



December 07, 2020

Board of Finance Meeting, Monday, December 7, 2020, 5:30 pm ****VIRTUAL MEETING****

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 17th Annual Holiday Dinner for Seniors

Type: Action, Procedural

 FW 17th Annual Holiday Dinner for Seniors.msg

2. Public Forum (Verbal)

2.01 Verbal Comments

Type: Action, Procedural

3. Consent Agenda

3.01 motion to adopt the consent agenda and take the actions indicated

Type: Action (Consent), Procedural

Recommended Action: motion to adopt the consent agenda and take the actions indicated

3.02 Board of Finance Draft Minutes, November 23, 2020

Type: Action (Consent), Communication, Information, Minutes

Recommended Action: approve the minutes

 [View Minutes from Board of Finance Meeting, Monday, November 23, 2020, 5:30 pm ****VIRTUAL MEETING****](#)

4. For Approval and Recommendation to City Council



December 07, 2020

Board of Finance Meeting, Monday, December 7, 2020, 5:30 pm **VIRTUAL MEETING**

4.01 Authorization to Amend Champlin Associates Contract for Operation and Maintenance of Airport's Underground Injection Control Systems - Airport

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Aviation to execute necessary amendments to the Burlington International Airport's current contract with Champlin Associates for the provision of operation and maintenance services for Underground Injection Control Systems by extending the term to end on December 31, 2022 and raising the maximum limiting amount by up to \$113,238.00, from \$47,182.50 to up to \$160,420.50 total, subject to final review and approval by the City Attorney's Office

1. UIC OM_BOF.CC Memo Airport - 12.7.2020.docx

1 - Checklist - Airport - BOF CC - UIC OM.pdf

4.02 Authorization to Sign Contract for Window Washing Services with Home Window and Maintenance Service - Airport

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Aviation to enter into a contract for window washing services with Home Window and Maintenance Service for an amount up to \$108,157.50, subject to final review and approval by the City Attorney's Office

2- Window Washing BOF.CC Memo Airport -12.7.2020 Final.docx

2 - Checklist - Airport - BOF CC - Window Washing.pdf

4.03 VTrans Finance and Maintenance Agreement Burlington NH PC21(1) for US7/I-189 Concrete Pavement Repair - DPW

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Public Works to execute the Finance and Maintenance Agreement State of Vermont and City of Burlington for Burlington NH PC21(1) Contract Number: FM0404 □ subject to City Attorney Approval

BOF_CC 12.7.2020 VTrans Finance and Maintenance Agreement BURLINGTON NH PC21(1).pdf

00 BOF_CC Checklist_Burlington NH PC21(1).docx

4.04 Budget Amendment for Carryforward of Capital from Fiscal Year 2020 to Fiscal Year 2021 - DPW

Type: Action

Recommended Action: to approve and recommend that the City Council approve and authorize a budget amendment in the amount of \$3,983,880.13, to be transferred to and from the accounts described in the accompanying memo, to carryforward remaining Capital Budget funds from Fiscal Year 2020 to Fiscal Year 2021

BoF-CC memo Capital Budget Amendment 12-7-20 final.pdf

BoF_CC_Checklist Capital Budget Amendment FY20-FY21.pdf



December 07, 2020

Board of Finance Meeting, Monday, December 7, 2020, 5:30 pm **VIRTUAL MEETING**

4.05 Reclassification of Housing Program Specialist I to Housing Program Specialist II - CEDO/HR

Type: Action

Recommended Action: to approve and recommend that the City Council approve the reclassification of the Housing Program Specialist I, CEDO, a Regular, Full-time, Exempt, Non-Union, Grade 16 position to Housing Program Specialist II, CEDO, a Regular, Full-time, Exempt, Non-Union, Grade 17, position

2020.12.07 BOF CC Final CEDO Memo
Packet 2 Housing.pdf

BOF CC Checklist Housing Program
Specialist.pdf

4.06 Local Government Expense Reimbursement (LGER) Grant Acceptance 01140CRF20LGE0132 - CEDO

Type: Action

Recommended Action: to approve and recommend that the City Council approve the acceptance of Local Government Expense Reimbursement (LGER) Grant number 01140CRF20LGE0132 and authorize the CEDO Assistant Director, Administration & Finance to take all necessary steps to effectuate the acceptance of the grant
note revised version for this agenda item to include the updated motion and an additional document, per CAO Schad, posted on Monday, December 7, 2020, at 11:37 am, LO

Local Government Expense Reimbursement (LGER) Grant Acceptance, 01140CRF20LGE0132 Approval of Hazard Pay Program with the motion to "approve, and recommend that the City Council approve, the one-time hazard pay program and the acceptance of Local Government Expense Reimbursement (LGER) Grant, number 01140CRF20LGE0132, and authorize the Mayor or his designee to sign all necessary documents to affect same"

revised version of agenda item 4.06.pdf

COVID-19 Hazard Bonus Program for City of
Burlington Employees December 7, 2020.pdf

01140CRF20LGE0132.pdf

BOF CC Checklist_12.7
Completed_LGER.docx

BOF CC 12.7.20_Memo LGER Grant
Acceptance.pdf

4.07 EMS & Ambulance Service Provider Stabilization Grant Award - Fire

Type: Action

Recommended Action: to approve and recommend that City Council approve the acceptance of the EMS and Ambulance Service Provider Stabilization grant award in the amount of \$182,578.00 as outlined in Chief Locke's memo dated, November 20, 2020

FD Memo on EMS Grant Acceptance
Final.docx

BOF CC Checklist Fire - Grant
Acceptance.docx



December 07, 2020

Board of Finance Meeting, Monday, December 7, 2020, 5:30 pm **VIRTUAL MEETING**

4.08 Burlington Bike Path Rehabilitation Phase 3b Design - Amendment - BPRW

Type: Action

Recommended Action: to approve and recommend that the City Council approve and authorize the execution of a contract amendment with Vanasse Hangen Brustlin, Inc. (VHB) for a price not to exceed \$63,710 for the Burlington Bike Path Rehabilitation Phase 3b Design project, plus a project contingency of \$9,557 for a total of \$73,267, and to authorize Cindi Wight, Director of Parks and Recreation, to execute the contract amendment for a total of \$183,207 and any related documents needed to carry out the project, subject to City Attorney's Office review

20201203 BP 3b Design amendment BOF
Memo FINAL 2.docx

20201202 BOF CC Checklist_Burlington Bike
Path Rehabilitation Phase 3b Design -
amendment1.docx

5. Board of Finance Approval Only

5.01 Contract with Farrington Construction Company for Plumbing Remodel at Fire Station One - DPW

Type: Action

Recommended Action: to authorize the Director of the Department of Public Works to execute a contract for an amount of \$ 62,538.00 with a 10% contingency of \$6,253.00 for a total of \$68,791.00 with Farrington Construction Company for the plumbing remodel Fire Station One, subject to final review and approval by the City Attorney

BoF memo contract Farrington Construction
12-7-20 final.pdf

BOF CC Checklist_Farrington
Construction_12-7-20.pdf

5.02 CEDO, Community Justice Center - Creation of Limited Service Position, Youth and Family Restorative Liaison - CEDO, CJC/HR

Type: Action

Recommended Action: to approve the creation of a Youth and Family Restorative Liaison, a Limited Service, Part-Time, Non Exempt, Non-Union, Grade 14, position in CEDO's Community Justice Center

2020.12.07 Final CJC Memo to BoF Youth
and Family Liaison.pdf

Additional Materials DCF_FSD_BSD
Ethnic&Racial_40796.pdf

BOF CC Checklist.pdf

6. Adjournment

6.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn