



January 28, 2019

Board of Finance - Monday, January 28, 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 with the amendment to add item 4.05 Finalization and availability of Annual City Audit for FY18. Note that FY20 Budget Needs item was formerly item 4.05.

 BOF 1 28 19.WMA

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Board of Finance Approval

3.01 Authorization for Contract for Residential Consolidated Collection Study - DPW

Type: Action

Recommended Action: Authorize the Director of Burlington Public Works to enter into a contact with Gershman , Brinkner, and Bratton, Inc. subject to approval from City Attorney's Office for a Feasibility Study on Residential Solid Waste for \$60,000 with a \$5000 contingency split between FY19-20 and paid through the DPW Recycling Budget

 BOF consolidated study approval.pdf

 BoF_checklist for solid waste study.pdf

 FINAL DRAFT GBB-SB-B-CSWD Feasibility
Study Survey Contract 20190122.pdf

 solid waste study.pdf

3.02 Authorization for Contract with the Royal Group for Video Cameras - DPW

Type: Action

Recommended Action: Approve and authorize the Director of Public Works to execute a contract with The Royal Group , Inc. subject to approval by the City Attorney in an amount not to exceed \$51,000 for the installation and programming of video cameras in various City locations.

 BoF memo contract The Royal Group Inc
1-28-19 REVISED.pdf

 BoF_CC_Checklist Royal Group 1-28-19.pdf

4. For Approval and Recommendation to City Council



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4.01 Authorization to Execute Contracts for Emergency Water and Sewer Main Repairs - DPW

Type: Action

Recommended Action: Recommend that the City Council authorize the Director of Public Works to execute emergency contracts with qualified water resources excavation contractors on an as needed basis for amounts that, in total, do not to exceed \$200,000, subject to review and approval by the Chief Administrative Officer and City Attorney .



BOF_Approval_Emergency_WR_Excavation_Con
tracts_FINAL.pdf



BoF_CC_Checklist_EmergencyWRExcavationCo
ntracts.pdf

4.02 Authorization to Execute Contract for Cured in Place Lining portions of Stormwater Collection System - DPW

Type: Action

Recommended Action: Approve and recommend that the City Council authorize the Director of Public Works to execute a contract with Green Mountain Pipeline Services, LLC for cured in place pipe relining of stormwater pipes for \$122,530, with an additional authorization to amend the contract and expend contingency funds for an additional \$20,000 if contingency funds are needed to complete the project, provided that all these authorizations are contingent on the contract and any amendment thereto having the prior approval of the City Attorney and Chief Administrative Officer .



1 - BOF CC Memo - Stormwater Bids
01-21-19.pdf



2 - bid Tabulation.pdf



BoF_CC_Checklist Stormwater Lining.pdf

4.03 Authorization for Reclassification of Mayor's Office Staff - HR

Type: Action

Recommended Action: Approve and Recommend City Council Approval



1-24-19 Mayor's Office re-org packet.pdf



Mayor's office re-org checklist.pdf



HR - Mayor's Office - Reclassification of Chief
of Staff, Communications & Projects Coordinator
and Administrative Coordinator Positions.pdf

4.04 Authorization for Step Placement for C/T Accounts Receivable and Receipts Specialist - HR

Type: Action

Recommended Action: Approve and Recommend City Council Approval



step placement Traci Paquette January 2019 -
CC.pdf



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4.05 Finalization and Availability of Annual City Audit for FY18 - C/T

Type: Action

Recommended Action: To recommend City Council approve the resolution as presented.

Treasurer - Finalization and Availability of Annual City Audit for FY18.pdf

4.06 FY20 Budget Needs - C/T

Type: Action

Recommended Action: To approve and recommend that the City Council adopt the attached resolution.

**Revised resolution added 1/28 at 2:45 PM per Beth Anderson

Memo_FY20 Budget and Tax Rate_01 28 2019 F.pdf

Use of UAFB to Reduce FY20 Tax Increase UPDATED.pdf

Use of UAFB to Reduce FY20 Tax Increase OLD.pdf

Projected Budget Needs 01 28 2019.pdf

Treasurer—Increase in Maximum Tax Rate for General City Purposes Authorized (3-05-19 Annual City Meeting).pdf

Treasurer—Increase in Maximum Tax Rate for General City Purposes Authorized (3-05-19 Annual City Meeting)REVISED.pdf

5. Adjournment

5.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting