

Date	Committee	Time	Location	Links
9/26/2022	Community Fund Board	1:00 PM	Remote via Zoom Only	Agenda and Zoom Link
9/26/2022	Planning Commission	5:30 PM	City Hall City Council Chamber and Remote via Zoom	Agenda & Zoom Link
9/27/2022	Community Advisory Board	5:00 PM	City Hall Memorial Room and Remote via Zoom	Agenda & Zoom Link
9/27/2022	Public Art Commission	5:30 PM	Remote via Zoom Only	Agenda and Zoom Link
9/28/2022	City Council	6:30 PM	City Hall City Council Chamber and Remote via Zoom	Agenda & Zoom Link

Improve Public Health and Safety

COVID-19 Updates:

NEW: Omicron-specific COVID-19 boosters are now available in Vermont! The updated booster is for people 12+ who received their last booster or additional dose at least two months ago. Look for Pfizer Bivalent Booster 12+ and Moderna Bivalent Booster 18+ in the [list of walk-in clinics](#). [Learn more about these boosters!](#)

Surveillance Report: 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 September 21st 2022](#).

In their report State of Vermont says that statewide community levels are **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: 93.11 per 100k
 - Weekly case count: 581 (increase from last week)
- New hospital admissions of patients with COVID-19, last 7 days: 6.25 per 100K
 - 39 total new admissions with COVID-19 (increase from previous week)

The [CDC's COVID-19 County-level report also has Washington County Vermont](#) as a

'low' community spread level area.

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. 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". Folks can also go to www.mentalhealth.vermont.gov for a list of available resources.

Emergency Relief & Assistance Fund update. The City received an update on our Emergency Relief & Assistance Fund score (ERAF) from the state due to the hard work of city staff in a number of departments. The ERAF score determines how much money the city would receive from FEMA's Public Assistance grants to pay for damage resulting from declared disasters. After a disaster the federal government covers 75% of costs and the rest is state or local. Vermont adopted the ERAF program to reward and encourage communities to become more disaster resilient. Montpelier now qualifies for the maximum state cost share of 17.5%. Our efforts mean we will only be required to cover the remaining 7.5% of disaster recovery expenses.

To receive the maximum benefit the City needed to meet all of the following:

- Be a part of the National Flood Insurance Program (NFIP) which requires the City to adopt and enforce flood plain regulations.
- Adopt road and bridge standards at least as strict as the state standards.
- Adopt a Local Emergency Management Plan (LEMP).
- Adopt a Local Hazard Mitigation Plan (LHMP)
- Adopt either a River Corridor Protection Ordinance or participate in specific programs in the Community Rating System (the City did both).

Practice Good Environmental Stewardship

Provide Responsible and Engaged Government

Polco Community Survey update

We'll send out the report as soon as it's received (estimated arrival was Sept. 14th) and will schedule a review on the September 28th meeting prior to strategic planning. We still have not received the report.

Professional Development new

Finance Director Kelly Murphy and I attending the International City/County Manager's Association (ICMA) annual conference in Columbus, Ohio this past week.

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

203 Country Club Road new

We're meeting with our project team to revise the public outreach plan. I remain in conversation with the HUB about potential lease as per your direction.

Improve Community Prosperity

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: nmaurice@montpelier-vt.org

- **Recreation**
 - 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).
 - 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.
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Community Services Department

- **Goodbye to Cameron...**It is with heavy hearts that the CS Team says goodbye to Cameron Niedermeyer. She has been an extremely supportive, attentive and collaborative component of the CS Department in her nearly three years of service as the Assistant City Manager. Not only has she worked closely with the Directors of each division (MSAC, Parks, Rec), but she has worked hard to sustain relationships with all the team members as well. We are sorely going to miss her and wish her all the very, very best in her new endeavors. To celebrate her last day, team members joined forces to fill her office with balloons...only to find out that she's allergic to them! A big thanks to John Odum and Evelyn Prim for helping Sarah Lipton pop all the balloons and clean up the mess....gigantic laughter was had by all.
- **CS Team to Engage in a Full-Day Team Building Experience:** Offices will be closed at MSAC and the Rec Center on Friday, September 30th while the whole team engages in a full-day team building experience. Nathan Suter will be joining the team for the morning to guide everyone through a number of exercises designed to bring everyone together around the core work we all do: good service. The afternoon will find the team engaging in some revelry as well as a NARCAN training that Cameron set up for us.
- **Montpelier PLACE (Join us this Sunday 9/25 from 11am-2pm at the Barr Hill Distillery)**
 - This fall, the University of Vermont Extension, North Branch Nature Center, and the Montpelier Community Services Department will be presenting the Montpelier PLACE (or *Place-based Landscape Analysis & Community Engagement*) Event Series. This is a series of community events celebrating the sites and stories in Montpelier's unique heritage and ecology. Join us this fall on a citywide exploration to discover what makes our Capital City so special! These events will be held from September 17th – December 2nd. The schedule of events include:

- **9/25: Queen Bee Day Brunch at Barr Hill** (11 AM – 2 PM @ Barr Hill Distillery, Montpelier)
- **10/5: Harvest Meal at FEAST Farm** (4 – 6:30 PM @ FEAST Farm)
- **10/22: History on the Land: Hubbard Park** (9 – 11 AM @ Hubbard Park)
- **10/29: Ecology of Hubbard Park** (10 AM – 1 PM @ Hubbard Park)
- **11/9: Montpelier's Built Environment** (6:30 – 8 PM @ Kellogg-Hubbard Library)
- **11/18 & 11/19: Montpelier Underfoot** (7 – 8:30 PM on 11/18 | 9 AM – 12 PM on 11/19 @ North Branch Nature Center)
- **12/2: River Art Walk** (4 – 8 PM @ TBD)

Montpelier Senior Activity Center (MSAC)

- **Fall 2022 Classes Begin Next Week:** MSAC is excited to host **nearly 50** classes this semester including: Drawing Nature, Intro to English Country Dancing, Bone Builders, Music Appreciation: Beethoven, Neurodiversity & The Aging Brain, Cooking Demos with Lisa Masé, and much more. We'll be sharing more on these classes in the coming weeks.
- **Osher Lectures to Return to MSAC:** Osher is offering their Lifelong Learning Institute (OLLI) lectures at MSAC again this fall from September to November with an incredible line-up of presentations. See highlights from this past week's lecture with former US Senate Aide Diane Derby:



Nearly 40 attendees packed inside MSAC for the first presentation of the OLLI series. Diane Derby informed us of the machinations that make the US Senate work and captivated us with her personal accounts from inside the beltway.

- Join us on Wednesday, September 28st in the MSAC Community Room for a discussion on history of racism in Vermont (***The Ku Klux Klan in 1920s Vermont***) with author and genealogist Maudean Neill. Register online:

- **MSAC to Collaborate with the Montpelier High School:**
 - **Harvesting Stories:** MSAC members are gathering with tenth-grade students to share stories from their own lives about how the places they have lived or visited have impacted them. Guest speakers include MSAC members including Maxine Leary, Linda Quinlan, Rob Mermin, Mary Alice Bisbee and David Lipton. The goal of the unit is to have students deepen their understanding of how we can develop relationships with other people and with the earth that can help us imagine and create a more sustainable and hopeful future.
 - **Kitchen Interns:** After such a successful high-school internship program with students helping in the FEAST Kitchen last spring, MSAC staff and MHS staff are again collaborating to bring students into the kitchen. The first student will be visiting MSAC's kitchen this week!
 - **Tech Café:** In collaboration with Dr. Mel Houser of All Brains Belong, Matt McLane at the High School, Meredith Holch from CVCOA, contacts at the VT Tech Assistance Program, and Sarah Lipton at MSAC, a new program of training for students will be underway soon to develop them into technology trainers for older adults using iPads and other devices.

- **Community Services Department Job Openings:**
 - **MSAC Seeks an Aging-in-Place Coordinator for immediate hire**
 - MSAC is looking for someone to serve MSAC's mission of being a gathering place of healthy aging, lifelong learning and delicious meals for older adults.
 - **Our VHCB AmeriCorps position begins on a rolling basis and ends August 11th, 2023.** Prospective candidates can apply through the AmeriCorps portal: <https://vhcb.org/our-programs/vhcb-ameri-corps/positions>
 - **A big thanks to all who have applied to the FEAST Program Manager and Kitchen Assistant positions, we'll be pursuing interviews in the next week!**

Montpelier Recreation

- **Thank You To All Who Attended The PLACE Series At The Recreation Field / North Branch River Park**
 - The Montpelier Community Services Department and Montpelier Recreation want to thank Erica Hample and all attendees who came to the first PLACE event this past Saturday. We had a great afternoon exploring the natural history of the North Branch River Park and took a hike to learn more about the soils and trees present at the park. Join us on Sunday 9/25 for the Queen Bee Day Brunch at Barr Hill Distillery (116 Gin Lane, Montpelier VT).

- **2022 Fall/Winter Noontime Basketball**
 - Are you ready to shoot some hoops? Register now for 2022 Fall/Winter Noontime Basketball in the Recreation Department gym at 55 Barre Street. Basketball is held on Mondays, Wednesdays, Thursdays, and Fridays from

11:45am – 1:15pm starting September 1st and continuing through the end of the year.

- Program fee is \$90 for residents and \$135 for non-residents. The walk-in fee is \$4 for residents and \$6 for non-residents. Register at the Recreation office.

- **General Updates**

- The Capital Kids Afterschool Program still has openings in the program and details can be found on our website: <https://www.montpelier-vt.org/1186/After-School-Childcare>
- Afternoon and evening Open Gym for basketball will begin at the Recreation Department gym in early October. The schedule will be announced soon and will include time scheduled specifically for players in middle school and younger grades, as well as time for high school players. Admission fees will be collected at the door.
- There are still spots open in our Tae Kwon Do program in both sessions, Ages 6-8 and Ages 9 and Older. Classes meet on Monday and Thursday evenings.
- Registration details for our Youth Basketball program will be announced soon.

Montpelier Parks

- **Thank You To Our Parkapalooza Artists, Sponsors, Food Vendors, And Attendees!**

- Parkapalooza just finished up its last concert of the year with Dave Keller and MHS bands SunBug and The Jane Does on Thursday, September 15th. The Montpelier Parks Department wants to thank all of the artists, sponsors, food vendors, and attendees for their support of this community concert series.

- **Enchanted Forest on October 14th and 15th, 2022**

- Enchanted Forest is returning this October, and tickets will be on sale soon. Check our Facebook page @MontpelierParks or go to alltogethernowvt.org to buy the tickets online when they go on sale. We cannot wait to see you in Hubbard Park this October.

Build and Maintain Sustainable Infrastructure

The Parks Department is working on the following projects:

Hubbard Park Universally Accessible Trail Construction underway:

We have begun construction on a universally accessible interpretive trail in Hubbard Park. This is a project we've been planning since 2020, and we're really excited to see it finally coming to fruition. The contractor, Timber & Stone LLC, is beginning on the tower path just below the tower. Park visitors can expect some small detours and a lot of trail construction activity in that area for the next several weeks.

Emerald Ash Borer (EAB) Update:

This Summer, Emerald Ash Borer (EAB) has been detected in many locations throughout Montpelier. The Montpelier Tree Board and Parks & Trees Dept. is launching a new

campaign to continue slowing the spread of this invasive pest, we need your help! Here's what you can do:

- Plan ahead! Use the homeowner's guide to EAB to identify Ash on your property and determine your best option.
- Contact the Tree Warden Alec Ellsworth at aellsworth@montpelier-vt.org if you see signs of infection. Our EAB response team can look at your trees and help you make a plan.

****The Department of Public Works has a new weekly newsletter. It can be found at the end of this report, beginning after strategic plan items.****

Employment and Personnel Announcements

Assistant City Manager new

Applications closed on the 14th. We received 17 submissions and have been reviewing them. I am hopeful we can make a hiring announcement next week.

Public Works Director new

As noted earlier, I have appointed Kurt Motyka as Acting Director. We will begin the search process for a permanent director next week.

Building Inspector

The City is proud to announce the hiring of Michelle Lambert to the position of Building Inspector to replace Chris Lumbra who is now the City's Facilities and Sustainability Coordinator. Ms. Lambert holds a Bachelor's degree in Architecture and has decades of experience in residential and commercial building. She spent many years applying for building permits from the state and will now get certified on issuing those same permits. The City was impressed by her customer service background and believe this experience will benefit the public as they look for assistance with their project applications. She most recently worked for Malone Properties as a Project Manager and will start for the City on October 3rd.

Municipal Job Openings

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

FT Police Department- Patrol Officers For applications and more information, click [here](#) or email recruiting@montpelier-vt.org. We have one four open officer positions.

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.

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. Prospective candidates can apply through the AmeriCorps portal: <https://vhcb.org/our-programs/vhcb-ameri-corps/positions>

DPW Staffing

The Department of Public Works currently has 5 vacancies within the department. There are 2 open positions within the streets division, 2 within the water/sewer division, and 1 split position between the streets and mechanic divisions. DPW is actively seeking new employees for the open positions. For more information visit the City's website at: [Jobs • Montpelier, VT • CivicEngage \(montpelier-vt.org\)](#)

MSAC seeks a Part-Time Temporary Kitchen Assistant

MSAC needs more helpful hands in its FEAST Kitchen. We're seeking an individual who is ready to assist in processing produce and other tasks in the kitchen as needed. This is a great career building opportunity, and while prior kitchen experience is preferred, we will train you. Contact Sarah Lipton if interested: slipton@montpelier-vt.org.

Parks Seeks a Community Conservation Steward

The Montpelier Parks Department seeks an environmental leader who will serve alongside their team in continuing their efforts to plan conservation projects and perform physical service activities for the City's natural areas. **Our VHCB AmeriCorps position begins on a rolling basis and ends August 11th, 2023.** 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>

Thank you,



William Fraser, City Manager

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

Upcoming Agenda Items (<i>TENTATIVE</i>)			
9/28	<ul style="list-style-type: none"> Review Community Survey results if available <u>Begin Strategic Planning Process</u> 	10/12	<ul style="list-style-type: none"> <u>Strategic Planning</u> 2nd Reading Parklet ordinance Mutual Aid Update/Report
10/26	<ul style="list-style-type: none"> Winter Schedule Outdoor Recreation and Economic Development Stormwater Utility update WRRF Update TIF/Tax Stabilization City Building Energy Policy? Community Energy Fund? Communications update – strategy, website, CAN Preliminary Budget Discussion 	11/9	<ul style="list-style-type: none"> PFAS/Leachate ADA Update PRC – Internal Affairs Homelessness Plan? Barriers to Housing? FEAST Update Fireworks? Potential Ordinance re: building violations and zoning permits?
11/16	<ul style="list-style-type: none"> Legislative Agenda PRC – Public Drinking PRC – Fair & Impartial Policing 	12/14	<ul style="list-style-type: none"> Budget/Charter Changes PRC – Progress Update
12/21	<ul style="list-style-type: none"> Budget 		

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

Pending Items:

- Potential nuisance violation hearing
- Emerald Ash Borer update
- City Plan – spring 2023

CURRENT PENDING STRATEGIC PLAN ITEMS

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

Month	Tentative Topic(s)
September	Strat Planning/ Workforce Development program , Stormwater Utility Updates
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**
<ul style="list-style-type: none"> • May be removed from list or moved to a later agenda date • City Master Plan (spring 2023) 	