



**BURLINGTON BOARD OF FINANCE
BUSHOR CONFERENCE ROOM, 149 CHURCH STREET, 1ST FLOOR
MINUTES OF MEETING
January 12, 2026**

1. Agenda

1. Agenda

Mayor Mulvaney-Stanak convened the meeting at 5:06 pm.

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

Others present: City Attorney Brown, Nic Longo, Marie Friedman, Chapin Spencer, Megan Moir, Lynn Reagan, Phil Lewis, Kelli Perkins, Jen Zakaras, Brad Kukenberger and Kara Alnasrawi; Councilors Schachter and Singh (both online)

Subject

1.1. Motion to adopt agenda

Meeting

January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 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 amend/adopt agenda as follows: remove from the Deliberative Agenda Item 4.2. Authorization to Execute Contract with Interface Studio for planBTV: 2050 - Planning (per CAO Schad)

1.1. Motion to adopt agenda

Motion made by Councilor Barlow, seconded by Councilor Carpenter, to adopt the agenda as amended as follows: remove from the agenda item 4.2. Motion passed unanimously.

2. Public Forum

2. Public Forum

Subject

2.1. Verbal Comments

Meeting

January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 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

2.1. Verbal Comments

Sharon Bushor: FY27 budget - 1) sale of city property option and 2) evaluate drinking water system

3. Consent Agenda

3. Consent Agenda

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

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 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 Carpenter, to adopt the consent agenda and take the actions indicated. Motion passed unanimously.

Subject 3.2. December 15, 2025 Board of Finance Meeting Minutes - DFA

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Department of Finance and Administration

Type Action (Consent)
Information
Minutes

Recommended Action approve the minutes

3.2. December 15, 2025 Board of Finance Meeting Minutes - DFA

Subject 3.3. The Annual Burlington Dr. Martin Luther King, Jr. Remembrance Sponsorship - REIB

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Racial Equity, Inclusion, & Belonging (REIB)

Type Action (Consent)

Recommended Action to approve and authorize the Director of the Racial Equity, Inclusion, and Belonging Office and the Chief Administrative Officer to issue a sponsorship grant in the amount of \$5,000 to the Greater Burlington Multicultural Resource Center to support the Annual Burlington Fr. Martin Luther King, Jr. Remembrance event from the Community Celebrations GL

3.3. The Annual Burlington Dr. Martin Luther King, Jr. Remembrance Sponsorship - REIB

Subject 3.4. Mending Wall - REIB

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Racial Equity, Inclusion, & Belonging (REIB)

Type Action (Consent)

Recommended Action to approve and authorize the Director of the Racial Equity Inclusion and Belonging Office and the Chief Administrative Officer to issue a sponsorship grant in the amount of \$2,950 to Armadillo Collective, Pennington Productions, and AALV to support the Mending Wall project from the Community Celebrations GL

3.4. Mending Wall - REIB

Subject 3.5. Request to execute a lease amendment with Hangar Condominium Association Inc. - Airport

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 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 that the City Council authorize the Mayor of the City of Burlington to execute the lease amendment with the Hangar Condominium Association, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

3.5. Request to execute a lease amendment with Hangar Condominium Association Inc. - Airport

Subject 3.6. Request to execute a lease agreement with the General Services Administration (GSA) for Transportation Security Administration (TSA) office space - Airport

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 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 that the City Council authorize the Mayor of the City of Burlington to execute the lease with General Service Administration at the Patrick Leahy Burlington International Airport, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

3.6. Request to execute a lease agreement with the General Services Administration (GSA) for Transportation Security Administration (TSA) office space - Airport

Subject 3.7. Request to execute a ground lease with Aerodyme Corporation - Airport

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 3. Consent Agenda

Department Airport

Type Action (Consent)

Recommended Action **Updated Motion Language:**
to approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute the lease with Aerodyme Corporation, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

Original Motion Language:
to approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute the ground lease with Aerodyme Corporation, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby

3.7. Request to execute a ground lease with Aerodyme Corporation - Airport

4. Deliberative Agenda

4. Deliberative Agenda

Subject 4.1. Request to Add Two Positions and Tier a Third Position - Airport

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Airport

Type Action

Recommended Action To approve and recommend that the City Council approve the following:
1. The addition of one (1) Airport Operations Specialist, full time, non-exempt, AFSCME position, grade 16, step 1-15: \$30.48/hour or \$63,400 annually - \$36.01/hour or \$75,508 annually.
2. The establishment of a Working Foreman Ambassador position, full time, non-exempt, AFSCME position, grade 16, step 1-15: \$30.48/hour or \$63,400 annually - \$36.01/hour or \$75,508 annually.
3. The replacement of the Maintenance Worker position, full time, non-exempt, AFSCME position, grade 14, step 1-15 \$27.00/hour or \$56,166 annually - \$32.12/hour or \$66,828 annually, with the following positions: a. Maintenance Worker I, grade 14, step 1-15 \$27.00/hour or \$56,166 annually - \$32.12/hour or \$66,828 annually; and b. Maintenance Worker II, non-exempt, AFSCME grade 15, step 1-15 \$28.65/hour or \$59,593 annually - \$34.10/hour or \$70,939 annually.

4.1. Request to Add Two Positions and Tier a Third Position - Airport

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

Subject 4.2. Authorization to Execute Contract with Interface Studio for planBTV: 2050 - Planning **AGENDA ITEM REMOVED**

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Planning

Type Action

Recommended Action 1. Approve and recommend that the City Council approve the expenditure of up to \$340,000.00 (\$325,755.00 + 4.2% contingency) from the sources identified above; and
2. Authorize, and recommend that the City Council authorize, the Planning Director to execute the contract with Interface Studio for planBTV: 2050, subject to the review and approval of the City Attorney

4.2. Authorization to Execute Contract with Interface Studio for planBTV: 2050 - Planning ****AGENDA ITEM REMOVED****

Subject 4.3. 2026 Drinking Water System Strategic Capital Planning Efforts and Associated DWSRF - Step I Loans - DPW/Water Resources

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Public Works Department - Water Resources

Type Action

Recommended Action 1. "To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing a Step I loan up to \$650,000 from the Vermont Drinking Water State Revolving Fund for the Water Treatment Facility Improvements Plan – Phase I as more specifically set forth in the attached resolution."
2. "To approve and recommend that the City Council waive the reading and adopt the attached resolution authorizing a Step I loan up to \$544,000 from the Vermont Drinking Water State Revolving Fund for the Water Distribution and Storage System Improvements Plan as more specifically set forth in the attached resolution."

4.3. 2026 Drinking Water System Strategic Capital Planning Efforts and Associated DWSRF - Step I Loans - DPW/Water Resources

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

Subject 4.4. Unassigned Fund Balance Request for Turning Point Center FY25 Annual Payment - Mayor's Office

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 4. Deliberative Agenda

Department Mayor's Office

Type Action

Recommended Action to approve and recommend that the City Council authorize the adjustment to the FY26 budget and a payment to the Turning Point Center of Chittenden County in the amount of \$17,450 out of the Unassigned Fund Balance

4.4. Unassigned Fund Balance Request for Turning Point Center FY25 Annual Payment - Mayor's Office

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

5. FY27 Budget - Mayor and CAO

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Subject 5.1. FY27 Budget - Mayor and CAO

Meeting January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor

Category 5. FY27 Budget - Mayor and CAO

Department Mayor's Office

Type Discussion
Information
Presentation

5.1. FY27 Budget - Mayor and CAO
Mayor Mulvaney-Stanak and CAO Schad spoke to this agenda item.

6. Reclassifications - HR

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Subject	6.1. Reclassifications - HR
Meeting	January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	6. Reclassifications - HR
Department	Human Resources
Type	Discussion Information

6.1. Reclassifications - HR

Motion made by City Council President Traverse, seconded by Councilor Barlow, to postpone this agenda item to the January 20th Board of Finance Meeting. Motion passed unanimously.

7. Adjournment

7. Adjournment

Subject	7.1. Motion to adjourn
Meeting	January 12, 2026 - Board of Finance Meeting - Monday, January 12, 2026, 5:00 PM, Bushor Conference Room, 149 Church Street, 1st Floor
Category	7. Adjournment
Department	Council and Board
Type	Action Procedural

Recommended Action Motion to adjourn

7.1. Motion to adjourn

Mayor Mulvaney-Stanak adjourned the meeting at 6:12 pm.