



**Board of Finance - Monday, October 21, 2019 at 5:30 p.m.
Conference Room 12, City Hall
10/21/2019**

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

October 21, 2019

APPROVED – 11/4/19

MEMBERS PRESENT: Councilor Paul

Councilor Bushor

Councilor Pine [arrived 5:32 PM]

MEMBERS ABSENT: Mayor Weinberger

Council President Wright

OTHERS PRESENT: Beth Anderson, CAO

Rich Goodwin, DFO

Eileen Blackwood, City Attorney

Jordan Redell, Mayor's Office

Cindi Wight, Parks & Rec

Chapin Spencer, DPW

Lee Perry, DPW

Rachel Jolly, CEDO

Nathan Lavery, BSD

Claire Wool, Burlington School Board

1.0 CALL TO ORDER and AGENDA

In the absence of Mayor Weinberger, CAO Anderson facilitated the Board of Finance meeting and called to order at 5:30 PM on October 21, 2019.



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1.01 Agenda

MOTION by Councilor Paul, SECOND by Councilor Bushor, to approve the agenda as presented. VOTING: unanimous [Councilor Pine not present for vote]; motion carried.

2.0 PUBLIC FORUM

There were no comments from the public at this time.

3.0 MINUTES

3.01 September 23, 2019

MOTION by Councilor Bushor, SECOND by Councilor Paul, to approve the minutes of 9/23/19 as written. VOTING: unanimous [Councilor Pine not present for vote]; motion carried.

4.0 BOARD OF FINANCE APPROVAL

4.01 Burlington Bike Path Rehab – Parks & Rec

MOTION by Councilor Paul, SECOND by Councilor Bushor, to authorize payment of \$61,631.75 to Vanasse Hangen Brustlin, Inc. for the Burlington Bike Path Rehabilitation Phase 3a Construction Project U.S. Army Corps of Engineers Encroachment Permit fee and authorize Parks & Rec Director Wight to execute any related documents needed to carry out the project subject to review by the City Attorney.

DISCUSSION:

- **Councilor Bushor asked where the work is being done. The consultant said the barge canal section, south end working north.**

VOTING: unanimous; motion carried.

5.0 APPROVE AND RECOMMEND TO CITY COUNCIL

5.01 Victims of Crime Act Grant – CEDO

MOTION by Councilor Paul, SECOND by Councilor Pine, to approve and recommend to City Council for approval the acceptance of the Vermont Center for Crime Victim Services Victims of Crime Act (VOCA) Grant #02160VOCA18-2-400968 in the amount of \$140,164 for FY20 and authorize the CEDO Director or designee to sign the grant acceptance and any necessary related documents.

DISCUSSION:





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- **Councilor Bushor asked about the federal award amount total of \$6,748,000. CEDO Assistant Director Jolly said there are 100 sub-grantees drawing from the total. Councilor Bushor asked who does the three year audit and annual review. CAO Anderson said the review is part of the normal city annual audit.**

VOTING: unanimous; motion carried.

5.02 DEC Block Grant Amendment for Route 127 Outfall Repair Project – DPW

MOTION by Councilor Bushor, SECOND by Councilor Pine, to approve and recommend to City Council the acceptance of the Clean Water Block Grant Agreement Amendment and authorize the DPW Director to execute the Grant Agreement Amendment subject to prior review and approval of the City Attorney. VOTING: unanimous; motion carried.

5.03 MOU: 195-201 Flynn Avenue – DPW

MOTION by Councilor Bushor, SECOND by Councilor Paul, to approve and recommend to City Council to approve the October 2019 extension of the 2nd MOU with CSWD regarding 195-201 Flynn Avenue and authorize Mayor Weinberger to sign the MOU subject to final review and approval by the City Attorney.

DISCUSSION:

- **Councilor Bushor said a Drop Off Center is needed so it is hoped the MOU will move forward. Councilor Bushor asked how much is paid each year for the site. DPW Director Spencer said \$50,000 is divided over three years. Councilor Bushor asked about being able to access the site once the Champlain Parkway is under construction. DPW Street Maintenance Worker Perry said if the process of building a Drop Off Center on the site is burdensome for some reason, CSWD can put the property on the market for fair market value and Burlington has the right of first refusal. DPW Director Spencer said there will always be access during the Champlain Parkway construction. To address the concern of residents about more truck traffic through neighborhoods near the Drop off Center there will be an on/off ramp on the parkway to the Drop Off Center to avoid the neighborhoods.**

VOTING: unanimous; motion carried.

5.04 Public Improvement Bonds for School District Capital Improvements – C/T

BSD Business Director Lavery explained \$6 million is the total borrowing of which \$2 million is the annual allocation to the school district and \$4 million is for the high school project for design work and some to the beginnings of construction.

Councilor Paul asked for an update on the cost of the high school project. School Board Chair Wool said the Building Construction Oversight Committee (BCOC) holds monthly meetings and will provide City Council with an update document. The project is on track with funding though no money has been spent as yet (the project is in the design phase). There is a schematic design that was developed with all the stakeholders. The committee needs to see where the \$21 million overage can be eliminated. The design is being reconfigured based on site conditions (PCBs in soil and materials) and budget. The goal is efficiency, safety, accessibility, and improving the aesthetics from the outside. Renovation is being



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rebalanced with new construction. The committee is confident the project is not going to be over budget based on the commitment to the \$70 million bond vote. The committee has a "wish, want, need" list. Councilor Paul requested an update on progress in six months.

Councilor Pine urged looking at the most efficient, cost effective solutions which are long term investments.

MOTION by Councilor Pine, SECOND by Councilor Paul, to approve and recommend to City Council to approve the authorization for public improvement bonds for school district capital improvements.

DISCUSSION:

- **Councilor Paul said the action includes an update on progress in January 2020. School District Chair Wool said the BCOC can provide monthly updates.**

VOTING: unanimous; motion carried.

6.0 COMMUNICATION

6.01 Use of BT Proceeds – Mayor's Office

CAO Anderson said the BT rep will discuss the business plan at the 11/4/19 City Council meeting. City Attorney Blackwood added an expert on the telecom industry from CTC will also attend. There is a memo update on the Memorial reserve and retirement liability. Staff is working on a memo outlining the use of BT proceeds.

7.0 ADJOURNMENT

With no further business and without objection the meeting was adjourned at 6:21 PM.

RScty: MERiordan