

Wards 1 & 8 NPA May Meeting (Remote)
5/13 MEETING AGENDA
Wednesday, May 13, 6:45pm - 8:30pm via Zoom.

There are several ways to access the Wards 1+8 NPA meeting:

1. **Want to directly participate (with audio and video)? Join the Zoom meeting!** You will be able to just click the link below, and join the Zoom meeting.
<https://us02web.zoom.us/j/83001081325> Meeting ID: 830 0108 1325
2. **Want to just call in with your phone?** Call using the following phone number:
One tap mobile: +19292056099,,83001081325# US (New York)
3. **Want to watch the meeting but not be in direct attendance? Watch on Channel 17 youtube!** You will be able to watch the livestream, without logging into the Zoom. And, if you're unable to tune in during the Wednesday meeting you can access the recording there, too!
https://www.youtube.com/playlist?list=PLIjLFn4BZd2Pa3H8l30gy_gZ3NL6orXcN

If you have any difficulties accessing the meeting before, during or after please feel free to contact Ward 8 Steering Committee member, Hannah King at (978-333-0769) or kinghannah190@gmail.com and she will walk you through the process, and troubleshoot any issues.

Facilitator: Caryn Long Host: Zoraya Hightower Tech support: Hannah King

6:45 Sign on to Zoom online meeting to Waiting Room
Hannah King: instructions for Zoom use for this meeting

7:00 Caryn Long: Announcements: plans for votes on budget & steering membership;
Ward 1 by-laws draft posted on NPA website; Lake Monsters season; composting (link to CSWD below); reminder about email list being compiled; masks availability for public; postponing thank-you's

7:05 Speakout: Speakout: Your concerns? Issues? How are you doing? What are people's unmet needs? What are ways to help?

7:30 Update, Q & A from City Councilors: Jack Hanson, Zoraya Hightower, Jane Stromberg

7:55 Update, Q & A from School Board Commissioners: Aden Haji, Kathy Olwell

8:05 Update, Q & A from State Reps & Senators: Selene Colburne, Brian Cina, Barbara Rachelson, Chris Pearson (voting in November)

8:30 Adjourn

Contact information also available on our CEDO NPA website:
<https://www.burlingtonvt.gov/CEDO/Neighborhood-Services/NPAs/Ward-1-NPA>

Link to CSWD for composting info (check home page for latest update): <https://cswd.net/about-cswd/universal-recycling-law-act-148/>

PREAMBLE

ARTICLE I – NAME, PURPOSE, AND GUIDING PRINCIPLES

- A. The name of this organization is the Ward One Neighborhood Planning Assembly, referred to as the NPA or the Ward One NPA.
- B. The purpose of the NPA was set forth in a Resolution adopted by the Burlington City Council in 1982, which stated in part: "The Neighborhood Planning Assemblies shall... help provide citizens with information concerning City programs and activities; help obtain citizen views of City needs, and help provide citizens with an opportunity to participate in making recommendations with respect to governmental decisions, including the allocation of revenues." In addition, the Assembly shall be organized and operated for the following purposes:
 - To create and nurture vibrant communications between residents and officials of the City and Institutions within Ward One,
 - To maintain and enhance the quality of life in Ward One,
 - To ensure that the voices of Ward One residents are heard in all matters pertaining to life therein,
 - To provide a vehicle for residents of Ward One to collectively act, and
 - To increase the level of citizen participation, without political partisanship, in the civic sphere.
- C. The Guiding Principles of the NPA are to:
 - Provide a safe and welcoming forum where residents can actively share their voice about issues that matter to them, and where they can learn from the voices of others,
 - Cultivate involvement by a diverse spectrum of community members through active outreach and through eliminating barriers to participation,
 - Operate in a manner that models respectful, inclusive, culturally and economically aware practices, and
 - Be a fun, creative, and vital organization that benefits from and values the multitude of perspectives held by those who participate.

ARTICLE II – MEMBERSHIP – ELIGIBILITY, PARTICIPATION, MEETINGS, VOTING

- A. Eligibility - Everyone fourteen years and older living within the geographic boundaries of Ward One is a member
- B. Participation - Every eligible member has the right to:
 - Participate in meetings of the NPA,
 - An equal vote on all matters put before the membership for consideration at NPA meetings,
 - Nominate and participate in the election of the NPA Steering Committee,
 - Serve on the NPA Steering Committee if chosen, and
 - Receive notices and minutes of all meetings of the NPA.
- C. Meetings and Voting – Meetings of the NPA will be held no fewer than four times per calendar year. While the current tradition is to meet the second Wednesday of the month ("regular meetings"), scheduling can be changed without amending these bylaws. Notice of regular and special meetings shall be given one week prior to

the meeting through appropriate advertising, and by the Community and Economic Development Office (CEDO) to NPA members who request it. Agendas for all NPA meetings will be properly posted by the CEDO in at least two public places in City Hall. CEDO shall provide to the public copies of the agenda and previous meeting notes.

Meetings will be convened, facilitated and adjourned by one or more facilitators, chosen by the Steering Committee.

- No quorum is required for the convening of a meeting. A quorum is defined only for the purpose of voting on issues that may need action by the NPA. Ten members of the Ward shall constitute a quorum of the NPA.
- Proxy voting is not permitted, but if/when interactive meetings are constituted, members participating from outside the physical meeting room will be counted in the quorum.
- Decisions of the NPA shall be decided by a simple majority of members participating. Decisions involving the expenditure of funds, changes to the bylaws, and removal of Steering Committee members require an affirmative vote of 2/3 of members participating.
- Items to be voted on by the NPA include but are not limited to expenditure of funds, election of Steering Committee members and Ward representation on the Community Development Block Grant public advisory committee (CDBG) and other City advisory committees, changes to bylaws, and any formal communication from the NPA to the City Council, all Wards NPA Steering Committee, and other City entities.
- The Steering Committee will set the agenda of all meetings with input from NPA members, City and officials, and any interested party. Meetings shall have at least 15 minutes scheduled for public forum/speakout. Steering Committee members may take suggestions for future agenda items at some point during all meetings.
- Non-members may attend NPA meetings but have no voting privileges. Non-members may participate in the public forum, at the discretion of the Facilitator, after all members who wish to speak have had an opportunity to do so.

ARTICLE III – STEERING COMMITTEE

A Composition – The NPA Steering committee shall consist of no fewer than 3 members from Ward One. Up to 7 members may serve on the Steering Committee. All Steering Committee members must be members of the NPA. Seating a youth member (age 14-17) as well as college-aged students is encouraged.

B Election – The Steering Committee shall be elected at the last meeting before April Fool's Day. Nominations may be individual or by slate.

C. Term – Terms begin and end at the start of the first meeting following April Fool's Day. Steering Committee members will serve one-year terms without limit.

D. Removal – A member of the Steering Committee may be removed for any reason by a 2/3 vote of those members participating in a meeting of the NPA, provided that the issue of removal of that member from the Steering Committee was listed on the meeting's properly advertised agenda.

E. Quorum - A majority of current members of the Steering Committee shall constitute a quorum for any meeting of the Steering Committee, provided that all members of the Steering Committee have been notified at least 48 hours in advance of any scheduled meeting. Absent such prior notification, a quorum shall not be possible, unless all Steering Committee members are in attendance.

F. Voting - All decisions of the Steering Committee shall be decided by a simple majority of members present at a meeting of the Steering Committee, a quorum having been established.

G Vacancies – Unless it results in fewer than the minimum Steering Committee members, no action is taken in the event of a vacancy. Otherwise, the NPA shall hold an election to replace the Steering Committee member, whose term ends with the other Steering Committee members.

H. Duties - The Steering Committee shall be responsible for the general management of the affairs of the NPA in accordance with these bylaws, including carrying out the following duties:

- Meeting Management: arranging, advertising, convening, coordinating, and facilitating regular and special meetings of the NPA, including the setting of the meeting agendas, the booking of meeting space, and the scheduling of meeting guests and speakers.
- Neighborhood Outreach: sharing of information, meeting schedules, and NPA activities with NPA members, Ward residents, and the general public.
- Municipal Monitoring and Oversight: paying regular attention to actions and plans of City Departments, Commissions, City Council, and the Department of Planning and Zoning for the purpose of keeping the District informed of events, investments, and proposed projects that might affect the lives of people living there.
- Proper Recording: taking of meeting minutes, recording of all Votes and Resolutions, proper distribution of all Resolutions, and coordination with the Community and Economic Development Office on recording of meeting minutes. At the Steering Committee's discretion, the recorded meeting alone and/or the minutes taken by CEDO may serve as official NPA meeting minutes.
- Representation to the All Wards NPA Committee to represent the interests of Ward 1 in discussions and decisions of the Committee established to help guide citizen engagement and neighborhood activities in Burlington. Keep the members of the NPA informed of discussions and decisions of the All Wards NPA Committee that might affect the NPA and its members.

I. Conflict of Interest - Members of the Ward One Steering Committee have a responsibility to their community to fairly review and vote on matters directly affecting Ward One without prejudice or bias. If an NPA Steering Committee member believes that a conflict of interest could exist with any agenda or voting item, that member should take the responsibility to disclose this conflict, and address the issue with the Steering Committee. If upon disclosure, the quorum wants to include this member in the discussion and/or voting process then the Steering Committee has concluded that no conflict of interest exists. Failure of a member to disclose a potential conflict of interest could result in a null/void of that member's vote or cause the need for further discussion or re-vote on a particular issue affected. Conflict of interest means an interest of a member that is in conflict with the proper discharge of his or her duties due to a significant personal or financial interest of the member, of a person within the member's immediate family, or of the member's business associate. "Conflict of interest" does not include any interest that is not greater than that of any other persons generally affected by the outcome of a matter.

ARTICLE IV: MISCELLANEOUS PROVISIONS

A AMENDMENTS TO THE BYLAWS. The NPA may make amendments to the Bylaws if the change is advertised no fewer than 20 days before a vote is called, is warned in the meeting agenda and is approved by a 2/3 majority vote of the NPA.

B NON-DISCRIMINATION - In accordance with the guiding principles of these Bylaws, the NPA will promote and work to sustain an inclusive participatory environment that does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, age, disability or socioeconomic status.

C COMPLIANCE WITH PUBLIC MEETING REQUIREMENTS. The NPA will act in compliance with all public meeting requirements. See the City Attorney's Office for a listing of these requirements.

Wards 1 & 8 Neighborhood Planning Assembly (NPA)

Minutes

May 13, 2020 6:45 - 8:30 p.m.

Zoom online meeting

<https://us02web.zoom.us/j/83001081325> Meeting ID: 830 0108 1325

One tap mobile: +19292056099,,83001081325# US (New York)

Facilitator: Caryn Long Host: Zoraya Hightower Tech support: Hannah King
Recorder: Carol Livingston, Channel 17 recording and live broadcast

6:45 Sign on to Zoom online meeting to Waiting Room

Hannah King: instructions for Zoom use for this meeting

7:00 Caryn Long - Announcements: plans for votes on budget & NPA steering membership;
Ward 1 by-laws draft posted on NPA website; Lake Monsters season; composting (link
to CSWD below); reminder about email list being compiled; masks availability for public;
postponing thank-you's

South End Community Pick-up at Champlain School on Pine Street this Saturday, May 16 from
9 - 11 a.m. for food, books, and other supplies. Lake Monsters are waiting for Major League to
start up before setting their calendar. July 1 is start-up of food composting statewide. Email list
being compiled. Burlington Resource & Recovery Center has masks. DPW working on
improvements of University Place. Draft of Ward 1 By-laws is posted on CEDO website. Waiting
for in-person meeting to do Steering Committee election & budget approval. Also waiting for
in-person meeting to give thank-you's to previous city councilors & board commissioner.

7:05 Speakout: Your concerns? Issues? How are you doing? What are people's unmet needs?
What are ways to help?

Cindy Cook: would love to have more inclusive steering committee, so please consider serving.
If interested, contact any of the SC members.

Selene Colburn: State rep for district 6-4; good to see everyone. She is running for re-election
for 3rd term.

Dave Cawley: safety study about Colchester Ave. - Advisory committee has met twice. Looking
from Prospect to Barrett and improvements to make it a more viable corridor. Study by
Chittenden County Regional Planning Commission and the city. May present longer at
June NPA meeting. Public meeting upcoming to hear more of the details. If interested,
go to Chitt Cty Regional Planning Commission website. Study looking at dedicated bike
lanes on both sides, pedestrian safety, retaining some parking. Looking at intersection of
East Ave & Colchester Ave.

Carol Livingston: concerns about UVM housing - rental changeover; UVM faculty cuts

7:30 Update, Q & A from City Councilors: Jack Hanson, Zoraya Hightower, Jane Stromberg

Jack: March 9 mtg - 2 big items discussed and passed with major public turnout: Fair & Impartial Policing Policy - preventing police dept from collaborating with ICE. Winooski Ave Corridor Study approved. South of Pearl redesigned this year - 4 lanes to 3 lanes, dedicated bike lane. March 23 mtg: major actions around pandemic: established Resource Center connecting people to state & federal resources, as well as local. Also council suspended utility disconnections; stopped late fees; tax relief efforts. Currently: Jack proposed & council passed that they have a standing agenda item about climate crisis & city response. Jack also raising issue of electrification of new bldgs rather than carbon-producing power. Jack serves on Ordinance Committee and Transportation Energy & Utilities and License Committee.

Zoraya: serves on Ordinance; Community Dev't Neighborhood Revitalization (CDNR) committees. Community Dev't - block grant \$1.5 million Covid relief and other items. Spending on: rental assistance; microbusinesses - low & medium income; housing & homelessness; regular programs already running. June 1 Council mtg will discuss these expenditures. North Beach campers asked to move last Monday - about 10-12 people. Given tents but later able to house in a motel. Let folks know about this state voucher program and contact Zoraya, Jack, or Jane. Phone number: 802 391 4333 correction
Dept Public Works - listening to residents' preference for shorter run rather than longer run work on sidewalks. Zoraya will report back. Next week: Colchester Ave. work will begin. City Hall Park construction has resumed. Champlain Pkwy construction will soon be underway. CDNR Committee authorized Cambrian Rise to increase number of units from 700 +units to 900+ units. More smaller units will be constructed, responding to current market.
Move-in dates for tenants turning over. We need to figure out how to norm the VT approach vs other states. Z talking with UVM about process with parents & students moving in.

Joe Speidel (UVM): UVM working with state, governor, city to develop plan. Surveying off-campus students & sending info to families about VT regulations for COVID. Discussions ongoing between UVM & city. Outcomes not clear yet. Looking at varying ways to dispose of items. VT lodging rules about quarantines have a bearing on family members' travel until June 15. Plan for residence halls re-entry with controlled timing. More information forthcoming about June 1 move-in move-out.

Jane - serves on License committee, Transportation Energy & Utilities and License Committee (TEUC), Charter Change committee. New council approved property tax resolution to protect tenants as Covid relief is given to landlords. UVM: concern about lack of fairness in cutting faculty pay - Jane is working with Student Union and others concerned. Effort to communicate concern to UVM admin. Jane will keep us updated & can answer questions. Board of Trustees mtg this Friday, 8 a.m.

Council voted to ground F35's to no avail - concern about residents' burdens currently.

Jack: composting - by state law starting July 1, food scraps banned from landfills. Work to do to educate and enforce. Jack is concerned that state has not provided communication & resources to implement this. City, UVM, DPW will, hopefully, be providing information & outreach. Economics/efficiency of composting: study on consolidating waste streams to lower hauling costs.

Questions & comments:

Bike Path rebuilding between Perkins Pier & Lakeside - when completed?? (not sure)

Timeline for the city budget? When does the public get to see it? City Councilors haven't really seen it in detail yet. First session is next week.

Boards & commissions appointments are upcoming - reach out to councilors to get involved in city issues.

7:55 Update, Q & A from School Board Commissioners: Aden Haji, Kathy Olwell

Aden: school board discussions of impact of COVID. Superintendent publishes weekly letter to families. New superintendent - Tom Flanagan - has been meeting with board, principals, and some teachers. Board discussions: hs graduation, middle & elementary transitions (each school is planning different activities to celebrate students' transitions), school cancellation, sports cancellation. New board member orientation. Aden is interested in community engagement as well as equity & inclusion committees.

Kathy: on Curriculum & Personnel committee. HS building construction is going forward & board has found other sources of funds to cover increased expenses. Plan accepted by City Council. Building will start in a year.

New superintendent: originally from Washington, DC; has been a teacher; currently in Providence, RI with special education leadership for city schools. Moving to Burlington by July 1.

8:05 Update, Q & A from State Reps & Senators: Selene Colburne, Brian Cina, Barbara Rachelson, Chris Pearson (voting in November)

Brian - serves on Health Care committee: impact of pandemic is affecting direct process of providing physical & mental care. Still looking at current issues (health care processes) but in light of pandemic impact much has shifted in emphasis. Testing available for everyone now. Looking at health workforce development - how to support, how to recruit & retain. Looking at telemedicine - major shift now, looking at how to expand & support after pandemic. Looking at whole health care system & how it is financially struggling - every piece of the system is challenged right now. State unemployment system not working well - many still not accessing funds. If you are having trouble, contact your legislator. Economic stress has impact on physical and mental health - how do we support people? Balance between public health & the economy.

Chris - working online consistently throughout crisis. Looking at people's health and then about people's financial stability. Senate passed unanimously (House considering) hazard pay for essential workers at risk to say thank you. Senate Agriculture committee - food security

becoming issue; pressure on local agriculture to fill people's food needs - Senate looking at how to meet the demand. Dairy struggling. Composting: Scott admin wants to delay but requires legislation to do this & neither house will probably take it up. Please contact Chris if you have needs.

Selene - budgeting process: 3 budgets in play: voting in House on budget adjustment to current budget due to revenue shortfalls. Working to find funds to fill gaps arising. #2 Skinny budget - July - August. Returning in August to do budget for rest of year.

Vermont State Colleges discussion: legislature working with state college board to come up with financial plans in short term. Looking at creating task force to look at whole system of Vermont state colleges. Anyone with ideas, suggestions about this college system please contact legislators. Very concerned about UVM budget being balanced on backs of most vulnerable.

Barbara - impressed with tri-partisan work - legislature & governor. House Judiciary Committee looking at how to maintain crucial court hearings. New law enables people to complete wills, deed transactions, and power of attorney in virtual meetings. Moratorium on evictions to ensure time to work out arrangements between tenants & landlords. If problems with mortgage payments, use state resource link. Banks are wanting to work out payment structures to give people options.

You can be part of hearings and legislators are encouraging people to watch & participate.

November elections: clear decision that August primary elections will get option of mail-in or in-person voting. Secretary of State working on mailing a ballot to everyone, then collected by mail or in person. Plan for automatic mail ballot - waiting to see what happens with August primary.

8:30 Adjourn

NPA Steering Committee:

Cindy Cook (1) ccook@adamantaccord.com;

Jonathan Chapple-Sokol (1) chapplesokol.npasc@gmail.com

Carol Livingston (1) carol.livingston1951@gmail.com

Caryn Long (1) carynlong@burlingtontelecom.net

Olivia Pena (1) opena.npasc@gmail.com

Linda Rizvi (8) linda.rizvi.npasc@gmail.com

Hannah King (8), kinghannah190@gmail.com

Contact information also available on our CEDO NPA

website: <https://www.burlingtonvt.gov/CEDO/Neighborhood-Services/NPAs/Ward-1-NPA>

Link to CSWD for composting info (check home page for latest update):
<https://cswd.net/about-cswd/universal-recycling-law-act-148/>

Agenda
Wards 1 & 8 NPA Steering Committee
May 27, 2020
Via Zoom meeting (Zoom host: Jonathan)

Meeting ID = 243-784-0866
password 18

Attending: Hannah King, Caryn Long, Jonathan Chapple-Sokol, Linda Rizvi

Facilitator: Caryn Long

Minutes: Linda Rizvi

- 1) The committee planned and assigned tasks for the June 10th NPA meeting, which will be held via Zoom.
 - a. Tasks and assignments include:
 - i. Contact presenters: Jonathan (City Council, School Board), Hannah (Gail Champnois, Joe Speidel), Caryn (Dave Cawley, Joe Dowd), Cindy (Rob Goulding), Carol (Mark Furnari)
 - ii. Finalize agenda: Linda, Jonathan
 - iii. Contact Sydney at CEDO: Hannah
 - iv. Contact Channel 17: Jonathan
 - v. Posting to FPF: Hannah (ward 8), Jonathan (ward 1)
 - vi. Thank you notes: See contactors above
- 2) The committee gave final approval to the design for the NPA signs. Hannah will do a resizing/redesign, for use on stickers. Caryn will discuss the NPA logo with Phet and finalize cost information for the signs and stickers, with the intent to place the order in the next few days.