recreation Department is still taking registrations for summer programs. However, we will be holding the checks until a decision is made on whether to run or cancel. Signs were also reposted at the Rec. Field and Dog River letting people know the facilities are closed due to COVID-19.

RECREATION REPORTS

The ice rink will be completely removed today, April 24th, from the state house lawn. Thanks to help of Patrick, Carl, Bob, Danny and the DPW crew we were able to make this happen while practicing social distancing. Thanks again everyone. - Arne



Sustainable Infrastructure

DPW STREET & WATER/SEWER DIVISIONS:

The City of Montpelier Street Division completed several tasks this week such as cleaning equipment, yard and stored material cleanup behind the city barn, ditch line work at the City Garage and cleaning up of road side debris on Nelson Street. On Wednesday our crew was out maintaining/salting streets and sidewalks due to the snow event.

Our Street Division also completed the following tasks:

- Repaired a sink hole on Phelps Street
- Repaired receiver on River Street at the bottom of Wheelock Street
- Assisting the Recreation Dept. pick up the skating rink
- Wiped down common areas and trucks and equipment throughout the day along with good social distancing and use of face coverings

Next week our crew will get back to sweeping streets, set up one our trucks with the tool boxes and crane for catch basin repairs, place cold patch in pot holes as needed, assist Water Division with placing asphalt in winter water and sewer repair areas and as normal protocol continue following distancing and sanitation practices in response to Covid-19.

Our Water/Sewer Division spent time this week continuing hydrant flushing, completed final water meter readings, marked out utilities for dig safe, checked sewer pump stations, cleaned the divisions trucks and equipment as well as answered several resident concerns.

Next week our crew will finish up hydrant flushing except the night time list (primarily downtown areas), continue work with the Vactor Truck such as cleaning sewer pump station wet wells, manhole / catch basin structures,

siphons and problem areas that need camera work. We will continue to monitor the possible water leak on Highland Avenue (not yet confirmed city water or line). Normal day to day tasks will be completed as well as practicing protocols for the public health crisis.

STUMP DUMP:

The City of Montpelier has updated our Stump Dump policy as well as hours. The Stump Dump is now open Monday through Friday 8am to 3pm to residents of the City of Montpelier, Businesses and Contractors. Please be sure to call the city garage @ 802-223-9510 before going to the Stump Dump for pre-approval of the items being dumped. After approval has been received please submit payment (if applicable) via mail to Jasmine Benson at 39 Main Street, Montpelier, VT 05602, this can be done weekly. (Example: If a contractor goes up 3 times in the week, they can submit 1 check for all 3). We are no longer accepting cash payments down at the garage as we typically would.

WRRF:

The new boiler has been running successfully all week. Next week, the existing boiler will be relocated to the new boiler room. Work also continues in the dewatering room for the piping on the second screw press. Staff has isolated Digester #1 and has begun drawing the levels down in anticipation of cleaning this tank. Septage hauling is shutdown until next week to allow for this work to proceed efficiently. Digester #1 cleaning is now scheduled to start on May 5th, 2020.

DON'T FLUSH THAT:

Due to the public health crisis, not only is our city seeing a shortage on toilet paper, but many communities are as well. Department of Public Works would like to remind everyone what should NOT be flushed. Flushing items listed below could cause sewer blockages, in which could cause plugged and overflowing toilets, poorly draining sinks and showers, raw sewage backing up through floor drains, manholes overflowing onto the ground or into nearby surface waters, health hazards and nuisance odors, increases in the City's maintenance costs and costly maintenance and repair bills for YOU.

- Paper towels
- Baby wipes
- Moist towelettes
- Cosmetics and cosmetic wipes
- Cloth or paper napkins
- Shop towels
- Condoms
- Tampons and pads
- Diapers
- Cat litter
- Cigarette butts
- Dental floss
- Latex gloves
- Hypodermic needles
- Facial tissues
- Fats, oils or grease
- Clothing or rags
- Medications (pills or liquid)
- Bandages
- Cotton balls
- Food scrapes
- Swiffer pads
- Plastic of any kind



William Fraser
City Manager

Upcoming Agenda Items (TENTATIVE)

4/28 - 4/29	Strategic Planning	5/13	Ordinances Tax Stabilization Strategic Plan COVID-19 Parking Garage	5/27	COVID-19 Ordinances Personnel Plan
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Mayor Anne Watson

William Fraser
City Manager

City Council Members:

Dona Bate
Conor Casey
Jay Ericson
Lauren Hierl
Jack McCullough
Dan Richardson

Cameron
Niedermayer
*Assistant City
Manager*

MEMORANDUM

Date: April 22, 2020
To: Mayor Watson & City Council Members
From: Montpelier City Manager's Office
Re: To-Date City Coronavirus (COVID-19) Response

**Coronavirus (COVID-19)
City of Montpelier Response Update: April 22nd 2020**

The impacts of the Coronavirus are still being felt in every aspect of life in our community. The City of Montpelier remains committed and focused supporting our residents, larger community, and employees. We want to share updates on the City's actions to keep residents and employees safe and healthy.

State Updates:

- April 10th 2020: Governor Scott announced an extension of the State of Emergency in Vermont, and all existing mitigation orders and closures until May 15th through Addendum 9 to Executive Order 01-20.
- April 10th 2020: The Attorney General issued a directive to law enforcement on how to enforce the governor's executive order, emphasizing education and voluntary compliance, while also allowing the Office of the Attorney General to pursue civil and criminal enforcement of the order, including a \$1,000-a-day fine for continued noncompliance.
- April 10th 2020: The Agency of Agriculture, Food & Markets issued further guidance regarding Farmer's Markets, stating that after further consultation with the Vermont Department of Health (VDH), farmers markets are still not permitted under the terms of the current Stay Home/Stay Safe executive order. Our Farmer's Market is aware, and has set up direct ordering from vendors via their website.
- April 15th, 2020: The Commissioner of Health reported that Vermont State Officials are cautiously optimistic that Vermont's mitigation strategies, such as the Governor's Stay Home / Stay Safe order, have had an effect as we see Vermont's cases plateau. They highlighted that this is not the time to let up or loosen these measures, but rather to continue to be vigilant with social distancing measures and other mitigation strategies.

- April 17th, 2020: Governor Scott announced Addendum 10 to Executive Order 01-20, which outlines a phased reopening of businesses in Vermont, and mandatory health & safety guidance that will be required of all businesses currently operation and those re-starting.
 - Phased opening of businesses not defined as essential will start on Sunday April 20th. The business reopening is a phased process that is being driven by ACCD, VDH, and DPS as directed by Governor Scott. Subject to the mandatory health and safety requirements stated above and with some additional guidance, the following operations will be allowed to restart

General City Updates:

- New City Policies to Protect Staff and Residents:
 - Guidance created for staff to wear masks during work hours when leaving their assigned work building, when they are present in congregate areas, or when interacting with the public.
- The City is maintaining a list of situational updates and resources for those who may need them on the COVID-19 Response page on the website.
- As a reminder: the Washington and Northern Orange Counties Regional Response Command Center (WNOC-RRCC) is now open to receive folk's calls for assistance. If you need any support, they are open 7 days a week from 8am-10pm, and are available at:
 - Call line: 802-477-5160
 - Text line: 802-477-5130
- The Capital Area Neighborhood (CAN)s are still looking for volunteers- and will be distributing a flyer to neighborhoods soon- this will also include contact information for the WNOC-RRCC system

Additional Building Closures, Program Cancellations, or Changes:

- City Hall is currently locked and closed due to safety concerns due to a lack of personnel in the building.
- As a reminder, all Montpelier Senior Activity Center classes have been cancelled for the spring.
- The Montpelier Senior Activity Center's FEAST To-Go program on Tuesdays and Fridays will be changing their pick-up times. Pick up for meals will now be from Noon-12:30pm in front of the Senior Center.
- The Recreation Department is taking registration/payment for Summer-camp and other summer programming, but will NOT be cashing checks or depositing payments from residents until determination has been made to continue with summer classes or not. Checks will either be processed, returned, or shredded when the determination is made. The Mountaineers have yet to determine if their summer baseball camps or their summer game season will be cancelled or not.

Budget and Voluntary Furlough Updates:

In order to further close the budget shortfall, the Council approved the voluntary furlough of some City employees. These volunteers have saved the City an additional estimated \$170,000. The divisional breakdown of these furloughed employees is as follows:

Furlough by Department/Division	# of Employees
Clerk	1
Community Services: Recreation	4
Community Services: Senior Center	1
Community Services: Parks	2
Finance	1
Parking	2
Planning	3
DPW: WRRF	3
DPW: Water/Sewer Div.	2
DPW: Streets Div.	8
Total:	27

The City will still be providing health care and other benefits for employees as they are on furlough. Details of these benefits were shared in last week's memo.

City Committee Updates:

- All City Committee, Advisory Boards, and Task Force meetings (unless required by law) have been suspended through April 22nd. Committees have been asked to let staff know if they need to continue to meet while the City has a quarter of its staff on furlough. Otherwise, meetings will most likely continue to be suspended to preserve City employee capacity.
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City Communications:

- The City is in frequent communication with the WNOC-RRCC group, the CAN groups, and Montpelier Mutual Aid. These groups are continuing to share public messages with the City- which is in turn sharing the information through the City's media channels.
- The City has been upping its social media posts related to COVID-19. The City's posts have received on average 860 interactions- but our recent post on wearing masks in public reached almost 2,000 interactions.
 - The City is committed to continue to post on recommendations on topics such as: Community Support Agencies, Supporting Local Businesses, Maintaining Social Distancing, Wearing Masks in Public, etc.

Staff Recommendations:

- Continued Suspension of all City Committee, Advisory Boards, and Task Force meetings (unless required by law).
 - Staff's capacity remains limited as a quarter of staff is currently voluntarily furloughed
 - Very limited numbers of City Committee, Advisory Boards, and Task Force Chairs asked to maintain their meeting schedule in the face of the Council's suspension.
 - Folks that reached out only included the MSAC Advisory Council and the Recreation Advisory Board