



Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM

5:30 pm, Bushor Conference Room, 1st Floor City Hall OR Remotely via ZOOM:

Please click the link below to join the webinar:

<https://zoom.us/j/96539064629>

Or Telephone: +1 305 224 1968 US

Webinar ID: 965 3906 4629

****CCTV link: https://www.youtube.com/playlist?list=PLIjLFn4BZd2PwCge7lNoKug676jIf_iUA ****

To participate in Public Forum in person, sign up at the meeting.

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<https://www.burlingtonvt.gov/citycouncil/publicforum>

Do not sign up in person and via Zoom - select one only

1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	2. Public Forum
Department	Council and Board
Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
Subject	3.2. October 10, 2023, Board of Finance Minutes, Draft
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information Minutes
Recommended Action	approve the minutes
Subject	3.3. October 16, 2023, Board of Finance Meeting Minutes, Draft
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Clerk/Treasurer's Office
Type	Action (Consent) Communication Information Minutes
Recommended Action	approve the minutes
Subject	3.4. Calahan Park Shared-Use Path Design Consultant Contract with Stantec, Inc. - BPRW
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Parks, Recreation, & Waterfront

Type	Action (Consent)
Recommended Action	1. To approve and authorize Cindi Wight, Director of Parks & Recreation, to execute a Consultant Agreement with Stantec, Inc. for Calahan Park Shared-Use Path Design services in an amount not to exceed \$72,000, and further authorize an earmarked contract contingency in the amount and any of \$7,000, subject to review by the City Attorney's Office. 2. To approve and recommend the City Council authorize the Chief Administrative Officer, or their designee, to affect all necessary budget amendments and transfers of funds from the referenced funding sources to create the project budget for FY24, for use of Capital Funds as described in this memorandum and related attachments, subject to the review and approval of the Chief Administrative Officer.
Subject	3.5. Fletcher Free Library Restoration & Preservation Project Dore + Whittier Contract, First Amendment: Restoration & Preservation of Windows and Masonry to 1904 Building - Library
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Fletcher Free Library
Type	Action (Consent)
Recommended Action	to approve and recommend that the City Council approve the execution of a Contract Amendment and any related documents needed to carry out said contract amendment with Dore + Whittier Architects for a contract of services for the Schematic Design - Restoration & Preservation of Windows and Masonry for the Fletcher Free Library in an amount not to exceed \$30,000.00 and amend the maximum limiting amount of the overall contract from \$183,000 to \$213,000.00, as well as authorize the, Director of the Fletcher Free Library, to execute the contract and any related documents needed to carry out said contract, upon final review and approval of the City Attorney's Office

4. For Approval and Recommendation to the City Council

Subject	4.1. Request for Approval of Contract Amendment for Emergency Winooski River Siphon Repair Work - DPW - Water Resources
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of Public Works' to enter into and execute a contract amendment with Engineers Construction Inc. for \$414,100, and to increase the maximum limiting amount of the contract to \$1,247,600, subject to the review and approval of the City Attorney's Office
Subject	4.2. Creation of one position at CJC - CJC/HR
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. For Approval and Recommendation to the City Council

Department	Community Justice Center
Type	Action
Recommended Action	to approve and recommend that City Council approve the creation of the Youth Restorative Services Coordinator—BARJ position within CEDO, a Limited Service, Full-time, Union, Grade 16, position

5. Town Meeting TV FY23 Update and FY24/Municipality's FY25 Budget Request

Subject	5.1. Town Meeting TV FY23 Update and FY24/Municipality's FY25 Budget Request
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	5. Town Meeting TV FY23 Update and FY24/Municipality's FY25 Budget Request
Department	Clerk/Treasurer's Office
Type	Action Communication Information
Recommended Action	waive the reading, accept the communication and place it on file

6. Adjournment

Subject	6.1. Motion to adjourn
Meeting	October 30, 2023 - Board of Finance Meeting - Monday, October 30, 2023, 5:30 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	6. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn