



September 14, 2020

Board of Finance Meeting, Monday, September 14, 2020, 5:30 pm. Please click the link below to join the webinar: <https://us02web.zoom.us/j/81403681383> Or iPhone one-tap : US: +13017158592,,81403681383# or +13126266799,,81403681383# Or Telephone: Dial(for h

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 Motion to adopt agenda , and meeting started at 5:35PM

Type: Action, Procedural

Recommended Action: motion to adopt agenda

2. Public Forum (Verbal)

2.01 No speakers

Type: Action, Procedural

3. Consent Agenda

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

Type: Action (Consent), Procedural

Recommended Action: motion to adopt the consent agenda and take the actions indicated

3.02 March 9, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

 [View Minutes from Board of Finance Meeting - Monday, March 9, 2020 at 5:00 pm, Conference Room 12, City Hall](#)

3.03 March 23, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

 [View Minutes from Board of Finance Meeting - Monday, March 23, 2020, 5:30 pm, Conference Room 12, City Hall](#)



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3.04 April 13, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

View Minutes from Board of Finance Meeting - Monday, April 13, 2020, 5:30 pm, Remote and Virtual Access: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLsQrNKLoYUZQiNoAcQ> 2. Join via Zoom: <https://zoom.us/j/794415430> Please use this option if you wish to speak on public forum. 3. Call in for audio only: Phone number: 312-626-6799 Webinar ID: 840 788 956 **Provide a notification to the City via email that you want to participate during public forum by sending an email to publicforum@burlingtonvt.gov. This information will allow us to identify you and un-mute your microphone for the duration of your public comment. Emails will be accepted through the duration of the public forum. To speak on public forum, you must access the meeting by Zoom: <https://zoom.us/j/794415430>**

3.05 April 27, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

View Minutes from Board of Finance Meeting - Monday, April 27, 2020, 4:45 pm, Remote and Virtual Access: The Board of Finance Meeting will be entirely remote and virtual. There are several ways to tune in: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLsQrNKLoYUZQiNoAcQ> 2. Join via Zoom: <https://zoom.us/j/93100003435> 3. Call in for audio only: Phone number: 312-626-6799 Webinar ID: 931 0000 3435*Provide a notification to the City via email that you want to participate during public forum by sending an email to publicforum@burlingtonvt.gov. This information will allow us to identify you and un-mute your microphone for the duration of your public comment. Emails will be accepted through the duration of the public forum. To speak on public forum, you must access the meeting by Zoom: <https://zoom.us/j/93100003435>*

3.06 May 11, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

View Minutes from Board of Finance Meeting - Monday, May 11, 2020, 5:30 pm, Remote and Virtual Access: The Board of Finance Meeting will be entirely remote and virtual. There are several ways to tune in: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLsQrNKLoYUZQiNoAcQ> 2. Join via Zoom: <https://us02web.zoom.us/j/87664578352> 3. Call in for audio only: Phone number: 929 205 6099 Webinar ID: 876 6457 8352*Provide a notification to the City via email that you want to participate during public forum by sending an email to publicforum@burlingtonvt.gov. This information will allow us to identify you and un-mute your microphone for the duration of your public comment. Emails will be accepted through the duration of the public forum. To speak on public forum, you must access the meeting by Zoom: <https://us02web.zoom.us/j/87664578352>*



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3.07 May 18, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

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3.08 June 1, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting - Monday, June 1, 2020, 5:30 pm, Remote and Virtual Access: The Board of Finance Meeting will be entirely remote and virtual. There are several ways to tune in: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLSqRNKLoyUZQiNoAcQ> 2. Join via Zoom: <https://us02web.zoom.us/j/83843662877> Or iPhone one-tap : US: +13126266799,,83843662877# or +19292056099,,83843662877# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 Webinar ID: 838 4366 2877 International numbers available: <https://us02web.zoom.us/j/83843662877> *Provide a notification to the City via email that you want to participate during public forum by sending an email to publicforum@burlingtonvt.gov. This information will allow us to identify you and un-mute your microphone for the duration of your public comment. Emails will be accepted through the duration of the public forum. To speak on public forum, you must access <https://us02webzoom.us/j/83843662877>*

3.09 June 15, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

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3.10 June 22, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

View Minutes from Board of Finance Meeting - Monday, June 22, 2020, 5:00 pm - 6:00 pm. Please click the link below to join the webinar: <https://us02web.zoom.us/j/82638977163> Or iPhone one-tap : US: +13017158592,,82638977163# or +13126266799,,82638977163# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 Webinar ID: 826 3897 7163 International numbers available: <https://us02web.zoom.us/j/82638977163> CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLSqRNKLoyUZQiNoAcQ>. If you would like to speak at Public Forum, please click on the link: <https://www.burlingtonvt.gov/citycouncil/bofpublicforum>

3.11 June 29, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

View Minutes from Board of Finance Meeting, Monday, June 29, 2020, 5:30 pm. Please click the link below to join the webinar: <https://us02web.zoom.us/j/89864084081> Or iPhone one-tap : US: +13126266799,,89864084081# or +19292056099,,89864084081# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 Webinar ID: 898 6408 4081 International numbers available: <https://us02web.zoom.us/j/89864084081> CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLSqRNKLoyUZQiNoAcQ>. **If you would like to speak at Public Forum, please click on the link: <mailto:publicforum@burlingtonvt.gov>**

3.12 July 13, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

View Minutes from Board of Finance Meeting, Monday, July 13, 2020, 5:30 pm. Please click the link below to join the webinar: <https://us02web.zoom.us/j/81293767059> Or iPhone one-tap : US: +13017158592,,81293767059# or +13126266799,,81293767059# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 Webinar ID: 812 9376 7059 International numbers available: <https://us02web.zoom.us/j/81293767059> CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLSqRNKLoyUZQiNoAcQ>. **If you would like to speak at Public Forum, please click on the link: <mailto:publicforum@burlingtonvt.gov>**



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3.13 August 10, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, August 10, 2020, 5:00 pm. There are several ways to tune in: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://www.youtube.com/channel/UCJkWMLSqRNKLoyUZQiNoAcQ> or 2. Please click the link below to join the webinar: <https://us02web.zoom.us/j/88141793542> Or iPhone one-tap : US: +19292056099,,88141793542# or +13017158592,,88141793542# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 Webinar ID: 881 4179 3542 International numbers available: <https://us02web.zoom.us/j/88141793542> Here is the link to sign up for public forum: publicforum@burlingtonvt.gov

3.14 August 24, 2020 Minutes

Type: Action (Consent), Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, August 24, 2020, 5:00 pm. Please click the link below to join the webinar: <https://us02web.zoom.us/j/86874318732> Or iPhone one-tap : US: +13017158592,,86874318732# or +13126266799,,86874318732# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 Webinar ID: 868 7431 8732 International numbers available: <https://us02web.zoom.us/j/86874318732> CCTV link: https://www.youtube.com/playlist?list=PLljLFn4BZd2PwCge7INoKug676jlf_iUA. Here is the link to sign up for public forum: <https://www.burlingtonvt.gov/citycouncil/publicforum>

4. For Approval and Recommendation to City Council

4.01 Reclassification of Reference & Cataloging Librarian - Library

Type: Action

Recommended Action: to approve and recommend that the City Council approve the reclassification of the Reference & Cataloging Librarian, Fletcher Free Library, a Regular, Full-time, Exempt, AFSCME, Grade 18, position to a Regular, Full-time, Exempt, AFSCME, Grade 17, position

 2020.09.14 FFL Final Memo Packet.pdf



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4.02 Parks, Public Buildings and Downtown Trash Receptacles - DPW/BPRW

Type: Action

Recommended Action: to approve and recommend that City Council approve and authorize the purchase of furnishings from Victor Stanley Receptacles for a price not to exceed \$97,955, plus a contingency of \$6,811 and to authorize Cindi Wight, Director of Parks and Recreation and Chapin Spencer, Director of Public Works to execute the purchase order and any related documents needed to carry out the project, subject to the review of the City Attorney's Office

20200909 Waste Container Memo Final.docx

BOF CC Checklist_Waste_Containers.docx

Relay Subscription Agreement.docx

SQ107068.pdf

4.03 Approval Of Third Agreement With Burlington Business Association Re Downtown Parking And Transportation Management - DPW

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

****note additional written materials for this agenda per Jeff Padgett, posted on Monday, September 14, 2020, at 11:45 pm, LO****

DPW - Downtown Parking and Transportation Management Agreement with Burlington Business Association - Approve Third Agreement FY21.pdf

Memo - FY21 DPTM Partnership - BoF CC 2020 0904 1230.pdf

BOF CC Checklist - FY21 DPTM Partnership.pdf

FY21 Budget Parts A & B FINALc.pdf

FY'21 Workplan Part A.B FINALb.pdf

4.04 Increasing the Solid Waste Generation Tax for Fiscal Year 2021 - DPW

Type: Action

Recommended Action: to approve and recommend that the City Council adopt the corrected amendment to Chapter 14, § 14(2)(b) to reflect that the FY21 solid waste generation tax rate be retroactively applied to July 1, 2020

B.C.O. - Solid Waste - Increasing the Solid Waste Generation Tax for Fiscal Year 2021_v2 - 9.2.2020.pdf

BOF-CC Checklist Sept.2020 Solid Waste Generation Tax Retroactivity.pdf

BOF-CC Memo for Solid Waste Tax Ordinance Retroactivity_v4_9.2.2020.pdf



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4.05 Authorization for the FY21 Project Budget and to Amend the CY20 Paving Contract - DPW

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Director of Public Works to execute an amendment to the CY20 Street Reconstruction Contract with S.D. Ireland Brothers Corp to increase the maximum limiting amount by \$40,000.00, raising the total maximum limit amount to \$1,980,298.00, for additional water patch repairs, and to execute any necessary related change orders and amendments to the contract term, subject to the prior review and approval of the City Attorney. ☐ 2. ☐ To approve and recommend that City Council authorize the FY21 Project Budget for the CY20 Street Reconstruction Contract with S.D. Ireland Brothers Corp with the total maximum limiting amount of \$1,980,298.00, with \$1,867,377.11 of that contract appropriated to FY21. ☐ 3. ☐ To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds to and from the above ☐ referenced funding sources as needed to pay the above referenced project expenses in FY21. ☐

BOF_CC 9-14-2020 - CY20 Paving Contract Budget Amendment and Approval Final.pdf

BOF CC Checklist_Paving.pdf

4.06 Authorization of Budget Amendment for CY20 Sidewalk Reconstruction Program - DPW

Type: Action

Recommended Action: 1. To approve and recommend that the City Council authorize a budget amendment to carry forward FY20 Capital funds to FY21 to be available for the construction contract with SD Ireland Brothers Corporation for the CY20 Sidewalk Reconstruction Program in the amount of \$106,579.2. To approve and recommend that the City Council the Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds to and from the referenced funding sources as needed to pay the project expenses in FY21.

BOF CC Checklist_Sidewalk.pdf

BOFCC_9.14.20_CY20 Sidewalk Carryforward Final.pdf

4.07 Approval Of Amendment No. 15 To Wood Fuel Transportation Agreement Between New England Central Railroad And Burlington Electric Department - BED

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

BED – Amendment No. 15 to Wood Fuel Transportation Agreement with New England Central Railroad v2.pdf

BOF City Council memo 9-14-2020 rail contract amendment final .docx

BOF City Council memo 9-14-2020 rail contract amendment.docx

1984 original railroad contract.pdf

Amendment No. 15 re Wood Fuel Transportation Agreement - NECR.pdf

Amendments 1-14 of railroad contract.pdf

Rail Contract Checklist.docx



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4.08 License Agreement for Solar Research Center at McNeil - BED

Type: Action

Recommended Action: to recommend that the City Council approve licensing the use of space at the McNeil Generating Station for a term of 5 years for the purpose of constructing and operating a solar research center in partnership with University of Vermont, and to authorize the General Manager of BED to execute any documents necessary for the license of use of the space at McNeil for the solar research center subject to final review by the City Attorney's Office

 Solar Research Center Memo 9.4.2020 final.docx

 Checklist Solar Research Center.docx

5. Board of Finance Approval Only

5.01 Request Ratification of Approval for Executed Contract with Hagerty Consulting, Inc. for Full Scale Emergency Exercise Procurement Services and Approval of a \$43,000 Budget Neutral Amendment - Airport

Type: Action

Recommended Action: 1. ☐ To ratify and approve a second contract with Hagerty Consulting, Inc. for Full Scale Exercise management support services in the amount of \$42,962 and executed by the Burlington International Airport Director of Aviation, Gene Richards, raising the total services contracted with Hagerty Consulting, Inc. to \$92,712. ☐ 2. ☐ To approve a budget neutral amendment for \$43,000 to increase the Airport Airfield cost center Professional Consultant account to support the Full-Scale Exercise consistent with the detail in this memorandum."

 1- Memo BOF Hagerty Consulting Full Scale Exercise, Budget Am.docx

 1 - Checklist - BOF Hagerty Consulting, Emergency Exercise, Budget Am.pdf

6. Communication

6.01 COVID Report and update on FEMA and LGER grant applications - CAO

Type: Communication, Information

note written materials for this agenda item per CAO Schad, posted on Monday, September 14, 2020, at 1:15 pm, LO

 COVID expense report Sept 14.pdf

 Memo on City of Burlington COVID Reimbursement_9.9.20.pdf

7. Adjournment

7.01 Motion to adjourn at 6:31 PM

Type: Action, Procedural

Recommended Action: Motion to adjourn



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