



# OFFICE OF THE CLERK/TREASURER

City of Burlington

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## BOARD OF FINANCE MONDAY, DECEMBER 3, 2012

### MINUTES

**PRESENT:** Mayor Weinberger; City Council President Shannon, Councilors Bushor, Paul, and Decelles; Interim CAO Sisson

**ALSO PRESENT:** ACAO Goodwin; Ken Nolan, BED; Peter Owens, Brian Pine, CEDO; Stephen Barraclough, BT

#### 1. Agenda

Mayor Weinberger stated they will add agenda item 4.5 Schedule 21 Form of Local Service Agreement to the agenda. They will also add agenda item 6.5 BT Purchase of Bucket Truck.

Councilor Bushor requested that in the future when they add items to the agenda that they receive a heads up.

On a motion by Mayor Weinberger and City Council President Shannon, the agenda was adopted unanimously as amended.

#### 2. Public Forum

No one came forward to speak.

#### 3. Approval of the Board of Finance Minutes

##### a. September 24, 2012

On a motion by Councilor Bushor and City Council President Shannon, the minutes were adopted unanimously as presented.

#### 4. Authorization for Purchase Power Agreement – BED

Ken Nolan, BED, stated this is the third purchase power agreement they have with the School Department. There are solar installations on two schools already, and this will add solar panels to the roof of Flynn Elementary School. This requires a separate contract.

Councilors Bushor and Decelles made a motion to authorize the agreement.

Councilor Bushor stated she was unsure about the rates discussed in the contract. Mr. Nolan stated there are rates for highs and lows depending on how much energy is produced.

The motion passed unanimously.

City Council President Shannon inquired if the Climate Action Plan referenced in the resolution has been approved. Mayor Weinberger stated it references a draft plan. He stated this is exciting to see.

#### **4.5 Schedule 21 Form of Local Service Agreement**

Ken Nolan, BED, stated in 2009 the City Council approved a contract with Georgia Mountain Community Wind which is being built now. It is scheduled to come online in the next few weeks. Part of that arrangement requires BED to provide transmission service. Negotiations were put on hold with the merger of Green Mountain Power and CVPS. Today they resolved what the terms of that agreement will look like. The rates are standardized.

Mayor Weinberger inquired why this was being brought forward tonight. Mr. Nolan stated they were attempting to avoid concurrency with the next City Council meeting. Mayor Weinberger stated they will postpone action on this item until the next Board of Finance meeting.

#### **5. Step Placement of Nathan Wildfire, Assistant CEDO Director - HR**

Peter Owens, CEDO, stated they are recommending a placement of Step 3 at Grade 19. Compared with the salary of the person who previously held this position, this will result in a savings of about \$7,000.

Councilor Bushor and City Council President Shannon made a motion to approve the step placement. The motion passed unanimously.

Mayor Weinberger stated they have information available about how many step placements have been addressed and are continuing to consider the process change regarding step placements.

#### **6. Minor Boundary Changes for Downtown TIF District – CEDO**

Brian Pine, CEDO, stated that they are making minor changes to the boundaries of the TIF district. The People's United parcel had its drive through lanes included in the TIF district but not the rest of the parcel. This will remove the drive through lanes from TIF on a recommendation from the Assessor's Office. There were errors in the maps in regards to the City Market building and the CHT/Farrell Parcel. This will correct those errors to include the entirety of both parcels.

Councilor Paul and City Council President Shannon made a motion to approve the boundary changes.

Councilor Bushor inquired if adding the building to the parcel would change the amount of money. The memo indicates it will not affect infrastructure costs, revenue generation, or overall viability. Mr. Pine stated the changes are so minor they will not impact the viability at all and financial impacts will be minor.

The motion passed unanimously.

### **6.5 Purchase of Bucket Truck – BT**

Mayor Weinberger stated this was originally on the agenda for a meeting in November. It was removed from that agenda and is being brought forward again. He stated some of the discussion will need to take place in executive session, but questions regarding the need for the purchase can be discussed in open session.

Councilor Bushor requested that before going into executive session she would like to address her own item.

Councilor Decelles inquired what the cost of the bucket truck will be. Mayor Weinberger stated it will cost \$57,399.

The Board addressed item 6.8 before returning to this item.

On a motion by City Council President Shannon and Councilor Bushor, the Board voted unanimously to go into executive session.

On a motion by City Council President Shannon and Councilor Bushor, the Board voted to go out of executive session at 6:06pm.

Councilors Paul and Decelles made a motion to approve the purchase. The motion passed unanimously.

### **6.8 Standing Items on Board of Finance**

Councilor Bushor requested that they have standing items on the agenda that can be addressed based upon the time of year. These could be things like an update on audit or significant deviations from the budget. Others could be occasional things like updates on Winooski One and Airport relations with South Burlington. It could really be for anything that the Board of Finance needs to be updated on.

City Council President Shannon stated she has no problem about that, but would prefer to discuss it at a later date in order to complete their agenda in time.

Interim CAO Sisson stated there will be a Winooski One update at the next meeting.

## **7. Adjournment**

Without objection, Mayor Weinberger adjourned the Board of Finance meeting at 6:07 pm.