



March 21, 2016

Board of Finance - Monday, March 21, 2016 at 5:15 p.m. Conference Room 12, City Hall

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

1. Agenda

1.01 Adopt/Amend Agenda

Type: Action, Procedural

Recommended Action: Motion to Adopt the Agenda

 BOF 3 21 16.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The Public is invited to speak on . . .

3. Approval of the Board of Finance Minutes

3.01 March 7, 2016

Type: Action, Minutes

 [View Minutes from Board of Finance - Monday, March 7, 2016 at 5:30 p.m. Conference Room 12, City Hall](#)

4. Board of Finance Approval

4.01 Authorization for City Attorney to Enter into Contracts with Thomson Reuters for Legal Books and Westlaw Research Services for Period of 36 Months Beginning March 2016 - City Attorney

Type: Action

Recommended Action: Approve

 Memo to BOF re Westlaw contract renewal.pdf

 Burlington Books Revised.pdf

 Burlington NAF for Books.pdf

 Burlington Westlaw 2016.pdf

 Checklist for BOF approval.pdf



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4.02 Authorization for Director of Public Works to Enter into a Contract with Bay State Elevator for up to \$75,000 and the Use of Contingency Funds up to and Additional \$10,000 for Emergency Repair of the College Street Parking Garage Elevator - DPW

Type: Action

Recommended Action: Approve

1-Memo - Bay State Elevator - College St Garage (005).pdf

5. For Approval and Recommendation to City Council

5.01 Authorization for Reclassification for Two Customer Service Representative Positions and Two Residential Sales Consultant Positions to Four Customer Service Sales Associates - BT

Type: Action

Recommended Action: Approve and Recommend to City Council Approval

HR - BT - Reclassification of Residential Sales Consultant & Customer Service Rep Positions.pdf

BOFCC Checklist BT Reclass CSR RSC 03 07.pdf

BOFCC Packet for Creation of Customer Service Sales Associate 03 07 16.pdf

5.02 Authorization for the School Commissioners to Direct the CAO to Pledge the Credit of the City by Issuing Negotiable Bonds in the Amount of \$2,000,000 in FY17 for Needed School Capital Improvements - BSD

Type: Action

Recommended Action: Approve and Recommend to City Council Approval

2016 Memo to City Council Requesting Bond Authorization (002).pdf

5.03 Authorization for the Use of \$150,000 in Street Capital Carry Forward Funds be Made Available for Use in FY16 Street Capital Budget- DPW

Type: Action

Recommended Action: Approve and Recommend to City Council Approval

DPW - Street Capital Carry Forward Funds for Street Paving FY16.pdf

Checklist for BOF and Council Approval -SC Carry Forward FY16.pdf

1-Memo - Street Capital Carry Forward - Paving rev2.pdf



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5.04 Authorization to Amend the Budget Allocating an additional \$702,201 to the Previously Approved \$525,000 for a total of \$1,227,201 from the Unassigned General Fund Balance to the Capital Budget also to Consider at a BOF Meeting in April a Further Recommendation for Use of the Remaining Unassigned Fund Balance in Connection with a City-Wide Reappraisal- DPW

Type: Action

Recommended Action: Approve and Recommend to City Council Approval

 3-21-16 BOF Capital Plan Budget FY16
amendment with explanations.pdf

5.05 Authorization to Purchase Vehicles for the Department of Parks and Recreation and Fire Department with Financing Vehicles Through a Lease/Purchase with KeyBank in the amount of \$369,691.16 - DPW

Type: Action

Recommended Action: Approve and Recommend to City Council Approval

 DPW - Lease Purchase of Capital Equipment
for Parks Department and Fire Department
(vehicles).pdf

 BoF Parks and Fire vehicle purchases FY16
3-21-16.pdf

 Parks - Fire Vehicle Vendor matrix 3-21-16.pdf

6. Adjournment

6.01 Adjournment

Type: Action, Procedural

Recommended Action: Adjourn the meeting