BURLINGTON BOARD OF FINANCE
BUSHOR CONF. ROOM, FIRST FLOOR, CITY HALL *OR*
REMOTE MEETING WITH CALL-IN NUMBER
BURLINGTON, VERMONT
MINUTES OF MEETING
DRAFT
October 2, 2023

MEMBERS PRESENT:	Karen Paul (via Zoom) Ali Dieng Joe Magee (via Zoom) Miro Weinberger
OTHERS PRESENT:	Katherine Schad Jordan Redell Kim Bleakley Brian Pine Chapin Spencer Scott Gustin Norman Baldwin

1.0 CALL TO ORDER and AGENDA

1.1 Motion to amend/adopt the agenda
Mayor Weinberger called the Board of Finance meeting to order at 5:36 PM.

MOTION by Councilor Dieng, SECOND by Councilor Magee, to adopt the agenda.

VOTING: unanimous; motion carries.

2.0 PUBLIC FORUM

2.1 Verbal Comments
None.

3.0 CONSENT AGENDA

3.1. Motion to adopt the consent agenda and take the actions indicated
3.2 September 18, 2023 Board of Finance Minutes, Draft – approve the minutes.
3.3 Summary of Proposal for Myers Trash Hauling Services – CT – approve and recommend that the City Council authorize the Chief Administrative Officer to execute a 2-year agreement with retroactive approval to June 1, 2023, with the option to also renew year 3 & 4 with

Myers Trash Hauling, for the purposes of monthly trash hauling within the City of Burlington, at a rate of $14,932.93 a month and an additional on-call charge of $155 per haul and $150 per ton for trash compactor pickup, upon final review and approval of the City Attorney's Office.
3.4 BED FEMA Grant for December 2022 winter storm damages – BED – approve and authorize the BED General Manager or their designee, subject to final review and approval by the City Attorney's Office, to accept and execute grant agreements for the State of Vermont Public Assistance Grant (Grant #02140-84695-003) in the amount of $11,299.78 to reimburse BED for 75% of its debris removal and damage repair expenses resulting from the December 2022 winter storm.
3.5 BED Vermont Work-Based Learning & Training Program Grant – BED – approve and authorize the BED General manager or their designee, subject to final review and approval by the City Attorney's Office, to accept and execute grant agreements for the 2023 Vermont Work-Based Learning & Training Program Grant in the amount o f$6,760 to fund two internships in BED's Information Services department during FY 2024.

MOTION by Councilor Magee, SECOND by Councilor Dieng, to adopt the consent agenda and take the actions indicated for items 3.1-3.5.

VOTING: unanimous; motion carries.

4.0 FOR APPROVAL AND RECOMMENDATION TO THE CITY COUNCIL

4.1 Fire Station Two Dormitory Renovation – BPRW
Facilities Manager Bleakley said that this is for renovations of Fire Station Two's dormitories. She noted that it would be for five individual dormitory spaces, which would allow people of all genders to be able to use the fire station's dormitories comfortably.

MOTION by Councilor Dieng, SECOND by Councilor Magee, 1. To approve and recommend that the City Council authorize all necessary budget amendments to create a Project budget of $358,414 for the Fire Station 2 Project; and 2. To approve and recommend that the City Council authorize the execution of a contract with Farrington Construction, for a price not to exceed $326,414, to provide services related to the renovation of the dormitory in Fire Station Two, plus a project contingency of $32,000 (total request including contingency not to exceed $358,414), and authorize Cindi Wight, Director of Parks, Recreation & Waterfront, to execute the contract and any related documents needed to carry out the project, subject to review by the City Attorney's Office.

VOTING: unanimous; motion carries.

4.2 Balanced and Restorative Justice Amendment (Contract 45100) Approval – CEDO/CJC
Director Pine said that the Balanced and Restorative Justice program is funded by the State's Department of Children and Families (DCF) and is a model that helps prevent young individuals from having future interactions with the criminal/legal system. He noted that the State has increased the grant funding for this program, which would allow for more hours to be spent working with youth who are justice-involved.

MOTION by Councilor Magee, SECOND by City Council President Paul, to approve and recommend that City Council approve and authorize Director Pine to accept the DCR State Grant amendment #45100 in the amount of $311,061.40 for the period of January 1, 2023-June 30, 2024, upon final review and approval of the City Attorney's Office.

VOTING: unanimous; motion carries.

4.3 FEMA Hazard Mitigation Grant Project, 389 Riverside Avenue – DPI
Division Manager Gustin said that there was a landslide in 2019 that affected this property and two neighboring properties, which prompted further investigation of the properties. He noted that there was an investigation that involved the City and State geologist, and it was discovered that one of the properties is at imminent risk of sliding. He noted that funding is available from the State for matching with federal FEMA grants, and that the City applied for this hazard mitigation grant for the property, and has been approved for this grant. He said that the grant includes funding for appraising the property, demolishing the property, and turning it into green space which would be City-owned. He noted that the funding is 90% federal and 10% State match.

MOTION by Councilor Magee, SECOND by City Council President Paul, 1. To approve and recommend that the City Council approve a budget neutral amendment to the FY24 Department of Permitting & Inspections budget to include the FEMA Hazard Mitigation Grant Program monies in the amount of $457,430 as described in the affiliated memorandum; and 2. To authorize the Zoning Manager to execute a grant from the FEMA Hazard Mitigation Grant Program in an amount of $457,530, subject to review and approval of the City Attorney's Office.

VOTING: unanimous; motion carries.

4.4 Champlain Parkway Cooperative Agreement Amendment No. 8 – DPW
Senior Engineer Baldwin said that this is an amendment for a cooperative agreement, and noted that the agreement is with the State and allows the City to be reimbursed for costs incurred under the Parkway contract. He noted that the full amount of the grant is not given by VTrans at the start of the work, but is given through a series of amendments as needs arise. He said that the City is at a stage in the project where the State feels that the agreement can be amended to make available more grant funding. He noted that the match for the work is 95%/3%/2%, with the 2% being the local match. He noted that the project has two areas of local obligation, including the 2% that is carried by street capital funding, and the other is the non-participating costs such as landscaping, lighting, and soils. He noted that there is a need for bond money for the non-participating costs, but that DPW is discussing this with the Clerk Treasurer Office regarding this. He noted that the cost of removal for some of the petroleum-contaminated soils on Flynn Avenue will be covered by the Petroleum Cleanup Fund at the State level. He noted that the project is ahead of schedule.

MOTION by Councilor Dieng, SECOND by City Council President Paul, to approve and recommend that the City Council authorize the Director of Public Works, or his designee, to execute Amendment No. 8 to the Cooperative Agreement for the Champlain Parkway Project for continued project construction by increasing the maximum limiting amount by $20,430,000 and the local match obligation by $408,600, for a total authorized maximum limiting amount of $65,000,000, including a total local match obligation of $1,300,000 subject to the prior review and approval of the City Attorney's Office.
<u>DISCUSSION:</u>

- **Councilor Magee asked for a brief status update on the project. Senior Engineer Baldwin noted that they had been ahead of schedule but have had several delays due to power supply issues for the capital infrastructure work. He also noted that some of the work relies on having favorable weather conditions, which aren't always guaranteed. Director Spencer added that the City has been keeping the Transportation, Energy, and Utilities Committee (TEUC) updated regularly on the project's work, and also noted that they plan to bring a South End Construction Coordination Plan to the City Council at a meeting in the near future for its discussion and consideration. Director Spencer said that there are two parts to the Champlain Parkway Project, and that this pertains to the initial construction contract, which is a portion of the project from Home Avenue to Kilburn Street. He said that they are expecting this to be completed next spring or early summer.**

He said that after that, DPW will return to City Council to discuss how the final construction contract phase interfaces with the other projects occurring in the South End and Downtown.

VOTING: unanimous; motion carries.

4.5 Request for Approval of Contract for Emergency Winooski River Siphon Repair Work – DPW – Water Resources
Division Director Moir noted that bids were received for this work on Friday and that the bidder made clear in their bid that they need to begin work on this immediately in order to have it completed before winter. With this compressed timeline, they said that they are asking for approval from the Board of Finance for this work now so that the work can begin immediately, and will seek retroactive approval from the City Council at its next meeting. They said that this is Phase 3 of the project, which would provide an in-river fix for the leak so that the City does not need to rely on the temporary bypass through the winter. They said that they will simultaneously be working on developing a plan for a climate resilient approach to this for the longer-term. They noted that FEMA is considering this as part of the emergency repairs package, which means that they should be able to use FEMA funding for the long-term climate-resilient repair. They noted that the climate-resilient approach could range from a modern underneath-the-river drilled approach or even turning it into a formal pump station and landside forcemain.

Councilor Dieng asked what the match rate is going to be for this work. Division Director Moir replied that FEMA is still determining if the State exceeds a certain amount of necessary funding (around $111,000,000), then the cost share goes from 25% to 10%, and that the State would cover half of that and the City would need to cover the other half. They noted that they are proceeding with the assumption that the City will have to cover the 12.5% of costs, but are hopeful that the cost share could decrease.

MOTION by Councilor Dieng, SECOND by City Council President Paul, to approve and recommend that the City Council authorize the Director of Public Works' execution of a contract with Engineers Construction, Inc. for emergency inverted siphon repair, for a Maximum Limiting Amount of $793,500.00 with an authorization for contingency funding of an additional $40,000.00, for a total authorized expenditure not to exceed $833,500.00, subject to the review and approval of the City Attorney's Office.

VOTING: unanimous; motion carries.

5.0 ADJOURNMENT

5.1 Motion to Adjourn

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

RScty: AACoonradt