



Board of Finance Meeting, Monday, November 28, 2022, 5:00 pm
****Bushor Conference Room, Room 102, 1st Floor, City Hall OR**
remotely via ZOOM
11/28/2022

BURLINGTON BOARD OF FINANCE

REMOTE MEETING WITH CALL-IN NUMBER

OR

CITY HALL, 1ST FLOOR: SHARON BUSHOR CONF. ROOM

BURLINGTON, VERMONT

MINUTES OF MEETING

.

November 28, 2022

MEMBERS PRESENT: Karen Paul

Zoraya Hightower (via Zoom)

Joe Magee (via Zoom)

Miro Weinberger

OTHERS PRESENT: Katherine Schad

Rich Goodwin

Jordan Redell

Nic Longo

Shelby Losier

Rachel Jolly

Chapin Spencer

James Sherrard

Marie Friedman

1.0 CALL TO ORDER and AGENDA



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Mayor Weinberger called the Board of Finance meeting to order at 5:05 PM.

MOTION by City Council President Paul, SECOND by Councilor Magee, to adopt the agenda.

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM (VERBAL)

2.01 Verbal Comments

None.

3.0 CONSENT AGENDA

3.01 Board of Finance Minutes, November 1, 2022, Draft – approve the minutes.

MOTION by City Council President Paul, SECOND by Councilor Hightower, to approve the November 1, 2022 minutes as presented.

VOTING: unanimous; motion carries.

3.02 Board of Finance Minutes, November 14, 2022, Draft – approve the minutes.

MOTION by Councilor Hightower, SECOND by Councilor Magee, to approve the November 14, 2022 minutes as presented.

VOTING: unanimous; motion carries (City Council President Paul abstained).

4.0 FOR APPROVAL AND RECOMMENDATION TO THE CITY COUNCIL

4.01 Approving The Issuance Of Grant Anticipation Notes For The Costs Of Certain Airport Improvement Projects - C/T

Chief Administration Officer Schad noted that this is for grant anticipation notes of up to \$10 million and is identical to an approval that was granted last year. She said that the airport has been the recipient of several Federal Aviation



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Administration (FAA) grants, but this approval would be to ensure that cash flow is available.

MOTION by City Council President Paul, SECOND by Councilor Hightower, to recommend that the City Council approve the attached resolution.

DISCUSSION:

- **City Council President Paul asked what percentage of these grants are dedicated to noise mitigation measures, residence sound insulation, or updating the noise exposure map. Airport Director Longo replied that these funds are for construction costs, but the items President Paul listed are eligible for these grants as well.**

VOTING: unanimous; motion carries.

4.02 Two Grant Amendments For CJC - CEDO/CJC

Assistant Director Jolly briefly explained that these amendments are related to two grants that have already been approved by the Board of Finance and City Council. She noted that one grant is from the Vermont Attorney General's Office for court diversion and pre-trial services, and the other is from the Vermont Department of Corrections and is for restorative panels and reentry services. She said that the amendments add \$30,000 to the first grant and \$5,000 to the second grant.

MOTION by Councilor Magee, SECOND by City Council President Paul, to approve and recommend that the Board of Finance approve and authorize a Utility Easement with Green Mountain Power for BETA Technologies for the Airport parcel located at 3000 Williston Road in South Burlington, Vermont, subject to final review and approval by the City's Attorney.

VOTING: unanimous; motion carries.

4.03 Utility Easement with Green Mountain Power for BETA Technologies – Airport

Director of Ground Transport Losier said that this would be for an easement with Green Mountain Power to allow them to install underground cabling which they will need access to their after installation for routine maintenance. Councilor Hightower asked how much land is being cleared for this. Director of Ground Transport Losier replied that the soil and sod will be lifted, the underground utility will be installed, and the disturbed soil and sod will be replaced. She noted that the total area that will be disturbed is around several thousand square feet.

MOTION by City Council President Paul, SECOND by Councilor Magee, to approve and recommend that the City Council approve the acceptance of these two amendments (VT Attorney General FY23, and VT Department of



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Corrections FY23), to existing contracts, and to authorize CEDO Director, Brian Pine, to sign the grant amendments, subject to the review and approval of the City Attorney's Office.

VOTING: unanimous; motion carries.

4.04 Liquid Deicer Unit Purchase from Fortbrand Services - Airport

MOTION by City Council President Paul, SECOND by Councilor Hightower, to approve and authorize a purchase from Fortbrand Services for a Liquid Deicing Unit in the amount of \$68,000.00.

VOTING: unanimous; motion carries.

5.0 BOARD OF FINANCE APPROVAL ONLY

5.01 Authorization to Execute an Amended Contract for Stormwater Dredging and Vegetation Removal Services with Courtland Construction Corporation - DPW Water Resources

Stormwater Program Coordinator Sherrard said that that is an \$18,500 increase to the contract for stormwater dredging and vegetation removal, and is due to inflation, a clarification of the amount of dredging, and some unforeseen costs around testing and disposal.

MOTION by City Council President Paul, SECOND by Councilor Magee, to authorize Chapin Spencer, the Director of Public Works, to execute an Amended Contract with Courtland Construction Corporation increasing the originally approved maximum limiting amount from \$59,236.50 to \$77,736.50, subject to the prior review and approval of the City Attorney's Office.

VOTING: unanimous; motion carries.

5.02 Request for Approval of an \$86,575 Budget Neutral Amendment to the FY2023 Burlington International Airport Budget - Airport

Airport Chief Financial Officer Friedman said that this is a request for a budget neutral amendment to the Fiscal Year 2023 budget for the Airport of \$86,575. She noted which line items would be increased and which line items would be decreased through this amendment.



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MOTION by City Council President Paul, SECOND by Councilor Hightower, to approve and recommend that the City Council approve a budget neutral amendment in the amount of \$86,575 to the Fiscal Year 2023 Burlington International Airport budget by increasing the accounts as described in the affiliated memorandum.

VOTING: unanimous; motion carries.

6.0 ADJOURNMENT

6.01 Motion to Adjourn

With no further business and without objection the meeting was adjourned at 5:24 PM.

RScty: AACoonrad