



OFFICE OF THE CLERK/TREASURER

City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7000

Fax (802) 865-7014

TTY (802) 865-7142

BOARD OF FINANCE MONDAY, DECEMBER 16, 2013

MINUTES

PRESENT: Mayor Weinberger; City Council President Shannon; Councilors Aubin, Bushor; Councilor Knodell (arrived at 5:09), CAO Rusten

ALSO PRESENT: ACAO Schrader; City Attorney Blackwood; Assistant City Attorney Haesler; Brian Lowe, Mayor's Office; Lise Veronneau, Fire; Karen Vastine, CJC; Julie Hulburd, HR; Guillermo Gomez, DPW; Tom Buckley, BED

1. Agenda

CAO Rusten stated they will add item 7.5 to discuss BED's Application to the State of Vermont for grant funding. No action will be taken.

Councilors Bushor and Aubin made a motion to adopt the agenda as amended. The motion passed unanimously. Councilor Knodell was not present for the vote.

2. Public Forum

No one came forward to speak.

3. Approval of Board of Finance Minutes

a. December 9, 2013

City Council President Shannon requested they clarify that "they" referred to the administration in a portion of the December 9 minutes.

Councilors Bushor and Aubin made a motion to adopt the minutes as amended. The motion passed unanimously. Councilor Knodell was not present for the vote.

Councilor Knodell arrived.

4. Re-Categorize CEDO Positions from Limited Service to Regular Part-Time – HR

Councilors Aubin and Bushor made a motion to approve the re-categorization.

Councilor Aubin stated this is the second time in the last few meetings that they have been asked to re-categorize a position from limited service to permanent. He inquired how many limited service positions there are in the City that will be in this situation. Julie Hulburd, HR, stated she does not know the number off the top of her head. There are probably about 10-15 limited service positions in her departments, but there are others throughout the City. This was a popular way to start a position a few years ago. Now they are figuring out which positions they should keep. Councilor Aubin stated it would be interesting to know where they are at. Mayor

Weinberger stated they recently have created a few new limited service positions. In three years they will decide if they need these positions permanently.

Councilor Bushor stated limited service is the tool that the City uses to evaluate a position. She is unsure if that is what limited service is supposed to be. She would prefer to have a situation where they have a Pilot position for a year. If it is successful, they would figure out how they will be able to afford it. The three year term was done because there were people who languished as limited service employees. They had worked for the City for a long time but were denied full benefits. She feels that they need to evaluate the whole process. These positions are funded by a grant. She inquired if the positions will end if the grant funding ends. Karen Vastine, CJC, stated that is true of all positions at the Community Justice Center because their funding is never sure from year to year. These positions are funded by a very stable source. One is from the Safer Communities Grant from the Department of Corrections. The other is funded from the Justice Assistance Grant that the City receives each year. Councilor Bushor stated she understands the need and the value so the thought of not continuing them would be a big deal for the community.

The motion passed unanimously.

5. Authorization to Accept Grant for Pedestrian Improvements near Champlain Elementary School – DPW

City Council President Shannon inquired what the public process has been for this and if neighbors are aware of it. Guillermo Gomez, DPW, stated there was a study done by a consultant to assess safety near the schools. Part of that process involved a public comment period. This is the recommended work that came out of the study. City Council President Shannon stated she is supportive of building sidewalks to help people get to school and does see a deficiency in that area. When people do not know something is coming, they have a more severe adverse reaction than when they know it is coming. There are many people whose perception is that their front yards are being taken away by the City to build sidewalks. She inquired if there is a deadline to accepting the grant. Mr. Gomez stated this grant will span three fiscal years. They are working to move from the feasibility phase to the design phase. There will be public meetings for people to comment on the design and they will make modifications to the initial concept before they go out to bid for construction.

Councilor Bushor stated she appreciates the comments about notifying the public, but she is concerned about their ability to access funding to accomplish this. She inquired if they can move this as proposed with the understanding that Public Works will reach out to the neighborhood and hold a public meeting to inform the neighbors. People may have been notified, but they forget about it until something happens. Mr. Gomez stated one of the conditions of the grant is that they have to reach out to the public.

City Council President Shannon inquired if this will only impact the first block on Pine Street. Mr. Gomez stated the sidewalk they will build will be about 300 feet on Birchcliff Parkway. City Council President Shannon stated she does not have a problem going forward with this because it will only impact one resident's side yards. There are other times when they tell people after the fact that they will be building a sidewalk which is not a good public process.

City Council President Shannon and Councilor Bushor made a motion to accept the grant. The

motion passed unanimously.

6. Contract for Ambulance Billing Services with Visiting Nurse Association - Fire

The Board addressed an item to allow the Fire Department to extend their contract for ambulance billing services with the Visiting Nurses Association for the remainder of the fiscal year.

Councilors Bushor and Aubin made a motion to authorize extending the contract. The motion passed unanimously.

7. Proposed Board of Finance Schedule – C/T

The Board approved the proposed Board of Finance Schedule.

7.5. BED Grant Application Update

CAO Rusten stated the amount of the grant is small enough that normally the CAO and Mayor could accept it. However, the State requires that they have it on the agenda for the Council. They do not need to take action at the Board of Finance.

Tom Buckley, BED, stated they have been involved in electric vehicle issues for 25 years and there has been a lot of support for them recently. They were pleased when the State made grant funds available for downtowns in amounts up to \$30,000 to support vehicle charging infrastructure. They had been looking for opportunities in parking garages, so the timing to apply for this program was good. They were able to secure commitments from Nissan Motors to contribute two chargers at no cost to the City. The total package is \$59,000 worth of infrastructure with \$8,000 provided from City funds which were already in the BED budget. They heard that they wanted approval from all of the governing boards so they are bringing this to the Board. They applied for the funds on December 6 and hope to have a final package available by January 6.

Councilor Bushor inquired if one of the stations will be on Pine Street. Mr. Buckley stated there is one that will be paid for outside of this grant. Mr. Buckley stated a Resolution will be drafted and asked if any Board members wanted to be sponsors. A number stated that they would be willing to sponsor a Resolution to the City Council.

*****EXPECTED EXECUTIVE SESSION*****

8. Discussion of Real Estate Transaction

City Council President Shannon and Councilor Aubin made a motion to go into executive session to discuss a real estate transaction at 5:30pm. Premature disclosure would put the City at a substantial disadvantage. The motion passed unanimously.

Without objection, Mayor Weinberger ended the executive session and adjourned the meeting at 6:00pm.