

Date	Committee	Time	Location	Links
8/23	Planning Commission Meeting	5:30 PM	Zoom and City Council Chambers	Agenda and Zoom Link
8/23	Police Review Committee	6:30 PM	Zoom and City Manager's Conference Room	Agenda and Zoom Link
8/25	Homelessness Task Force	11:30 AM	Zoom and City Manager's Conference Room	Agenda and Zoom Link
8/25	City Council Meeting	6:30 PM	Zoom and City Council Chambers	Agenda and Zoom Link



Public Health and Safety

COVID-19 Updates

This week, the Governor and his team [shared data](#) that shows that even though Vermont's vaccination rate is very high and improving, case numbers have been rapidly rising. It remains super important to get your vaccination! Find an appointment [here](#).

City of Montpelier Staff Mask Policy Updates: **New**

Because of the rise of local COVID-19 cases, the City has amended its staff mask wearing policy. If the CDC designates Washington County as a "high-level" area of transmission of COVID-19, (the CDC threshold for "high" transmission is 100 cases per 100,000 residents), then the City will require City Staff to wear masks indoors or when in external meetings, regardless of their vaccination status. CDC determination of "high-levels" of transmission can be found [here](#). Unvaccinated employees are still always required to wear masks while indoors.

The City strongly recommends that all visitors wear masks to any indoor City facilities. The City Council will be discussing a mask requirement for visitors at City Hall or other City Facilities at their August 18th Council Meeting.

Schools and Masks: **Update**

State officials have asked all students and school staff members to plan to wear a mask in the first several weeks of school. Montpelier Roxbury Public Schools [shared this letter from the Superintendent](#) that outlines the following: “Students and staff in every building are required to wear a mask while indoors until further notice. Masks may be removed when students and staff are outside the school building. Masks are required on all school buses”.



Environmental Stewardship

No updates for this week.



Responsive and Responsible Government

Council Vacancy - new

Council Member Richardson has offered his resignation effective at the close of the August 25th meeting. As per City Council direction, people interested in filling this seat must submit an application to the Manager’s office by noon on Friday, August 27th. Applications must be accompanied with a nomination petition signed by 25 registered District 3 voters.

The Council will hold a special meeting on Wednesday, September 1st to make the appointment. The individual will fill the seat immediately upon appointment and will serve until the municipal elections on March 1, 2022. The remaining year of this term will be filled by election on that date.

Strategic Planning - new

Staff will provide a status report on the '20-'21 strategic plan this week. The September 8th council meeting is set aside for developing the new plan. We will start with a brief presentation about strategic planning and then Asst City Manager Niedermayer will lead us through the process.

ARPA Funding – update

We still do not have a final number for the revised ARPA funding but are told that it will

be close to the original estimate. We can still plan for use of the funds next week and make adjustments later.

As a reminder from earlier this year, City staff is using a working based on \$2.158M in federal funds. We will receive \$1.079M this year and another \$1.079M next year.

- 1) **Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic.** Revenue replacement funds will be used for Projects and equipment which were deferred as a result of the FY20 and FY21 budget mitigation plans. This is about \$1.5 Million.
- 2) The remaining \$600,000 can legally be used for:
 - Support of public health expenditures, by funding COVID 19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
 - Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
 - Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical sectors;
 - Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure and expand access to Broad Band Internet
- 3) Monitor for State Funding and/or additional Federal Infrastructure funding for water/sewer/stormwater infrastructure. Potentially assign a portion of the remaining \$600,000 for water/sewer projects unless other funds are available.
- 4) Conduct a public process, possibly including city committees, for suggestions for uses of funds consistent with the guidelines listed above.

Pending Questions:

- 1) Should high priority projects, particularly public bathrooms or housing initiatives, substitute for previously approved projects?
- 2) How should the two types of funding be divided over the two years?
- 3) Which projects should be approved quickly in order to be completed this year?

Collective Bargaining - update

We made very significant progress with both the Fire/EMS and DPW unions this past

week. The Fire contract is in final draft and review stage. DPW negotiations are down to a couple of final issues. It does not look like these will be quite ready for next week but should be on your consent agenda very soon.

Police Supervisor and Patrol negotiations have gone well. Due to schedules, though, we won't be meeting again until 8/24 so any potential Council ratification will be in September at the earliest.

We are beginning a review of compensation for all nonunion employees as well.

Upcoming Council Meetings

A special meeting has been set for September 1st for the purpose of appointing a new Council Member for District 3. September 8th is for Strategic Planning only.



More Housing

Montpelier Housing Authority

The Montpelier Housing Authority made their annual fiscal payment in lieu taxes for the fiscal year ending on June 30th 2021. The Cooperative Agreement between the Authority and the City requires that they pay the City an amount based on 10% of the total rental income for Pioneer and Gould Apartments minus utility costs.



Inclusive, Equitable and Engaged Community

Community Services Department

Montpelier Senior Activity Center to Hire Kitchen Manager / Chef for FEAST Senior Meals Program

We are excited to announce some changes coming to the FEAST program! After eight years of partnership with local business Good Taste Catering and nine months of off-site meal production that involved the City paying the outside vendor for food and labor necessary to produce Montpelier's Meals on Wheels, Curbside pickup and congregate meals, MSAC intends to hire a Kitchen Manager/Chef (30 hours per week) to start in late September and be prepared for the return of meal production at MSAC's commercial kitchen at 58 Barre Street October 1. This change is anticipated to bring cost-savings over recent increases, expanded collaboration and social justice benefits, and many other advantages for the community. Attached please find a summary memo, full proposal backing the plan, and job description for the new position being created. Sarah Lipton, FEAST Program Manager since August 2020 and new Director of MSAC effective August 31, 2021, led the re-design effort and wrote the proposal. This re-design of the City's FEAST Senior Meals Program has been reviewed by and has the support of the City Manager, the Assistant City Manager, the Finance Director,

the outgoing MSAC Director, and the MSAC Advisory Council. We are excited to implement this next phase of an essential nutrition and socialization service for our city's older adults. Questions may be directed to Sarah Lipton at slipton@montpelier-vt.org or by calling 262-6288.

Special Event for Seniors: The Caterpillar Lab at North Branch Nature Center (NBNC)

Thursday, September 2 | 9 - 10:30 am (FREE to MSAC members) | Caterpillars will be taking over NBNC this September! The Caterpillar Lab is a traveling, world-class science education organization that turns nature centers and museums into a spectacular caterpillar circus, research lab, incubator, art studio, classroom, and all-around nature party. **Join us on this private exhibit opening just for MSAC.** The Caterpillar Lab's expert staff will take you on a journey into the incredible world of New England's native caterpillars and their habitats. This hands-on exhibition features open-air displays showcasing rare moments of metamorphosis, mimicry, symbiosis, birth, death, deception, and wonder in a program unlike anything else. More info: <https://northbranchnaturecenter.org/event/the-caterpillar-lab/>. **You must sign up by calling 223-2518 or emailing nmaurice@montpelier-vt.org to be included in the senior adventure at this special time.** Numbers are limited. There is limited parking at NBNC on Elm Street so please consider carpooling with a friend.

Youth Soccer Registration is open; deadline August 24 to sign-up

Stop by the office to sign-up between 8-4, call 802-225-8699 or email nmaurice@montpelier-vt.org with questions. Registration forms are at <https://www.montpelier-vt.org/939/Registration-Forms>. Cash, checks and credit card options.

Youth Tennis Clinics (ages 6-9, 10-13) offered for seven weeks starting August 30

Montpelier Recreation's popular youth tennis clinics return during afterschool hours this Fall! Find more information and registration forms by visiting our website at <https://www.montpelier-vt.org/1110/Montpelier-Youth-Sports> or calling 225-8699.

Capital Kids Afterschool Childcare Program Registration is underway – service starts August 26!

To learn more about our affordable, state-licensed program with subsidies and available 2:30-5:30pm throughout the school year, visit <https://www.montpelier-vt.org/1186/After-School-Childcare>, call the office at 802-225-8699 or email nmaurice@montpelier-vt.org with questions.

Parkapalooza Summer Concert Series continues at Hubbard Park!

The City of Montpelier's Community Services Department invites all to Parkapalooza, Hubbard Park's Free Summer Concert Series. This family-friendly, outdoor concert series is held at the Tuning Forks Stage in Hubbard Park and features live music from talented local and regional bands. The events are held **Thursdays from 5:30-7:30 pm**, with music beginning at 6pm. The musical lineup includes:

- ◆ 9/2: Patti Casey and the Wicked Fine Players (rescheduled from 9/19 rain cancellation)
- ◆ 9/9: Sabouyouma (rescheduled from July rain cancellation)
- ◆ 9/23: Barika (rescheduled from July rain cancellation)

Each event also features the Park's 100' long slip 'n slide (weather permitting), and

plenty of space to roam and play outside in Hubbard Park. Parking is inside Hubbard Park, accessible via Winter St., Spring St., or Corse St. in Montpelier. Concert-goers are encouraged to walk or carpool when possible. The events are offered free to the community, but donations will be accepted at various locations! This year's Parkapalooza is BYO everything, so bring whatever food and drink you need to keep yourself satisfied and consider these as "carry-in, carry-out" Park events. Food truck may be available at some events.

Parkapalooza sponsorship is by the following local businesses: **Presenting Sponsors:** Caledonia Spirits Distillery, Community National Bank, Hunger Mountain Co-op, Isham-Berwick Insurance, Vermont State Employees Credit Union. **Supporting Sponsors:** AroMed, Central Vermont Chamber of Commerce, Montpelier Construction, Noyle Johnson Group, Onion River Outdoors, Sarducci's Restaurant, Union Mutual Insurance and Vermont Compost.

FEAST Farm Camp Report

Last week the City's Feast Farm (operated by Montpelier Parks and the Community Services Department Team) hosted Farm Camp for kids ages 7-11. We had a blast harvesting carrots and potatoes, planting seeds, and painting rocks! We also made lots of delicious snacks from the farm's bounty like corn salsa and carrot salad.

City Pool Last day for the season is Sunday, August 22; see you next year!

This Sunday is the last day the pool will be open this year. On behalf of the Community Services Team and Montpelier Recreation staff, a huge thanks to all the staff, volunteers and community members who made our pool re-opening a success this year despite the challenges of COVID-19! We are especially grateful to all the lifeguards and other pool staff who worked hard to keep everyone safe this season and look forward to welcoming the community back in 2022!

FEAST Senior Meals Program of MSAC:

FEAST Curbside Pick-up Meals

All seniors are welcome to pick up a Curbside meal on Tuesdays and Fridays. Simply pickup your meal outside between 12 and 12:30. If you are new to the program, you will be asked to fill out a short nutritional survey. You can see our monthly menu on our website [here](#). Suggested donations are \$5-\$10, and the fee is \$7-10 if you're under age 60. Please call to make your reservation: 262-6288 or email us at: feast@montpelier-vt.org. Reservations are not required to get meals.

Picnic Meals Inside on-hold for now

With COVID numbers rising in our region, we are encouraging all people to mask inside MSAC regardless of vaccine status, and we have decided to pause from serving meals inside at this time until further notice, effective August 13.

Meals on Wheels is available to Montpelier and Berlin residents over 60 who need it. Our fabulous volunteers deliver a bulk pack of locally prepared frozen meals once a week, and we work to offer pandemic-safe social engagement and nutrition education too. There is no charge for meals, but donations are gladly accepted. If you or someone you know would benefit from receiving our delicious and nutritious meals on wheels, just call us at the FEAST office: 262-6288 or email us at: feast@montpelier-vt.org.

Volunteer for FEAST

As we ramp back up to serving meals inside and delivering daily hot meals, we are going to need a lot more help again. If you or someone you know is interested in helping us bring nutritious, delicious meals to seniors who need them, please let us know by calling or emailing us: 802-262-6288, feast@montpelier-vt.org. We are seeking the following:

- Meals on Wheels Drivers
- FEAST Curbside Picnic Volunteers
- FEAST Special Events Volunteers
- FEAST Farm Support

Hiring: FEAST Senior Meals Program Manager at Montpelier Senior Activity Center

The City of Montpelier seeks a dynamic applicant for the Montpelier Senior Activity Center (MSAC) FEAST Senior Meals Program Manager. To learn more about FEAST, visit: www.montpelier-vt.org/feast. FEAST is in the process of an exciting re-design to roll out this Fall, 2021.

MSAC operates as a destination for Central VT's aging population to socialize, take a variety of classes, and to access nutrition, wellness opportunities and more, both in-person and remotely. The FEAST Manager is responsible for the management of MSAC's Meals on Wheels, Curbside pickup and congregate meal programs, FEAST volunteers, federal nutrition contract obligations and advocacy. The FEAST Manager co-supervises an Americorps member and participates in regional networking related to food security and social justice. The FEAST Manager is also an important member of the Community Services Department Team.

Wage is competitive and position is for 30 hours per week. Excellent and comprehensive benefits package. Female and minority candidates are encouraged to apply. Please submit a cover letter, resume, and list of three professional references electronically to Sarah Lipton, currently in the role and transitioning to Director of MSAC: slipton@montpelier-vt.org. More information about MSAC is on our website at www.montpelier-vt.org/msac. Deadline to apply is September 3. Contact Sarah for job description.

Hiring: Apply now for a September start Americorps position: Aging in Place Coordinator

The position improves quality of life for area older adults by (1) participating in development for the newly established MSAC at Home program, based on the "Village" models successful in other communities around the state and country (2) assisting MSAC's thriving FEAST Senior Meals Program, and (3) assisting seniors in accessing technology through development of MSAC's new tech-device lending library. You can find all the details and application instructions at: <http://bit.ly/36FBTzm>. Please spread the word about this great position offering professional development, a stipend, rental subsidy, and the chance to serve the community in vital ways!

Hiring: Afterschool Childcare Substitute Staff

Contact Arne McMullen, Recreation Director, for more information and to apply. Email amcmullen@montpelier-vt.org or call 225-8699.



Sustainable Infrastructure

No updates for this week.



Thoughtfully Planned Built Environment

Guertin Park, 12-16 Main Street Long Term Use Update

Movement of this structure is going through the local permitting process. Conversation about the longer term uses of this property will be held later this fall.



Employment and Personnel Announcements

Montpelier Senior Activity Center Director Hired: Welcome Sarah Lipton!

After receiving eight qualified applications, the hiring committee had narrowed down the selection and interviewed two finalists. Both finalists went through panel interviews with the Montpelier Senior Activity Center Advisory Council and the City's Leadership Team. We are happy to announce that the job has been offered to and accepted by Sarah Lipton, who is currently the City's FEAST Program Manager. Sarah will be transitioning into her new role within the coming weeks. Welcome Sarah!

Municipal Job Openings:

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

- **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 necessary to the stability and safety of the community. For applications and more information, click [here](#) or email recruiting@montpelier-vt.org.
- **Staff Accountant:** The professional in this position will be responsible for accounts payable and receivable functions, construction project accounting, grant management as well as submission of state and federal fund reimbursement requests for more information click [here](#).
- **Emergency Services 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. For more information click [here](#).

- **Seasonal Park/Recreation Maintenance Staff.** 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. Call 225-8699, 9am-4pm to inquire.

FEAST Senior Meals Program Manager at Montpelier Senior Activity Center: We are excited to announce some changes coming to the FEAST program! After eight years of partnership with local business Good Taste Catering and nine months of off-site meal production that involved the City paying the outside vendor for food and labor necessary to produce Montpelier's Meals on Wheels, Curbside pickup and congregate meals, MSAC intends to hire a Kitchen Manager/Chef (30 hours per week) to start in late September and be prepared for the return of meal production at MSAC's commercial kitchen at 58 Barre Street October 1. This change is anticipated to bring cost-savings over recent increases, expanded collaboration and social justice benefits, and many other advantages for the community. To learn more, please refer to a [summary memo](#), [full proposal backing the plan](#), and [job description for the new position](#) being created. Sarah Lipton, FEAST Program Manager since August 2020 and new Director of MSAC effective August 31, 2021, led the re-design effort and wrote the proposal. This re-design of the City's FEAST Senior Meals Program has been reviewed by and has the support of the City Manager, the Assistant City Manager, the Finance Director, the outgoing MSAC Director, and the MSAC Advisory Council. We are excited to implement this next phase of an essential nutrition and socialization service for our city's older adults. Questions may be directed to Sarah Lipton at slipton@montpelier-vt.org or by calling 262-6288.



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. Susan Lemere has been a friendly and effective presence in town for the last several month, but COVID has slowed our outreach efforts down. 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>

Thank you,



William Fraser, City Manager

Upcoming Agenda Items (*TENTATIVE*)

8/25	<ul style="list-style-type: none"> • Stormwater Utility discussion • Stormwater Master Plan • Pavement Condition Index (PCI) Update • Strategic Plan Update- End of Year • Traffic Calming • ARPA Funds Update 	9/1	<ul style="list-style-type: none"> • District 3 City Council Appointment special meeting
9/8	<ul style="list-style-type: none"> • Strategic Planning Session for 2021-2022 	9/22	<ul style="list-style-type: none"> • Legislative Agenda • Adopt Strategic Plan • Economic Development? • 12-16 Main Street Update? • Rec Center Update • Local Hazardous Mitigation Plan Approval • CVPSA Report?
10/13	<ul style="list-style-type: none"> • 1st quarter financials 		<ul style="list-style-type: none"> • Holiday Season meeting

	<ul style="list-style-type: none"> • FY23 Budget Process • Police Committee Report 	10/27	calendar
11/10	•	11/17	•

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

PENDING ITEMS

CVPSA Report

Park Land Purchase

MAPA for Zoning – joint meeting with Planning Commission and DRB

Conduit Policy

Housing Task Force Report follow up

WRRF Dryer Update

City Master Plan