Board of Finance - Monday, June 25, 2018 at 5:45 p.m.
Conference Room 12, City Hall
6/25/2018

BURLINGTON BOARD OF FINANCE

CITY HALL

BURLINGTON, VERMONT

MINUTES OF MEETING

June 25, 2018

APPROVED – 7/16/18

MEMBERS PRESENT: Mayor Weinberger

Kurt Wright [arrived 5:56 PM]

Sharon Bushor

Karen Paul

Jane Knodell [arrived 5:50 PM]

OTHERS PRESENT: Beth Anderson, CAO

Rich Goodwin, DFO

Jordan Redell, Mayor's Office

Eileen Blackwood, City Attorney

Chapin Spencer, DPW

Patrick Mulligan, DPW

Neale Lunderville, Interim CEDO Director

Bill Ellis, Esq.

Adam Roof, City Council

Brian Pine, City Council

Max Tracy, City Council

Kelly Devine, Burlington Business Association

Tom Hunsbeth, UVM

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the meeting to order at 5:48 PM on June 25, 2018.

1.01 Agenda

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

2.0 PUBLIC FORUM

Comment was made by a resident representing Wards 2 and 3 on the all wards NPA meeting and the request for $2,000 per ward ($16,000 in total) to be reserved within the City Council's discretionary fund for six months to give the NPAs the opportunity to draw from the fund for community engagement projects such as technology infrastructure to assist with community engagement.

3.0 APPROVE AND RECOMMEND TO CITY COUNCIL

3.01 FY19 Work Plan for Parking & Transportation Agreement with BBA – DPW

DPW Director Spencer explained each year the work plan to improve parking downtown in partnership with Burlington Business Association (BBA) is brought forward for approval by the Board of Finance. The consulting firm working with the BBA is Progressive Urban Management Associates (PUMA). The streets involved are the downtown area of Pearl Street, the waterfront, Maple Street, and Union Street. The agreement is ending at the end of the fiscal year so discussion of next steps is needed.

Councilor Bushor commented people will be confused by having two hour free parking only at the marketplace garage.

Councilor Knodell asked what is covered by the budget. Kelly Devine said 40% of the budget is for subcontracted services and 60% is for BBA staff time, specific projects, signage, maintaining the website, and ED salary (12%).

MOTION by Councilor Bushor, SECOND by Councilor Knodell, to approve and recommend to City Council for approval the FY19 Work Plan & Deliverables for the Parking and Transportation Agreement between the City of Burlington and the Burlington Business Association, and to authorize reimbursement of the Burlington Business Association for eligible activities consistent with the Work Plan and Deliverables (Exhibit D) up to $249,638 between July 1, 2018 and June 30, 2019. VOTING: unanimous; motion carried.

3.02 Use City Council Funds to Purchase Mamava for ECHO – Karen Paul

MOTION by Councilor Paul, SECOND by Councilor Bushor, to approve and recommend to City Council for approval the use of the FY18 Council Initiative Fund in the amount of $9,900 to purchase a Mamava lactation pod to be located at ECHO Leahy Center for Lake Champlain.

DISCUSSION:

- **Councilor Paul said the city has wanted a lactation pod and will pay $9,999 toward the cost (corrected from $9,900 previously mentioned). ECHO will pay the balance and the cost of the logo placement.**
- **City Attorney Blackwood said the pod will be available for public use so city funds can be used. Even though there is a fee to enter ECHO the pod must be open to the public. [A representative from Mamava will check with ECHO to see if the pod can be used if someone does not pay the entrance fee for ECHO.]**

FRIENDLY AMENDMENT by Councilor Paul, SECOND by Councilor Bushor, to approve the Mamava funding ($9,999) and location at ECHO with the understanding the pod will be available to nonpaying members of the public.

VOTING: unanimous; motion carried.

3.03 Use City Council Funds for Greater Burlington Sustainability Network – Karen Paul

MOTION by Councilor Paul, SECOND by Councilor Knodell, to approve and recommend to City Council for approval a payment of $15,000 from the FY18 Council Initiative Fund to Greater Burlington Sustainability Network (GBESN) for capacity building efforts for programs to benefit Burlington residents.

DISCUSSION:

- **Councilor Paul said GBESN received U.N. designation and is a unique, groundbreaking program that involves the area colleges and schools, Shelburne Farms, and other partners. The money will be used to grow the network and connect with other networks doing the same kind of work around the world.**
- **Councilor Bushor asked about using city funds. Mayor Weinberger said the request did not come to the city directly and the money is not in the budget. Councilor Paul said it is assumed to be a one-time contribution. Tom Hunsbeth, UVM, said the state Department of Education insists city money not be used for a project like this. There has been ongoing commitment by the city to work on projects. There are 164 RCEs around the world. Burlington is part of the Lake Champlain basin.**
- **Councilor Knodell observed the city has a long history of involvement in legacy projects.**

VOTING: unanimous; motion carried.

4.0 EXECUTIVE SESSION

4.01 BED Share of Highgate Converter Station – BED

MOTION by Councilor Knodell, SECOND by Councilor Bushor, to send the sale of BED's share of the Highgate converter station to City Council via the Executive Session work session. VOTING: unanimous; motion carried.

5.0 COMMUNICATION

5.01 Board of Finance Meeting Schedule July 201-January 2019 – Beth Anderson

For information only. No action taken.

5.02 Open Items List – Beth Anderson

For information only. No action taken.

6.0 ADJOURNMENT

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

RScty: MERiordan