



October 24, 2016

Regular City Council Meeting - Monday, October 24, 2016, Contois Auditorium, City Hall

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1. Agenda

1.01 Motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda as follows: add to the agenda item 1.02 Celebrate Burlington Proclamations; add to the agenda item 1.03 Resolution: Appreciation to the City and people of Yaroslavl, Russia for hosting the 2016 Burlington Delegation of the Burlington - Yaroslavl Sister Cities Program (Councilors Roof, Giannoni)(per Councilor Roof); note memo for this agenda item from the Burlington Yaroslavl Delegation of 2016 (per Councilor Giannoni)

1.02 Celebrate Burlington Proclamations

1.03 Resolution: Appreciation to the City and people of Yaroslavl, Russia for hosting the 2016 Burlington Delegation of the Burlington - Yaroslavl Sister Cities Program (Councilors Roof, Giannoni)

Type: Action

 [Appreciation to Yaroslavl Resolution.docx](#)

 [MemoofBurlingtonYaroslavlDelegationRecentTrip.pdf](#)

2. Annual Reports to the City Council

2.01 Chittenden County Regional Planning Commission

Type: Information, Report

 [ReglDispatchElectedsMemo20160929.docx](#)

 [Burlington_EnergyMemo_Selectboard_20160916.docx](#)

 [Chittenden County Opioid Alliance 2 Page Explanation Sept 2016.pdf](#)

 [Burlington_CCRPC_FY16_report_FINAL.DOC](#)

 [Building Homes Together Infographic - V6.pdf](#)

2.02 Parks and Recreation Commission

Type: Information, Report

 [20161020 2015-16 BPRW Commission Annual Report.pdf](#)



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3. Verbal Report Regarding November 8, 2016 Elections

3.01 Communication: Amy Bovee, Assistant City Clerk, re: Elections Update

Type: Action, Information, Report

Recommended Action: waive the reading, accept the communication and place it on file

 Report to City Council General Election
2016.pdf

4. Public Forum: time certain: 7:30 pm

4.01 Verbal Comments

Type: Information, Procedural

5. Consent Agenda

5.01 Motion to amend/adopt consent agenda taking the following actions as indicated

Type: Action (Consent), Procedural

Recommended Action: motion to amend/adopt consent agenda taking the following actions as indicated

5.02 Communication: C/T Office, re: Accountability List

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

 Communication Accountability List 102416 cc
mtg LO.xlsx

5.03 Communication: Martha Keenan, CPM, DPW, re: CBORD Door Access Contract

Type: Action (Consent)

Recommended Action: to approve and authorize the execution of a contract with CBORD for equipment and software licensing for door access to city facilities and buildings in the amount of \$165,000 by Chapin Spencer, Director of Public Works, subject to the review and approval of the City Attorney

 memo & checklist CBORD073539.pdf



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5.04 Communication: Martha Keenan, CPM, DPW, re: Preferred Construction Inc. Contract

Type: Action (Consent)

Recommended Action: to approve and authorize the execution of a contract with Preferred Construction, Inc. for the upgrade to the Leddy Refrigeration system in the amount of \$784,627.00 (\$773,377.00 contract cost plus the cost of a performance bond of \$11,250.00); and to further approve and authorize the establishment of a contingency account, and, if needed expenditure of funds from such account, in the amount up to 10% of the contract price, \$77,337, if needed for the successful completion of the project, and the additional approval and authorization for any contract amendments up to the contingency limit to be signed by Chapin Spencer, Director of Public Works, subject to the review and approval of the City Attorney

checklist Preferred Contractors073573.pdf

BoF-CC memo Preferred Construction Leddy
10-19-16 corrected final.doc

5.05 Communication: Lise E. Veronneau, Business Administrator, Burlington Fire & Police Departments, re: FY 17 Budget Amendment - Vehicle Purchase fund - Change account number

Type: Action (Consent)

Recommended Action: move to approve that for the expenditure of \$176,353 for the five new police vehicles approved in August 2016, the City Council approve a change in the account number to Capital Outlay Vehicle Equipment Account Number 101-17-9500_155

BOF-Police Vehicle purchase-Acct Change.pdf

BoF_CC_Checklist fillable pdf - FY 17 Police
vehicle purchase ACCOUNT number change.pdf

5.06 Communication: Bob Rusten, CAO and Rich Goodwin, DFO, re: Authorization for Contracts with Pension Technology Group (PTG) for Pension Administration System

Type: Action (Consent)

Recommended Action: approve a contract to PTG consistent with the attached memo, with implementation costs of \$215,000 and Hosting and Maintenance Fees in the amount of \$24,000 annually subject to the CPI-U. Boston, subject to review by the City Attorney and to authorize the Chief Administrative Officer to sign the contract

102016__Pension Software Recommendation
golden final.docx

5.07 Communication: Bob Rusten, Chief Administrative Officer, re: Request to Fund Spectrum Youth and Family Services

Type: Action (Consent)

Recommended Action: to approve the MOU with Spectrum and to authorize the CAO or his designee to execute the MOU and make the payments authorized in the MOU

Memo regarding spectrum golden.pdf

BoF_CC_Checklist spectrum.pdf

MEMORANDUM OF UNDERSTANDING with
Spectrum 2016-18 10-11.pdf



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5.08 Communication: Jesse Bridges, Director, Burlington Parks Recreation Waterfront, re: Regional Programs Support for Champlain Senior Center

Type: Action (Consent)

Recommended Action: approve the Department of Parks, Recreation & Waterfront to invoice the regional programs budget in the amount of \$49,500 and amend the Department budget in support of senior programs and congregate meals formerly provided by the Champlain Senior Center non-profit

20161013 BoF_CC_Checklist.fillable - Champlain Senior Center Regional Program Support.pdf

20161012 Champlain Senior Center - Regional Programs Support.pdf

5.09 Communication: Bob Rusten, CAO, re: Request to Fund Community Health Centers of Burlington

Type: Action (Consent)

Recommended Action: to approve the MOU with CHCB and to authorize the CAO or his designee to execute the MOU and make the payments authorized in the MOU

MEMORANDUM OF UNDERSTANDING with CHCB 2016-17 (2).pdf

BoF_CC_Checklist CHCB.pdf

Memo regarding CHCB golden.docx

5.10 Communication: Benjamin Pacy, Human Resources Manager, HR, re: Recommendation - Step placement Jackie Corbally, Opiate Police Operations Manager

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

Corbally Step Placement 09 19 16.pdf

5.11 Communication: Stephanie Reid, Human Resources Manager, HR, re: Recommendation - Step placement Jenna Calvi, Stormwater Program Manager

Type: Action (Consent), Communication

Recommended Action: waive the reading, accept the communication and place it on file

step placement Jenna Calvi September 2016_CC.pdf

5.12 FIO Document

Type: Action (Consent)

Recommended Action: for information only

FIO document.pdf



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5.13 Resolution: Authorization to Enter into Memorandum of Understanding with Corix (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

BoF_CC_Checklist_Corix_101916.pdf

BED_CC_Corix_101817_BINDERb.pdf

BED - Memorandum of Understanding with Corix Utility Systems.pdf

5.14 Resolution: Ratification of Memorandum of Understanding with Generator (Revised) (Councilor Roof)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Parks, Arts - Ratification & Modification of MOU with Generator re Space at The Annex in Memorial Auditorium REVISED.pdf

5.15 Resolution: Appointment of Acting Inspectors of Election for Wards Three, Four, Five, Six, Seven and Eight (Councilor Knodell)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

Clerk - City Council Appointment of Acting Inspectors of Election for Wards 3, 4, 5, 6, 7 and 8 for 11-8-16.pdf

5.16 Resolution: Payment of Retroactive Wage Increases to Promoted Employees (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

HR - Payment of Retroactive Wage Increases to Promoted Employees.pdf

memo re retroaction payment to promoted employees 2.pdf



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5.17 Resolution: Creation of One Limited Service Full-time HVAC Technician Position, One Limited Service Full-time Building and Events Maintenance Worker Position and Re-titling of One Regular Full-time Facilities Maintenance Worker Position - Department of Parks and Recreation (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 HR - Parks - Create HVAC Tech and Building & Events Maintenance Positions & Retitle Facilities Maintenance Position.pdf

 Full packet_HVAC Tech and Facilities Positions.pdf

5.18 Resolution: Adoption of Revised Personnel Policy Section 12.11 - Work Product Policy (Human Resources Committee)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 CC Work Product Policy Packet 10 24 16.pdf

 CC Checklist HR HRC Addition to PPM Employee Work Product 10 24 16.pdf

 HR - Personnel Policy - Adoption of Revised Sec. 12.11 - Employee Work Product (PPM).pdf

5.19 Resolution: Authorization for Burlington Electric Department to Purchase VTTransco Oversubscription Units (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 BoF_CC_Checklist_VTTransco_101916.pdf

 BED – Authorize Purchase of VTTRANSCO Oversubscription Units.pdf

 BED_CC_VTTRANSCO_Oversub_101916a.pdf

5.20 Resolution: City Personnel Policies: Approval of Additions to Section 9.5 Hearing Rights and Replacement of Sick Bonus with Wellness Bonus in Section 6.5.d (Human Resources Committee)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

 Memo Eliminating Sick Bonus, Creating Wellness Bonus and Updating Hearing Rights for Involuntary Separation.doc

 HR - Personnel Policy - Approval of Additions to Sec. 9.5 Hearing Rights & Replacement of Sec. 6.5.d Wellness Bonus.pdf

6. Committee Reports



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6.01 Verbal Reports

Type: Information, Procedural

7. City Council - General Affairs

7.01 Verbal Reports

Type: Information, Procedural

8. City Council President - Council Updates

8.01 Verbal Reports

Type: Information, Procedural

9. Mayor - General Affairs

9.01 Verbal Reports

Type: Information, Procedural

10. Adjournment

10.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

11. Informational Statement



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11.01 Members of the public may speak when recognized by the City Council President, during Public Forum (time certain: 7:30 pm) or during a Public Hearing. This agenda is available in alternative formats upon request. Persons with disabilities, who require assistance or special arrangements to participate in programs and activities of the Clerk/Treasurer's Office, are encouraged to contact us at 865-7000 (voice) or 865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will air live on the night of the meeting on Burlington Telecom, Channel 317. This meeting will also air on Channel 17 two days after the meeting starting at 8:00 pm, repeating at 1:00 am, 7:00 am and 1:00 pm the following day. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (865-7136)(TTY 865-7142)

Type: Information