



## **OFFICE OF THE CLERK/TREASURER**

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## **BOARD OF FINANCE**

### **JANUARY 22, 2008**

### **MINUTES**

Mayor Kiss convened the meeting of the Board of Finance at 5:38 p.m. with all members present with CAO Leopold attending the meeting via webcam.

#### **1. Agenda**

The agenda was amended to delete Item #9: BED Bond Resolution since the Board reviewed the communications from CAO Leopold and BED General Manager Grimes and did not have any questions.

#### **2. Library: FY08 Library Budget-Internal Transfer**

The Board reviewed a request by the Fletcher Free Library for authorization to transfer \$14, 572 in the Library General Appropriation account from the Hourly Wages Object Code 61200 to the Temporary Help Object Code 61450. CAO Leopold made a motion, seconded by Councilor Montroll, to approve the requested transfer. The motion passed unanimously.

#### **3. Police Department: FY05 State Homeland Security Program-Equipment**

The Board reviewed a request by the Police Department to appropriate a grant of \$17,600 from the State of Vermont for the purchase of four mobile radios for the Police Department. CAO Leopold made a motion, seconded by Councilor Montroll, to support an appropriation request of \$17,600 of the grant by the Mayor and to recommend to the Council approval of the same. The motion passed unanimously.

#### **4. Police Department: Contract for Forensics Services**

The Board reviewed a request for authorization to hire former Detective Sergeant Ken Newcomb of the Vermont State Police as a consultant and trained forensic examiner under the Vermont Internet Crimes Against Children Task Force (ICAC) Project. CAO Leopold made a motion, seconded by Councilor Montroll, to approve the proposed contract for forensic consultant services. The motion passed unanimously.

**5. Fire Department: Vermont Department of Public Safety Grant Agreement**

The Board reviewed an appropriation request by the Fire Department for \$20,190 under a grant from the State of Vermont for certain protective equipment for department personnel. CAO Leopold made a motion, seconded by Councilor Montroll, to support an appropriation of the proposed grant and to recommend approval of the same to the City Council. The motion passed unanimously.

**6. Department of Public Works: Lighting at Marketplace Parking Garage**

The Board reviewed a request by the Department of Public Works for an appropriation of \$65,460 from the Fund Balance of the Traffic Fund for the purpose of installing more efficient lighting in the Marketplace Garage. The proposed project will generate an estimated energy savings of between \$16,000 and \$22,000 per year providing an estimated payback period of between four and five years. CAO Leopold made a motion, seconded by Councilor Bushor, to approve the proposed project and to support an appropriation request by the Mayor for the same and to recommend approval of the same to the City Council. The motion passed unanimously.

**7. Fletcher Free Library: Grant Acceptance**

The Board reviewed a request by the Library for an appropriation of a foundation Grant of \$1,000 for a summer reading program. CAO Leopold made a motion, seconded by Councilor Montroll, to support an appropriation request by the Mayor of the \$1,000 grant for a summer reading program and to recommend to the Council approval of the same. The motion passed unanimously.

**8. City Attorney: Lease Agreement with Pine Street Studios, LLC for a Portion of the Old City Garage 339 Pine Street.**

The Board reviewed a proposed resolution and attached lease agreement for the leasing of the former City Garage to the Pine Street Studios Arts program. Councilor Bushor made a motion, seconded by CAO Leopold to approve the proposed agreement and to recommend to the City Council approval of the proposed agreement and resolution. The motion passed unanimously.

**9. BED: Bond Resolution: Removed**

**Items 10 and 11 moved to end of agenda.**

**12. FY 2009 Budget**

The Board reviewed and discussed a communication from CAO Leopold on a tentative schedule and general policies for the preparation of the Fiscal Year 2009 Budget. CAO Leopold made a motion, seconded by Councilor Bushor, to accept the

communication and place it on file. The motion passed unanimously.

**13. Communication: William Niquette**

The Board reviewed a communication from Mr. William Niquette regarding the Planning and Zoning fees. Councilor Montroll made a motion, seconded by CAO Leopold, to accept the communication and place it on file.

**10. Executive Session: Burlington Telecom**

CAO Leopold made a motion, seconded by Councilor Bushor, to enter into Executive Session to discuss a matter of contracts and negotiations relative to Burlington Telecom, the premature disclosure of which could place the City at a substantial disadvantage. The motion passed unanimously and the Board went into Executive Session at 6:15 p.m.

The Board came out of Executive Session at 6:38 p.m.

**11. Telecom Financing**

CAO Leopold made a motion, seconded by Councilor Bushor, to authorize CAO Leopold to proceed with Municipal Leasing Services of Grand Isle, Vermont, to pursue a refinancing of the outstanding lease/purchase obligations of Burlington Telecom and to secure additional financing as required with the understanding that any proposed financing will be reviewed and approved by both the Board and City Council. The motion passed unanimously.

The meeting of the Board of Finance was adjourned at 6:40 p.m.