BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

September 21, 2020

MEMBERS PRESENT: Max Tracy

Karen Paul

Brian Pine

Ali Dieng

Katherine Schad (for Mayor Weinberger)

OTHERS PRESENT: Rich Goodwin

Jordan Redell

Chapin Spencer

Tyeastia Green

Norm Baldwin

Martha Keenan

Gene Richards

Nicholas Longo

Marie Friedman

Eileen Blackwood

Margaret Williams

Todd Rawlings

Sarah Carpenter

1.0 CALL TO ORDER and AGENDA

Chief Administrative Officer Schad called the Board of Finance meeting to order at 5:07 PM.

1.
    i. Motion to amend/adopt agenda

MOTION by City Council President Tracy, SECOND by Councilor Dieng, to adopt the agenda.

VOTING: unanimous (Councilors Paul and Pine not present for vote); motion carries

2.0 PUBLIC FORUM (VERBAL)

2.01 Verbal Comments

None at this time.

3.0 CONSENT AGENDA

3.01 Motion to adopt the consent agenda and take the action indicated

3.02 September 14, 2020 Minutes – approve the minutes.

MOTION by Councilor Dieng, SECOND by City Council President Tracy, to adopt the consent agenda and take the actions indicated for items 3.01-3.02.

VOTING: unanimous; motion carries.

4.0 FOR APPROVAL AND RECOMMENDATION TO CITY COUNCIL

4.01 BIPOC-owned Business Support Grants – REIB

Director Green provided a brief overview of the grant, noting that many BIPOC business-owners were not able to receive assistance through the Community Development Block Grant (CDBG) program and that the intention of this grant is to address that gap and provide funding to BIPOC-owned businesses in the community.

MOTION by Councilor Pine, SECOND by City Council President Tracy, to recommend that the City Council approve the expenditure of $50,000 from the Regional Programming budget, #7650_350, to be distributed and monitored by the Director of Racial Equity, Inclusion and Belonging for the purpose of providing BIPOC-owned Business Support Grants.

VOTING: unanimous (Councilor Paul not present for vote); motion carries.

4.02 Authorization to Sign a Licensing Agreement with Garnet Transport Medicine at 481 White Street (Airport Park & Shuttle Building) – Airport

Director Richards provided an overview of the proposed agreement with Garnet Transport Medicine for their COVID-19 and flu screening services. He noted that the agreement proposes using the airport's park and shuttle building as a testing site for passengers, city workers, and the community surrounding the airport.

MOTION by Councilor Pine, SECOND by Councilor Paul, to approve and recommend that the City Council authorize the licensing agreement of certain identified space at the Burlington International Airport to Garnet Transport Medicine for the provision of COVID-19 testing services, and to authorize Mayor Weinberger to execute the agreement, subject to final review and approval by the City Attorney's Office.

VOTING: unanimous; motion carries.

4.03 Approval for a contract with Farrington Construction for improvements to City Hall - Capital Committee

Project Manager Keenan provided an overview of the contract for City Hall improvements, noting that the increase in price for the project is a result of the identification of previously unknown code improvements that will need to be made as well as the increased cost of construction materials. She also noted a new wellness room, renovated staff bathrooms, and the separation of office and public spaces on each floor.

Councilor Dieng asked when the project is slated to be finished. Project Manager Keenan said that the project was due to be completed by January, 2021.

City Council President Tracy asked what work has been accomplished since initial approval. Project Manager Keenan replied that the final design and construction documents have been completed, the architects have worked with building inspectors and fire marshal to ensure that the building is up to code, the RFP was posted in August and 3 proposals were submitted, and that now the City has a building permit and is ready to execute a contract with one of the bidders. Project Manager Keenan also spoke about work that will be started to make the building more energy efficient by insulating the attic of the building and converting it into additional document storage space.

Councilor Pine asked if the security measures will result in a different experience for the public. Project Manager Keenan replied that glass walls are being installed to keep the public separated from the staff portion of the building.

MOTION by Councilor Dieng, SECOND by Councilor Pine, to approve and recommend that the City Council authorize the Director of the Department of Public Works to sign a contract with Farrington Construction for an amount of $1,229,700 plus a contingency of $184,455, for a total of $1,414,155, for deferred maintenance and security improvements to City Hall, subject to review and approval by the City Attorney.

VOTING: unanimous; motion carries.

4.04 Restoration Of Rainforest Mural – CSM

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

VOTING: unanimous; motion carries.

4.05 Authorization To Accept U.S. Department Of Housing And Urban Development Lead Hazard Control Grant – CEDO

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

VOTING: unanimous; motion carries.

5.0 BOARD OF FINANCE APPROVAL ONLY

5.01 Approval of FY21 Security Contract for City Hall – CAO

MOTION by Councilor Paul, SECOND by Councilor Pine, to approve and authorize the execution of an agreement

for City Hall security services with Chocolate Thunder Security for a price not to exceed $58,630, and to authorize Katherine Schad, Chief Administrative Officer, to execute the agreement and any related documents needed to carry out the project, subject to the review of the City Attorney's Office.

VOTING: unanimous; motion carries.

6.0 ADJOURNMENT

6.01 Motion to Adjourn

MOTION by Councilor Pine, SECOND by City Council President Tracy, to adjourn the Board of Finance meeting.

With no further business and without objection the meeting was adjourned at 5:31 PM.

RScty: AACoonradt