



Board of Finance Meeting, Monday, January 25, 2021, 5:30 pm
****VIRTUAL MEETING****
1/25/2021

BURLINGTON BOARD OF FINANCE

REMOTE MEETING WITH CALL-IN NUMBER

BURLINGTON, VERMONT

MINUTES OF MEETING

January 25, 2021

MEMBERS PRESENT: Max Tracy

Karen Paul

Brian Pine

Ali Dieng

Miro Weinberger

OTHERS PRESENT: Katherine Schad

Eileen Blackwood

Rich Goodwin



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Jordan Redell

Gene Richards

Cindi Wight

Shelby Lozier

Marie Friedman

Sophie Sauve

Norm Baldwin

Chapin Spencer

Bill Ward

Danielle Cota

1.0 CALL TO ORDER and AGENDA

Mayor Weinberger called the Board of Finance meeting to order at 5:32 PM.

1.01 Motion to amend/adopt agenda

MOTION by Councilor Paul, SECOND by Councilor Pine, to amend/adopt the agenda.

- **Remove item 3.02 from agenda;**
- **note updated Attachment "H" for agenda item 3.03 (per Norm Baldwin);**
- **note draft License Agreement, Attachment "I" and draft Easement Agreement, Attachment "J" for agenda item 3.03 (per Assistant City Attorney St. James).**

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM (VERBAL)

2.01 Verbal Comments

None at this time.



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3.0 FOR APPROVAL AND RECOMMENDATION TO CITY COUNCIL

3.01 Request for Authorization of a Budget Neutral Amendment to the FY2021 Burlington International Airport AIP-118 Project Budget in the Amount of \$5,600,000 – Airport

MOTION by Councilor Pine, SECOND by Councilor Paul, to authorize and recommend that the City Council authorize a budget neutral amendment to the FY21 Burlington International Airport budget to increase Federal Grant Revenue by \$5,040,000 and Interfund Transfer Proceeds by \$560,000, and to increase Capital Expenditures by \$5,600,000, for a total increase of overall expenditures by \$5,600,000.

DISCUSSION:

- Finance Advisor Friedman noted that work has been ongoing for multiple seasons and that a delay in construction has pushed the expenditures for the project into Fiscal Year 2021. She said that this amendment adjusts the budget to reflect when the bulk of construction will occur (FY21).

VOTING: unanimous; motion carries.

3.02 Approval Of Public Safety Continuity Plan – Police

This item was removed from the agenda.

3.03 Seeking authorization to execute a number of Agreements with the Vermont Agency of Transportation, Vermont Rail System, Lake Champlain Transportation Company, and ECHO Leahy Center for Lake Champlain in support of the Bike Path Relocation and Passenger Rail Project REQUEST – DPW

Mayor Weinberger said that this item contains all of the agreements necessary for the work that will relocate the bicycle path to the other side of the tracks from where it is currently, and mitigate impacts on ECHO and Lake Champlain transportation. He said that this project will dramatically improve the bike path and reduce the number of track crossings.

MOTION by Councilor Pine, SECOND by City Council President Tracy, 1. To approve and recommend that the City Council authorize the Mayor to execute an agreement in substantial conformity with the attached Lease Agreement Amendment between the City of Burlington, Vermont Rail System, and the Vermont Agency of Transportation for the City to relocate and redevelop the bike path to the west side of the rail right of way between College and King Street to bring passenger rail service to Burlington, subject to final review and approval by the City Attorney's Office; 2. To approve and recommend that the City Council authorize the Director of Public Works to execute an agreement in substantial conformity with the attached finance and maintenance agreement with the Vermont Agency of Transportation for the Bike Path Relocation/Passenger Rail Project within the rail right of way corridor between College Street and the north side of King Street, subject to final review and approval by the City Attorney's Office; 3. To approve and recommend that the City Council authorize the Director of Public Works to execute an agreement in substantial conformity with the attached finance and maintenance agreement with the Vermont Agency of Transportation for the Bike Path Relocation/Passenger Rail Project improvement within the rail



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right of way corridor between the north side of King Street south to Maple Street, subject to final review and approval by the City Attorney's Office; 4. To approve and recommend that the City Council adopt the attached resolution relating to granting an easement to the Vermont Agency of Transportation over the Waterfront Park Parcel near the intersection of College Street and Rail Road Right of Way to install and maintain a railroad signal control cabinet; 5. To approve and recommend that the City Council adopt the attached resolution relating to granting an easement to the Vermont Agency of Transportation over the Pease Grain Parking Lot Parcel at the base of College Street to install and maintain an underdrain; 6. To approve and recommend that the City Council authorize the Mayor to execute an amendment in substantial conformity with the attached Lease Agreement Amendment with Leahy Center for Lake Champlain d/b/a/ ECHO to provide for the installation of a transformer and electrical services connections on leased premises at 1-3 College Street Parcel and an expansion of the ECHO plaza into College Street intersection; 7. To approve and recommend that the City Council authorize the Mayor to execute an agreement in substantial conformity with the attached Licensing Agreement with Lake Champlain Transportation Company; 8. To approve and recommend that the City Council accept an easement in substantial conformity with the attached easement from Lake Champlain Transportation Company.

DISCUSSION:

- Engineer Baldwin provided a brief overview of the greenway realignment as it interacts with passenger rail. He said that the most significant realignment for the bike path is between King Street and College Street, and that work is being done so that trains can be stored overnight on Lavalley Lane. He said that these two projects will be put out to bid together, to limit the amount of impact to adjacent stakeholders and so that the projects can advance fairly quickly. He said that the timing of the projects needs to be coordinated with VTrans' schedule, and that there is a small window of opportunity for that to occur. He also said that VTrans would be utilizing federal dollars that will expire at the end of the calendar year if not used. He listed the project agreements that are necessary to move these projects forward, which include amendments to lease agreements, finance & maintenance agreements, easements, and license agreements.
- Councilor Pine asked if there are any financial components to these transactions. Engineer Baldwin replied that the finance and maintenance agreements are the financial obligations for the project.
- City Council President Tracy asked how the issue around high water access for LCT was resolved. Parks Planner Sauve said that the high water access is impacted in that there is a shed on the LCT property that would need to be moved, and there is a grade change between the bike path and the LCT property. She said that a retaining wall will be built along the grade change. City Council President Tracy asked if there will be physical separation between the bike path and rail tracks. Parks Planner Sauve replied that there will be a fence in place in addition to the retaining wall.
- Councilor Paul thanked Director Wight and Director Spencer for their outreach to the Transportation, Energy, and Utilities Committee and the Parks, Arts, and Culture Committee pertaining to these projects.
- Councilor Dieng asked whether these projects were budgeted for. Parks Planner Sauve replied that the realignment of the bike path was budgeted in FY21. She said that the costs that aren't covered in the bike path realignment are covered in another component of the capital budget. Director Spencer added that there will be other non-participating costs in the last phase of the project.
- Councilor Dieng asked about timeline. Director Spencer said that VTrans hopes to start bidding February, if approved tonight. He said that all work is anticipated to be completed this year.

VOTING: unanimous; motion carries.



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3.04 Granting An Easement To State Of Vermont Agency Of Transportation Over The Pease Grain Lot, Parcel #1, To Install And Maintain An Underdrain – DPW

MOTION by Councilor Pine, SECOND by Councilor Paul, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.

3.05 Granting An Easement To State Of Vermont Agency Of Transportation Over The Waterfront Park, Parcel #2, To Install And Maintain A Railroad Signal Control Cabinet – DPW

MOTION by Councilor Pine, SECOND by Councilor Paul, to recommend that the City Council approve the attached resolution.

VOTING: unanimous; motion carries.

4.0 BOARD OF FINANCE APPROVAL ONLY

4.01 Retitling and Reclassification of Code Compliance Officer III - P&I/HR

MOTION by Councilor Paul, SECOND by City Council President Tracy, to approve the retitling and reclassification of the Regular, Full-Time, Exempt, Non-Union, Grade 17, Code Compliance Officer III position to a Regular, Full Time, Exempt, Union, Grade 17, Code Compliance Officer position.

DISCUSSION:

- **Director Ward noted that the Permitting & Inspections Department is requesting a reclassification for this position from a non-union to a union position. He said that the position would remain a zoning specialist position, which is responsible for zoning enforcement and investigating zoning violations across the City. He said that the impact will be a \$253.76 annual increase and that it is budget-neutral.**

VOTING: unanimous; motion carries.

5.0 ADJOURNMENT

5.01 Motion to Adjourn





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MOTION by Mayor Weinberger, SECOND by Mayor Weinberger, to adjourn the Board of Finance meeting.

With no further business and without objection the meeting was adjourned at 6:09 PM.

RScty: AACoonradt