

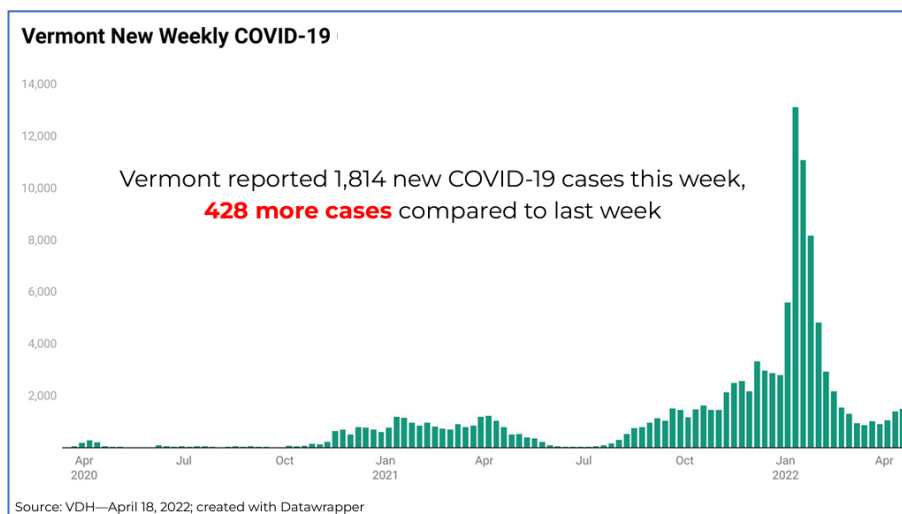
Date	Committee	Time	Location	Links
4/25	Planning Commission Meeting	5:30 PM	City Council Chambers and Zoom	Agenda and Zoom Link
4/26	MEAC Policy and Planning Subcommittee	4:30 PM	Zoom Only	Agenda and Zoom Link
4/26	MEAC Municipal Working Group Subcommittee	5:30 PM	Zoom Only	Agenda and Zoom Link
4/27	Homelessness Task Force	11:30 AM	City Council Chambers and Zoom	Agenda and Zoom Link
4/27	City Council Member	6:30 PM	City Council Chambers and Zoom	Agenda and Zoom Link
4/28	Montpelier Public Art Commission	5:00 PM	Zoom Only	Agenda and Zoom Link



Improve Public Health and Safety

COVID-19 Response- updated:

Update: The State has released their newest [COVID-19 Modeling Report from April 19th, 2022](#). According to their data, “Cases in Vermont and New England have increased over the last week...Regionally, cases grew from 3,288 to 4,226 cases per day (+29%). Vermonters in the hospital for the virus also 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:

- **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.
- 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](#).



Practice Good Environmental Stewardship

Trash Clean Up

In addition to the upcoming Green Up day activities, the City has submitted 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 and under downtown bridges.

District Heat – New

The City staff team will be meeting with District Heat system users on Monday to go over questions. This will be followed up by a full update to the Council in May or June.

We are filing the Northern Borders Regional Commission letter of intent tomorrow. The District Heat project focus is proposed to add a new 'snow melt' site using District Heat and adding new hook ups for customers. After a very helpful conversation with NBRC staff, we opted not to file one for the Elks Club, as NBRC could not recommend the project in its current status as a good fit for the grant opportunity.



Provide Responsible and Engaged Government

Meeting Agendas

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.

Community Surveys and Outreach – New

We met with our partners at Polco about outreach efforts. We are gearing up for the major National Citizen Survey which will be a statistically valid random sample survey of Montpelier residents. People can participate both via mail and online. In addition to the formal random survey, a voluntary participation survey with the same questions will be conducted to allow more people the chance to weigh in. The survey should launch around the beginning of June with results available by the beginning of September, just in time for strategic planning and budget.

Most of the survey is standardized in order for us to benchmark results against other communities nationally. There is, however, a section for where we can ask 3-5 Montpelier specific customized questions. We'll have this on the May 11 agenda for your final approval but you may want to start thinking about which topics you'd like to hear from residents about.

Along with the formal survey, we will have the ability to do regular polls and short surveys about community issues. Those are, unfortunately, on line limited with Polco but perhaps we can think of a way to supplement. These will allow us to ask questions to our residents as issues arise.

The platform can also be used to share information or updates. We see this as a prime way to manage the Elks Club project but also any other key items we'd like to communicate. This, of course, will be in addition to our current systems. People can sign up to be included in polls/surveys and to receive updates.

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

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

Community Services Department Shared Info Updates/Events/Collaborations

Montpelier Recreation Division updates/events

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!



Build and Maintain Sustainable Infrastructure

No updates this week.



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.

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,

A handwritten signature in black ink, appearing to read 'William Fraser', written in a cursive style.

William Fraser, City Manager

Upcoming Agenda Items (*TENTATIVE*)

4/27	<ul style="list-style-type: none"> • VRC – Confluence Park • Guertin Park • Lockers • PRC – public drinking, officer recruitment standards • SEJAC Stipend Policy • 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"> • Home Energy Ordinance update • City Building Energy Policy • Public Records Policy/Fees • Meeting Standards Policy • Summer Schedule • Appoint Wrightsville Dam Board Member • Elks Club funding/RFP • Community Survey
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 • District Heat Update • 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 • Water/Sewer Fund Budgets • Water/Sewer Rates
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)