

Ordinance Committee
Thursday, October 16, 2025
Bushor Conference Room Conference Room
or Remote via Zoom. Burlington, Vermont
DRAFT MINUTES

Members Present: Councilor Bergman (Chair), Councilor Carpenter, Councilor Barlow, Councilor Kane

Staff Present: Kim Sturtevant (Assistant City Attorney), Erik Ramakrishnan (Assistant City Attorney), Hayley McClenahan (Assistant City Attorney), Katherine Schad (CAO), Laura Wheelock (DPW Technical Services Director)

Public Present: Allie Schachter, Evan Litwin, Sharon Bushor, SP

Meeting called to order at 4:32 PM.

1. Adopt the Agenda
1.1 Adopt the Agenda

Motion to Adopt Agenda.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

2. Adopt Draft Minutes
2.1 Adopt Draft Minutes from October 3

Motion to adopt the draft minutes from October 3.

Motion by Councilor Barlow, Seconded by Councilor Carpenter.

Final Resolution: Motion Passes

Yes: Unanimous

3. Public Forum

Sharon Bushor: I support having 65 being the mandatory age of retirement for Class A employees. I don't think it is harmful to have to financial disclosure, but not entirely sure. It could be helpful to find conflicts of interest. I don't like that the public is cut out of the parking ordinance changes. I am okay with items 2-5 of the draft ordinance. I think the changes by the Department should have to go to the Commission and not be optional. I do think there should be changes for safety sake, but also keep the needs of the neighborhood in mind.

Evan Litwin (Ward Seven City Councilor): I have questions about the financial disclosure item. Lines 18-20 reference 24 VSA 1999. I do not see how the financial disclosure aligns with State law. I also think it is not appropriate to have this apply to the next elections in March as candidates are going to be declaring soon. I do not think this disclosure form will cover the

issues that Councilor Neubieser intends it to. Notably, Councilor Grant did not recuse herself from a contract that she was involved with when Ta-Nehisi Coates came to the Flynn and the Council Rules already require disclosure of such financial conflicts.

4. Raising the Mandatory Retirement Age for Class A Employees Discussion

Katherine Schad (CAO) discussed the financial breakdown regarding this item. The document is available in the agenda packet on CivicClerk.

Councilor Carpenter said that 67 being the mandatory age makes sense as that is the age to collect full social security. She noted that many other public departments do not have a mandatory retirement age. She said she trusts the BFD to manage their staff.

Councilor Bergman said he would like to see the unions each provide an analysis and position from their perspective on the different age options available. He said that he does not think a mandatory retirement age is strictly necessary, and currently supports changing the mandatory age to 63 until hearing further from the unions. He said he would like to send the draft ordinance back to City Council for second reading with an age change to 63 and a request for further comment from the public safety unions.

Attorney McClenahan said that the comments forwarded to the Committee from the unions were specific and detailed and that they did not support raising the mandatory retirement age above 63.

Motion to refer the draft ordinance as proposed back to the full City Council for a second reading.

Motion by Councilor Barlow, Seconded by Councilor Kane.

Final Resolution: Motion Passes

Yes: Councilors Bergman, Barlow, Kane

No: Councilor Carpenter

Councilor Barlow clarified that he would like to know if there would be a hole in coverage between ages 63 and 65 and asked Katherine Schad to provide an update on that.

5. Parking Ordinance Changes Discussion

Attorney Ramakrishnan explained the proposed parking changes. The draft ordinance is available in the agenda packet on CivicClerk.

Councilor Carpenter asked about the title of the section regarding individuals with disabilities. She clarified that only people with the disabled parking placard or license plate are exempt. Attorney Ramakrishnan said he would reword that section's title.

Councilor Bergman said that he would prefer that if a change is made administratively to parking rules that the DPW Commission must be notified at their next scheduled meeting of that change.

The Commission would not need to act on that change at that meeting but would still be getting regular updates about administrative changes.

Laura Wheelock (City Engineer) said that notices of administrative changes would be sent to the DPW Commission when the change happens, and that having a timeframe of two regular meetings to get the change on the Commission's agenda would be more feasible.

Councilor Bergman said that the six hour window to close parking on a street is too short. Laura Wheelock said that DPW aims for a 72 hour notice period and 48 hours is standard. She continued that the six hour window is mostly because of the old meter hoods which are now largely replaced with the temporary yellow signs that allow for more specificity about when the parking spots are not usable.

The draft parking ordinances changes will be further discussed in a future Committee meeting.

6. Financial Disclosure Ordinance Discussion

Councilor Bergman said there are some questions already about this draft ordinance. One relates to the coverage of different elected officials like school board members and the other about when this ordinance would go into effect.

Councilor Carpenter said she would like the Committee to come out with two recommendations: one about disclosure and the other about codifying the Council's conflict of interest provisions.

Councilor Barlow said there should be an ethics complaint process for conflicts of interest or other ethical issues.

Allie Schachter (East District City Councilor) said she agrees with a two-pronged approach for disclosure and the strengthening of existing policies.

Councilor Bergman said that the disclosure form, as referred, is for candidates for office while the conflict of interest policies are only once a person has become a Councilor.

7. Any Other Committee Business

The next Ordinance Committee meeting is November 7th.

8. Adjournment

The meeting was adjourned at 6:39 PM.