



Board of Finance

Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

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****CCTV link: https://www.youtube.com/playlist?list=PLIjLFn4BZd2PwCge7INoKug676jIf_iUA ****

1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	2. Public Forum
Department	Council and Board

Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

Subject	3.2. May 12, 2025 Board of Finance Meeting Minutes - C/T
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Minutes

Recommended Action approve the minutes

Subject	3.3. Request to Purchase Two Pieces of Multi-Tasking of Equipment (MTE) for Snow Removal through Passenger Facility Charge (PFC) Funds - Airport
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Consent Agenda
Department	Airport
Type	Action (Consent)

Recommended Action to approve and recommend the City Council to authorize the Director of Aviation to execute an agreement to purchase two pieces of Multi-Tasking Equipment from M-B Companies in the amount of \$2,649,627, subject to the review and approval of the City Attorney, and to authorize the Director of Aviation or designee to take such further actions and to execute such further instruments approved as to form by the City Attorney as may be necessary or convenient to effectuate the purchase

4. Deliberative Agenda

Subject	4.1. City's Recycling Program Next Steps - DPW
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	To: ☐ Approve and recommend that the City Council authorize the DPW Director to execute the DPW Employee Retention and Recruitment Memorandum of Agreement between AFSCME Local 1343 and City of Burlington, Department of Public Works
Subject	4.2. FY 2026 Proposed 4.5% Rate Increase - BED
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission requesting an increase in Burlington Electric Department rates of 4.5 percent on bills rendered on or after September 1, 2025 as proposed
Subject	4.3. Burlington Electric Department Tariff Sheets, Effective September 1, 2025, Energy Assistance Program (EAP) Rate - BED
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the General Manager of the Burlington Electric Department or their designee to file tariff amendments and supporting documents with the Vermont Public Utility Commission to amend the Energy Assistance Program as proposed
Subject	4.4. Approving The Issuance Of A Grant Anticipation Note For The Costs Of certain City Capital Improvement Projects - C/T
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office

Type	Action
Recommended Action	to approve and recommend that the City Council waive the reading and approve the attached resolution

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	May 19, 2025 - Board of Finance Meeting - Monday, May 19, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn



**BURLINGTON BOARD OF FINANCE
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR
MINUTES OF MEETING
May 12, 2025**

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 5:03 pm

Members present: Councilor Carpenter (online); City Council President Traverse, Councilors Barlow, Neubieser and Mayor Mulvaney-Stanak and CAO Schad (all in person)

Others present: City Attorney Brown, Courtney Lamdin, Colby Delaire, Deputy COS Magee, DOF Kukenberger and DPW Director Spencer

Subject

1.1. Motion to adopt agenda

Meeting

May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM,
Bushor Conference Room, 149 Church Street, 1st Floor

Category

1. Agenda

Department

Council and Board

Type

Action
Procedural

Recommended Action Motion to adopt agenda

1.1. Motion to adopt agenda

Motion made by Councilor Barlow, seconded by City Council President Traverse, to adopt the agenda as presented. Motion passed unanimously.

2. Public Forum

2. Public Forum

Subject

2.1. Verbal Comments

Meeting

May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM,
Bushor Conference Room, 149 Church Street, 1st Floor

Category

2. Public Forum

Department

Council and Board

Type Action
 Procedural

Recommended Action opne Public Forum
 close Public Forum

2.1. Verbal Comments

Joanne Putzier: extremely humiliating; "no cost savings" plan to retire sometime in July or August

Jesse Bridges: way city made cuts and notification -treat people with respect
 "the how"

Melissa Cate: how selection was made;over age of 50 or 60; BIPOC citizens; one-time funding positions

3. Consent Agenda

3. Consent Agenda

Subject 3.1. Motion to adopt the consent agenda and take the actions indicated

Meeting May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM,
 Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Council and Board

Type Action (Consent)
 Procedural

Recommended Action Motion to adopt the consent agenda and take the actions indicated

3.1. Motion to adopt the consent agenda and take the actions indicated

Motion made by City Council President Traverse, seconded by Councilor Neubieser, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject 3.2. May 5, 2025 Special Board of Finance Meeting Minutes - C/T

Meeting May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM,
 Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Clerk/Treasurer's Office

Type Action (Consent)
 Information
 Minutes

Recommended Action approve the minutes

3.2. May 5, 2025 Special Board of Finance Meeting Minutes - C/T

**Subject 3.3. Pie in the Sky Vision for 2025 School Year EBA partnership with the
 City of Burlington idea: EBA ART ENVOY**

Meeting May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM,
 Bushor Conference Room, 149 Church Street, 1st Floor

Category	3. Consent Agenda
Department	Mayor's Office
Type	Action (Consent)
Recommended Action	move to approve the use of \$2,000 from the City Council Initiative Fund to support proposed beautification project by Eagle Bay Academy

3.3. Pie in the Sky Vision for 2025 School Year EBA partnership with the City of Burlington idea: **EBA ART ENVOY**

4. Deliberative Agenda

4. Deliberative Agenda

Subject	4.1. Extension of Letter of Agreement between City of Burlington and University of Vermont - C/T
Meeting	May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Action
Recommended Action	to approve and recommend that the City Council approve a one-year extension to the Letter of Agreement between the City of Burlington and University of Vermont dated June 24, 2019

4.1. Extension of Letter of Agreement between City of Burlington and University of Vermont - C/T
Motion made by Councilor Barlow, seconded by Councilor Neubieser to approve the motion as presented. Motion passed unanimously.

Subject	4.2. FY26 Budget Update - C/T
Meeting	May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Deliberative Agenda
Department	Clerk/Treasurer's Office
Type	Discussion Information Presentation

4.2. FY26 Budget Update - C/T

5. Adjournment

5. Adjournment

Subject

5.1. Motion to adjourn

Meeting

May 12, 2025 - Board of Finance Meeting - Monday, May 12, 2025, 5:00 PM,
Bushor Conference Room, 149 Church Street, 1st Floor

Category

5. Adjournment

Department

Council and Board

Type

Action
Procedural

Recommended Action

Motion to adjourn

5.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 6:15 pm

To: Board of Finance & City Council

From: Nicolas Longo C.M.
Director of Aviation

Date: May 19, 2025

Subject: Request to Purchase Two Pieces of Multi-Tasking of Equipment (MTE) for Snow Removal through Passenger Facility Charge (PFC) Funds

REQUEST:

The Patrick Leahy Burlington International Airport (the Airport or Leahy BTV) seeks approval and authorization to purchase two pieces of Multi-Tasking Equipment (MTE)s from M-B Companies in the total amount of \$2,649,627.

EXECUTIVE SUMMARY:

Background:

The Airport uses various heavy machinery in its snow removal processes on the airfield, including pieces of Multi-Tasking Equipment (MTE). These are essential pieces of equipment per Federal Aviation Administration (FAA) requirements MTEs can plow, broom, and air blast snow; all three parts work together to clear snow off the runway. The current MTEs owned by the Airport are older than the FAA recommended lifespan, and they are a less environmentally friendly machine as rated by the FAA than the new models, so it is an appropriate time to purchase new equipment. While there are no electronic options for MTEs on the market, the new machines are rated with lower carbon emissions and consume less fuel than the models currently owned by the Airport. Additionally, the purchase of this equipment is mapped out in the Airport's Snow Removal Equipment Replacement Plan. The Airport contracts with Passero Associates, a consultant in the aviation industry, helps the Airport to make selections on equipment, such as MTEs. Passero wrote the specs in the RFPQ for Leahy BTV's specific needs.

SOURCING:

Leahy BTV worked with Passero Associates to assist and provide guidance on the bid process to attain competitive pricing of equipment that meets FAA snow removal guidelines. The following is a summary of the bid results:

Bid Open Date: Monday, December 16, 2024 at 10:30 am, Virtual
Funding Source: PFC

SUMMARY OF BID RESULTS

Bidder	Amount		Addendum 1 Acknowledged		Addendum 2 Acknowledged		Delivery Date	Warranty
			Y	N	Y	N		
Boschung America	\$1,986,107		✓			✓	365 days	5
MB Companies, Inc	\$2,649,627		✓		✓		500 days	5
Fortbrand Services	\$2,660,242		✓		✓		30 days 1 st unit 100 days 2 nd unit	5

Leahy BTV Staff and Passero Associates received proposals from Boschung America, MB Companies, and Fortbrand Services. Boschung America was the lowest bidder but did not meet all the required parts of the application, as they did not acknowledge Addendum 2. The MTE in Boschung America’s proposal also did not meet the specs of the MTE detailed in the proposal. Both Fortbrand and M-B Companies proposed MTEs with similar capabilities. After Boschung America, the lowest cost bid was from M-B Companies, so the bid was awarded to M-B Companies for the purchase of two (2) MTE at a total cost of \$2,649,627.

FUNDING:

This equipment is eligible for funding under the Airport’s Passenger Facility Charges (PFC) program. The PFC program allows funds generated by the Passenger Facility Charge to purchase snow removal equipment. This equipment is being included in the City of Burlington’s upcoming Fiscal Year 2026 Master Lease. The Clerk Treasurer’s office is coordinating the lease RFP process on behalf of all City Departments. The PFC program will cover the principal and interest cost under the master lease. These annual lease payments shall be budgeted in each fiscal year, starting with Fiscal Year 2026 budget.

PROPOSED MOTIONS:

The Airport respectfully requests the following motions:

Board of Finance

To approve and recommend the City Council to authorize the Director of Aviation to execute an agreement to purchase two pieces of Multi-Tasking Equipment from M-B Companies in the amount of \$2,649,627, subject to the review and approval of the City Attorney, and to authorize the Director of Aviation or designee to take such further actions and to execute such further instruments approved as to form by the City Attorney as may be necessary or convenient to effectuate the purchase.”

City Council:

“To authorize the Director of Aviation to purchase two pieces of Multi-Tasking Equipment from M-B Companies in the amount of \$2,649,627, subject to the review and approval of the City Attorney, and to authorize the Director of Aviation or designee to take such further actions and to execute such further instruments approved as to form by the City Attorney as may be necessary or convenient to effectuate the purchase.”

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Airport Submitter: Nicolas Longo

Request to Purchase Two Pieces of Multi-Tasking of Equipment (MTE) for Snow

Title/Subject: Removal through Passenger Facility Charge (PFC) Funds

Approval Requested:

☐ Board of Finance

☐ City Council

☒ Both BOF and Council

Meeting Date:

Click or tap to enter a date.

Click or tap to enter a date.

5/19/2025

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	4/25/2025	Nicolas Longo
Mayor's Office	Yes	5/7/2025	Erin Jacobsen
Board/Commission	Yes	4/30/2025	Airport Commission
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	4/27/2025	Erik Ramakrishnan
CAO for budget, financing, and memo	Yes	5/7/2025	Katherine Schad
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine St. Suite A
Burlington, VT 05401
802.865.7200 VOX
802.863.0466 FAX
802.863.0450 TTY

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

MEMORANDUM

To: Burlington City Council

From: Chapin Spencer, Director of Public Works
Lee Perry, Division Director – Maintenance Division

CC: Colby Delaire, AFSCME President, Local 1343
Erin Jacobsen, Chief of Staff, Mayor's Office
Katherine Schad, Chief Administrative Officer
Lynn Reagan, Human Resources Interim Director
Tony Berry, Human Resources Manager

Re: City's Recycling Program Next Steps

Date: May 19, 2025

DPW Management has taken many additional steps since the Council's 4-14-25 work session on the future of the City's Recycling program. Activities have included:

- Provided a written summary of Councilor questions and answers from the work session (see attached)
- Presented the current status of the program and management's proposed direction to the DPW Commission on 4-16-25
- Provided more resources on DPW's Recycling future planning webpage:
www.burlingtonvt.gov/recyclingfuture
- Posted to Front Porch Forum and social media with updates on recycling planning and promoted the public meetings
- Continued conversations and updates with private haulers and Chittenden Solid Waste District
- Hosted two public meetings – one on 4-17-25 at the Miller Center in the New North End and a hybrid public meeting on 4-23-25 at 645 Pine Street in the South End
- Met with AFSCME leadership on 4-21-25 and with the Street Maintenance and Recycling teams on 4-22-25
- Advanced an array of recruitment and retention strategies that seek to fill a growing number of Recycling and Street Maintenance vacancies and retain our remaining staff (strategies outlined below)
- Met with the Transportation, Energy & Utilities Committee (TEUC) on 4-22-25 to provide updates and develop a recommended motion for the upcoming Council meeting.

Based on the additional work and public engagement as well as the continued pressure that municipally operating recycling collection is putting on our staff, DPW management is recommending the following strategies:

**SHORT TERM STRATEGY: STRENGTHEN STAFF RECRUITMENT & RETENTION
(Now through end of 2025)**

- Raise wage for seasonal Recycling Worker to \$30/hour, up from a recent wage increase of \$28/hour, up from \$25/hour previously (Implemented and posted)
- Provide a \$4/hour premium, retroactive to April 22, 2025 (when Management, and AFSCME met with the Street Maintenance and Recycling teams about this proposal) to any full-time Recycling and Street Maintenance employee with CDL who drives and collects recycling (Proposed)
- Offer \$2,000 recruitment bonuses and \$500 referral bonuses to assist the division with filling vacant positions.
- Institute the following scheduling order for Recycling if more workers are needed beyond the Recycling Workers:
 - Ask for volunteers from Street Maintenance
 - If more workers are needed with more than 24-hour notice, ask other DPW CDL drivers to volunteer to work after 3pm as overtime
 - If more workers are needed, assign Street Maintenance employees to do the work on a rotating basis
- Build the FY'26 Recycling budget to more sustainably fund the program – both for the interim and for the future should the City decide to maintain the municipal operation. The projected FY'26 direct and indirect expenses for the Recycling program are \$1,440,000 – requiring an estimated 48% increase in the Solid Waste Generation Tax – in order to increase staffing by 2-3 FTEs, provide interim recruitment and retention bonuses, acquire more reliable vehicles, and more fully cover indirect costs. Adding an additional \$260,000 of solid waste capital needs (Manhattan Dr landfill maintenance and 201 Flynn Ave soil management facility fit up) will increase the SWGT by 75% overall (from \$6.90 to \$12.00 per residential dwelling unit) in FY'26.

DPW management has worked with AFSCME leadership to draft a Memorandum of Agreement outlining the premiums and protocols above for the May 19 BOF and City Council meeting – see the attached document.

**MEDIUM TERM STRATEGY: DECIDE ON MID-TERM RECYCLING COLLECTION APPROACH
(Next 3-5 years)**

- Put out a request for price quotes (RFPQ) to area haulers in May or June 2025 for a 3-5 year contracted operation of the City's Recycling program
- Develop, in parallel, a municipally-run operational model and a full cost estimate for a sustainable Recycling program delivered by DPW staff for the next 3-5 years (DPW management will use the FY'26 budget as a starting point and will make any further adjustments needed).
- Return to the TEUC and the City Council in the summer of 2025 to provide detail on the bid results and the municipal model so that policy makers can determine next steps

**LONG TERM: EVALUATE A FULLY CONSOLIDATED COLLECTION SYSTEM
(2029/2030 and beyond)**

- When time and resources allow, initiate a planning process, with an advisory committee, to explore implementation of a consolidated collection system for solid waste after the 3-5 year contract period ends

Context:

The time for action is now as the Recycling program is in crisis and it is directly impacting the core functions of the City's Street Maintenance operations.

- Only 1 of the 4 Recycling positions is filled at this time and 2-3 Street Maintenance Field Technicians are having to fill in every single day
- Raising the seasonal wage for Recycling workers to \$28/hr and then to \$30/hr has yet to generate any applicants
- Continued over-reliance of Street Maintenance Field Technicians to collect recycling will lead to:
 - Further staff departures beyond the Recycling group
 - Inability to meet our budgeted earned revenue targets in Street Maintenance
 - Inadequate maintenance of vital City infrastructure such as sidewalks, roadways and Water Resources infrastructure
 - Second shift recycling pick-ups in residential neighborhoods after dark with employees having to work extended shifts
 - Service reductions city-wide from weekly recycling pick up to every other week pick up

Some have implied that this challenging situation has been management's fault for not proactively addressing the labor issues or engaging Councilors in the discussions. Management has been actively engaged and has taken many steps to address the challenges over the years:

- 2018-2021: Following Council resolutions, DPW management undertook consolidated collection studies in 2018 and 2020 and provided the studies to the Council where the body at the time was deadlocked over the next steps
- 2021: DPW obtained Council approval to provide hiring bonuses to fill open positions
- 2021: DPW obtained Council approval to reclassify recycling workers from Grade 12 to Grade 14
- 2021: DPW obtained Council approval to add a fourth recycling worker for more staff capacity
- 2023: DPW obtained budget approval from the Council to purchase toters and require customers to use toters, not "blue bins"
- 2025: DPW raised the temporary recycling position wage twice from \$25/hr to \$30/hr

DPW also received a question or two at public meetings asking why we don't have more reliable recycling trucks. We have 4 recycling trucks currently (the minimum number necessary) and 2 are well beyond their useful life. We have budgeted for 2 replacement trucks, received Council approval to purchase 2 new trucks in 2023 and 2024, and had put in orders for the trucks. The pandemic and supply chain challenges slowed down production of heavy-duty vehicles such as our recycling trucks. As of this last winter (2024/2025), our trucks were not yet in production, and given the significant operational challenges the Recycling program was facing and the initiation of the Modern Gov initiative, we made the decision to withdraw our orders to give us time to have a dialogue with the Council, the DPW Commission and the public on the program's next steps.

Our front-line staff members are watching and waiting for a clear signal that concrete steps are being made to address the current situation. The sooner policy makers provide a future direction, the better management will be able to work to recruit and retain staff during this transitional period.

The TEUC met on 4-22-25, and after a robust discussion with Councilors, AFSCME President Colby Delaire and DPW management, the TEUC committee approved the following motion 3-1 for the full Council's consideration:

To:

- Support the development of a Memorandum of Agreement regarding a DPW Recycling and Street Maintenance staff recruitment and retention program to be developed by DPW management and AFSCME representatives brought forward to the Council for approval at a May 2025 meeting, and
- Support putting out a request for price quotes (RFPQ) to area haulers in May 2025 for a 3-5 year contracted operation of the City's Recycling program, and
- Support DPW management developing, in parallel, a sustainable municipally-run operational model and full cost estimate for a Recycling program delivered by DPW staff, and
- Request the Transportation, Energy & Utilities Committee work with City staff to develop a plan, timeline and budget to evaluate a potential transition to a fully consolidated solid waste collection system and provide the proposed plan back to the City Council by November 2025

DPW Management subsequently worked with AFSCME leadership to develop a Memorandum of Agreement that details the proposed recruitment and retention strategies discussed above. The estimated cost of the premiums and the bonuses through the end of the calendar year is projected to be ~\$39,600.00. Funding for these payments can be accommodated in FY'25 budgets due to the savings from current vacancies and are being accommodated in the FY'26 budget as well. DPW management is requesting Board of Finance and City Council approval of the motions below.

Board of Finance Motion

To:

- Approve and recommend that the City Council authorize the DPW Director to execute the DPW Employee Retention and Recruitment Memorandum of Agreement between AFSCME Local 1343 and City of Burlington, Department of Public Works

City Council Motion

To:

- Authorize the DPW Director to execute the DPW Employee Retention and Recruitment Memorandum of Agreement between AFSCME Local 1343 and City of Burlington, Department of Public Works
- Support putting out a request for price quotes (RFPQ) to area haulers in May or June 2025 for a 3-5 year contracted operation of the City's Recycling program, and
- Support DPW management developing, in parallel, a sustainable municipally-run operational model and full cost estimate for a Recycling program delivered by DPW staff, and
- Request the Transportation, Energy & Utilities Committee work with City staff to develop a plan, timeline and budget to evaluate a potential transition to a fully consolidated solid waste collection system and provide the proposed plan back to the City Council by November 2025

Attachments:

- DPW Employee Retention and Recruitment Memorandum of Agreement between AFSCME Local 1343 and City of Burlington, Department of Public Works

Please don't hesitate to reach out with any questions or requests for additional information (cspencer@burlingtonvt.gov or lperry@burlingtonvt.gov). Thank you.

**DPW Employee Retention and Recruitment Memorandum
of Agreement between
AFSCME Local 1343 and
City of Burlington, Department of Public Works**

This Memorandum of Agreement is entered into on this ___ day of May, 2025 (“Effective Date”) is by and between the City of Burlington, Vermont (hereafter “City”) and the American Federation of State, County, and Municipal Employees, Local #1343, (hereafter “Union” or “AFSCME”). This Agreement memorializes the understanding between the City and the Union (hereafter “Parties”) over practices relating to DPW employee retention and recruitment.

WHEREAS, The Parties agree on the shared goals of retaining existing Recycling and Street Maintenance staff, while the decision for the future of the City’s Recycling program is being contemplated and filling open positions in both Recycling and Street Maintenance for a better staffed team while this decision is being discussed.; and

WHEREAS, Retaining workers through this decision-making process and making strategic staffing recruitment efforts in the Recycling and Street Maintenance programs, will limit times Street Maintenance Workers are pulled off other jobs to assist with recycling, benefiting both Parties; and

WHEREAS, The Parties have worked quickly, collaboratively, and productively together to address these urgent needs and mutually wish to employ certain retention and recruitment tactics in furtherance of these shared goals.

NOW, THEREFORE, in light of these shared goals, and recognition and incorporation of the foregoing, the Parties agree as follows:

1. The Parties agree that the following recruitment and retention measures shall be implemented by the City on upon the Effective Date and shall be in force and effect through December 31, 2025, unless otherwise extended or altered by further written agreement of the Parties:

A. Provide a Four Dollars (\$4.00) per hour premium, retroactive to April 22, 2025, when Management, and AFSCME met with the Street Maintenance and Recycling teams about this proposal, to any current City employee employed full-time Recycling and Street Maintenance employee with a Commercial Driver’s License (CDL) who drives and collects recycling Such premium shall be paid for the hours worked performing recycling duties. Any new hire in Recycling or Street Maintenance that receives the hiring bonus in lieu of such premium, will not be eligible for the Four Dollars (\$4.00) per hour premium pay.

B. Institute the following scheduling order for Recycling if more workers are needed beyond the Recycling Workers, to:

- Ask for volunteers from Street Maintenance; At least three (3) total recycling drivers per shift shall be required;

- If more workers are known to be needed at least 24 hours in advance of a Recycling Driver shift, ask other DPW CDL drivers to volunteer to work after 3pm as overtime; and
- If more workers are needed, assign Street Maintenance employees to do the work on a rotating basis.

If there is more interest than need, workers shall be selected based upon seniority within each tier of the scheduling order.

C. Implement hiring bonuses for AFSCME Street Maintenance and Recycling positions until filled, as follows:

- \$2,000 hiring bonuses for Regular Full-time Union positions, paying out \$500 after each quarter of the year worked.

D. Implement a referral bonus:

- A \$500 referral bonus for any City employee that refers an applicant to the Right of Way Field Technician I, or II, and the Recycling Driver positions, the applicant is hired, and they successfully complete their probationary period.
2. The Parties agree that beginning on May 13, 2025, any open Recycling slots will be filled by Street Maintenance Workers on a voluntary-basis with the previously stated premiums as described in section 1, A of this agreement, and if there are not enough volunteers, Section 1, B will be instituted until open slots are filled on a daily basis.
 3. The above-mentioned terms, beliefs and conditions are agreed upon by both Parties and shall not be altered or amended unless further agreed upon and reduced to writing by both parties. The Parties agree that this Agreement in no way alters the terms or conditions of the agreed upon collective bargaining agreement between the City and the Union and merely clarifies the Parties' understanding with respect to the rates of pay, incentives, and scheduling of recycling work while the future of the recycling program is determined. This Agreement shall expire in its entirety on December 31, 2025 unless otherwise modified by agreement as described herein.

Dated at Burlington, VT this ___ day of _____, 2025.

City of Burlington

By: _____
Emma Mulvaney-Stanak, Mayor

AFSCME, LOCAL #1343

By: _____
Duly Authorized Representative and Agent

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Public Works Submitter: Lee Perry

Title/Subject: City's Recycling Program Next Steps

Approval Requested:

☐ Board of Finance

☐ City Council

☒ Both BOF and Council

Meeting Date:

Click or tap to enter a date.

Click or tap to enter a date.

5/19/2025

Instructions

1. This form must be completed by the person submitting the materials.
2. This form must be sent with the final submission of materials in advance of the meeting.
3. Do not indicate that a sign-off was received until it has actually been obtained.
4. Commission reports and presentations do not need to be reviewed by the CAO or Attorneys.
5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	5/6/2025	Approved by Chapin Spencer
Mayor's Office	Yes	5/14/2025	Approved by Erin Jacobsen
Board/Commission	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	5/13/2025	Approved by Erik Ramakrishnan
CAO for budget, financing, and memo	Yes	5/14/2025	Approved by Katherine Schad
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.



FY 2026 Proposed 4.5% Rate Increase

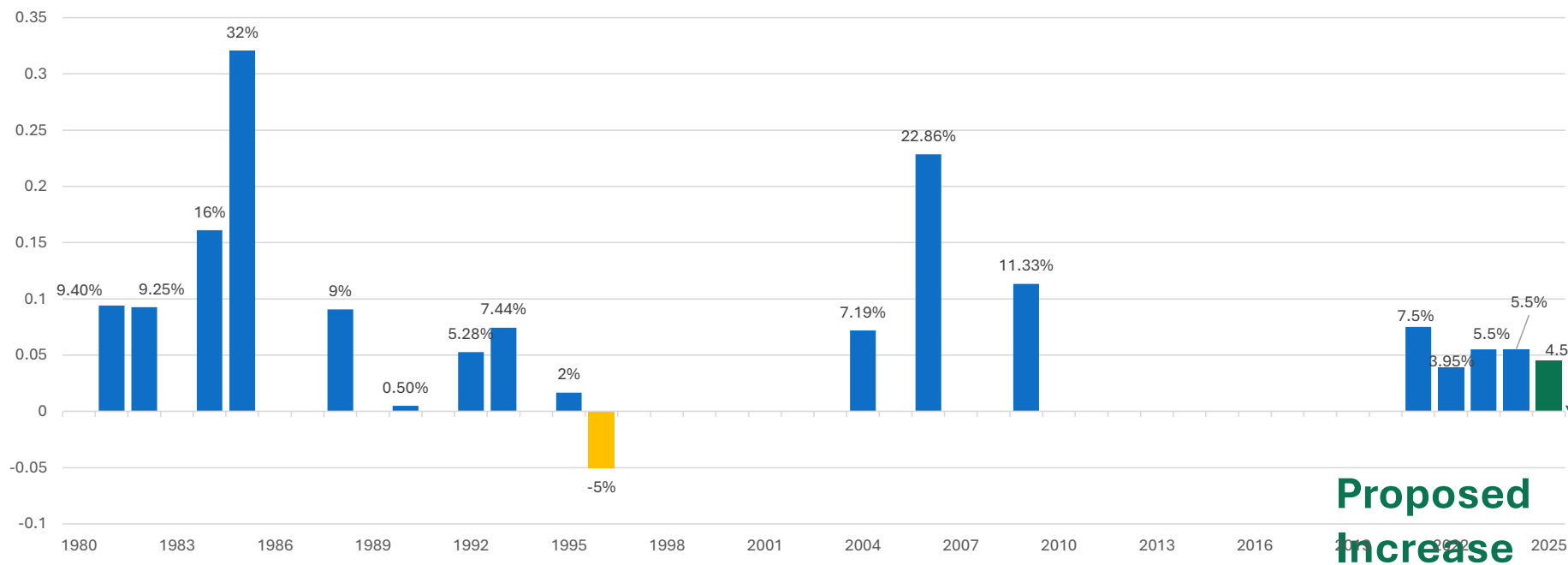
Board of Finance

May 19, 2025





BED Rate Changes Since 1980

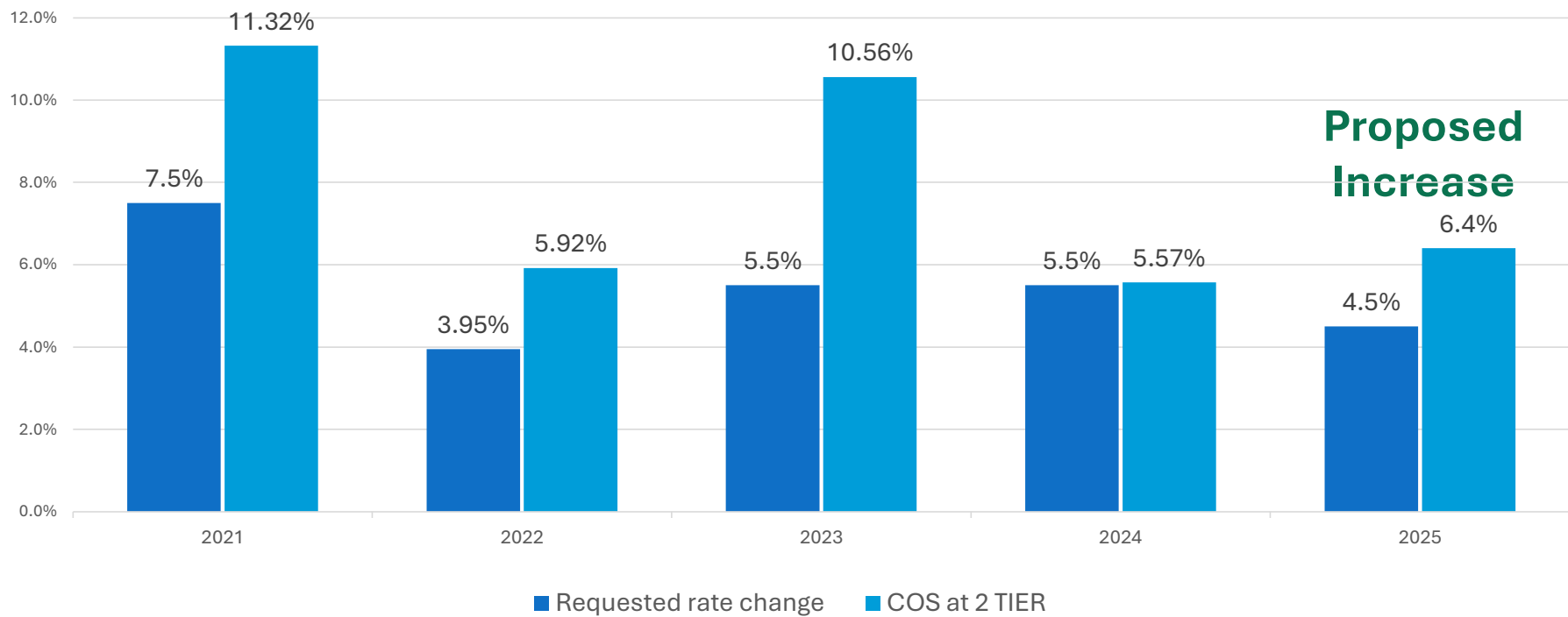


Proposed Increase

Rate Increase	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
BED	11.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	7.50%	3.95%	5.5%	5.5%	4.5%
GMP	0.00%	0.00%	0.00%	0.00%	0.40%	2.00%	-2.46%	0.73%	0.93%	5.43%	-0.50%	2.70%	4.69%	2.34%	5.29%	5.26%	TBD
WEC	0.00%	0.00%	0.00%	0.00%	0.00%	4.00%	0.00%	0.00%	5.95%	4.00%	5.95%	0.00%	0.00%	12.83%	0.00%	0.00%	2.91%
VEC	0.00%	0.00%	0.00%	0.00%	2.93%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.29%	0.00%	1.96%	8.19%	8.33%	4.84%



BED Requested Rate Changes vs. Cost of Service since 2021

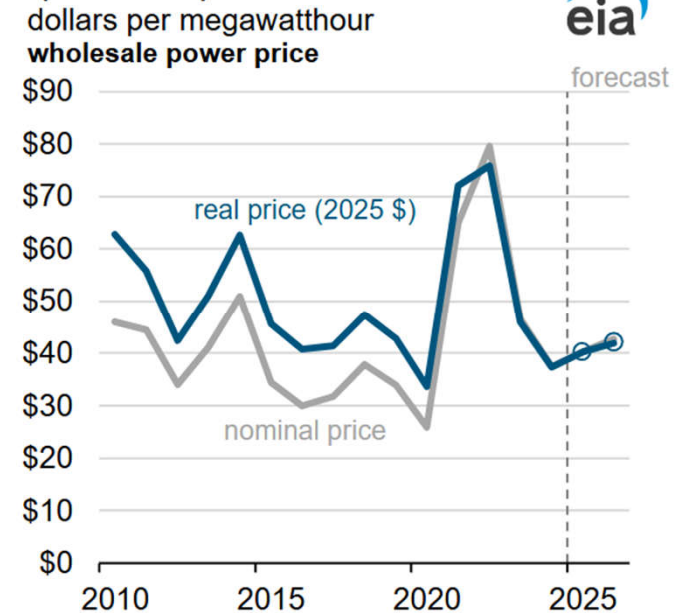
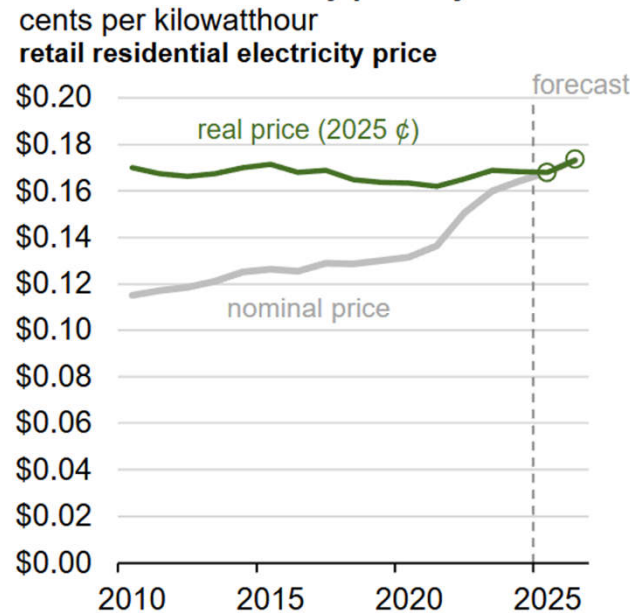




National Context: EIA Jan 2025 Forecast

- Most regions of U.S. likely to see higher wholesale prices in 2025 as a result of higher costs for natural gas
- Largest increases (about 30%–35%) will occur in the Southwest and California
- Forecast wholesale prices in the ISO New England region average \$55/MWh in 2025, up 16% from 2024

Annual U.S. electricity price by select sectors (2010–2026)



Data source: U.S. Energy Information Administration, *Short-Term Energy Outlook*, January 2025

<https://www.eia.gov/todayinenergy/detail.php?id=64384>



New England context: high winter 2024-2025 energy prices in RI and MA

LOCAL

Why are energy bills in RI so high this winter? Here's what we found.



Alex Kuffner

Providence Journal

Published 5:09 a.m. ET Feb. 19, 2025 | Updated 12:34 p.m. ET Feb. 19, 2025

Gov. Maura Healey deflects blame for surge in Massachusetts utility delivery rates, utility bills

Delivery rates for electricity and natural gas have significantly increased

Share



Updated: 9:05 AM EST Feb 20, 2025

“Experts and advocates say a “perfect storm” this winter caused the dramatic spikes. That includes a colder winter, economic pressures for volatile fossil fuel sources and a gas pipeline system within a monopoly of utility companies.” <https://www.wgbh.org/news/local/2025-02-21/mass-residents-will-see-lower-gas-bills-for-march-and-april-regulators-say>

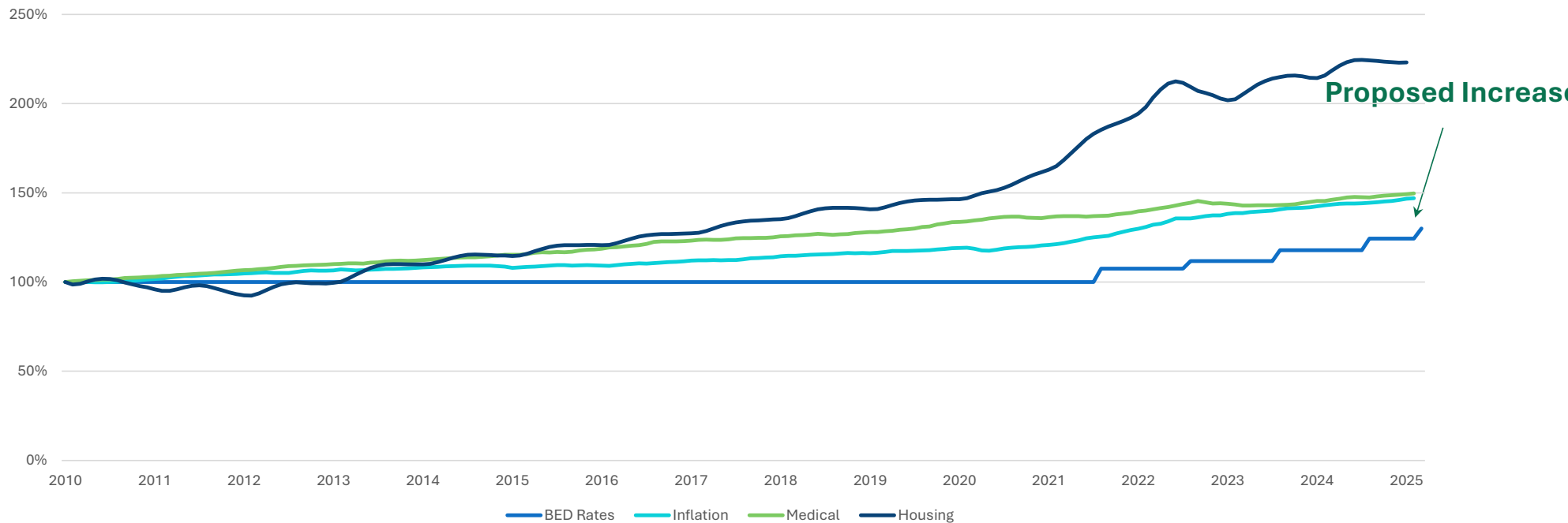
“In the last couple of days, seeing Governor Healy also going on record, sending her own letter to the Department of Public Utilities regarding gas rates - which are connected and tied to the electric rates, and much of our electric is produced by natural gas, Spikes in natural gas costs directly impact the cost of delivery of electricity to the residents of the Commonwealth” - <https://www.wamc.org/news/2025-02-20/rise-in-gas-and-electric-bills-prompts-outcry-in-mass-calls-for-state-to-review-hikes>

“Electricity prices in Massachusetts have risen by 65% over the decade...This aligns with reports of significant rate hikes, such as National Grid’s 64% increase in 2022 and Eversource’s adjustments, driven by factors like natural gas price volatility and infrastructure costs.” - <https://fallriverreporter.com/massachusetts-natural-gas-prices-up-93-electricity-up-65-the-last-10-years/>

“The New England power grid gets lots of power from nuclear generators, renewables and hydropower dams, but more than half of its annual generation comes from natural gas. The constraints on the pipelines that supply gas to the region are well-documented. While these limitations aren’t as much of a concern for much of the year, they can have a big impact on electric power during the winter, when gas demand goes up. They’re the reason why electric rates climb between November and April.” - <https://www.providencejournal.com/story/news/local/2025/02/19/high-electric-bill-rhode-island-energy-why-is-electricity-bill-so-high/79075053007/>



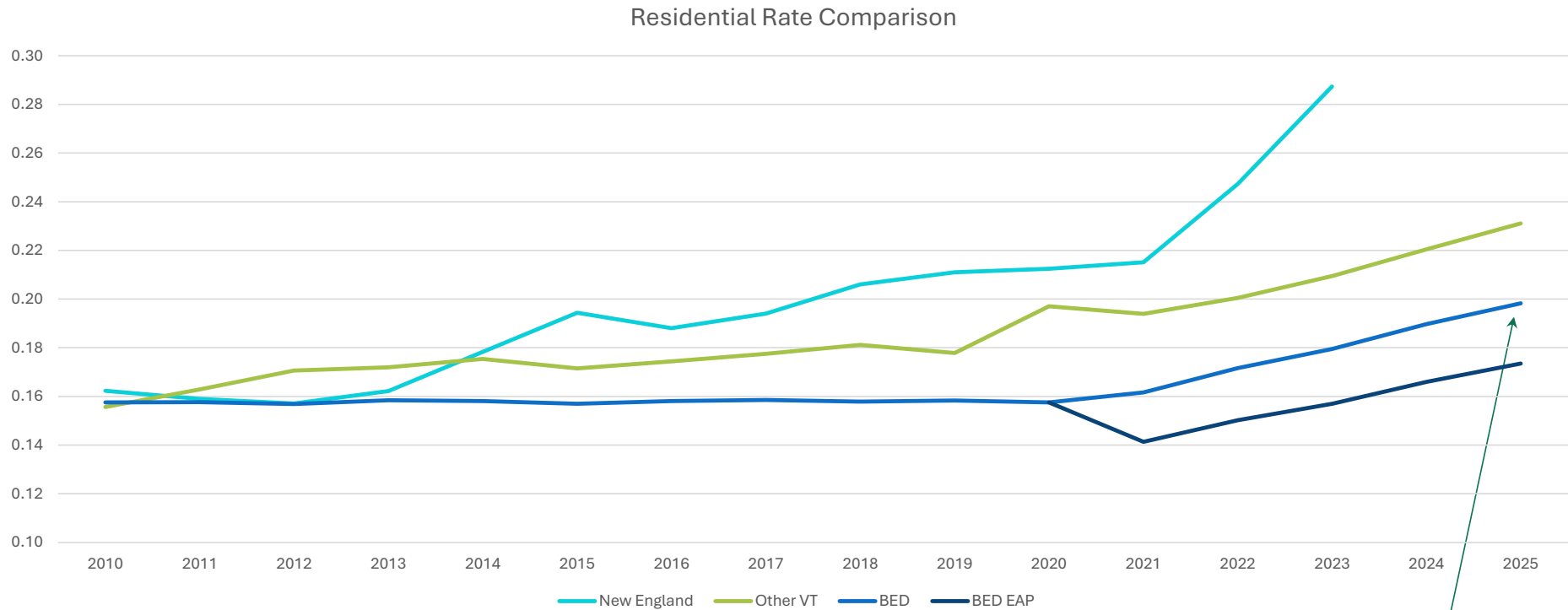
Change in Cost of BED Electricity vs. Other Goods/Services since 2010



¹ Data sources from FRED Economic Data and BED sales



Rate Comparison: Residential since 2010

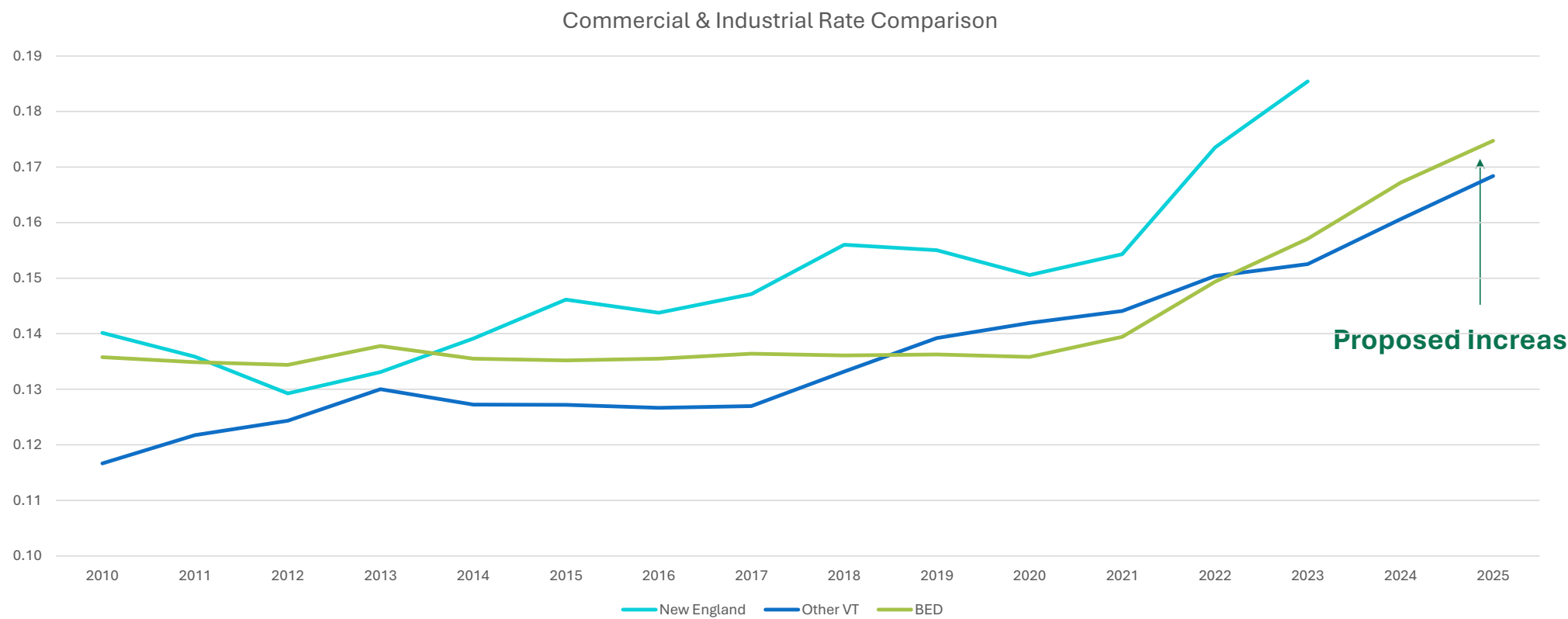


Proposed Increase

Source: BED sales data, EIA data up to 2023, Other VT based on GMP (2024) and VEC (2025) rate increases



Rate Comparison: Commercial & Industrial since 2010

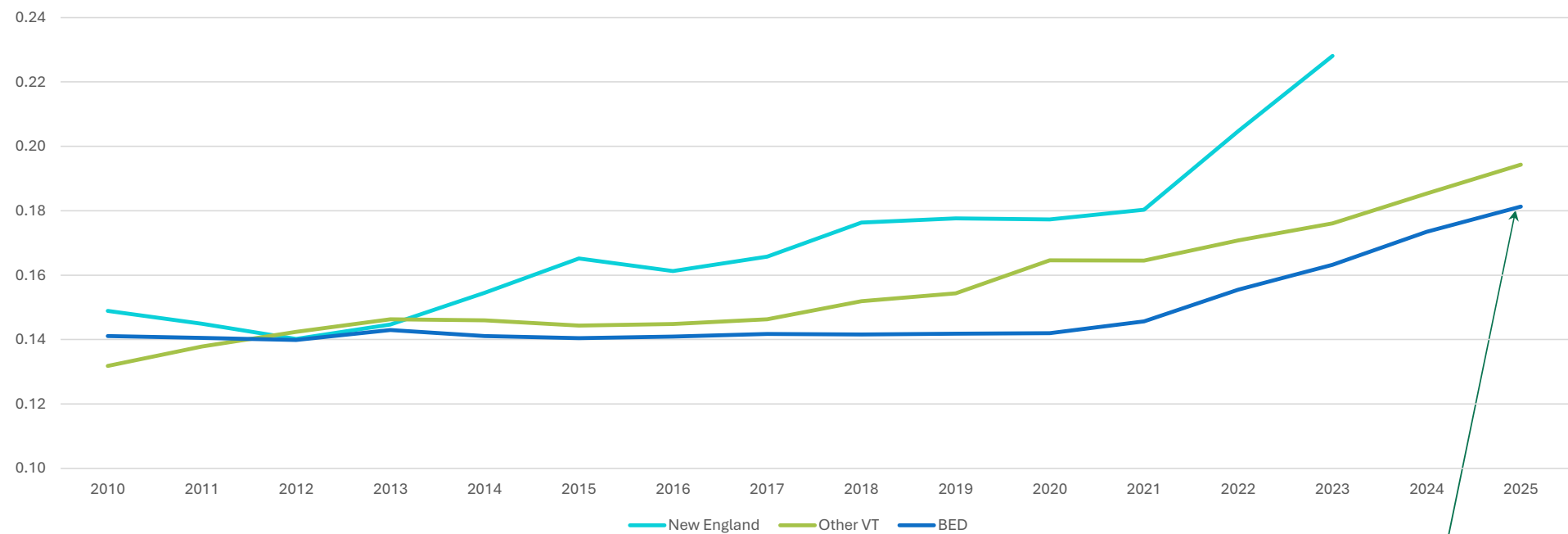


Source: BED sales data, EIA data up to 2023, Other VT based on GMP (2024) and VEC (2025) rate increases



Rate Comparison: Total Cost to Serve since 2010

Total Electric Rate Comparison



Source: BED sales data, EIA data up to 2023, Other VT based on GMP (2024) and VEC (2025) rate increases

Proposed Increase



Effect on Customer Bills

Group	Average Monthly Use (kWh)	Average Monthly Bill ¹		
		At Current Rate	At Proposed Rate	Increase
Residential	419	\$89.32	\$93.10	\$3.78
Small General	425	\$112.28	\$117.09	\$4.81

¹ Accounting for Franchise Fee

² Calculations based on average monthly energy for rate classes. The rate increase will have larger bill impacts for customers with higher energy usage.



Effect on Energy Assistance Program Customers

- Estimated bill impact is \$3.74/month¹ on average
- EAP enrollment can mitigate the rate increase impact on the monthly bill

Period	LMI Bill (Before EAP Credit)	EAP Credit
Current Rate	\$100.81	-\$11.86 (12.5%)
Proposed Rate	\$105.10	-\$12.40 (12.5%)

- Eligibility: 185% of Federal Poverty Level & Current Participant in Vermont State Fuel Assistance Program
- 776 customers enrolled as of 3-31-25. Anticipated to help 800-1,500 residential customers based on enrollment of eligible customers for similar assistance programs.²
- Developing tariff revision to allow non-profit residential shelters to qualify for the rate

¹ Low/Moderate-income usage modeled on customers currently enrolled in BED's Energy Assistance Program (476 kWh/month)

² Anticipated enrollment based on uptake of eligible customers in other Vermont Energy Assistance programs (VGS: 14%, GMP: 25%)

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Burlington Electric Submitter: Darren Springer and Emily Stebbins-Wheelock

Title/Subject: FY26 Rate Change

Approval Requested:

- ☒ Board of Finance
☒ City Council
☐ Both BOF and Council

Meeting Date:

5/19/2025

6/2/2025

Click or tap to enter a date.

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5. Name the reviewing Attorney or HR Manager in the Note column.

Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	5/1/2025	Click or tap here to enter text.
Mayor's Office	Yes	5/15/2025	Click or tap here to enter text.
Board/Commission	Yes	5/14/2025	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	5/15/2025	Jessica Brown, motions included
CAO for budget, financing, and memo	Yes	5/15/2025	Click or tap here to enter text.
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

BURLINGTON ELECTRIC DEPARTMENT

Tariff Sheets

Effective September 1, 2025

ENERGY ASSISTANCE PROGRAM (EAP) RATE

(EAP Page 1 of 2)

Availability

Service under this Rate is available to any ~~non-net-metered~~ Customer who currently takes service through BED's Residential Service ("RS") Rate and has a household income at or below 185% of the Federal Poverty Level ("FPL") and certain other Customers as detailed below.

Character of Service

Alternating current, 60 Hertz, at the standard utilization voltage.

Monthly Bill

EAP Rate Customers will be billed for all applicable charges at their prevailing ~~RS~~ Rate. A 12.5% EAP Rate discount will be applied to the total Energy, Demand, and Customer Charges each month and appear as a credit on the bill.

Terms and Conditions

- 1) Eligibility verification methods for Residential Customers: Eligible RS Rate Customers can opt to request BED to enroll them in the EAP Rate and verify income eligibility by providing documentation of eligibility for:
 - a. Vermont Seasonal Fuel Assistance,
 - b. 3SquaresVT,
 - c. VGS Energy Assistance,
 - d. Vermont Section 8 Assistance, or
 - e. for any Customers who meet the at or below 185% of FPL income eligibility threshold for the EAP Rate who are not able to provide eligibility documentation using any of the above income verification methods, BED will work with those Customers to find an alternative verification method.
- 2) Other eligible Customer verification method: BED may enroll in the EAP Rate Customers that are non-profit entities that provide housing and pay electricity costs for residents who meet the 185% of FPL income-eligibility threshold for the Rate. Such entities include shelters providers serving unhoused populations or affordable housing organizations. For entities providing affordable

(EAP Page 2 of 2)

housing (as opposed to no-cost housing) such entities will be eligible for this rate provided they can document to BED how they will pass on the additional/new benefit from participation in the Rate to the income-eligible residents. BED will determine, in its sole judgment, what constitutes adequate documentation that the benefit of this rate will accrue to paying tenants.

- 3) BED automatically will enroll any Customers in the EAP Rate who are on the Vermont Department of Children and Families list of Seasonal Fuel Assistance recipients and will notify such Customers of their enrollment. Any Customers who are automatically enrolled in the EAP Rate who do not wish to be enrolled in the EAP Rate can opt out of participating by contacting BED.
- 4) Termination and renewal of enrollment: Customers may withdraw from this Rate at any time by contacting BED. Customers who become ineligible for the EAP Rate based on a change in income must contact BED to provide notification of this change within one month of such an occurrence. BED may require Customers to renew their enrollment in the EAP Rate by providing updated income eligibility documentation no more frequently than once every year.
- 5) BED is authorized to use an external entity, such as a Vermont agency or other third party, to perform Customer income eligibility verification services.
- 6) If BED identifies methods for verifying income eligibility in addition to those listed in Section 1 above, BED will provide notification of these additional methods on its website where this tariff is located.
- 7) Where no specific provisions are provided in this rate, service requirements will be as provided for in BED's current~~delivered under BED's~~ Operating Guidelines.

Board of Finance and City Council Submission Checklist

Version: April 2025

Department: Burlington Electric Submitter: Darren Springer and Emily Stebbins-Wheelock

Title/Subject: Energy Assistance Program Tariff Update

Approval Requested: Meeting Date:

☒ Board of Finance 5/19/2025

☒ City Council 6/2/2025

☐ Both BOF and Council Click or tap to enter a date.

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Signoff Needed	Received?	Approval Date	Note
Department Head	Yes	5/9/2025	Click or tap here to enter text.
Mayor's Office	Yes	5/15/2025	Click or tap here to enter text.
Board/Commission	Yes	5/14/2025	Click or tap here to enter text.
City Attorney's Office for memo and contracts or legal documents	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office for memo and motion(s) or resolution(s)	Yes	5/15/2025	Jessica Brown, motions included
CAO for budget, financing, and memo	Yes	5/15/2025	Click or tap here to enter text.
Human Resources, if personnel action or policy	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if IT-related	Choose an item.	Click or tap to enter a date.	Click or tap here to enter text.

Resolution Relating to

APPROVING THE ISSUANCE OF A GRANT
ANTICIPATION NOTE FOR THE COSTS OF CERTAIN
CITY CAPITAL IMPROVEMENT PROJECTS

RESOLUTION _____
Sponsor(s): Bd. of Finance
Introduced: _____
Referred to: _____
Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Five.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City of Burlington (the “City”) anticipates the receipt of federal and state grants for certain capital improvement projects (the “Projects”), which, together with current federal and state grants awarded to the City, total at least \$10,000,000 (the “Grants”); and

WHEREAS, the City will implement the Projects pending the receipt of the Grants and will receive reimbursement from federal and state authorities pursuant to the Grants; and

WHEREAS, the City Council, pursuant to 24 V.S.A. § 1773(c), may undertake temporary loans in anticipation of the receipt of grants-in aid from any source, for a period of not more than one year, and may refund and renew outstanding temporary loans by the issuance of a new note or notes dated before the date the total grant-in-aid is received;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Burlington, Vermont, that the City shall issue one or more grant anticipation notes, secured by the Grants, in an aggregate principal amount not to exceed \$10,000,000 (together, the “Note”), for the object and purpose of financing the costs of the Projects that are the subject of the Grants. The Note shall be secured by a pledge of the proceeds of the Grants as payment therefore and shall mature less than one year from the date of issuance thereof. To the extent legally permissible and as may be requested by the financial institution purchasing the Note, the City may transfer the proceeds of such Grants, when received, to a separate account designated by such purchaser in order to perfect such purchaser’s security interest in such proceeds. The Note may be issued on a draw-down line of credit basis; and

BE IT FURTHER RESOLVED that the Mayor, the Chief Administrative Officer, the Director of Finance, and the Assistant Director of Finance are, and each one of them is, hereby authorized and empowered to execute and deliver, subject to the review and approval of the City Attorney, (i) the Note on behalf of the City, in such form and with such terms as they deem necessary and in the City’s best interest, (ii) one or more security, pledge and loan agreements as may be requested by the financial institution purchasing the Note, and (iii) all other documents and instruments necessary or convenient in connection with the issuance of the Note and/or the receipt of the Grants.



OFFICE OF THE CLERK/TREASURER City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

To: Board of Finance & City Council
From: Brad Kukenberger, Director of Finance/Darlene Bayko, Asst Director of Finance

Date: May 19, 2025 Board of Finance/City Council
Action: Action
RE: \$10,000,000 General Fund Grant Anticipation Note (GAN)

Executive Summary

The General Fund (GF) needs temporary financing in anticipation of funding that is obligated under several Federal/State Grants. These grants cover certain capital improvement projects including Champlain Parkway, design & construction to rebuild Bank Street, Cherry Street, and sections of Pine Street & St. Paul Street, including workforce development, and construction of a Shared Use path along Queen City Park Road, between Austin Dr. and Central Ave.

The proposed Grant Anticipation Note is secured by a pledge of the Grants, and not the Full Faith and Credit of the City, and will have a maturity of less than one year from the date of issuance.

Logistics

The City of Burlington (the "City") is planning to finance a Grant Anticipation Note (the "Note") for the City of Burlington General Fund. Under 24 V.S.A. § 1773(c), a municipal corporation may undertake temporary loans in anticipation of the receipt of grants-in aid from any source upon resolution of its legislative branch. The proceeds from such Grant Anticipation Notes must be used for the purpose and projects contemplated by the grants. The Grant Anticipation Notes cannot mature more than one year from the date of the note, but State law allows such Grant Anticipation Notes to be refunded and renewed from time to time prior to receipt of the underlying grant.

Issuing the Grant Anticipation Note

The accompanying Resolution provides for the issuance of the Note in an amount up to \$10,000,000. This will be used for financing temporary loans in anticipation of current Federal/State Grants.

The Resolution authorizes the Mayor, the City's Chief Administrative Officer, and the Director of Financial, and Assistant Director of Finance to execute and deliver the Note, any security, pledge and loan agreements that may be required by the financial institution purchasing the Note, and any other agreements related to the Note or the Grants that may be necessary.

Board of Finance Motion: To approve, and recommend that Council waive the reading and approve, the attached resolution.

City Council Motion: To waive the reading and approve the attached resolution.

Board of Finance and City Council Submission ChecklistDepartment: Clerk Treasurer Office Submitter: Darlene BaykoTitle/Subject: Approval to execute a Grant Anticipation Note for the General Fund

	Approval:	Meeting Date:
☐	Board of Finance	Click or tap to enter a date.
☐	City Council	
☒	Concurrent	5/19/2025

This form must be completed by the person submitting the materials, and sent with the final submission. Please do not indicate that a signoff was received until it has actually been obtained.

Signoffs Received

Signoff Needed	Received	Date Received	Note
Department Head	Yes	05/14/2025	Katherine Schad
Mayor's Office informed and approved memo	Yes	05/14/2025	Erin Jacobsen
Board/Commission, if required	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved contract and/or legal documents, -Identify attorney in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
City Attorney's Office has approved memo and motion(s) or resolution(s) -Identify attorney in note	Yes	05/13/2025	Erik Ramakrishnan
CAO has reviewed budget, financing, and memo	Yes	05/14/2025	Katherine Schad
Human Resources, if personnel action -Identify HR Manager in note	N/A	Click or tap to enter a date.	Click or tap here to enter text.
CIO, if an IT-related investment/purchase	N/A	Click or tap to enter a date.	Click or tap here to enter text.

Materials Included

	Included?	Note
Final Memo Attached?	Yes	Click or tap here to enter text.
Contract Attached, if applicable?	Choose an item.	Click or tap here to enter text.
Additional Materials, if necessary	N/A	
Draft Resolution or Motion?	Yes	Click or tap here to enter text.
If for submission to Council, are sponsors identified?	N/A	