



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, June 6, 2011

MINUTES

Present: Mayor Kiss, President Keogh, Councilor Paul, Councilor Mulvaney-Stanak (via phone), Councilor Wright

Also Present: CAO Leopold, ACAO Schrader, ACAO Goodwin, Councilor Bushor, Gary Evans, HBC, Steven Barraclough, Dorman and Fawcett, David White, Planning and Zoning Director, Larry Kupferman, CEDO Director, Susan Leonard, Human Resources Director, Richard Haesler, Assistant City Attorney, Gene Bergman, Assistant City Attorney, Erin Demers, DPW, Chief Seth Lasker, Fire Department

1. Agenda

There being amendments to the agenda, the agenda was approved.

2. Approval of Board of Finance Minutes:

- a. May 23, 2011
- b. June 2, 2011

Councilor Paul made a motion, seconded by Councilor Mulvaney-Stanak, to approve the minutes. The motion was passed unanimously.

3. BT/HR: Graphic Design Coordinator

Mr. Barraclough presented Burlington Telecom's request to create a Graphic Design Coordinator position and classify it as a grade 7. President Keogh made a motion, seconded by Councilor Paul to approve the classification. Mr. Barraclough explained that the position will replace a consultant used previously as a mechanism to reduce costs while, at the same time, provide a professional design to the marketing campaign. The motion passed unanimously.

4. DPW: Stantec Amendment No. 3

Erin Demers addressed the Board with a request for approval of a project and contract amendment with Stantec Consulting Services to account for a survey that was required as well as a re-bid. President Keogh made a motion, seconded by Councilor Paul to approve the amendment. The motion passed unanimously.

5. Planning and Zoning: Proposed Fee Schedule

David White, Planning and Zoning Director, presented the Board with a proposal to approve the Fee Schedule for the department that clarifies some fees and establishes a new fee for color copies. He indicated that no fee increases are being proposed. Councilor Wright moved, seconded by President Keogh to approve an amended fee schedule that conforms to that

established by the Vermont Secretary of State's Office. The motion passed unanimously.

6. C/T: Livable Wage Ordinance

CAO Leopold presented an amendment to correct a clerical oversight to the Livable Wage Ordinance and explained that the language is designed to freeze the posted Livable Wage with the effect of holding both private and City employees harmless until such time as the rates established under the new methodology was greater than the 2010 posted rate. Councilor Wright made a motion, seconded by Councilor Paul, to approve the amendment to the ordinance and recommend approval by the City Council. The motion passed unanimously.

7. 2012 Budget Discussion

CAO Leopold addressed the Board with a slight change to the 2012 proposed budget as it related to the Chamber. Councilor Wright made a motion, seconded by Mulvaney-Stanak, to request that the Mayor consider that \$15,000 be restored to the City Library budget with a corresponding reduction to the City Council discretionary fund to allow for the continuation of outreach services. President Keogh expressed his opinion that there may be other areas in the budget that could be reduced to fund this restoration. Councilor Paul expressed concern that all City Council members may not be aware of this proposal as well as concern that the other City departments could make the same argument to restore cuts that they have made. Councilor Mulvaney-Stanak stated that this cut, more than any other, has an apparent impact on the services provided to residents as shown by the number of individuals speaking at the forum. The motion passed by a vote of four to one, with President Keogh being opposed.

CAO Leopold requested feedback from the Board on the proposal to increase the water fees in addition to the wastewater fees for a combined increase of approximately 10% which equates to an average increase of approximately \$4.50-\$5.00 per month versus a \$3.25 per month if just the wastewater fee were increased. He further stated that the wastewater fee would need to be increased by approximately 10% next year and possibly an additional increase the following year to cover the bonds necessary to pay off the \$14 million zero interest loan for wastewater improvements made in the past. Councilor Mulvaney-Stanak noted that in light of the minimal increase in other city fees and taxes this fiscal year, she supported an increase in Water rates to complement the proposed increase in wastewater rates in order to gradually increase rates in lieu of a more significant increase in a subsequent year. Councilor Paul made a motion to increase only the wastewater rate, seconded by Councilor Wright. The motion passed by a vote of four to one, with Councilor Mulvaney-Stanak being opposed.

Councilor Paul requested that the budget contain Departmental variances and that the Departments provide a status report on the corrective actions to the findings of Management Letter.

Councilor Wright moved, seconded by Councilor Paul, to adjourn. The meeting was adjourned at 6:05 p.m.