



**Board of Finance - Monday, August 29, 2016 at 5:00 p.m.
Conference Room 12, City Hall
8/29/2016**

MINUTES SUBJECT TO CORRECTION BY BURLINGTON BOARD OF FINANCE. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

August 29, 2016

DRAFT

MEMBERS PRESENT: Mayor Miro Weinberger

Jane Knodell

Karen Paul [via teleconference]

Sharon Bushor

Kurt Wright [arrived 5:06 PM]

OTHERS PRESENT: Bob Rusten, CAO

Rich Goodwin, DFO

Katie Vane, Mayor's Office

Susan Leonard, HR

Ben Pacy, HR

Gene Richards, Airport

Amanda Hannaway-Corrente, Airport

Ken Nolan, BED

Paul Irish, BED

Jeremy Patrie, BT

Meagan True, VT Digger



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1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the Board of Finance meeting to order at 5 PM on 8/29/16.

1.01 Agenda

Action on the August 1, 2016 and August 15, 2016 minutes was postponed.

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

2.0 PUBLIC FORUM

There were no comments from the public.

3.0 APPROVAL OF BOARD OF FINANCE MINUTES

3.01 August 1, 2016

3.02 August 15, 2016

Postponed to the next meeting.

4.0 APPROVE AND RECOMMEND TO CITY COUNCIL

4.01 Reactors on Low Side of Transformers at Queen City and East Avenue Substations

Councilor Bushor asked if the reactors generate noise and if during a surge there is current spilling out all around. Ken Nolan, BED, explained there will be spools of wire stacked on the backside of the transformers. Surges are stamped down. The situation is different from EMF. Under normal operations there is no issue. When a fault in the line occurs from a break in the wire, such as from a car hitting a pole, there is a surge in current at the moment of the break. Devices are needed on the transformers to protect the equipment down the line and protect the crew doing repairs. Councilor Bushor noted her concern is for any risk to the people in the area.

MOTION by Councilor Paul, SECOND by Councilor Knodell, to approve and recommend to City Council authorization for BED to authorize VELCO to install reactors on the low side of the transformers at the Queen City and East Avenue substations. VOTING: unanimous; motion carried.

4.02 Amend Contract with summit Ventures NE, LLC





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MOTION by Councilor Bushor, SECOND by Councilor Wright, to approve and recommend to City Council for approval authorization for BED to amend the contract with Summit Ventures NE, LLC d/b/a Sugarbush Resort. VOTING: unanimous; motion carried.

4.03 Renew Insurance with NU/Chartis/AIG

Paul Irish reported insurance payments are down from \$270,355 to \$267,192 and there is less than a one percent increase for insurable values including regular property and Winooski 1 Hydro. The rate increase is down by 1.89%. Bids will go out in 2017. The insurer has been good for the city.

MOTION by Councilor Wright, SECOND by Councilor Knodell, to approve and recommend to City Council for approval renewal of insurance with NU/Chartis/AIG for property/boiler and machinery. VOTING: unanimous; motion carried.

4.04 Renew Workers Compensation Insurance Contract with Travelers

Susan Leonard reported there is a positive trend since 2009 and an all-time low in total incurred losses. The city is happy with the partnership.

MOTION by Councilor Bushor, SECOND by Councilor Knodell, to approve and recommend to City Council for approval renewal of the city's workers compensation insurance contract with Travelers Insurance Company. VOTING: unanimous; motion carried.

4.05 Create Network Operations Supervisor Position

MOTION by Councilor Knodell, SECOND by Councilor Bushor, to approve and recommend to City Council for approval the creation of a Network Operations Supervisor position. VOTING: unanimous; motion carried.

4.06 Reclassify/Retitle Emergency Communications Supervisor

MOTION by Councilor Paul, SECOND by Councilor Knodell, to approve and recommend to City Council for approval the reclassification/retitle of the Emergency Communications Supervisor.

DISCUSSION: It was noted more interest may be generated in the position with the salary and nature of the job now being more management.

VOTING: unanimous; motion carried.

4.07 Building Lease with FAA at Burlington Airport





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MOTION by Councilor Wright, SECOND by Councilor Knodell, to approve and recommend to City Council for approval the building lease with the FAA at Burlington Airport. VOTING: unanimous; motion carried.

4.08 Aircraft Hangar Lease with Shelburne Limestone Corp. at Burlington Airport

MOTION by Councilor Knodell, SECOND by Councilor Wright, to approve and recommend to City Council for approval the aircraft hangar lease with Shelburne Limestone Corp. at Burlington Airport

DISCUSSION: Councilor Bushor spoke in support of the hazardous substance section in the lease.

VOTING: unanimous; motion carried.

5.0 ADJOURNMENT

There was discussion of the following meeting schedule:

- Board of Finance on 9/12/16 at 6 PM to discuss the bonding decision, gross receipts changes, and the expected vote on 9/19/16.
- City Council on 9/12/16 to discuss amendments to the zoning ordinance and consider warning a public hearing and taking action.
- Board of Finance on 9/19/16 to focus on the Capital Plan.
- City Council on 9/26/16 to discuss the vote on the TIF ballot language on the ballot.

Councilor Bushor mentioned a possible Board of Finance meeting on 9/19/16 to discuss the charter change. Mayor Weinberger said the meeting has been overtaken to have a broader City Council meeting on the same night.

With no further business and without objection the meeting was adjourned at 5:24 PM.

RScty: MERiordan