



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 NOVEMBER 15, 2010

MINUTES OF MEETING

Mayor Kiss convened the meeting of the Board of Finance at 4:45 p.m. with President Keogh, Councilor Paul, Mayor Kiss and ACAO Schrader present. Councilor Wright was absent. Others present: ACAO Goodwin, City Assessor John Vickery, DPW Director Steve Goodkind, Pat Buteau, DPW, Eugene Bergman, Assistant City Attorney

1. Agenda

Mayor Kiss requested that the members try to hold to the written agenda as much as possible given the absence of the CAO or, at the very least, give at least a days notice that an item would like to be considered. ACAO Schrader requested that the agenda be amended to remove Item 4. BED – Velco Investment. There being no other changes to the agenda, the agenda was approved as amended.

2. DPW: Capital Equipment Purchases

The Board considered the recommended award of bids and a request for authorization to purchase capital equipment for the Department of Public Works. Mr. Buteau provided information on the bidding process and indicated that the bids were within budget leaving a surplus of approximately \$22,000.

ACAO Schrader made a motion, seconded by Councilor Keogh, to approve the award of bids and authorization to purchase the capital equipment, request that the City Attorney prepare a resolution for the next City Council meeting and to recommend approval of the same to the City Council. The motion passed unanimously.

3. DPW: Accept Easements for Sewer and Storm Sewer (vicinity of 288 Flynn Ave.)

The Board considered a proposed resolution to accept easements for sewer and storm sewer lines in the vicinity of 288 Flynn Avenue. DPW Director Steve Goodkind provided information regarding the use of outside counsel by the DPW instead of utilizing the City Attorney's Office.

ACAO Schrader made a motion, seconded by Councilor Keogh, to approve the proposed resolution and to recommend approval of the same to the City Council. The motion passed unanimously.

4. BED: Finance of VELCO Investment

REMOVED

5. BERS: Budgeting for School Department Employees

The Board reviewed a recommendation by CAO Leopold regarding the implementation of the recommendation of the Cross Report relative to the funding of costs for retirement benefits for School Department employees. The Board discussed what the timetable would be for effectuating any change and whether a ballot question, if appropriate, would be able to be drafted in time for the March, 2011 election. ACAO Schrader stated that it would be dependent on the conversations between the parties and any resulting strategies developed and the analysis of the attorneys.

ACAO Schrader made a motion, seconded by Councilor Paul, to accept the correspondence, request a joint meeting between the Board and the Superintendent of Schools, the President of the School Board and the Chairman of the Finance Committee of the School Board; and to request that the City Attorney and School Board Attorney, in consultation with the Clerk/Treasurer's Office, prepare a legal analysis and appropriate legal mechanism(s) and proposed Charter language to provide for a possible separate taxation delineation on the School Tax bill for the funding for School Department employees' retirement benefits. The motion passed unanimously.

6. City Assessor: Equipment and Machinery Tax

The Board reviewed a report prepared by John Vickery, City Assessor, on the Business Personal Property Tax imposed by the City of Burlington. John Vickery addressed the Board on the overall process of administering the tax and the tax itself; indicating that the tax generates approximately \$1.16 million and that there exists difficulties in auditing businesses as well as collecting from businesses that leave the City. Discussion ensued on the implications on raising the appraised value exemption limits and the mechanism to change that limit. Additional information was requested from the City Assessor's Office to expand on the table provided,

ACAO Schrader made a motion, seconded by Councilor Keogh, to accept the report, request that the City Assessor expand the table as it relates to exemption levels, request the City Attorney provide direction on how the exemption limits are set and how they can be amended and that this issue be considered in the context of the 2012 Budget. The motion passed unanimously.

7. City Assessor: Equalization Study

The Board reviewed a report prepared by John Vickery, City Assessor, on the internal Equalization Study and Review currently underway on residential properties by his office. Mr. Vickery provided additional information on the process of review of the possible inequities within the City and indicated that he will be involving the City Attorney's Office in this process to ensure that the process and procedures utilized in this review are sound. ACAO Schrader reminded the Board that no formal action is required and that this process is part of the legal responsibilities of the City Assessor.

ACAO Schrader made a motion, seconded by Councilor Paul, to accept the report and request that the City Assessor periodically report on the progress of this review. The motion passed unanimously.

The meeting of the Board of Finance was then adjourned at 5:55 p.m.