



**Special Board of Finance Meeting, Monday, August 15, 2022, 5:30 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM
8/15/2022**

BURLINGTON BOARD OF FINANCE

SPECIAL MEETING

REMOTE MEETING WITH CALL-IN NUMBER

OR

CITY HALL, 1ST FLOOR: SHARON BUSHOR CONF. ROOM

BURLINGTON, VERMONT

MINUTES OF MEETING

August 15, 2022

MEMBERS PRESENT: Karen Paul

Zoraya Hightower

Joe Magee

Miro Weinberger

OTHERS PRESENT: Katherine Schad

Jordan Redell

Laura Wheelock

Samantha Dunn

Sarah Russell

Sarah E Carpenter

Phillip Peterson

Laura Wheelock

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the Board of Finance meeting to order at 5:37 PM.



**Special Board of Finance Meeting, Monday, August 15, 2022, 5:30 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM
8/15/2022**

MOTION by City Council President Paul, SECOND by Councilor Magee, to adopt the agenda.

VOTING: unanimous; 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 actions as indicated.

3.02 Board of Finance Meeting Minutes, August 8, 2022, Draft – approve the minutes.

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

VOTING: unanimous; motion carries.

4.0 FOR APPROVAL AND RECOMMENDATION TO THE CITY COUNCIL

4.01 Authorization to Execute Contracts for the Elmwood Emergency Shelter Community – CEDO

Assistant Director Dunn noted that the Board of Finance reviewed and approved previous contracts for this project at its last meeting, and noted that this is the fifth and final contract in that package. She said that this is a construction management contract, which will also ensure that the modular structures are properly hooked up to water and sewer, as well as oversee other infrastructure on the site such as the erection of the fence.

City Council President Paul asked about the status of finding a site manager. Mayor Weinberger replied that the City is working with a number of local nonprofits to line up a site manager and they are close to securing one. City Council President Paul requested that outreach and neighborhood engagement be conducted prior to and during construction.

MOTION by Councilor Magee, SECOND by Councilor Hightower, to approve and recommend that the City Council authorize the Director of the Community and Economic Development Office to execute a contract with 2nd Gen



**Special Board of Finance Meeting, Monday, August 15, 2022, 5:30 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM
8/15/2022**

Builders, LLC for up to a maximum limiting amount of \$420,869 dollars, for the development of the Elmwood Emergency Shelter Community, pursuant to previously earmarked ARPA funds and subject to the final review and approval by the Office of the City Attorney.

VOTING: unanimous; motion carries.

5.0 BOARD OF FINANCE APPROVAL ONLY

5.01 Calendar Year 2022 Street Patching Program - Authorization to Award Construction Contract – DPW

City Engineer Peterson said that Burlington's streets are going through extreme freeze/thaw cycles due to recent climate changes, which causes rapid deterioration of the conditions of its roads. DPW put together an RFP for street patching activities, and work will commence on or around September 1, 2022.

MOTION by City Council President Paul, SECOND by Councilor Magee, to approve and authorize the Director of Public Works to execute a contract with Poulin Enterprises, LLC for Calendar Year 2022 Patching for a resulting contract of up to \$88,690.00 with an additional \$8,869.00 (10%) in contingency, totaling \$97,559.00, subject final review and approval by the City Attorney's Office.

VOTING: unanimous; motion carries.

6.0 ADJOURNMENT

7.01 Motion to Adjourn

With no further business and without objection the meeting was adjourned at 5:49 PM.

RScty: AACoonrad