



**Board of Finance - Monday, November 20, 2017 at 5:30 p.m.
Conference Room 12, City Hall
11/20/2017**

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

November 20, 2017

APPROVED – 1/8/18

MEMBERS PRESENT: Mayor Weinberger

Jane Knodell

Kurt Wright

Sharon Bushor

Karen Paul

OTHERS PRESENT: Beth Anderson, Interim CAO

Rich Goodwin, DFO

Eileen Blackwood, City Attorney

Brian Lowe, Mayor's Officer

Patrick Mulligan, DPW

Laura Wheelock, DPW

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the meeting to order at 5:34 PM on November 20, 2017.

1.01 Agenda

MOTION by Councilor Bushor, SECOND by Councilor Paul, to approve the agenda as presented. VOTING: unanimous; motion carried.

2.0 PUBLIC FORUM



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There were no comments from the public.

3.0 BOARD OF FINANCE APPROVAL

None.

4.0 APPROVE AND RECOMMEND TO CITY COUNCIL

4.01 Storm Water and Waste Water Collection Systems Contracts - DPW

MOTION by Councilor Bushor, SECOND by Councilor Knodell, to approve and recommend to City Council for approval the contracts for cured in place lining of portions of the storm water and waste water collection systems.

DISCUSSION:

- **Laura Wheelock, DPW Engineer, explained the range of bid prices is due to different technologies for lining the pipes.**

VOTING: unanimous; motion carried.

4.02 Wayfinding FY18 Budget Amendment and Contract Contingency Allocation - DPW

Councilor Bushor asked about the amount of money in the contingency fund. Interim CAO Anderson explained overall there is approximately a \$12,000 contingency for the project. The existing overall budget for the project includes \$40,000 previously allocated. The Traffic Fund did not have the money allocated so \$140,000 was needed (\$100,000 for the project and \$40,000 contingency).

MOTION by Councilor Bushor, SECOND by Councilor Knodell, to approve and recommend to City Council for approval use of up to \$140,000 of the Traffic Fund and to carry those funds forward toward the wayfinding project and to approve the associated budget amendment and the \$12,250.20 contingency for the project.

DISCUSSION:

- **Councilor Knodell observed when the project is complete the total expenditure will be about \$500,000.**
- **Staff noted most of the project is in place. Work is now being done on the electronics.**

VOTING: unanimous; motion carried.

4.03 Revise Restorative Justice Liaison Job Description - CEDO

MOTION by Councilor Bushor, SECOND by Councilor Knodell, to approve and recommend to City Council for approval the revised Restorative Justice Liaison job description.



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DISCUSSION:

- Interim CAO Anderson said the job description reflects the tasks being done. Both HR and Community Justice feel needs are being addressed.

VOTING: unanimous; motion carried.

4.04 BED Revenue Refunding Bonds – C/T

MOTION by Councilor Paul, SECOND by Councilor Wright, to approve and recommend to City Council for approval the Burlington Electric Department revenue refunding bonds.

DISCUSSION:

- DFO Goodwin explained the resolution will be revised to reflect the authorization. The refinance is being done to realize \$1 million in present value savings over the life of the loan (10% savings).

VOTING: unanimous; motion carried.

5.0 COMMUNICATION

5.01 Proposed 2018 Board of Finance Meeting Calendar – C/T

The 2018 meeting calendar was reviewed and accepted.

6.0 ADJOURNMENT

With no further business and without objection the meeting was adjourned at 5:52 PM.

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