

| Date | Committee | Time | Location | Links |
|------|--|---------|--------------------------------|--------------------------------------|
| 4/18 | Design Review Committee | 5:30 PM | City Council Chambers and Zoom | Agenda and Zoom Link |
| 4/19 | Montpelier Energy Advisory Committee | 7:00 PM | Memorial Room and Zoom | Agenda and Zoom Link |
| 4/20 | Social & Economic Justice Advisory Committee | 8:00 AM | Zoom Only | Agenda and Zoom Link |
| 4/20 | Conservation Commission Meeting | 5:30 PM | Zoom Only | Agenda and Zoom Link |
| 4/21 | Montpelier Housing Task Force | 5:30 PM | Zoom Only | Agenda and Zoom Link |



Improve Public Health and Safety

COVID-19 Response- updated:

NEW: It is now recommended that those age 50+ or those who are immunocompromised age 12+ receive a second booster dose of either the Pfizer or Moderna vaccine. The FDA's guidance can be found [here](#). Find vaccination clinics [here](#), or call your preferred pharmacy.

Update: The State has released their newest [COVID-19 Modeling Report from April 12th, 2022](#). According to their data, "Reported cases in Vermont this week increased from a daily average of 152 to 196 (+29%). The state reported 370 more cases this week than last. Burlington wastewater testing shows an overall increased presence of the virus... Hospitalization admissions, inpatient census, and ICU numbers have increased this week."

With this continued trend of increased cases, please make sure you are taking steps to remain healthy and to protect yourself and others!

COVID-19 Reminders:

- People may also receive a **second booster dose** of Pfizer or Moderna at least four months after their first booster if they are:

- age 50 or older;
- immunocompromised, those age 12 and older; or are
- People who received the Johnson & Johnson vaccine and Johnson & Johnson booster
- The health department now recommends that people who test positive isolate for five days, with the caveat that if you still have symptoms after completing isolation, you might choose to take extra precautions such as wearing a mask, which helps protect you and the people around you from getting or spreading COVID-19. More information can be found here: <https://www.healthvermont.gov/covid-19/symptoms-sickness>
- **Keep up to date with CDC Recommendations!** You can find the CDC's updates regarding COVID-19 on their website [here](#). They have released an updated chart regarding their quarantine and isolation guidelines [here](#).

Guertin Park structure - updated

Based on discussions this week, the structure will remain in the current location for now. Staff will research alternate downtown locations (including elsewhere on the same parcel) for the next meeting.

Regional Dispatch Infrastructure - updated

Given the support expressed by both the Barre and Montpelier City Councils, the Twin Cities team will proceed with the three pronged approach:

- Cities will jointly purchase consoles that match one another as well as state police. The final lease purchase for Montpelier will be on a future consent agenda.
- Cities will continue to pursue grant funding for compatible radios which correct current deficiencies.
- Cities will continue to pursue state funding for regional telecommunications infrastructure.



Practice Good Environmental Stewardship

Trash Clean Up - new

In addition to the upcoming Green Up day activities, the City is submitting a grant application to the Central Vermont Solid Waste Management District for a more complete trash/litter clean up including items which should not be handled by volunteers. This is particularly focused on the river banks.



Provide Responsible and Engaged Government

Meeting Agendas - new

Given the postponement of some items and the length of recent meetings, we will be shuffling some items between now and June. Please check the tentative schedule below if you are tracking any specific items.

General Business Follow Up 4/13

Parking Space plowing. DPW made a conscious decision to save on overtime and equipment costs during the last storm, knowing that the accumulated snow would melt quickly with the projected temperatures.

Street Sweeping. Annual spring cleaning of sand and mud is underway. DPW currently has one street sweeper out of service being repaired. This is slowing the work.

Meetings: Staff will draft a proposed policy for both acceptable behavior at and conduct of meetings.

Pending Legal

- *Appeal of Zoning Permit.* Neighbors have appealed DRB approval of a permit to move a barn structure. City is represented by Attorney David Rugh. We are monitoring the case. Recent filings by appellants have challenged the validity of sections of the city's zoning ordinance.
- *Abdo Banfield v. City of Montpelier.* Appeal of DRB determination upholding decision of the Zoning Administrator. City is represented by Attorney David Rugh.



Create More Housing

203 Country Club Road - updated

The City has signed a Purchase and Sale agreement with Citi Properties for the former Elks Cub property. Phase 1 Environmental review is being completed now. Closing Date is set for July 1st.

Staff will propose funding sources for the planning process and draft an RFP for a project management consultant.

More information about continued public process will be released within the next week or two.

I am tentatively scheduling a regular project update for the Council at the second meeting of each month. It can always be cancelled if there is nothing major to report.



Improve Community Prosperity

Green Mount Cemetery: Check out the Flags and Flowers Event held on April 13 at Green Mount Cemetery, here are two videos

WCAX:

<https://www.wcax.com/2022/04/13/teen-mission-recognize-veterans-makes-green-mountain-visit/>

WPTZ:

<https://www.mynbc5.com/article/honoring-our-nations-veterans-through-the-veterans-flags-and-flowers-challenge/39719060#>

Community Services Department Shared Info Updates/Events/Collaborations

Montpelier Parks & Trees Division updates/events

Montpelier Recreation Division updates/events

2022 Egg Hunt is on April 16th!



Recreation's Capital Kids Summer Day Camp Registration is open

Click [here](#) for info and registration form, which includes options for signing up for FEAST Farm Camp as well. The Community Services / Recreation office is also processing registration for Mountaineers baseball camp again this year.

Spring Tennis and Pickleball Lessons

Tennis and Pickleball updates coming soon; stay tuned here, on Facebook and elsewhere!

Montpelier Senior Activity Center Division updates/events

April Newsletter: In case you missed it, it's not too late to check out our April newsletter with updates about classes, events and perspectives from MSAC: <https://www.montpelier-vt.org/DocumentCenter/View/8187/MSAC-April-2022-Newsletter->

FEAST Meals Have Expanded: Between Curbside Pickup meals on Tuesdays and Fridays 12-12:30pm available at the side entrance, and our Meals on Wheels program, we are sending out over 2,000 meals a month now. This is many more than we ever have before! Thank you to everyone who supports our FEAST program and has helped us get the word out! But we still need more volunteers, so let us know if you or someone you love is interested in pitching in and helping us in the kitchen or with delivering meals!

Volunteer Training at MSAC

Join our incredible team! Wednesday April 27 from 6-7pm and Friday April 29 from 1pm-2pm

Multigenerational volunteer training focused on gearing up for the FEAST Farm re-opening, getting set up for summer camp, a high school program, as well as volunteer opportunities for aging Vermonters. Help us Grow food for FEAST Senior Meals, Montpelier Food Bank, and Community Harvest of Central Vermont!

Support FEAST by buying a Meal at Three Penny Taproom

On Thursday May 5th, Three Penny Taproom will be partnering with FEAST Senior Meals to bring food to those in need within our community. 5% of food sales for the day will go to FEAST's Meals on Wheels program, and with your support, FEAST will be able to provide more meals in our community. Please come down and show your support for these two organizations that help keep our community thriving.

Director's Tea with Sarah Lipton & Special Guest Kim Myers

Thursday, April 21 at 2pm at MSAC, treats provided

Join Sarah as FEAST Program Manager Kim shares her experience at the recent Aging in America conference that took place in New Orleans. The Director's Tea is an opportunity to connect and share with MSAC staff. Tea and treats provided for you to take home.

Kellogg Hubbard Library's Strategic Planning Process

MSAC Director Sarah Lipton recently took part in an in-depth conversation with consultant Stephanie Lahar as part of KHL's strategic planning process. KHL is excited to be well

into the data gathering phase of their strategic plan and they are seeking as much community feedback as possible. Please fill out their 10-minute survey at www.kellogghubbard.org/strategic-plan. Consider joining one of their focus groups on April 19th or 25th!

Thank you, Volunteers!

Because of you, we do it *All*: serve more than 2,000 meals a month, offer nearly 40 classes, and create a vibrant and engaging Senior Activity Center!



Join our incredible team!
April 27 6-7pm & April 29 1-2pm:
Multigenerational Volunteer
Training. Tasty treats provided.

Call to Register: 802-223-2518



Build and Maintain Sustainable Infrastructure

Projects and Funding – New

The City has many projects starting up. Here is a summary of them along with their corresponding funding source.

| Projects | Department | Item | Capital fund | W/S | Bond | ARPA | CIP Reserve | Total |
|----------|------------|--|--------------|-----|------------|---------|-------------|------------|
| | Parks | Tree guards, grates and care | 16,000 | - | - | - | - | 16,000 |
| | Parks | Siboinebi Path | 5,000 | - | - | - | - | 5,000 |
| | Parks | Large Parks | 10,000 | - | - | 10,800 | - | 20,800 |
| | Parks | Barre Street Recreation Path | 20,000 | - | - | - | - | 20,000 |
| | DPW | Crack Seal | 20,000 | - | - | - | - | 20,000 |
| | DPW | Route 2 Bridge - BR. 64 | 27,500 | - | - | - | - | 27,500 |
| | DPW | Main Street Sidewalk Improvements | 50,000 | - | - | - | - | 50,000 |
| | DPW | Fog Seal City Streets | 65,000 | - | - | - | - | 65,000 |
| | DPW | Project Management | 75,000 | - | - | - | - | 75,000 |
| | DPW | Marvin Street Slope Failure | - | - | 161,700 | - | - | 161,700 |
| | Citywide | ADA compliance - City Hall Elevator | 100,000 | - | - | - | - | 100,000 |
| | Citywide | Net Zero - Energy Plan Investment | - | - | 250,000 | - | - | 250,000 |
| | Citywide | Reappraisal | 130,000 | - | - | - | - | 130,000 |
| | DPW | Cold-In-Place Recycling (CIR) - City Streets | 505,000 | - | - | - | 180,000 | 685,000 |
| | DPW | Granite Street 36" Storm Lining | - | - | - | 85,000 | - | 85,000 |
| | Parks | Staff Bathroom | - | - | - | 30,000 | - | 30,000 |
| | Parks | Trail Building | 50,000 | - | - | - | - | 50,000 |
| | DPW | Phelps Street Storm Replacement | - | - | - | 90,000 | - | 90,000 |
| | DPW | Main & Barre Street Intersection | - | - | 550,000 | - | - | 550,000 |
| | DPW | Street Light Conversion | - | - | 250,000 | - | - | 250,000 |
| | Parks | Confluence Park | - | - | 600,000 | - | - | 600,000 |
| | Parks | Dam Removal Study | - | - | - | - | 34,000 | 34,000 |
| | DPW | Grout Road Bridge | - | - | - | 332,000 | - | 332,000 |
| | Recreation | 203 Country Club Road Land Purchase | - | - | 2,000,000 | - | - | 2,000,000 |
| | DPW | East State Street Reconstruction | - | - | 7,200,000 | - | - | 7,200,000 |
| | DPW | WRRF - Phase 2 | - | - | 16,400,000 | - | - | 16,400,000 |
| | | | 1,073,500 | - | 27,411,700 | 547,800 | 214,000 | 29,247,000 |



Employment and Personnel Announcements

Municipal Job Openings

Visit the City website for more information: <https://www.montpelier-vt.org/Jobs.aspx>

Montpelier Youth Conservation Crew (MYCC) Crew Leader: The MYCC crew leaders will be the main supervisors for our MYCC crews. Each crew leader will be in charge of one crew throughout each session and will rotate throughout the sites along with the crew. The crew leader will set expectations, be a mentor, model a good work ethic, and facilitate reflection activities. In addition to helping guide the workflow, crew leaders will be the main point of contact for their crews for questions, concerns, and any issues that may arise. The work at each site will be directed by a site leader. The crew leader will work with the site leader to guide MYCC members in performing the tasks, while empowering them to deepen their skills as environmental leaders. This job is 32-hours per week, Tuesday through Friday, 8am - 4:30pm and will span June 7 - August 19. The crew leader will start two weeks before members, and then lead three 3-week sessions for a total of 10 weeks. The crew leaders will be paid \$18/hour. The City of Montpelier is an equal-opportunity employer. To apply, please email a resume, cover letter, and two professional references to Jacqueline Huettenmoser at jhuettenmoser@montpelier-vt.org. We will begin reviewing applications in mid-March. Positions will be open until filled.

Feast Farm - Farm Camp Lead Educator: We are seeking a Lead Educator to teach six weeks of onsite day camp. The Lead Educator will work alongside the Farm Manager, the AmeriCorps Farm Camp Coordinator, and Assistant Counselors to develop and implement the program through planning weekly activities, cultivating a safe and enriching environment, and fostering meaningful relationships with the children. Willingness and capability to work outdoors in all weather conditions with children is a key component of this position. Specific responsibilities include:

- Designing the curriculum and flow of weekly activities in collaboration with other staff.
- Leading developmentally-appropriate activities and engaging in play-based learning.
- Participating directly with campers in lessons, activities, farm chores, outdoor cooking, ecology, and games while fostering an atmosphere of inclusivity and kindness.
- Facilitation of training/mentoring of counselor(s).
- Participation in camp staff meetings, daily set-ups and debriefs.
- Being the main “face” of camp for parents/guardians. Communicating with parents/guardians on a regular basis via email, phone, and face-to-face.
- Helping to share the responsibility of transporting some children to Capital Kids Day Camp.

Employment dates/times: Planning/preparation/training weeks: June 27 - July 8, Monday-Friday, time TBD Camp weeks: July 11 - August 19, Monday-Friday, 7:15am - 1:00pm. To apply, please email a resume, cover letter, and two professional references to Jacqueline Huettenmoser at jhuettenmoser@montpelier-vt.org. We will begin reviewing applications in mid-March. Positions will be open until filled.

Feast Farm - Farm Camp Counselor: We are seeking Camp Counselors to teach six weeks of onsite day camp. The Camp Counselors will work alongside the Farm Manager, the Lead Educator, and the AmeriCorps Farm Camp Coordinator to develop and implement this program through planning weekly activities, cultivating a safe and enriching environment, and fostering meaningful relationships with the children. Willingness and capability to work outdoors in all weather conditions with children is a key component. Specific responsibilities include:

- Leading developmentally-appropriate activities and engaging in play-based learning.
- Participating directly with campers in lessons, activities, farm chores, outdoor cooking, ecology, and games while fostering an atmosphere of inclusivity and kindness.
- Direct supervision of campers and facilitation of conflict resolution.
- Participation in camp staff meetings, daily set-ups and debriefs.
- Communicating with parents/guardians at drop-off and pick-up.
- Helping to share responsibility of transporting some children to Capital Kids Day Camp.

Employment dates/times: Planning/preparation/training weeks: July 5 - July 8, Monday-Friday, time TBD Camp weeks: July 11 - August 19, Monday-Friday, 7:15am - 1:00pm. To apply, please email a resume, cover letter, and two professional references to Jacqueline Huettenmoser at jhuettenmoser@montpelier-vt.org. We will begin reviewing applications

in mid-March. Positions will be open until filled.

Communications and Development Coordinator with the Community Services

Department: Full-time position provides communications and fundraising leadership to the City of Montpelier's three divisions of Montpelier Senior Activity Center, Recreation, and Parks & Trees. Develops and implements strategy to financially support and market programs, facilities and services. Enhances branding and engagement across the age spectrum for diverse, high-demand and emerging services. Applicants should be tech-savvy, flexible and team-oriented with excellent fundraising and communication skills (written and oral), and ability to meet regular deadlines and supervise volunteers. Updated job description, hiring timeline and more details coming soon. To inquire, email <mailto:slipton@montpelier-vt.org>. EOE

FT Police Department- Patrol Officers: The Patrol Officer is responsible for the efficient performance of required duties in conformance with the laws and the Department's rules, regulations, and policies. Duties shall consist of, but are not necessarily limited to, a number of general police responsibilities necessarily necessary to the stability and safety of the community. For applications and more information, click [here](#) or email recruiting@montpelier-vt.org. We have one more open officer position.

Seasonal Park/Recreation Maintenance Staff: Spring-Summer-Fall

Mowing, driving tractors, maintaining sports fields, keeping parks and facilities clean. This is a busy, hands-on physical job that requires some heavy lifting and being on your feet for long periods of time. Visit <https://www.montpelier-vt.org/869/Employment> for more information about the positions available and how to apply. Or call 225-8699, 9am-4pm to inquire.

Summer Pool Staff: The Montpelier Recreation Department is seeking seasonal pool staff for the municipal swimming pool this summer. Full and part-time positions are available. Staff will start work June 11 - August 21. There will be pre-season training prior to the start of the pool season. Training dates to be announced. Responsibilities would include supervising patron activity in and around the swimming pool, teaching swimming lessons, and front desk responsibilities. Applicants who do not hold a current Lifeguard certification could be accepted contingent on successful completion of a lifeguard course prior to the pool opening date, and reimbursement would be paid at end of season. Please submit a resume and cover letter describing your interest and qualifications. Please submit to amcmullen2@montpelier-vt.org or Montpelier Recreation Department, 58 Barre Street, Montpelier, VT 05602. Please submit applications by March 31.

Pt Emergency Services Dispatcher/Clerk: The Montpelier Police Department is seeking applications for the position of Emergency Dispatcher/Clerk. This part-time career position involves the appropriate call handling of both emergency and non-emergency requests for police, fire, and emergency medical services, and determining the nature and urgency of those calls. The position requires a considerable degree of initiative and independent judgment within procedural boundaries in responding to emergency and non-emergency situations. The dispatcher is also the first point of contact for those that come to the police station seeking assistance.

FT Streets Maintenance Worker Truck Driver, Level 1: Montpelier, Vermont has a current opening for a Street Maintenance worker within the Streets Division of Public

Works. The person filling this position will work with a streets crew performing skilled work in winter operations, construction, maintenance and repair of streets, drainage culverts, sidewalks, signage, and other appurtenances in the City Right of Way.

FT Water/Sewer Truck Driver Level 1: Montpelier, Vermont has a current opening in the Water-Sewer Division of Public Works. The person filling this position will work with a water and sewer crew performing skilled work in the construction, maintenance and repair of water distribution, raw water distribution, wastewater collection and wastewater transmission systems.



Reminders

Social Worker Available to Residents

The Montpelier Police Department, the Barre City Police Department and Washington County Mental Health have partnered in providing an onsite social worker to help residents in crisis or needing an extra hand during the pandemic. If you would like to speak to Susan please contact her through email at: susan.lemere@wcmhs.org or contact MPD and we can assist with connecting you to Susan.

ORCA MEDIA

ORCA Media supports the City of Montpelier by live streaming videos to local TV and on YouTube. Recently, Comcast changed the government channel to 1085.

- Click here to see City Council Meetings: <https://www.orcamedia.net/series/montpelier-city-council>
- Click here for Live Stream: <https://www.orcamedia.net/series/live-stream-events>

City-wide Reappraisal Property Inspections Continue!

We have begun the process of a city-wide reappraisal of all real property. Representatives from the New England Municipal Consultants will visit each property in the city to gather data. The inspection process will start in late 2021 and continue through the spring of 2023. NEMC will mail notices to property owners in advance of conducting inspections.

Stump Dump:

Need to get rid of lawn debris, stumps, and branches? The City Stump Dump is open! Monday through Friday, 8:00 AM to 3:00 PM. Please call the City Garage at 802-223-9510 before going to dump to approve of your items!

Trash Receptacles:

Please, always, place trash receptacles for pick up at the corner of the driveway, behind the sidewalk. If you do not have a sidewalk on your street, please place receptacles on the corner of the drive, in the street closest to the curb. (Not obstructing traffic). Please do not place receptacles within the sidewalk. Questions? Please contact Jasmine Benson with DPW at 802-223-9508.

Thank you,



William Fraser, City Manager

| Upcoming Agenda Items (<i>TENTATIVE</i>) | | | |
|---|--|-------------|---|
| 4/27 | <ul style="list-style-type: none"> • VRC – Confluence Park • Guertin Park • Lockers • PRC – public drinking, officer recruitment standards • SEJAC Stipend Policy • Community Survey • Elks Club funding/RFP • Berlin Pond easement - consent • Strategic Plan Update - consent • BAN – consent • Appoint Council Rep to Montpelier Alive Board | 5/11 | <ul style="list-style-type: none"> • Water/Sewer Fund Budgets • Water/Sewer Rates • District Heat Update • Home Energy Ordinance update • City Building Energy Policy • Public Records Policy/Fees • Meeting Standards Policy • Summer Schedule |
| 5/25 | <ul style="list-style-type: none"> • PRC – Fair and Impartial Policing policy • PRC – prostitution and sex work ordinances • Permanent Parklet Ordinance? • Public Bathrooms • Housing Task Force • Elks Club Update | 6/8 | <ul style="list-style-type: none"> • PRC – internal affairs policy, citizen review • Economic Development Strategic Plan • TIF/Tax Stabilization Updates • 12-16 Main St • Potential Ordinance re: building violations and zoning permits • |
| 6/22 | <ul style="list-style-type: none"> • PRC – progress update • Use of ARPA Housing Funds • Workforce Development Plan? • Elks Club Update | 7/13 | <ul style="list-style-type: none"> • Set Tax Rate • Strategic Plan Update • Year End financial report |
| 7/27 | <ul style="list-style-type: none"> • Elks Club Update | 8/10 | <ul style="list-style-type: none"> • No meeting? (pending 5/11) |
| 8/24 | <ul style="list-style-type: none"> • Website Update • CAN Update • Storm Water Utility Update • Elks Club Update | 9/14 | <ul style="list-style-type: none"> • Review Community Survey results • Begin Strategic Planning Process |

? = Date is tentative, may shift to a different date

CURRENT PENDING STRATEGIC PLAN ITEMS

Topics from the FY22-23 City Council Strategic Plan for Future Council Agendas:

| Month | Tentative Topic(s) |
|--------------|--|
| April | Elks Club project Updates, VRC Confluence Park Presentation, Stipend Implementation Plan Recommendation (from SEJAC) |
| May | Public Restrooms/ District Heat (end of heating-season wrap up) |
| June | Economic Development – Strategic Plan, TIF, Tax Stabilization Updates/ Workforce Development program |
| July | |
| August | Website Updates / Capital Area Neighborhoods Presentation/ Stormwater Utility Updates (tentative) |
| September | Economic Development Strategic Plan Contract (Launch) / Strat Planning/ Accomplishments and Future Plans for Outdoor Recreation and Economic Development / Review Community Survey results |
| October | Creative Discourse Recommendations Status Update/ Strat Planning |
| November | ADA Transition Projects/ Net Zero Projects Update/ FEAST Program Updates/ **BUDGET** / PFAS Updates |
| December | **BUDGET** |

Topics Pending Scheduling:

- Homelessness Plan
- Parks Commission Survey
- Mutual Aid Issues with Middlesex and Berlin
- Update Barriers to Housing Study
- City Master Plan (Fall/Winter 2022)