

Date	Committee	Time	Location	Links
7/25	Planning Commission Meeting	5:30 PM	City Council Chambers and Zoom	Agenda and Zoom Link
7/26	Housing Committee	6:00 PM	Memorial Room and Zoom	Agenda and Zoom Link
7/27	Social & Economic Justice Advisory Committee	8:00 AM	Zoom Only	Agenda and Zoom Link
7/27	Homelessness Task Force Meeting	11:30 AM	City Council Chambers and Zoom	Agenda and Zoom Link



Improve Public Health and Safety

COVID-19 Updates:

Update: The State is using the COVID-19 Surveillance Report as their key public facing COVID data document. [Here is the most recent Weekly COVID-19 Surveillance Report from July 20th 2022.](#)

Statewide community levels: Low. The rate of new COVID-19 cases per 100,000 Vermonters is below 200. New COVID-19 admissions are below 10 per 100,000 Vermonters per day, and the percent of staffed hospital beds occupied by COVID-19 is below 10%.

- New COVID-19 cases, last 7 days: 96.5 per 100K
 - Weekly Case Count: 602 (**increase** from previous week)
- New hospital admissions of patients with COVID-19, last 7 days: 3.37 per 100K
 - 21 total new admissions with COVID-19 (decrease from previous week)
- Percent of staffed inpatient beds occupied by patients with COVID-19 (7-day average): 1.39% (decrease from previous week)

Vermont Department of Health recommendations: [Protect Yourself & Others](#)

CDC recommendations: [COVID-19 by County | CDC](#)

COVID-19 Reminders:

- It is now recommended that all children, ages 6 months through 5 years, get the COVID-19 Vaccination

- 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.
- **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](#).
- **Remember:** The National Suicide Prevention Lifeline has changed to the National Suicide and Crisis Lifeline. Anyone is able to call this free hotline by dialing 988. According to Commissioner Krompf, the "988 service is not only for individuals experiencing their own mental health challenges. It also serves as a resource for the parents, neighbors, community members and friends of someone experiencing a potential crisis". This is in addition to 211 for referrals for services and supports in the area. She said the Pathways Vermont (which addresses homelessness) Support Line also is available at 833-888-2557. Residents can also go to mentalhealth.vermont.gov for a list of available resources.

Police Staffing new:

The issue of police staffing continues to be a problem for Montpelier and throughout the region and country. As a result, departments are actively recruiting from one another. MPD is now up to four vacancies which is necessitating some serious discussions about how to best deliver these services.



Practice Good Environmental Stewardship

City Building Energy Policy

We have developed a complete inventory of energy sources for all city buildings. We are seeking assistance to provide estimated costs of conversion to non-fossil fuel sources.

Sustainability Coordinator: Update

We met with two finalists today. Both were strong candidates. We have selected one of them to move forward with hiring. Hopefully we'll have an announcement next week.



Provide Responsible and Engaged Government

From the Assessor's Office:

The official 2022 Montpelier Grand List has been lodged and can be viewed at the City Clerk's Office or online. New England Municipal Consultants (NEMC) representatives continue to visit residential properties and are closing in on 50% of residential properties inspected. As they get closer to downtown, production should increase substantially anticipating residential inspections to wrap up in the fall and commercial inspections to follow. We appreciate the cooperation of all residents and if anyone should have any questions, please feel free to contact our office at 802-223-9505.

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.
- *Ferry et al v. City of Montpelier.* The Superior Court dismissed the suit challenging the legality of the city's non—citizen voting provision but upheld the plaintiff's standing to raise the issue/. The plaintiffs have now appealed this decision to the Supreme Court. The City is likely to file a cross appeal challenging the standing decision.



Create More Housing

Elks Club – 203 Country Club Road

The City formally closed on this property and are now the official owners. The RFP for project management services has been issued.



Improve Community Prosperity

Recreation Department Updates: Thanks to the heat we are experience in this week, the pool has been very busy. We have also had a very busy week with baseball games, day camp programs as well as swimming programs. This weekend looks to be very warm as well and are expecting a busy weekend at the pool. Looking forward to getting up to the Elks club to see what we can start planning for the fall for activities and possibly indoor programs.

Community Services Department Shared Info Updates/Events/Collaborations **Montpelier Senior Activity Center**

Office Notice for Community Services Department

Phone calls have been hard to answer and return due to a shortage of staff. Please try emailing for quicker response.

- **Parks & Trees:** There will be NO RENTALS PROCESSED July 29th – August 7th.
- **Recreation:** Please email amcmullen@montpelier-vt.org during the next few weeks.
 - NO REGISTRATIONS OVER THE PHONE! Registrations can be done by mailing or dropping of forms and payment to 58 Barre Street. Registration forms

and a locked drop box are located in the side entrance of 58 Barre Street (The MSAC Building).

- Pool passes can be purchased for the first time by going to the pool.
 - There are still available spots for tennis camp and swim lessons (August 1st – 12th), however day camp is full.
 - At this time, we are not able to take credit card payments in the office. Please email nmaurice@montpelier-vt.org to get set you up with online payment through the city website.
 - Office Hours:
 - **Mondays** 9am-3pm (Closed 1-2pm)
 - **Tuesdays & Wednesdays** 9am – 3pm
 - **Thursdays** 9am-12:30pm (Closed 12:30-3pm)
 - **Fridays** Closed for customer service.
- **Senior Activity Center:** Please email Sarah slipton@montpelier-vt.org with any questions.

Montpelier Senior Activity Center:

- **FEAST Farm Stand**

- We held our sixth FEAST Farm Stand this past Wednesday. Produce for sale this week included: basil, peas, summer squash, lettuce, fresh garlic, and beets. We also were fortunate to give away free whole chickens that were raised and processed at the FEAST Farm!
- Join us for the next farm stand on Wednesday July 27th from 1-3pm. We are thrilled to be featuring **Investing With Your Values** a talk at 1pm with Ellie Stubbs, which will be followed by Director's Tea with Sarah Lipton at 2pm. Please drop in and join our live events!
- Check out some of the highlights from this week:



Poetry in Motion: Dorothy Tse and James Shea read from their translation: Moving A Stone.



The Farm Stand moved inside this week due to oppressive heat.



- **St. Gaudens National Historic Park TRIP | Wednesday, August 17 | 9:00am-1:30pm | Price: \$48**
 - Augustus Saint-Gaudens, one of America's greatest sculptors lived here seasonally starting in 1885, and year-round 1900 until his death in 1907. Experience his house and studios as well as the park grounds with beautiful gardens and several of Saint-Gaudens bronze sculptures are on view. Go to <https://www.nps.gov/saga/index.htm> for more information.
 - Register by stopping in at MSAC!

- **Barre Street Potluck**
 - Wednesday, July 27 | 5:30 – 7:00pm | Behind MSAC Bring a dish to share and join your neighbors in the grassy area of the playground behind MSAC and CAL.
 - The Barre Street Potluck is a collaborative effort among the Directors and organizers of the Montpelier Senior Activity Center, the Center for Arts & Learning and the Capital Area Neighborhoods and YOUR Barre Street neighbors for food, fun and cheer. With regular attendance, we plan to host these gatherings once per month. Contact can@sustainablemontpelier.org to learn more.



Build and Maintain Sustainable Infrastructure

Infrastructure Updates:

Main Street Sidewalk & Paving

Construction of the Main Street sidewalk began this week with the total anticipated construction duration being three weeks. The work is being constructed by DPW crews in collaboration with a private concrete contractor.

The prime contractor and subcontractors for the paving and construction have been selected. The tentative schedule to begin the first phase of the Cold-in-Place asphalt recycling is the second week of August 2022 while some preliminary work including the lowering of utility structures will be performed in the next few weeks. The goal is to complete final paving on a Saturday, before or after Labor Day

What is Cold In-Place Asphalt Recycling?

Cold In-Place asphalt recycling is a more sustainable way to repave roads by recycling the existing asphalt. The process utilizes a sequence of machines called a “train”, where asphalt is milled off the existing road and processed into the reusable asphalt that is relayed. A benefit of Cold In-Place Recycling is the reduction of material waste volumes to be trucked off-site to make new pavement.

Main and Barre Street Intersection

In March 2022, Montpelier residents approved the funds for the Main and Barre Street intersection project in which the planning phase is underway. DPW is continuing through the design process as if this were a standalone project with the goal of being constructed in 2023. Ideally, this project, the Barre Street path extension, and the Main Street Railroad crossing project would be constructed together. Due to the incompatible project schedules, the merging of the projects is not feasible. The railroad project is a State project and has been scheduled for construction in 2024. The bike path project is being delayed due to additional federal and state permitting, funding and review processes and the estimated construction schedule is not known at this time.

By not combining the projects, a significant conflict may occur during the rail project. The proposed project includes a new warning system and safety equipment which need to communicate with the new traffic signal. This requires the design of the traffic signal for the warning system to be constructed.

Paving Projects

DPW has several paving projects planned for construction in September (although not guaranteed) on the following roads:

- Roberts Street.
- Phelps Street.
- Pleasant View Street
- Valerie Avenue
- Blodgett Avenue

Fog Seal Treatments

DPW will be applying fog seal to the following roads:

- College Street
- Barre Street between Granite Street and Pioneer Bridge
- Liberty Street from Main Street to Heaton Street
- National Life Drive

Fog seal is a spray used to rejuvenate asphalt on recently paved roads to extend longevity. During fog seal application, temporary loss of painted road markings takes place. DPW will repaint road markings after all paving projects are completed in that area.

Crack Sealing

DPW will crack seal sections of pavement, concurrently with the fog seal process., Combining the two processes, has shown to extend the life lifespan of the road.

East State Street

Contract #1 of the East Street project includes the disconnection of the existing storm sewer system from the existing sanitary sewer system, also known as a Combined Sewer

Overflow (CSO) connection. The design includes a new outfall constructed through the Rialto bridge abutment. This concept and other construction details is currently being reviewed by the State of Vermont, Water Investment Division. The City has received confirmation from the State that the project will be funded using Clean Water State ARPA dollars.

Hubbard Park Road Grading

In the fall of 2021, DPW completed storm water work for this project. DPW is planning to finish grading and complete the project by the end of August this year.

Phelps Street

The storm drain replacement on Phelps Street is 90% complete. The project is scheduled to wrap up in 1-2 weeks.

Storm Water Utility

A stormwater utility is a dedicated funding mechanic to pay for a community's stormwater management program. The revenue generated for the utility's fee supports stormwater-related services and improvements. City Council identified this in the FY23 strategic plan. The City Council approved awarding the contract to Brown and Caldwell who will develop the Montpelier Storm Water Utility. Partial funding through the State is allowing the project to move forward quickly. The City's goal is to complete the project by July 1 of 2023. There will be opportunities for staff to report back to the council on the status as well as for the public to be involved.

State Street Combined Sewer Overflow

The State Street Combined Sewer Overflow project has been reviewed in-house by DPW Engineering Staff and has been submitted to the State for review. DPW anticipates advertising bids for construction for this project in August of this year. DPW has prioritized construction for this fall, but supply chain issues may impact the timeline of completion.

Vactor Dump Station

Penta Corporation and DPW will be building a wastewater dumping station at the water resource recovery facility on Dog River Road. This station will be a cleaner and more efficient way to catch and filter wastewater collected from sewer cleaning as well as debris for street sweeping. The project is scheduled to begin in August of this year with concrete work to be performed by Engineers Construction Inc.

Brick Arch Replacement at the Gary Home

The Gary Home on Main Street is undergoing renovations to their facility which presented an opportunity for DPW to renovate the stormwater brick arch in conjunction with the private construction. The Gary Home project manager has communicated with DPW about construction schedule with a construction kick-off meeting to be scheduled within the next couple weeks.

Main Street Water Main Replacement

DPW will be replacing a 450 ft. section of water main beginning at the intersection of Towne Hill Road and Main Street and ending at the intersection of Towne Hill Road and Easy Street. The water main will be upgraded from the current 6-in diameter pipe to the required 12-in diameter pipe. DPW anticipates construction on this project will begin in August of this year dependent on supply chain and contractor availability.

Recreation Path ADA Upgrade

DPW will be connecting the bike path from Main Street to Stone Cutters Way and installing ADA-detectable surfaces across the railway. DPW will be coordinating with the State Rail Program to set a date for construction.

Pioneer Street Rail Crossing

Sidewalk work is complete from Bridge Street to River Street. The remaining paving from Rail Street to River Street is set to be completed this week.

Grout Road Bridge

The final design for the Grout Road Bridge project is underway and progressing well. Permits are being signed by the City and submitted to the state of Vermont and the Army Corps of Engineers for review. DPW is hoping to bid the project out by late fall and is anticipating starting construction by early spring 2023. This project is being funded through ARPA grants and a Class 2 Highway Structure grant.



Employment and Personnel Announcements

Staff Announcements

Our own Montpelier Senior Activity Center Director, Sarah Lipton, has been elected to serve on the Good Samaritan Haven Board of Directors. This is in addition to her service as the Co-Chair of the Washington County Hunger Council. Both of these additional roles cement Sarah as a trusted leader in our region- a person who is working hard to advocate for those in need and to build stronger community connections and relationships. Congratulations to Sarah!

July Work Anniversaries!

Here is everyone hired in a past July, and their tenure with the City. Thank you everyone for your hard work and dedication! We appreciate you very much!

JULY 2022		
Name	Hire Date	2022 Service Anniversary
Sam Lambert	7/11/2018	4
Tanya Chambers	7/25/2016	6
Dakota Powers	7/1/2016	6
Chris Quesnel	7/1/2016	6
Alec Ellsworth	7/2/2013	9
Zach Blodgett	7/3/2012	10
Jeremy Lewis	7/20/2010	12
George Hood	7/5/2005	17
Doug Jasmine	7/10/1995	27
Arne McMullen	7/1/1992	30
Robert Gowans	7/12/1979	43

Municipal Job Openings

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

Temporary Admin Position new: The Executive Assistant in the City Manager's office is expected to be on leave from mid-August to mid-November. We would like to retain a full time (preferably) or part time person to assume this role during the leave period.

The City seeks an individual with strong customer service and communications skills.

The Executive Assistant serves as the first point of contact for the City Manager's office and performs a variety of duties by providing administrative, analytical, and technical support to the City Manager and Management Team.

The occupant of this position will communicate extensively with staff, department directors, elected officials, community organizations, consultants, volunteers, the press, and general public. The Executive Assistant performs general office administrative duties, responds to citizen inquiries, schedules events and meetings, monitors the City's website and social media platforms, prepares and post City Council meeting agendas, and the City Manager's Weekly Report.

Familiarity with modern office and software systems is important, knowledge of local government is a plus. The position can be occupied immediately through Thanksgiving. Pay will be \$25 per hour without benefits. Position is open until filled. If interested, please send cover letter and resume electronically to William Fraser, City Manager at wfraser@montpelier-vt.org

Restorative Outreach Specialist: The City of Montpelier seeks a Restorative Outreach Specialist (OS) for its Community Justice Center. This position works closely with the Restorative Programs Coordinator to identify and contact people impacted by incidents caused by participants in the Restorative Justice Panel program and shepherds them through their participation in the process. Applicants are invited who understand, believe in, and embrace the ideals of restorative justice and have 3 - 5 years of relevant experience that includes exposure to a robust blend of the following specialties: restorative justice, conflict resolution, dynamics of offending, service to crime victims, corrections system, criminal justice system, process of change, mental health challenges, and/ or substance use disorders. The ideal candidate has mediation, facilitation, and training skills and experience working with a program that depends on volunteers. This is an established grant funded 12 hour/week position. Applicant must be able to attend some evening meetings, using personal transportation and have reliable internet for virtual meetings. For more information, and to apply, contact Carol Plante, Director, Montpelier Community Justice Center, 802 522 5566 or cplante@montpelier-vt.org. Applications accepted until the position is filled. The City of Montpelier is an Equal Opportunity Employer.

FT Police Department- Patrol Officers 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. Call 225-8699, 9am-4pm to inquire.

Summer Pool Lifeguards and Pool Clerks: 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. 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. Email amcmullen2@montpelier-vt.org for more information.

FT Emergency Services Dispatcher/Clerk: The Montpelier Police Department is seeking applications for the position of Emergency Dispatcher/Clerk. This full-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.

FT Streets Maintenance Worker Truck Driver, Level 1: 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: 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.

FEAST Part-time Kitchen Assistant: The FEAST Senior Meals Program, a service of the Montpelier Senior Activity Center (a division of the Community Services Department of the City of Montpelier) provides daily (Monday-Friday) hot meals to older adults age 60+ through our meals on wheels program, and twice-weekly curbside pickup lunches. Annually, we serve 18,000 meals. The Kitchen Assistant position is a part-time, seasonal position for 20 hours or less a week and for 20 weeks or less and includes working in a fast-paced, high-volume environment. You will be responsible for preparing, cooking, packaging, and serving quality meals each day for fresh and frozen consumption. You will also be responsible for managing volunteers that serve in the kitchen and for maintaining food service facilities in a safe and sanitary condition. Send your resume and cover letter to Sarah Lipton: slipton@montpelier-vt.org

MSAC Seeks AmeriCorps member for September 2022: Calling all gap year students, recent college grads, and young professionals! MSAC is looking for a new Aging in Place Coordinator to serve MSAC's mission of being a gathering place of healthy aging, lifelong learning and delicious meals for older adults. This is a dynamic role where the member will be working to create a vibrant intergenerational community that offers a little help to the older adults who need and deserve it. The position is full-time (40 hrs/wk for 48 wks), and members will receive a living allowance of \$25,500 (pre-tax) plus an education award of \$6,495 (also pre-tax) upon successful completion of service. MSAC will offer the member with a \$250/mth rental subsidy and a ServSafe food handling certification as part of their service. **Our VHCB AmeriCorps position begins September 12th, 2022 and ends August 11th, 2023. The deadline to apply is August 24th 2022,** and prospective candidates can apply through the AmeriCorps portal: <https://vhcb.org/our-programs/vhcb-ameri-corps/positions>



Reminders

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'.

William Fraser, City Manager

Council Meeting Agenda Schedule and Strategic Planning Items on following pages:

Upcoming Agenda Items (*TENTATIVE*)

8/24	<ul style="list-style-type: none"> • 2nd Reading Prostitution Ordinance • 1st Reading Parklet Ordinance • PRC – Fair and Impartial Policing • CAN Update • TIF/Tax Stabilization • Year End financial report • Elks Club Update/HUB request • Award Elks Club PM Contract 	9/14	<ul style="list-style-type: none"> • 2nd reading Parklet ordinance • Review Community Survey results • PRC – Internal Affairs • PRC – Citizen review • Potential Ordinance re: building violations and zoning permits • Workforce Development Plan? (Possibly removed due to higher priorities) • Public Bathrooms? • Fireworks? • City Building Energy Policy • Website/Public Outreach Update •
9/28	<ul style="list-style-type: none"> • PRC – Public Drinking • Begin Strategic Planning Process • Elks Club Update 	10/12	<ul style="list-style-type: none"> • PRC – Progress Update • Strategic Planning • Mutual Aid Update
10/26	<ul style="list-style-type: none"> • Winter Schedule • Outdoor Recreation and Economic Development • Preliminary Budget Discussion • Elks Club Update 	11/9	<ul style="list-style-type: none"> • PFAS/Leachate • ADA Update • Homelessness Plan? • Barriers to Housing? • FEAST Update
11/23	<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> •

? = 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)
July	Creative Discourse Recommendations Status Update
August	Website Updates / Capital Area Neighborhoods Presentation/
September	Strat Planning/ Workforce Development program , Stormwater Utility Updates (tentative)
October	Strat Planning, (Fall/Winter 2022)/Mutual Aid Issues with Middlesex and Berlin, Homelessness Plan, Barriers to Housing, Parks Commission Survey/Review Community Survey results, Accomplishments and Future Plans for Outdoor Recreation and Economic Development
November	ADA Transition Projects/ Net Zero Projects Update/ FEAST Program Updates/ **BUDGET** / PFAS Updates
December	**BUDGET**

- **May be removed from list**
- City Master Plan (spring 2023)