



**BURLINGTON CITY COUNCIL
CONTOIS AUDITORIUM, 149 CHURCH STREET, 2ND FLOOR
MINUTES OF MEETING
November 3, 2025**

1. Agenda

1. Agenda

City Council President Traverse convened the meeting at 6:09 pm.

Members present: City Council President Traverse, Councilors Barlow, Bergman, Broderick, Carpenter, Grant, Litwin, McKnight, Neubieser, Schachter and Singh (all in person); Councilor Kane (online)

Others present: Mayor Mulvaney-Stanak, COS Jacobsen, City Attorney Brown and Lori Olberg

Subject	1.1. Motion to amend/adopt agenda
----------------	--

Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 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: remove from the consent agenda item 5.1. Accountability List - DFA and place it on the Deliberative Agenda as item 6.4. (per City Council President Traverse per Councilor Litwin) ; add to the consent agenda item 5.18 Indoor Special Event Entertainment Permit Application (one day only): SEABA Center, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, reception and fundraiser
--------------------	---

1.1. Motion to amend/adopt agenda

Motion made by Councilor Singh, seconded by Councilor Schachter, to adopt the agenda as amended to also include removing consent agenda item 5.2 Accountability List - DFA and placing it on the deliberative agenda as item 6.4.

Motion passed unanimously.

2. Executive Sessions (45 mins.)

2. Executive Sessions (45 mins.)

City Attorney Brown spoke to this agenda item.

The two motions were made by Councilor Singh, seconded by Councilor Schachter. Motions passed unanimously.

Executive session began at 6:18 pm.

Executive session ended at 6:55 pm.

Subject	2.1. A. Financial relief to small businesses re municipal construction; B. Threatened litigation regarding an election matter; and C. City of Camden et al v. 3M Company, 2:23-cv-03147.
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	2. Executive Sessions (45 mins.)
Department	City Attorney
Type	Action Procedural
Recommended Action	1. To make a specific finding that premature general public knowledge of confidential attorney-client communications made for purposes of providing professional legal services to the City Council would clearly place the City at a substantial disadvantage by discussing privileged matters and attorney work product in public; and 2. To move into executive session based upon the foregoing specific finding, pursuant to 1 V.S.A. § 313(a)(1)(F), to confer with the City Attorney regarding: a. Financial relief to small businesses in relation to municipal construction, to include the members of the City Council, the City Attorney and her staff, the Mayor and her staff, the Chief Administrative Officer and her staff, the CEDO Director and her staff, and the DPW Director and his staff; and b. Threatened litigation regarding an election matter, to include members of the City Council, the City Attorney and her staff, the Mayor and her staff, and the Chief Administrative Officer and her staff c. Issues relevant to certain class action litigation, to include members of the City Council, the City Attorney and her staff, the Mayor and her staff, the Chief Administrative Officer and her staff, and the Water Resources Director.

2.1. A. Financial relief to small businesses re municipal construction;
B. Threatened litigation regarding an election matter; and
C. City of Camden et al v. 3M Company, 2:23-cv-03147.

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**

City Council President Traverse opened the Public Forum at 6:55 pm.
City Council President Traverse closed the Public Forum at 7:17 pm.

Subject	3.1. Verbal Comments
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	3. Public Forum: Time Certain: 6:45 pm **See above for signup instructions**
Department	Council and Board

Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3.1. Verbal Comments

BTV residents (in person):

Greg Epler Wood: new issue - petition presentation
 Scott Lowe: communication: Scott Lowe (policy analysis)
 Ethan Kieffner: Student Housing
 Yeraz Kaligian: Student Housing
 Benjamin "Benjy" Robke: student housing
 Gabby Grzan: student housing

BTV resident (online):

Sharon Bushor - tech issues, did not work

Non BTV resident (in person):

Sandy Harper: missing son

Non BTV resident (online):

Keren Sita: do not play her/try her

4. Mayor - General City Affairs (up to 10 mins.)

4. Mayor - General City Affairs (up to 10 mins.)

Subject	4.1. Verbal reports
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	4. Mayor - General City Affairs (up to 10 mins.)
Department	Council and Board
Type	Information

4.1. Verbal reports

5. Consent Agenda

5. Consent Agenda

Subject	5.1. Motion to adopt the consent agenda (as amended) and take the actions indicated
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	5. Consent Agenda
Department	Council and Board

Type Action (Consent)
Procedural

Recommended Action Motion to adopt the consent agenda (as amended) and take the actions indicated

5.1. Motion to adopt the consent agenda (as amended) and take the actions indicated

Motion made by Councilor Schachter, seconded by Councilor McKnight, to adopt the consent agenda as amended and take the actions indicated. Motion passed unanimously.

Subject 5.2. Accountability List - DFA **NOW AGENDA ITEM 6.4.**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025,
6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication
Information

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

5.2. Accountability List - DFA ****NOW AGENDA ITEM 6.4.****

**Subject 5.3. Tobacco and Tobacco Substitute Endorsement License Renewals
(2025-2026): Jolley #526 (Stewart's Shops)**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025,
6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)

Recommended Action approve the 2025-2026 Tobacco and Tobacco Substitute Endorsement License
Renewals for Jolley #526 (Stewart's Shops)

5.3. Tobacco and Tobacco Substitute Endorsement License Renewals (2025-2026): Jolley #526 (Stewart's Shops)

Subject 5.4. Designation of Municipal Enforcement Officers - Attorney's Office

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025,
6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department City Attorney

Type Action (Consent)

Recommended Action to approve the designation of municipal enforcement officers as shown on the attached designation form for purposes of enforcing Chapter 27 of the Burlington Code of Ordinances, subject to the City's existing policies respecting sheltering on public lands

5.4. Designation of Municipal Enforcement Officers - Attorney's Office

Subject 5.5. Communication: UVM Student Tenant Union re: 10/21/25 City Council Public Forum Comments

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication
Information

Recommended Action waive the reading and place the communication on file

5.5. Communication: UVM Student Tenant Union re: 10/21/25 City Council Public Forum Comments

Subject 5.6. Communication: Scott Lowe, Paralegal/Community Advocate, re: Potential Impacts of Proposed Homestead Exemption and Tax Rate Inflator on Renters and Broader Municipal Equity

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication

Recommended Action waive the reading and place the communication on file

5.6. Communication: Scott Lowe, Paralegal/Community Advocate, re: Potential Impacts of Proposed Homestead Exemption and Tax Rate Inflator on Renters and Broader Municipal Equity

Subject 5.7. Memorandum of Understanding (MoU) between the Friends of the Fletcher Free Library (Friends) and the Fletcher Free Library-City of Burlington - Library

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Fletcher Free Library

Type Action (Consent)

Recommended Action to approve and authorize the Director of the Fletcher Free Library to execute the Capital Campaign Memorandum of Understanding with the Friends of the Fletcher Free Library subject to review and approval of the City's Attorney

5.7. Memorandum of Understanding (MoU) between the Friends of the Fletcher Free Library (Friends) and the Fletcher Free Library-City of Burlington - Library

Subject 5.8. Church Street Marketplace - 62 Church Street Storefront - Authorization to Award Lease

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Church St. Marketplace

Type Action (Consent)

Recommended Action to authorize the Mayor to execute a three-year lease with Olive & Ollie LLC for retail operations in the 62 Church Street property, subject to final review and approval by the City Attorney's Office

5.8. Church Street Marketplace - 62 Church Street Storefront - Authorization to Award Lease

Subject 5.9. Burlington Harbor Marina: Dredging Maintenance Project: Procurement and Contracting - Parks, Recreation and Waterfront

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Parks, Recreation, & Waterfront

Type Action (Consent)

Recommended Action 1. To authorize BPRW to use the Request for Price Quotation (RFPQ) procedure, as recommended by the City Attorney's Office, to obtain proposals from qualified and responsible bids for the Burlington Harbor Dredging Project.
2. To authorize Sophie Sauvé, Interim Parks, Recreation and Waterfront Co-Director, to award and execute a contract and any related documents needed to carry out the project, subject to the review and approval of the City Attorney, with the selected vendor for an amount not to exceed \$625,000 for one or both phases of the project

5.9. Burlington Harbor Marina: Dredging Maintenance Project: Procurement and Contracting - Parks, Recreation and Waterfront

Subject 5.10. May 2025 Local Control and City Council Meeting Minutes - DFA

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

5.10. May 2025 Local Control and City Council Meeting Minutes - DFA

Subject 5.11. June 2025 City Council With Mayor Presiding, City Council, Local Cannabis Control Commission and Local Control Commission Meeting Minutes - DFA

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

5.11. June 2025 City Council With Mayor Presiding, City Council, Local Cannabis Control Commission and Local Control Commission Meeting Minutes - DFA

Subject 5.12. July 2025 Local Cannabis Control Commission, Local Control Commission and City Council Meeting Minutes - DFA

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

5.12. July 2025 Local Cannabis Control Commission, Local Control Commission and City Council Meeting Minutes - DFA

Subject **5.13. August 2025 Local Control Commission, City Council and City Council With Mayor Presiding Meeting Minutes - LO**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

5.13. August 2025 Local Control Commission, City Council and City Council With Mayor Presiding Meeting Minutes - LO

Subject **5.14. September 2025 Local Control Commission and City Council Meeting Minutes - DFA**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

5.14. September 2025 Local Control Commission and City Council Meeting Minutes - DFA

Subject **5.15. October 2025 Local Control Commission, Local Cannabis Control Commission, City Council With Mayor Presiding and City Council Meeting Minutes - DFA**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

5.15. October 2025 Local Control Commission, Local Cannabis Control Commission, City Council With Mayor Presiding and City Council Meeting Minutes - DFA

Subject **5.16. Regular Schedule of Meetings of the Board of Finance and City Council through August 24, 2026 - DFA**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information

Recommended Action to approve the above list of meetings through August 24, 2026

5.16. Regular Schedule of Meetings of the Board of Finance and City Council through August 24, 2026 - DFA

Subject **5.17. FIO Documents**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Communication
Information

Recommended Action for information only

5.17. FIO Documents

Subject **5.18. Special Event Indoor Entertainment Permit Application (one day only): SEABA, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, art reception and fundraiser**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 5. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)

Recommended Action ratify the one day only special event indoor entertainment permit application for SEABA, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, art reception and fundraiser

5.18. Special Event Indoor Entertainment Permit Application (one day only): SEABA, 400 Pine Street, October 31, 2025, 5 pm - 10 pm, art reception and fundraiser

6. Deliberative Agenda

6. Deliberative Agenda

Subject	6.1. Director of Parks, Recreation and Waterfront Appointment - Mayor (15 mins.)
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Mayor's Office
Type	Action
Recommended Action	move to confirm the appointment of Phil Lewis to the position of Director of the Department of Parks, Recreation, and Waterfront

6.1. Director of Parks, Recreation and Waterfront Appointment - Mayor (15 mins.)

Phil Lewis introduced himself.

Motion made by Councilor Bergman, seconded by Councilor Grant, to approve the motion as presented. Motion passed unanimously.

Councilor Neubieser was not at the table to vote.

Subject	6.2. Proposed Changes to BED Miscellaneous Service Fees - Electric (15 mins.)
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	<u>UPDATED MOTION LANGUAGE:</u> To approve and 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 changes in Burlington Electric Department's Miscellaneous Service Fees as proposed, <u>provided BED will request of the PUC that these changes take effect no earlier than March 31, 2026.</u> <u>ORIGINAL MOTION LANGUAGE:</u> to approve and 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 changes in Burlington Electric Department's Miscellaneous Service Fees as proposed

6.2. Proposed Changes to BED Miscellaneous Service Fees - Electric (15 mins.)

Darren Springer and Emily Stebbins-Wheelock spoke to this agenda item.

Motion made by Councilor Barlow, seconded by Councilor Carpenter, to approve the motion as amended:

To approve and 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 changes in Burlington Electric Department's Miscellaneous Service Fees as proposed, **provided BED will request of the PUC that these changes take effect no earlier than March 31, 2026.**

Motion passed unanimously.

Subject	6.3. Resolution: Strengthening The Relationship Between The City Administration, City Council, And Neighborhood Planning Assemblies (NPAS)(CDNR Committee)(20 mins.)
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Council and Board
Type	Action Resolution

Recommended Action waive the reading and adopt the resolution

6.3. Resolution: Strengthening The Relationship Between The City Administration, City Council, And Neighborhood Planning Assemblies (NPAS)(CDNR Committee)(20 mins.)

Jonathan Chapple-Sokol spoke to this agenda item.

Motion made by Councilor Neubieser, seconded by Councilor Litwin, to waive the reading and adopt the resolution.

Motion passed unanimously.

Subject	6.4. Accountability List - DFA **was consent agenda item 5.2.**
Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
Category	6. Deliberative Agenda
Department	Department of Finance and Administration
Type	Action Communication Information

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

6.4. Accountability List - DFA ****was consent agenda item 5.2.****

Motion made by Councilor Litwin to waive the reading, accept the communication and place it on file and to make sure that the Accountability List is reviewed and updated as needed.

7. Committee Reports

7. Committee Reports

Subject	7.1. Verbal reports
----------------	----------------------------

Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
---------	---

Category	7. Committee Reports
----------	----------------------

Department	Council and Board
------------	-------------------

Type	Information
------	-------------

7.1. Verbal reports

8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)

Subject	8.1. Verbal reports
----------------	----------------------------

Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
---------	---

Category	8. City Council - General City Affairs (to include Climate and Public Health & Safety Emergency Updates: up to 5 mins. per Councilor)
----------	---

Department	Council and Board
------------	-------------------

Type	Information
------	-------------

8.1. Verbal reports

9. City Council President - Council Updates (up to 5 mins.)

9. City Council President - Council Updates (up to 5 mins.)

Subject	9.1. Verbal reports
----------------	----------------------------

Meeting	November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor
---------	---

Category	9. City Council President - Council Updates (up to 5 mins.)
----------	---

Department	Council and Board
------------	-------------------

Type	Information
------	-------------

9.1. Verbal reports

10. Adjournment

10. Adjournment

Subject **10.1. Motion to adjourn**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 10. Adjournment

Department Council and Board

Type Procedural
Action

Recommended Action Motion to adjourn

10.1. Motion to adjourn
City Council President Traverse adjourned the meeting at 8:52 pm. Motion passed unanimously.

11. Informational and Non-Discrimination Statements

11. Informational and Non-Discrimination Statements

Subject **11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.**

Meeting November 3, 2025 - Regular City Council Meeting - Monday, November 3, 2025, 6:00 PM, Contois Auditorium, 149 Church Street, 2nd Floor

Category 11. Informational and Non-Discrimination Statements

Department Council and Board

Type Information

11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Council and Licensing Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.