



March 11, 2019

Board of Finance - Monday, March 11, 2019-Meeting will begin approximately at 5:10 PM immediately following the BCDC meeting, 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

 BCDC.BOF 3 11 19.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 December 10, 2018

Type: Action

Recommended Action: Approve the minutes

 BURLbof121018.pdf

3.02 December 17, 2018

Type: Action

Recommended Action: Approve the minutes

 BURLbof121718.pdf

4. For Approval and Recommendation to City Council



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4.01 Authorization of Reclassification of the Cash and Banking Accountant position - C/T

Type: Action

Recommended Action: To recommend to the City Council the approval of the reclassification of the Cash and Banking Accountant position from Regular, Full-Time, Union, Non-Exempt, Grade 16 to Cash and Banking Accountant II, Regular, Full-Time, Union, Non-Exempt, Grade 17. The incumbent shall be placed in range in the new paygrade.

 CT Reclass Documents.pdf

4.02 Authorization of Reclassification and Retitling of the Acquisitions Supervisor Position - Library

Type: Action

Recommended Action: To recommend that the City Council adopt the Resolution.

 Packet Reclass Retitle Acquisitions Supervisor
02 19 19.pdf

 HR – Library – Reorganization–Reclassify &
Retitle Acquisitions Supervisor; Change Reporting
for Tech Asst.pdf

4.03 Authorization to approve Sidewalk Tractor Vehicle Purchase - DPW

Type: Action

Recommended Action: To approve and recommend that the City Council authorize the Director of Public Works to execute a contract to purchase a sidewalk tractor from Howard P. Fairfield, LLC□subject to approval by the City Attorney□for a total cost of \$126,086.00.

 BoF - CC memo sidewalk tractor purchase
3-11-19 final.pdf

 BoF_CC_Checklist Fairfield sidewalk tractor
3-11-19.pdf

4.04 Authorization to Award Construction Contract for North Avenue Unsignalized Pedestrian Crosswalks Project - DPW

Type: Action

Recommended Action: To approve and recommend that the City Council authorize the Director of Public Works to execute a construction contract with Don Weston Excavating, Inc.□subject to City Attorney approval□for \$213,575.00 to complete the North Avenue Unsignalized Pedestrian Crosswalks Project, and to further authorize the use of an additional \$16,425.00 in contingency funds (8%) for a total of \$230,000.00, all of which is also subject to and included in the FY 20 budget.

 DPW Memo North Avenue Crosswalks
Construction Contract.pdf

 Attachments - Bid Analysis and Bid
Tabulation.pdf

 BoF_CC Checklist.pdf



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4.05 Authorization to Award Construction Contract for Calendar Year 2019 Sidewalk Program - DPW

Type: Action

Recommended Action: 1. To approve and recommend that the City Council authorize the Director of Public Works to execute a construction contract with SD Ireland Brothers Corporation (SDI) □subject to City Attorney approval□for \$1,206,401.00 for the Calendar Year 2019 Sidewalk Program.2. To approve and recommend that the City Council authorize the Director of Public Works to increase the authorized amount, if needed, for the Calendar Year 2019 Sidewalk Program to \$1,306,000, through the use of \$99,599.00 in contingency funds (8.3%), and to execute necessary contract amendments up to the contingency limit, subject to City Attorney approval.

 DPW Memo - Contract Award CY19 Sidewalk Reconstruction 3-4-2019 Rev 1.pdf

 Attachment 1 - CY19 Sidewalk List.pdf

 Attachment 2 - CY19 Sidewalk - Bid Tabulation.pdf

 Attachment 3 - Revised Quantities and Contract Price.pdf

 CY19 Sidewalks BoF_CC_Checklist fillable.pdf.pdf

4.06 Authorization to Award Contract for Calendar Year 2019 Sidewalk Program Inspection Services - DPW

Type: Action

Recommended Action: To approve and recommend that the City Council authorize the Director of Public Works to execute a contract with Staff Sterling Management, LLC. in the amount of \$103,345 for inspection services for the Calendar Year 2019 Sidewalk Program, subject to the prior approval of the City Attorney and approval the FY 20 CIP budget.

 DPW Memo - Contract Award CY19 Sidewalk - Inspection Services 3-4-2019 Rev2.pdf

 Attachment 1 - SSM Proposal.pdf

 Attachment 2 - SSM Revised Labor Hour Schedule and Cost Proposal.pdf

 CY19 Sidewalks Inspection BoF_CC_Checklist.pdf



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4.07 Authorization to execute closing documents for sale of Burlington Telecom to Champlain Broadband, LLC - BT

Type: Action

Recommended Action: To recommend that the City Council adopt the Resolution.

BT - Authorization to Execute Closing Documents for Sale of BT to Champlain Broadband, LLC.pdf

Service Agreement with Revisions. 12 26 2017 (BL - clean) FINAL (3745133_1).pdf

MEitorial Auditorium Lease Agreement.pdf

Notices of Leases - 200 Church Street and Memorial Auditorium (3747417_1).PDF

Termination of Lease Agreement - 200 Church Street (3747107_1).PDF

Termination of Management and Sale Agreement (3747111_1).PDF

Termination of Sublease Agreement - 200 Church Street (3747101_1).PDF

Easement Agreement 287 Shelburne Street (3743406_1).PDF

Easement Agreement 1645 North Avenue (3743401_1).PDF

Bill of Sale and Assignment - Burlington - Champlain Broadband(13931157.3) (3745066_1).pdf

Non-Competition Agreement - Schurz Communications Champlain Broadband and The City of Burlington - (3745069_1).pdf

200 Churh Street Lease Agreement.pdf

Mutual Gen Release (with Citibank).pdf

Termination of Deposit Trust Agreement (3747109_1).PDF

Termination of Lease Agreement - Assets (3747104_1).PDF

Consent to Assignment and Amendment - Taft School (3744369_1).PDF

Easement Agreement 123 North Street (3743398_1).PDF

Easement Agreement 1364 North Avenue (3743399_1).PDF

Addendum to Proposal for Services 03-06-19 + baa (3745498_1).pdf

Limited Reserved Right of Use - Burlington Telecom and Schurz Communications(11282469.7) (3745527_1).PDF

5. Executive Session**REMOVED

5.01 **REMOVED Authorization to approve Settlement of Fire Grievance - City Attorney

Type: Action

Recommended Action: To approve the Grievance Settlement.

**AGENDA ITEM WAS REMOVED 3/11 AT 12PM PER BETH ANDERSON



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6. Communication

6.01 January Financials - C/T

Type: Communication, Information

 Copy of Jan Financial run 03-07-19.xlsx

7. Adjournment

7.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting