



Board of Finance Meeting, Monday, June 7, 2021, 5:00 pm
****VIRTUAL MEETING****
6/7/2021

BURLINGTON BOARD OF FINANCE

REMOTE MEETING WITH CALL-IN NUMBER

BURLINGTON, VERMONT

MINUTES OF MEETING

June 7, 2021

MEMBERS PRESENT: Max Tracy

Karen Paul

Ali Dieng

Miro Weinberger

OTHERS PRESENT: Katherine Schad

Rich Goodwin

Ben Traverse

Chapin Spencer

Chief Libby

Cindi Wight

Darren Springer

Eileen Blackwood

Erin Moreau

Kara Alnasrawi

Lee Perry

Mark Barlow

Max Orleans

Megan Tuttle

Samantha Sheehan



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Sarah Carpenter

Sharon Bushor

Sophie Sauve

Steven Locke

Tyeastia Green

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger the Board of Finance meeting to order at 5:04 PM.

1.
 - i. Motion to amend/adopt agenda

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

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM (VERBAL)

2.01 Verbal Comments

- Sharon Bushor expressed concern about sustaining the recommended budget, particularly how it will impact the middle-income homeowner. She also spoke about the Housing Trust Fund and that the City has decided not to fund the full penny that was authorized. She said that housing is a priority and that this fund leverages significant dollars, and suggested using ARPA funds to bring the fund to the fully penny for this year. She also asked for information on how utility rate increases impact homeowners and renters. She also expressed concern about shifting the Marketplace to 80% general funding. She finally spoke about adding more technical review of development around accessibility.
- Ben Traverse spoke about the Penny for Parks program and requested that it be funded at the full penny. He said that if funding remains flat, it isn't a true penny fund, since it is funded at less than one penny.

Forum closed at 5:08 PM.

3.0 CONSENT AGENDA



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3.01 Board of Finance May 24, 2021 Minutes, Draft – approve the minutes.

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

VOTING: unanimous; motion carries.

4.0 FOR APPROVAL AND RECOMMENDATION TO CITY COUNCIL

4.01 Burlington Code of Ordinances--Chapter 14. Solid Waste--Article I. In General--Section 14. Solid Waste Generation Tax--Removal Of Specific Solid Waste Generation Tax Rate – DPW

Director Spencer provided an overview of this item. He said that the tax in question is added onto trash bills that funds the City's consolidated recycling program. He said noted that DPW is proposing to increase the rate from \$4.84 per month to \$5.36 per month. He said the drivers of the increase are an increase in the amount of recyclables being generated and the need for the City to lease a new recycling vehicle. He said DPW is looking into consolidated collection overall (for trash, recyclables and organics), but further work needs to be done on this.

City Council President Tracy asked about the rationale for purchasing a recycling truck if the City is looking to consolidate collection. He also expressed support for keeping recycling with the City. Director Spencer said that reliable trucks are necessary to provide reliable recycling services and that this year they have had to rent a truck from private haulers to collect. He said that should the City transition to a franchise consolidated system, it wouldn't occur for at least 3 years, and that the leased truck would get plenty of use prior to that.

Councilor Dieng asked if it is more beneficial for the City to rent a truck from a private hauler or to buy its own truck. Director Spencer said that the rental payments for a full year would exceed the annual lease payments for a new vehicle. He said that leasing a new vehicle also places control of that asset in the hands of the City.

MOTION by Councilor Paul, SECOND by City Council President Tracy, to approve and recommend that the City Council vote to suspend the rules and place the ordinance amendment to Chapter 14 § 14 Solid Waste Generation Tax, Subsection (II)(b), in all stages of passage.

VOTING: unanimous; motion carries.

4.02 Creation and Elimination of Fire Department Positions – Fire

Chief Locke said that the Fire Department's call volume is around 70% medical calls, but it doesn't have a dedicated supervisor overseeing all components of its medical program. He said that several years ago the Fire Department began to run a medical program service, and it requires someone with a paramedic skillset to oversee operations, such as mentoring, credentialing, medical administration, supply ordering, and precepting. He said that this proposal would take a vacant firefighter position and transition it to an exempt supervisor position to oversee operations and training of the medical division, working with the hospital and medical district.



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City Council President Tracy asked if the bargaining unit has been engaged, since this would result in the elimination of a bargaining unit position. Chief Locke replied that he has discussed this with the union president, who acknowledges that this has been planned for a while and is necessary for the Department.

MOTION by Councilor Dieng, SECOND by City Council President Tracy, to approve and recommend that City Council approve the creation of a Chief of Emergency Medical Services (EMS), a Regular, Full-time, Exempt, Grade 23 position and the elimination of a vacant Firefighter role, a Regular, Non-Exempt, Full-time, BFFA Union, Grade 15 position within the Burlington Fire Department as outlined in Chief Locke's memo dated, May 22, 2021.

VOTING: unanimous; motion carries.

4.03 Grant Approval for Electric Bucket Truck – Electric

BED Manager Springer said that this is part of the Volkswagen settlement fund that the State is administering, and it would provide up to 85% of the cost for an electric bucket truck for line work in Burlington. This would be a less expensive purchase than replacing the bucket truck with a conventional diesel budget truck. It would save emissions, pioneer technology with the BED line crew.

MOTION by Councilor Paul, SECOND by City Council President Tracy, to recommend the City Council authorize the General Manager of the Burlington Electric Department to enter into a grant agreement with the Vermont Agency of Natural Resources with the term ending June 30, 2023, as described above, to accept up to \$560,000 in grant funds to support the purchase of an all-electric bucket truck for Burlington Electric's fleet, subject to final review and approval from the City Attorney's Office.

VOTING: unanimous; motion carries.

4.04 Lease of Vendor Space at Information Center Building, Burlington Waterfront – BPRW

Superintendent and Harbormaster Moreau provided a summary of the lease, noting that it is for the Information Center Building at the bottom of College Street, which is used as a gateway for information for visitors to the waterfront. They noted that there was a successful RFP from the Lake Champlain Chamber, which is conducted this work in the past. They also noted that in addition to staffing the building and providing information services, they will be selling train tickets once the train is running. They noted that the lease is for three consecutive operating seasons.

MOTION by Councilor Dieng, SECOND by Councilor Paul, to approve and recommend that the City Council approve and authorize the execution of a lease agreement with Lake Champlain Chamber to perform information services and ticket sales at the Waterfront Information Building and to authorize Mayor Miro Weinberger to execute the lease and any related documents needed to carry out the lease agreement, subject to the review of the City Attorney's Office.

VOTING: unanimous; motion carries.





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4.05 Phase 3B South Bike Path Rehabilitation Construction Contract and Budget Amendment – BPRW

Mayor Weinberger said that this is the final contract to rebuild the Burlington Bike Path. Parks Planner Sauve said that this would begin at Oakledge Park and finish at the culvert at which the previous construction contract had ended.

MOTION by Councilor Dieng, SECOND by City Council President Tracy, to 1. To approve and recommend that City Council approve and authorize the execution of a contract with Engineers Construction, Inc. for a price not to exceed \$1,004,258 for the Burlington Bike Path Rehabilitation Phase 3B South Construction Project, plus a project contingency of \$150,639, and to authorize Cindi Wight, Director of Parks and Recreation, to execute the contract and any related documents needed to carry out the project, subject to the review of the City Attorney's Office; and 2. To approve and recommend that the City Council authorize the Chief Administrative Officer, or their designee, to affect the necessary budget amendment and transfer of \$635,517 in fund from the unassigned fund (GL 110-00-000 -000) to the existing Fiscal Year 2021 Greenway Rehabilitation Budget (GL 831-23-700.9500_800), raising the account amount from \$647,513 to \$1,283,030 to pay the Fiscal Year 2022 Bike Path Phase 3B South Rehabilitation Project expenses.

VOTING: unanimous; motion carries.

5.0 REVIEW CAO'S RECOMMENDED GENERAL FUND BUDGET

5.01 Review CAO's Recommended General Fund Budget

Chief Administrative Officer Schad said that this version of the budget is very similar to what was reviewed in the May budget work sessions, but that is also takes into account the feedback received during the process. She noted two outstanding items: traffic calming and a resolution around a reparations study for indigenous people, that she anticipates resolving in the next several days.

City Council President Tracy noted that the proposed study for reparations would be approached similarly to the reparations resolution around chattel slavery that was passed last year. He also requested analysis on how the budget addresses the climate crisis at a department level. Chief Administrative Officer Schad replied that a climate crisis analysis will be provided at the end of the week. Mayor Weinberger listed the major initiatives related to addressing the climate crisis that were included in the budget.

Councilor Paul noted an email received by the Parks & Recreation Commission that includes a fairly detailed list of items that would be funded by Penny for Parks, as well as a memo about how the community views parks as an essential service in the City. She expressed support for fully funding the Penny for Parks program. Mayor Weinberger said that the Council and the City has the discretion to fund the program at less than a penny if needed. He said that in the FY22 budget the administration has tried to minimize the property tax burden. He said it would be difficult to justify discretionary tax increases when the City has a substantial amount of federal funding that could be used in its place (such as for community infrastructure). When asked by Councilor Paul if that commitment could be formal and in writing along with the budget, Mayor Weinberger indicated that he and CAO Schad would be working on that, and he would direct further monies at least commensurate with the additional penny for parks monies. Councilor Paul expressed thanks to the Administration for this addition to Parks funding.

Councilor Dieng noted an increase in revenue and asked what it is and where it came from. Chief Administrative Officer



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Schad replied that revenue in the budget was increased because gross revenues and local option taxes have rebounded significantly over the last several months. Councilor Dieng asked about the status of any improvement work on Franklin Square. Director Spencer replied that Franklin Square's assets are significantly deteriorated. He said that DPW is doing pre-work to coordinate the upgrades that will occur over the next several years. He said that the high-visibility work, such as paving, would not occur this year, as work on stormwater and manholes, for example, would need to be completed prior.

6.0 ADJOURNMENT

6.01 Motion to Adjourn

With no further business and without objection the meeting was adjourned at 6:18 PM.

RScty: AACoonrad