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BOARD OF FINANCE

MARCH 8, 2010

MINUTES

Mayor Kiss convened a meeting of the Board of Finance at 5:17 p.m. with all members present except Councilor Keogh.

1. Agenda

There were no amendments to the agenda.

2. Human Resources: Recommendation – Extension of Education Bonus/Stipend Initiative to include Military Services

The Board reviewed a request from Police Chief Schirling for approval to amend the educational component of the Burlington Police Department Recruitment and Retention Initiative to extend the education bonus of \$400 for sworn employees who have served one full term in the military as defined as four years in the armed forces or six years in the National Guard. Councilor Davis made a motion, seconded by Councilor Decelles, to approve the proposed extension of the education bonus. The motion passed unanimously.

3. Burlington Electric Department:

A. Miscellaneous Fees

The Board reviewed a proposed resolution to approve a schedule of miscellaneous fees and rates for Burlington Electric Department. Councilor Davis made a motion, seconded by Councilor Decelles, to approve the proposed new fee schedule and to recommend to the City Council approval of the same. The motion passed unanimously.

B. LED Street Light Tariff

The Board reviewed a proposed resolution to adopt a street light tariff for LED street lights. Councilor Decelles made a motion, seconded by Councilor Davis, to approve the proposed new fee schedule and to recommend to the City Council approval of the same. The motion passed unanimously.

4. Department of Planning and Zoning: Certificate of Occupancy Fees

The Board reviewed a request and recommendation from the Planning and Zoning Director and Code Enforcement Director to adopt a schedule of certain fees for Certificate of Occupancy and Temporary Certificate of Occupancy. CAO Leopold made a motion, seconded

by Councilor Decelles, to approve the proposed resolutions and fee schedules for certain Certificates of Occupancy. The motion passed unanimously.

At this point in the meeting, approximately 5:25 p.m., CAO Leopold left.

5. Burlington International Airport: Lighting Upgrade Project for Runway/Terminals

The Board reviewed a request by the Airport for approval for a contract with Benoit Electric for \$267,970 for a lighting upgrade project for the terminal and roadway/parking lots for improved energy efficiency. Councilor Davis made a motion, seconded by Councilor Decelles, to approve the proposed contract and to recommend approval of the same to the City Council. The motion passed unanimously.

At this point in the meeting, approximately 5:30 p.m., CAO Leopold joined the meeting.

6. Burlington Fire Department: FY06 Homeland Security Grant # 010

The Board reviewed a request from the Fire Department for an increased appropriation of \$1,400 for a previously appropriated grant for training under the Homeland Security Grant Program for Training thereby increasing the appropriation to \$20,855. Councilor Davis made a motion, seconded by Councilor Decelles, to approve the proposed increase in the appropriation and to recommend to the Council approval of a budget amendment to be proposed by the Mayor for the same. The motion passed unanimously.

7. Burlington Town Center

The Board reviewed and discussed a communication for the Burlington Town Center that the Town Center intended to exercise the option for the purchase of the land utilized for the Town Center parking facility. CAO Leopold made a motion, seconded by Councilor Decelles, to accept the communication. The motion passed unanimously.

8. Executive Session: Personnel (amended)

CAO Leopold made a motion, seconded by Councilor Decelles, to enter into Executive Session to discuss a personnel matter. The motion passed unanimously and the Board went into Executive at 5:33 p.m.

The Board came out of Executive Session at 6:00 p.m. and the meeting was adjourned.