

**BURLINGTON CITY COUNCIL LICENSE COMMITTEE
CITY HALL –1ST FLOOR, BUSHOR CONF. ROOM *OR*
ZOOM MEETING WITH CALL-IN
BURLINGTON, VERMONT
MINUTES OF MEETING
August 2, 2023
DRAFT**

MEMBERS PRESENT:

Ben Traverse
Hannah King (Acting Committee Member,
via Zoom)

OTHERS PRESENT:

Kyle Clauss
Phil Edgerley (via Zoom)
Caleb Manna
Tanisha Galarza (via Zoom)
Laura Wheelock (via Zoom)
Christy Mitchell

1.0 AGENDA

1.1 motion to amend/adopt the agenda

Councilor Traverse called the meeting to order at 4:39 PM.

MOTION by Councilor King, SECOND by Councilor Traverse, to amend and adopt the agenda as follows:

- **add to the agenda item 4.4 Special Event Outdoor Entertainment Permit Applications (three days only): SEABA, Art Hop, September 8-10, 2023, various locations throughout the South End, various times.**

VOTING: unanimous; motion carries.

2.0 PUBLIC COMMENT (VERBAL)

2.1 Public Comment (verbal)

None.

3.0 CONSENT AGENDA

- 3.1 Communication: BPD, re: Block Party, Decatur Street, between North Winooski Avenue and Intervale Avenue, July 29, 2023, 9 am – 5 pm – waive the reading, accept the communication, and place it on file.
- 3.2 Communication: BPD, re: Bike ride, JDRF, Battery Street to UVM Davis Center Green, July 29, 2023, 6 am – 6 pm – waive the reading, accept the communication, and place it on file.
- 3.3 Communication: BPD, re: Block Party, South Union Street, between Howard and Beech Streets, August 12, 2023, 2 pm – 5 pm - waive the reading, accept the communication, and place it on file.
- 3.4 Communication: BPD, re: UVM Convocation, Multiple Locations, Sunday, August 27, 2023, 3 pm – 11 pm - waive the reading, accept the communication, and place it on file.

MOTION by Councilor King, SECOND by Councilor Traverse, to approve the consent agenda and take the actions indicated for items 3.1-3.4.

VOTING: unanimous; motion carries.

4.0 DELIBERATIVE AGENDA

4.1 Tobacco License Application (2023-2024): Fireman Smoke Shop, LLC, 130 Church Street
Tanisha Galarza was present on behalf of the Applicant.

MOTION by Councilor King, SECOND by Councilor Traverse, to approve the 2023-2024 Tobacco License Application for Fireman Smoke Shop, LLC, 130 Church Street.

VOTING: unanimous; motion carries.

4.2 Green Castle Group – 15 Hungerford Terrace – Construction Barricade Fencing and Parking Obstruction – DPW
Excavation Inspector Manna noted that this is an extension of the term due to an ongoing construction project at Hungerford Terrace. He noted that the project has been subject to delays due to supply chain issues and is requesting an extension to their permit, which was set to expire on August 1, 2023.

MOTION by Councilor King, SECOND by Councilor Traverse, to approve and recommend that the City Council approve the First Amendment to License Agreement between the City and Green Castle Group LLC, in order to extend the term of the agreement through January 1, 2024, granting use of the City right-of-way for construction fencing and parking stalls located at 15 Hungerford Terrace; and, to further recommend that the City Council authorize the Mayor to execute the First Amendment to License Agreement in substantial conformity with the License Agreement attached—subject to approval by the City Attorney’s Office—on behalf of the City of Burlington.

VOTING: unanimous; motion carries.

4.3 Department of Public Works – Main Street and Winooski Ave Parking Lot – Encumbrance Permit Request – DPW
Senior Engineer Wheelock noted that this is a request from the Department of Public Works for an encumbrance permit related to the Main Street Great Streets project for construction starting in the fall of 2023 through 2026. She said that this would allow the selected contractor to use the Main Street and Winooski parking lot as a staging area throughout construction.

Councilor Traverse asked how much revenue has been taken in by that parking lot in the past year, and Senior Engineer Wheelock replied that over the last 12 months it was around \$125,000. She said that the proposal would require the contractor would pay the maximum daily rate for the parking spaces they will encumber plus the capital improvement of restoring the lot once the project is complete.

MOTION by Councilor King, SECOND by Councilor Traverse, to approve and recommend that the City Council approve the Encumbrance Application for the parking lot located at the intersection of Main Street and S. Winooski Ave, requesting use of the parking lot and parking spaces for construction activities and equipment staging, and to further recommend that the City Council authorize the Mayor to enter into a license agreement with the Applicant for use of the portion of the right- of-way outlined in the Application, subject to review by the City Attorney’s Office.

VOTING: unanimous; motion carries.

4.4 Special Event Outdoor Entertainment Permit Application (three days only): SEABA, Art Hop, September 8-10, 2023, various locations throughout the South End, various times
SEABA Director Christy Mitchell spoke on behalf of the Application, noting that the theme for this year’s Art Hop is Pop Art/Mid-Century. She spoke about the additional staff/security that are in place for the event, including Chocolate Thunder Security, crossing guards, flagging for Pine Street closure, and food truck vendors.

MOTION by Councilor King, SECOND by Councilor Traverse, to approve the three day only special event outdoor entertainment permit application for SEABA, Art Hop, September 8 - 10, 2023, various locations throughout the South End, various times.

VOTING: unanimous; motion carries.

5.0 ADJOURNMENT

5.1 Motion to adjourn

Meeting adjourned at 4:58 PM.