



April 08, 2019

Board of Finance - Monday, April 8, 2019 at 5:30 p.m. Conference Room 12, City Hall

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

1. Agenda

1.01 Adopt/Amend the Agenda

Type: Action

Recommended Action: Adopt the Agenda

 BOF 4 8 19.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 January 22, 2019

Type: Action

Recommended Action: Approve the minutes

 BURLbof012219.pdf

3.02 January 28, 2019

Type: Action

Recommended Action: Approve the minutes

 BURLbof012819.pdf

4. Board of Finance Approval



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4.01 Authorization to approve the re-categorization and re-titling of the Opiate Policy Operations Manager position - BPD, HR

Type: Action

Recommended Action: To approve the re-categorization of the Opiate Policy Operations Manager position within the Police Department from a Limited Service, Full-time, Exempt, Non-Union, Grade 21 position to a Regular, Full-Time, Exempt, Non-Union, Grade 21 position with the new title of Drug, Mental Illness & Homeless Policy and Operations Coordinator.

BOF Packet Recat Opiate Mgr 04 08 19.pdf

Recat Opiate Checklist 04 08 19.pdf

5. For Approval and Recommendation to City Council

5.01 Authorization of Conservation Legacy Fund disbursement □ 311 North Avenue - Parks & Rec

Type: Action

Recommended Action: To approve and recommend that City Council authorize the payment by the Department of Parks and Recreation of up to \$3,200 from the Conservation Legacy Fund to the Vermont Land Trust.

**REVISED MEMO ADDED 4/8 PER CINDI WIGHT

311 North Ave memo FINAL_04042019.pdf

311 North Ave checklist_04042019.pdf

REVISED 311 North Ave memo
FINAL_04042019 (003).pdf

5.02 Authorization to approve CY19 Street Reconstruction Project Contract - DPW

Type: Action

Recommended Action: To approve and recommend that the City Council authorize the Director of Public Works to 1) create the Capital Project Budget for CY19 Street Reconstruction Project using Street Capital Funds and Water Resources Funds and 2) execute a construction contract with Frank W. Whitcomb Construction Corp. □subject to City Attorney approval□for the CY19 Street Reconstruction Project to complete street reconstruction, fix water service connections, and make improvements to manhole structures for a total contract amount of \$1,808,788.55, and to further authorize the Director of Public Works to utilize up to \$380,100 in additional contingency funds through the issuance of contract amendments as necessary.

New motion posted 4/8

1-Memo - Street Capital - Final.pdf

2 - Paving Maps CY19.pdf

3 - CY19 Street Reconstruction - Bid
Tabulation.pdf

4-BoF_CC_Checklist CY19 Street
Reconstruction.pdf

Memo - Street Capital _Final updated.pdf



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5.03 Authorization to approve Fuel Contract - DPW, C/T

Type: Action

Recommended Action: To approve and recommend City Council authorize Department of Public Works Director , Chapin Spencer, or their designee, to execute a three-year agreement with A.R. Sandri, Inc., for gasoline and diesel fuel services, subject to approval of the City Attorney's Office.

040819_ Fuel Memo Savings 04 01+RGG
+JSJ+Final.pdf

040819__BoF_City Council_Checklist.fillable
pdf.pdf

5.04 Authorization to execute a contract with Melanson Heath and Co. for audit services - C/T

Type: Action

Recommended Action: To approve and recommend that City Council authorize the Chief Administrative Officer , Beth Anderson, or designee, to execute a contract with Melanson Heath and Co. to provide audit and advisory services for the fiscal years ending June 30, 2019, through June 30, 2021 in the amount of \$219,300 for FY19, and \$213,800 for FY20 and FY21 with the option to renew for two additional years at those prices, subject to the review of the City Attorney's Office.

040819_Memo_audit services_FINAL.pdf

040819_Cost Analysis_FINAL.pdf

040819_Checklist.fillable pdf.pdf

6. Communication

6.01 FY19 Budget Performance Presentation - Parks & Rec

Type: Presentation

6.02 Communication Results Single Audit - C/T

Type: Communication, Information

Burlington VT SA18.pdf

6.03 February Financials - C/T

Type: Communication, Information

Feb Financial run 04-04-19.xlsx

7. Adjournment

7.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting



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