



**BURLINGTON BOARD OF FINANCE  
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR  
MINUTES OF MEETING  
June 23, 2025**

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## **1. Agenda**

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### **1. Agenda**

Mayor Mulvaney-Stanak convened the meeting at 5:07 pm.

Members present: Mayor Mulvaney-Stanak, Councilors Carpenter, Barlow, Neubieser and City Council President Traverse.

City Attorney Brown was present.

**Subject**

**1.1. Motion to amend/adopt agenda**

Meeting

June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM,  
Contois Auditorium, 149 Church Street, 2nd Floor

Category

1. Agenda

Department

Council and Board

Type

Action  
Procedural

Recommended Action

Motion to amend/adopt agenda as follows: add agenda item 4.4. Reclassification and retitling of Assistant Director of Community Works - BWD

1.1. Motion to amend/adopt agenda

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

## **2. Public Forum**

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### **2. Public Forum**

**Subject**

**2.1. Verbal Comments**

Meeting

June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM,  
Contois Auditorium, 149 Church Street, 2nd Floor

Category

2. Public Forum

Department

Council and Board

Type

Action  
Procedural

Recommended Action    open Public Forum  
                                  close Public Forum

2.1. Verbal Comments

On line:  
Sharon Bushor  
Kelly Devine

### 3. Consent Agenda

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#### 3. Consent Agenda

Unanimous adoption of the consent agenda.

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

Meeting                                   June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM,  
                                                  Contois Auditorium, 149 Church Street, 2nd 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

**Subject**                                   **3.2. June 16, 2025 Board of Finance Meeting Minutes - C/T**

Meeting                                   June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM,  
                                                  Contois Auditorium, 149 Church Street, 2nd Floor

Category                                   3. Consent Agenda

Department                              Clerk/Treasurer's Office

Type                                        Action (Consent)  
                                                  Minutes  
                                                  Information

Recommended Action    approve the minutes

3.2. June 16, 2025 Board of Finance Meeting Minutes - C/T

**Subject**                                   **3.3. FY26 Final Mayor's Budget**

Meeting                                   June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM,  
                                                  Contois Auditorium, 149 Church Street, 2nd Floor

Category                                   3. Consent Agenda

Department Mayor's Office  
Type Communication  
Action (Consent)  
Information

Recommended Action waive the reading, accept the communication and place it on file

### 3.3. FY26 Final Mayor's Budget

## 4. Deliberative Agenda

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### 4. Deliberative Agenda

**Subject 4.1. Request for City Council Initiative Funds for Memorial Auditorium Beautification - BCA**

Meeting June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department City Arts

Type Action

Recommended Action to recommend that City Council approve the use of \$14,000 from the City Council Initiative Fund for Memorial Auditorium Beautification and authorize CAO to effectuate any budget amendments needed

#### 4.1. Request for City Council Initiative Funds for Memorial Auditorium Beautification - BCA

Doreen Kraft spoke to this agenda item.

Motion made by City Council President Traverse, seconded by Councilor Neubieser, to approve the motion as presented. Motion passed unanimously.

Amended language:

After consideration of City Council Initiative Funds appropriated for the City Council's "Canada Street" resolution on June 16, 2025 and the Arts So Wonderful Juneteenth Mural on June 23, 2025, approve the remainder of City Council Initiative Funds in FY25 for use on Memorial Auditorium Beautification and authorize CAO to effectuate any budget amendments needed.

**Subject 4.2. Council Initiative Funds request for Arts So Wonderful and its Juneteenth mural**

Meeting June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department Council and Board

Type Action

Recommended Action recommend the approval of \$869.32 in Council Initiative Funds for Arts So Wonderful and its Juneteenth mural

4.2. Council Initiative Funds request for Arts So Wonderful and its Juneteenth mural  
Bruce Wilson spoke to this agenda item.  
Motion made by Councilor Carpenter, seconded by Councilor Barlow, to approve the motion as presented. Motion passed unanimously.

**Subject** **4.3. Great Streets Main Street - Traffic Mitigation - DPW**

Meeting June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department Public Works Department

Type Discussion  
Information  
Action

Recommended Action 1. To approve and recommend that the City Council authorize the Director of Public Works to execute an amendment to the contract with S.D. Ireland Brothers Corporation in the amount of \$600,000, bringing the total contract value up to \$27,143,720.62. This will be funded with one of the new funding sources noted in the memo rather than the previously authorized project contingency (which consists of \$2,628,795.83, made up by TIF and \$32,541 of Wastewater Capital). This will bring the total authorized amount to \$29,772,516.45 for the Great Streets Main Street project.  
2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to effect all necessary budget amendments and transfers of funds to and from the above-referenced funding sources as needed to pay the above-referenced project expenses and Overall Project Budgets, in substantial conformance with the attached budget transfer request

4.3. Great Streets Main Street - Traffic Mitigation - DPW  
Laura Wheelock, Chapin Spencer and Ashley Parker spoke to this agenda item.  
Motion made by Councilor Barlow, seconded by Councilor Carpenter, to approve the motion as presented. Motion passed unanimously.

**Subject** **4.4. Reclassification and retitling of Assistant Director of Community Works - BWD**

Meeting June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 4. Deliberative Agenda

Department Business and Workforce Development

Type Action

Recommended Action to approve and recommend to City Council the retitling of the Assistant Director for Community Works to Real Estate Development Manager and to reclassify this position from grade 26 down to grade 23

4.4. Reclassification and retitling of Assistant Director of Community Works - BWD

Kara Alnasrawi spoke to this agenda item.

Motion made by City Council President Traverse, seconded by Councilor Neubieser, to approve the motion as presented. Motion passed unanimously.

## 5. Adjournment

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### 5. Adjournment

**Subject**

**5.1. Motion to adjourn**

Meeting

June 23, 2025 - Board of Finance Meeting - Monday, June 23, 2025, 5:00 PM,  
Contois Auditorium, 149 Church Street, 2nd 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 6:00 pm.