



May 23, 2022

**Board of Finance Meeting, Monday, May 23, 2022, 4:30 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM**

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

1. Agenda

1.01 Motion to adopt the agenda

Type: Action, Procedural

Recommended Action: motion to adopt the agenda

2. Public Forum **See item for signup instructions**

2.01 Verbal Comments

Type: Action, Procedural

To participate in Public Forum in person sign up at the meeting. To participate in Public Forum via ZOOM sign up here: <https://www.burlingtonvt.gov/citycouncil/publicforum> Do not sign up in person and via Zoom - select one only

3. Consent Agenda

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

Type: Action (Consent), Procedural

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

3.02 Board of Finance Minutes, May 9, 2022, Draft

Type: Action (Consent), Information, Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, May 9, 2022, 5:00 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall

4. FY23 Budget Presentations

4.01 Police - Acting Chief Jon Murad *TO BE POSTPONED

Type: Information, Presentation



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4.02 Tax Rate - Katherine Schad

Type: Information, Presentation

11 - Tax Rate FY23 Presentation.pptx

11 - Recommended General Fund Tax Rate
Revenue FY23 - MAY 2022 to BOF 2.pdf

4.03 Health/Retirement/Workers' Comp/Insurance - Rich Goodwin

Type: Information, Presentation

12 - Liability Insurance and Workers
Compensation FY23.xls

12 - Retirement Budget FY23.xls

12 - Self Insurance Budget FY23.xls

5. For Approval and Recommendation to City Council

5.01 Use of Council Initiative Funds to bring three truckloads of wood from N. Beach to Jericho, to then be given away to local families in need - Parks, Arts, Culture Committee

Type: Action

Recommended Action: to approve the use of up to \$1,000 of Councilor initiative funds to allow Wood for Good to remove certain trees at the direction of the City

W4g Request from the city of Burlington.docx

5.02 Authorization to Execute Contract for Dewey Park Art Project with Humanity Memorial, Inc. and to Transfer Funds to the Public Art Capital Budget - BCA/REIB

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Director of Burlington City Arts to execute a contract with Humanity Memorial, Inc for a public art project to be placed in Dewey Park in the amount of \$140,000, subject to review and approval by the City Attorney's Office; and 2. To recommend that the City Council authorize a budget amendment by transferring funds from Racial Equity, Inclusion, and Belonging's operating budget in the General Fund to the Public Art Capital Fund as detailed in Attachment B, subject to review and approval by the Chief Administrative Officer

BCAREIBDraftMemoDewey5.23.22.pdf

BOF CC Checklist_Dewey5.23.docx



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5.03 Main Street Design Contract Amendment - DPW

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Public Works to execute contract amendments with Vanasse Hangen Brustlin Inc raising the maximum limiting amount by \$202,534.00, with an additional \$217,000.00 (15%) in contingency funds, for a total up to \$1,663,665.00, for anticipated scope adjustments for the design of the Great Streets Main Street project, subject to final review and approval from the City Attorney's Office

BOF_CC Memo Main Street_Concept
Approval and Amendment_052322_FINAL.pdf

Attachment A_Draft Consultant Contract
Amendment 3 with VHB.pdf

BOF_CC 5.23.22 Checklist Great Streets Main
Street.pdf

5.04 Annual July 3rd Fireworks Display Recommendation of Award - BPRW

Type: Action

Recommended Action: to approve and recommend that City Council authorize the execution of a contract with Northstar Fireworks upon City Council approval, for a not to exceed price of \$200,000 for the annual July 3rd Fireworks Display from 2022-2026 by Director Cindi Wight, subject to the approval of the City Attorney's Office

20220511 Fireworks_Final.pdf

BOF CC Checklist_Fireworks.docx

5.05 Contract Extension for Wastewater Testing Program - Office of City Planning

Type: Action

Recommended Action: to approve and recommend that City Council authorize an extension to the GoAigua contract through December 31, 2022, including an increase to the maximum limiting amount of the contract as approved on September 7th by the Board of Finance by \$57,780, to a total amount of \$350,988, to be entered into by the Planning Director, subject to review by the City Attorney's Office

WBE Contract Extension for BOF & CC
May2022.pdf

BOF CC Checklist_WBE_extension.docx

Wastewater Surveillance
Project_GoAiguaContract_extJulDec2022.pdf

5.06 Authorization to Execute a Contract for the Supply and Installation of Taxiway Pavement Marking at the Burlington International Airport with Hi-Lite Airfield Services, LLC - Airport

Type: Action

Recommended Action: to approve and recommend to the City Council that the Acting Director of Aviation, be authorized to execute a contract with Hi-Lite Airfield Services, LLC, in the amount of \$86,518.40, plus a 20% contingency of \$17,303.68, totaling \$103,822.08, for the supply and installation of taxiway markings on taxiways C, M, A, B, C and J at the Burlington International Airport, subject to the final review and approval by the Office of the City Attorney

1- 20220511 AC-BOF-CC Memo TW
PaintingMarkings.docx

1 - Checklist Hi-Lite Airfield
Markings_Airport.docx



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5.07 Authorization to Execute a Contract for the Preventative Maintenance and Servicing of Passenger Boarding Bridges and Conveyor Baggage Handling Systems at the Burlington International Airport with Oxford Electronics, Inc. - Airport

Type: Action

Recommended Action: to approve and recommend to the City Council that the Acting Director of Aviation be authorized to execute a contract with Oxford Electronics, Inc. in the amount of \$235,500 to conduct preventative maintenance and servicing of passenger boarding bridges and conveyor baggage handling systems through June 30, 2025, subject to the final review and approval by the Office of the City Attorney

2 - Checklist - PBB & CBHS _ Airport.docx

2- 20220511 AC-BOF-CC Memo PBB
CBHS.docx

6. Board of Finance Approval Only

6.01 Contract for Landscaping Improvements (Gateway Project) & Budget Neutral Amendment to FY2022 Budget - Airport

Type: Action

Recommended Action: 1. ☐ To approve that the Acting Director of Aviation, be authorized to execute a contract with Poulin Landscaping in the amount of \$80,881.52 plus a 20% contingency of \$16,176.30, totaling \$97,057.82, for Landscaping Improvements (Gateway Project) at the Intersection of Airport Drive and Williston Road at the Burlington International Airport, subject to the final review and approval by the Office of the City Attorney. ☐ 2. To approve and recommend that the City Council approve a budget neutral amendment to the Fiscal Year 2022 Burlington International Airport budget by adjusting the accounts as described in the affiliated memorandum. ☐

3 - 2022.05.23 AC-BOF-CC Memo Gateway
Landscaping_.docx

3 - Checklist - Gateway _Airport.docx

7. Adjournment

7.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn