

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

Mon., May 18 <sup>th</sup>	Design Review Committee Meeting	5:30 PM	<a href="#">Click here to access the Zoom Meeting</a>
Mon., May 18 <sup>th</sup>	Development Review Board Meeting	7:00 PM	<a href="#">Click here to access the Zoom Meeting</a>
Tue., May 19 <sup>th</sup>	Parks Commission	6:00 PM	<a href="#">Click here to access the Zoom Meeting</a>
Wed., May 27 <sup>th</sup>	City Council Meeting	6:30 PM	TBD



## Public Health and Safety

### CORONAVIRUS (COVID-19) CITY OF MONTPELIER RESPONSE UPDATE

As the weather gets warmer, and residents want to go outside more- the City urges folks to remember that the Coronavirus is still a very present health threat. As the State slowly starts its phased reopening, the City would like to remind residents to continue practicing 6 ft. physical distancing, to wear masks when you go outside, and to choose activities that keep you away from others.

As always- City of Montpelier remains committed and focused supporting our residents, larger region, and employees. We want to share updates on the City's actions to keep residents and employees safe and healthy:

#### State Updates:

- May 8<sup>th</sup>, 2020: The Governor held a press conference that highlighted the following general updates:
  - Childcare: All childcare programs can open by June 1st, at their discretion, and they may start transitioning and setting up operations May 18<sup>th</sup>.
  - Summer Camps: the Governor's newest announcements stated that we should expect to see summer day-programs and overnight camps open this year - at the program's own discretion, and under new AHS guidelines.
    - The State will be creating "Restart Grants" to help cover the added costs for reopening for day-care and summer camp providers.
    - The City will need to determine if they will be able to offer safe services under the new guidelines regarding our summer camps
  - Schools: Please look for further updates from the Montpelier Roxbury Public Schools, but the Governor stated that the school system should expect to remain virtual through the end of this school year, but they are making plans to have schools resume in-person in the fall.
  
- May 13<sup>th</sup>, 2020: The Governor issued the [Amendment to Addendum 6 To Executive Order 01-20](#) which authorized the ACCD to issue requirements and procedures for limited, incremental, and phased resumption of businesses, non-profit, and government operations that had previously been determined to be non-critical services. This right now only includes non-essential retail. This does not yet include dine-in restaurant

services or close contact businesses (such as salons, etc.).

- May 15<sup>th</sup>, 2020: The Governor held a press conference that highlighted the following updates:
  - The State has extended the State of Emergency until June 15<sup>th</sup>
  - The State is relaxing the Stay Home, Stay Safe order- to align with the restart strategy, it is now the Be Smart, Stay Safe order instead
  - Beginning May 22<sup>nd</sup> - Limited openings of marinas, campgrounds, and lodging facilities
  - The State is still encouraging folks to wear masks in public
    - The State has allowed Selectboards and Councils the ability to vote to make more specific restrictions regarding wearing masks for their own communities.
  - Between now and June 1<sup>st</sup> the State will be considering reopening salons and other close contact businesses, outdoor dining, and increasing gathering sizes to 25 folks.

### **General City Updates:**

- In response to the Governor's Addendum 12, the City is beginning to build out its Phased Approach to reopening. The City is working on its Phase I reopening plan, which will be shared for approval by Council at the May 27<sup>th</sup> Regular Council Meeting.
- Recreation and Park Facilities Update:
  - The City Tennis Courts are now open, and our Basketball courts will be set up for use after Memorial Day. All City Parks remain open.
  - Park Shelters, the Pool Pavilion, the Courts and the Skate Park are use-at your own risk and are subject to the Governor's safety measures of groups of 10 or less, keeping 6 feet of distance between players, and wearing masks if able.
  - Due to City budget constraints, City staff is unable to maintain the recreation fields. They are still closed. Due to this, there will be no field rentals or outdoor facilities/shelter rentals through at least July 1<sup>st</sup> 2020.
  - More information will be shared as updates are made.
- Our DPW teams want to remind residents that you may not see as many crews out working on Streets projects as you normally would this time of year. Many of our DPW crew went on voluntary furlough to help the City through the financial crisis COVID-19 triggered, and they are working as hard as they can with a reduced capacity.

### **Regional Aid Groups Update:**

- The City is maintaining a list of situational updates and resources for those who may need them on the COVID-19 Response page on the website here: <https://www.montpelier-vt.org/1155/Coronavirus-Response>
- The WNOC-RRCC call line is now being managed by Capstone Community Action, and is still open to receive folk's calls for assistance. If you need any support, they are open 7 days a week from 8am-10pm, and are available at:
  - Call line: 802-477-5160
  - Text line: 802-477-5130

### **Montpelier Alive Updates:**

- According to Montpelier Alive- Montpelier businesses are strategizing on reopening under the new safety guidelines and will be making announcements over the next several days regarding the impact and opening

plans. The latest updates from Montpelier Alive can be found at [www.montpelieralive.org/updates](http://www.montpelieralive.org/updates)

- Montpelier Alive has partnered with the Center for Women and Enterprise - a Small Business Administration partner - and the Montpelier Development Corporation to hire Jean Kissner as Montpelier's Recovery Navigator. Jean is working with Montpelier Alive and Montpelier businesses over the next year as businesses help navigate recovery options, adapt to the new business environment, and reopen their doors for business. In addition to being well-versed in the alphabet soup of PPPs and EIDLs and federal loans, Jean has over 20 years' experience helping businesses grow their operations and respond to the demands of change. Jean can be reached at [jean@excellenceinops.com](mailto:jean@excellenceinops.com) Montpelier Alive strongly encourages any business that may need assistance contact Jean Kissner.

Please remember to reach out to your neighbors or folks who may need assistance during this time. This situation is one we can get through only if we work together, remain patient with ourselves and our neighbors, and take time to help out when we can.



## Responsive and Responsible Government

### POLICE CHIEF HIRING PROCESS

Our two reviewing groups interviewed the three finalists this week. We will select one or two of the individuals for more thorough vetting including background checks and references. The target is to complete that process and have an announcement by June 1<sup>st</sup>.

### STRATEGIC PLAN

With your approval of the strategic plan on Wednesday, the next step will be to lay out the draft council calendar for the year which includes all the key action items identified. We hope to have that for the next meeting.

### TAX PAYMENTS

Tax installments are due quarterly on May 15th, August 15th, November 15th and February 15th. If the payment date falls on a Saturday, Sunday or holiday, the payment is due the first business day after the weekend or holiday.

On March 18, 2020 the City Council voted to delay the 4th installment of Property Taxes for FY2020 from May 15, 2020 to June 15, 2020

Tax payments must be received in the City Clerk-Treasurer's drop box at City Hall prior to midnight of June 15th. If you would like a receipt mailed to you, please attach a note to your payment or in the deposit envelope.

Drop box address is:

City of Montpelier  
39 Main Street-City Hall, REAR ENTRANCE  
Montpelier, VT 05602

Questions?

Telephone: 802-223-9500

You can also pay your bill other ways:

- Pay online through a SECURE third party by going to <https://www.officialpayments.com/index.jsp>. Please note the following about online payments: If you pay by e-check (putting in your account information), there is a FLAT fee of \$2.95. If paying by credit or debit card, there is a fee of 3% of your payment.
- Mail your payment in. As long as the envelope is postmarked by a postal service (not a metered machine) by June 15th, it will be considered on time.

Payments that are postmarked by June 15th are considered on time. Late fees, determined by our City Council, are as follows: 5% penalty for the first five days after the due date. After the first five days, the penalty goes up to 8%. Additionally, 1% interest will be added to the principal (original tax amount due for that quarter) one month from the due date and for the subsequent two months. Thereafter, interest will go up to 1.5% per month.

This can be a little confusing, so feel free to call or e-mail for clarification. Also, you can sign up to have your tax, water/sewer payments or both paid from your bank account automatically on the dates they are due. This is a FREE service. Go to <https://www.montpelier-vt.org/DocumentCenter/View/4532/Automatic-Payments?bidId=> to print out an Automatic Payment form, or you can fill one out at the Clerk's office.



Inclusive, Equitable and Engaged Community

### MONTPELIER SENIOR ACTIVITY

#### **Thank you to individuals, businesses, organizations for donations: more still needed!**

We are grateful for many recent donations of all sizes to the senior activity center that help us maintain our communications with our membership and the public, keep the FEAST senior meal program strong as it delivers more Meals on Wheels and To-go meals, and make up for operating expenses of this fiscal year in light of our having cancelled two major spring fundraising events due to the pandemic. In order to try to balance our budget for the fiscal year ending June 30, we are still welcoming tax-deductible donations to the senior center! Checks may be made out to MSAC and mailed to 58 Barre Street. Credit card donations are welcome online at <https://www.montpelier-vt.org/746/Donate>. Questions? 223-2518

In the future we will be seeking donations of new and gently used working electronic devices for seniors wishing to connect with remote video programs but lacking the computer or smart device to do so. Please hold onto such devices you may be able to donate and watch for our specific request coming soon as we are not yet ready to process such donations.

### THE NEXT SPRING WEEKEND WALK FOR ALL AGES WITH HARRIS | SATURDAY, MAY 16, 9:00-10:30 AM

(Required: Walkers must adhere to Covid-19 social distancing safety regimens of wearing face masks, walking at least six feet apart, and not participating if you have symptoms or have been in contact with someone who does. Subject to amendment if circumstances require)

May 16th: Gather near the corner of Murray Rd. and Towne Hill Rd. (don't park on the grass). We will explore the side roads off Towne Hill Rd. as well as Towne Hill Rd. itself and then back to the gathering spot.

Free and open to the public - all ages welcome. Please RSVP to 223-7399 by the previous Friday at noon to check if there have been any changes in the schedule or destination. Click here for an updated [flyer](#) listing all walks through June 20. This is a Senior Center supported offering open to all ages.

## MSAC PUBLIC EDUCATION EVENTS NOW ONLINE!

We are pleased that two of our community partners have created online versions of events that would have been offered in our facility this month, and more are in the works for later in the month and in the future. These are all free and open to the public, with registration through the partners and instructions in the descriptions.

- **Free Online Medicare & You Workshops** (Remote on Zoom: Call-in or video)  
Tuesday, May 19, 1:00-3:00pm (Two more scheduled for June 9 and 23)

Turning 65 and have questions about applying for Medicare? Confused about the options available within Medicare plans? In this workshop, we will walk you through the ins and outs of Medicare plans and options, including Parts A, B, and D prescription coverage, supplemental plans, Advantage plans, and more. Central Vermont Council on Aging provides information, counseling, and assistance to all Medicare eligible persons under the auspices of the State Health Insurance & Assistance Program. CVCOA is your local non-profit Medicare expert with nothing to sell. Our presenters are State Health Insurance Program Coordinators with knowledge of the most recent changes to Medicare. This workshop is interactive, lively and fun, so please join us! Pre-registration is required. To pre-register, call 479-0531 or email [medicareworkshops@cvcoa.org](mailto:medicareworkshops@cvcoa.org). If you can't attend but have questions, or to learn about more 2020 workshops in Central Vermont, visit [www.cvcoa.org](http://www.cvcoa.org) or call CVCOA at 479-0531.

- **Backyard Compost Basics: A Free Webinar**  
Thursday, May 20, 1:00-2:30pm (three more scheduled in June/July)

Repeating due to overwhelming demand on May 7! In this webinar, you'll learn how to compost successfully - whether you're starting for the first time, or are a compost veteran. We'll cover cold composting, as well as active and passive management techniques. You'll leave with strategies for jump-starting an old pile, keeping smells down and animals out, and how to compost safely during this time of COVID-19. We'll also review Vermont's food scrap ban from the landfill, and other options for managing food scraps in addition to home composting. Join Cassandra Hemenway, Outreach Manager at the Central Vermont Solid Waste Management District, trained and certified in turning food waste into soil! Also presenting is Theron Lay-Sleeper, CVSWMMD outreach coordinator, and lifelong composter. **Free and open to the public, pre-registration required.** Find this and other CVSWMMD webinars and registration info here: <http://www.cvswwmd.org/workshop-registration.html>. Order backyard compost bins here: <http://www.cvswwmd.org/prices--products.html>



## Sustainable Infrastructure

### DPW STREET & WATER/SEWER DIVISIONS

The City of Montpelier's Street Division worked in conjunction with our Water/Sewer Division throughout the week to repair sink holes on Loomis Street and on Harrison Avenue, unplugged the storm drain at the intersection of River Street and Pioneer Street as well as assisted with the water leak on Coarse Street. Our crew in the Street Division also completed the following tasks:

- Moved equipment to stump dump for summer storage
- Placed cold patch asphalt throughout the city in troubled areas
- Conducted a site visit and prepared a map locating for boundaries for tree issue at a residence on Towne Street
- Swept streets with assistance from Equipment Division
- Continued to maintain social distancing and wiping down and sanitizing trucks, common areas, and work areas.

Next week our crews will continue to sweep city streets, place cold patch in potholes as necessary, continue to work jointly with the other divisions on projects that arise and begin hot mix asphalt in recurring pothole areas around the city as well as paving recent sink-hole repairs.

The City's Water/Sewer Division completed the projects noted above with assistance from our Street Division as well as the following:

- Camera inspection of the storm piping on River Street
- Marked utilities for several dig safe
- Continued installing seasonal meters as customers request them
- Meter repair at a building on Route 302
- Noise investigation at residence on Isabel Circle
- Marked utilities for North College survey
- Marked utilities for RR crossing on Barre Street
- Final meter readings
- Daily sewer pump station checks
- Vactor work cleaning lines on Loomis Street and River street
- Hydrant flushing
- Continued good social distancing practices and disinfection of work areas, trucks, and equipment

Next week our crew in the Water/Sewer Division will resolve the ballfields meter issue and service leak, resolve flowing water issue on Highland Avenue, continue Vactor work such as sewer line cleaning and pump station maintenance, finish up hydrant flushing, clean and organize vans and other trucks, begin spring time cleanup of lawns and such damaged during summer projects and winter plowing, landscape around sewer pump stations, meter readings, dig safes tickets as well as daily sewer pump station checks.

### WRRF

This week work on HVAC, electrical and sludge piping continued in the dewatering room. Next week the cleaning of Digester #1 is scheduled to begin. This will involve a mobile centrifuge to separate the water from the remaining sludge, grease and grit in the digester tank. The dewatered material will be trucked to landfill for disposal.

### CVSWMD

The CVSWMD Board met this week. Topics were primarily in response to impacts of Covid 19.

- Staff are primarily working from home, with two individuals furloughed, but are expected to return to work later this summer. 84% of staff hours are able to be fulfilled under these situations. The Outreach and School Zero Waste Program staff have migrated workshops and classroom lessons into web based activities.

While most staff are able to work 100% of their regular hours, some cannot – of no fault of their own. The Board of Supervisors voted at the April meeting, and again this past week, to continue to pay all staff for their regular hours for the next 3 weeks and be revisited at an upcoming meeting.

- At present, it's unclear whether the 5 planned household hazardous waste collections will be able to be held this summer. CDC regulations will need be relaxed in order for them to occur. The first event, slated for Tunbridge was recently cancelled.
- A Request for Proposal was issued (April 20) for owner management services for the planned HHW facility. Proposals are due back on May 8<sup>th</sup>. Executive Director Cathleen Gent will be calling member communities to schedule a meeting with the City Councils to discuss this project, its impact on services, and its benefits for the solid waste district communities.

- Staff is preparing a grant proposal for the Northern Border Regional Commission (NRBC) that would be focused on providing funding to eliminate the current projected budget gap for the project. NRBC is a partnership between the federal government and the States of Main, New Hampshire, New York and Vermont. The District will be asking for funding in the \$250,000 range which would close the gap between the Agency of Natural Resources grant of \$500,000 and CVSWMD’s current contribution to the project of \$594,400 and the projects expected cost of \$1.3 million.
- The Additional Recyclables Collection Center (ARCC) will open with a phased in approach, and in keeping with Governor Scott’s executive orders for businesses. COVID – 19 has resulted in the loss of volunteers who typically staff operations at the ARCC. In Mid-May, Phase 1 for the ARCC re-opening will involve accepting state-mandated Extended Producer Responsibility (EPR) materials – batteries, bulbs, paint and covered E-waste. These items allow staff members who will be on site to manage the program to do so safely through social distancing since no fees will be collected. The ARCC will also be accepting food scraps on a donation basis. It’s expected that future phasing will be developed over time.
- Looking towards year end, it appears at the present time that income for the year should meet expenses, by a very small margin.
- The next meeting of the CVSWMD will be the first Wednesday of June, and precedes a summer hiatus until September.

**DON’T FLUSH THAT**

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

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



William Fraser  
City Manager

## Upcoming Agenda Items (TENTATIVE)

5/27	COVID-19 Ordinance Chapter-13 5 Home Farm Way Ordinances for 2020 Businesses MA-MDC Commission Mowatt/TKS CVSWD Update Re-opening Plan	6/10	COVID-19 Ordinances FY21 Budget Personnel Plan Tax Stabilization
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