



CITY OF WINOOSKI

OFFICE OF THE CITY CLERK

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AGENDA

Monday, March 15, 2010 at 6:00 p.m.
Claire Burke Chamber

- I. Call to Order and Pledge of Allegiance**
- II. Important Announcements and Good News**
- III. Public Comment Period – Non Agenda Items (3 minute limit please)**
- IV. Consent Agenda:**
 - a. Minutes of February 22, 2010 Council Meeting
 - b. Accounts Payable Warrants as closed March 15, 2010
- V. Ceremonial:**
 - a. Recognition of Outgoing Councilors
 - b. Oath of City Councilors
 - c. Selection of Deputy Mayor
- VI. Discussion Agenda:**
 - a. Peddler Application for Hot Dog Cart – Norman & Kathy Burnett Move to Approve
 - b. Open Meeting Law- City Manager
 - c. City Charter- City Manager
 - d. City Council Rules and Procedures-City Manager
 - e. Adopting Policies and Ordinances-City Manager
 - f. Responding to Citizen Issues-City Manager
 - g. City Organizational Chart-City Manager
 - h. Schedule Meeting Regarding Burlington, VT F-35 Operational Basing EIS-City Manager
- VII. Action Agenda:**
 - a. Chicken Permit Application –Terry Zigmund
 - b. Safe Routes to School Grant Proposal-Steve Palmer
 - c. Water Pollution Control Facility (WPCF) Generator Grant Proposal-Steve Palmer

d. Water Pollution Control Facility (WPCF) Headworks System
Grant Proposal-Steve Palmer

VIII. City Manager Update

a. Update on February Financial Results-City Manager

IX. Executive Session

a. Contracts

X. Adjourn

MINUTES

The meeting was called to order by the Mayor at 6:00 p.m.

Members Present:

Mayor Michael O'Brien

Councilors: Michael Mahoney, Erik Heikel, Jodi Harrington, Sally Tipson

New Councilors: Sarah Robinson, John Little

Officers Present:

Katherine Decarreau, City Manager; Carol Barrett, City Clerk; Steven Palmer, City Engineer; Steven McQueen, Police Chief; William O'Brien, City Attorney

Others Present:

Morgan Kelner, Sheryl Graves, Marc Bouffard, David Bowers, Robin Little and family; Robert Millar, Clement Bissonnette, Kathleen Resmer, Anne Elston, Eileen Andreoli

Consent Agenda:

MOTION by Councilor Heikel seconded by Councilor Harrington to approve the consent agenda of February 22, 2010 as presented and Accounts Payable Warrant closed March 15, 2010. Voted and Passed 4-0.

Important Announcements and Good News

The City Manager said we had a nice turn out for election. She said she was very grateful for the support.

Public Comment

Mr. Philip Gingrow received a parking ticket in the City of Winooski. He appealed it and it was denied. He said that the signs were not uniform and that the City needs to look into it.

Ceremonial

The Mayor recognized Erik Heikel and Jodi Harrington for their services to the City Council. Councilor Heikel said that he would still be involved with the City. He also thanked everybody for all the insight. Councilor Harrington thanked everybody and looks forward to helping out wherever she can.

The City Clerk swore in the newly elected Council members, Sarah Robinson and John Little.

MOTION by Councilor Tipson to nominate current Deputy Mayor Michael Mahoney as Deputy Mayor. Seconded by Councilor Robinson. Voted and passed 3-0. Councilor Mahoney abstained.

The Mayor called a recess at 6:15.

The meeting reconvened at 6:25.

Discussion Agenda

- A Peddler Application for a hot dog cart was submitted by Norman & Kathy Burnett. The City Manager explained the process of the permit, that we would discuss it tonight and would make a decision at the next meeting. Mr. Burnett gave a description of his hotdog cart and that he would also be selling soda, chips. See attached application.
- B Open Meeting Law- the City Manager explained the open meeting law. How you meet and make decisions?
A quorum is 3 or more Councilors. You have to be very careful on holding any discussions.
All meetings are public, special meetings need 24 hours notice.
Executive Session:
 - 2/3 of the vote
 - Negotiating contracts
 - Evaluating employees
 - Disciplinary or dismissal – employee option
- C City Charter – Rules and Regulations of the City
Title 17 Chapter 2 Powers of the City Council
Meeting twice a month for bill paying.
- D City Council Rules & Procedures
Mayor is the Chair
Deputy Mayor in absence
Majority Council constitutes a quorum (3)
Public Comment
Mayor and City Manager work on agenda

Posted.

Ethics Statement

- E Mayor and Council are Policy Group
City Manager – day to day decisions
- F Citizen issues to go City Manager or Dept Head
- G The City Manager passed out and organizational chart.
- H Schedule meeting regarding Burlington, VT F-35 Operational Basing EIS
There are 10 potential locations. Mr. Bissonnette said his understanding is that this could bring an additional 50 jobs to the base. The City Manager has scheduled a meeting for April 20 at 6:00 p.m. The meeting will be held either at the O'Brien Community Center or the Senior Center.

Action Agenda:

- A Chicken Permit – The City Manager said we have received a request for a Chicken Permit from Terry Zigmund of 111 West St. Mr. Trzepacz and Dr. O'Brien, City Health Officer did a drive by at the property. Mr. Trzepacz said the site evaluation raised more questions.

Mr. Trzepacz said we need to do the following:

- Develop Criteria
- Limit to # of animals
- More research
- Spacing Proximity
- Very Objective
- Most importantly are the animals going to be healthy

We don't want to attract vermin's, raccoons and skunks etc.

Mr. Trzepacz is recommending the following conditions:
Table until applicant can be heard.

- B Safe Routes to School Grant Proposal
Mr. Palmer briefed the Council on Safe Route to School Infrastructure. This project has been an ongoing project for 5 years. The purpose of this grant is construction of sidewalks along Bellevue, Franklin, and George Streets including new safety signage. Mr. Palmer said we also applied for an enhancement grant. We have not been awarded yet.
MOTION by Councilor Mahoney seconded by Councilor Tipson to approve the grant proposal as presented. Voted and passed 4-0.
- C Water Pollution Control Facility (WPCF) Generator Grant Proposal

Mr. Palmer briefed the Council on the Generator. We really need to replace the current generator. We are applying for a grant in the amount of \$91,000.00
MOTION by Councilor Little seconded by Councilor Robinson to approve the grant for ARRA 2010 Emergency Generator as proposed. Voted and passed 4-0.

- D Water Pollution Control Facility (WPCF) Headworks System Grant Proposal
Mr. Palmer said today we manually clean the stuff that should not be in there. This system is completely automated and has its own building. This is approximately a quarter million dollars.
MOTION by Councilor Mahoney seconded by Councilor Little to approve ARRA 2010 Upgrade of the WPCF headworks systems as proposed. Voted and passed 4-0.

City Manager Update- The City Manager updated the Mayor and Council on the budget. See attached marked VIIIa.

- IX Executive Session
MOTION by Councilor Mahoney seconded by Councilor Tipson to go into Executive Session at 8:15 p.m. to discuss contracts and legal issues, and that no other business will be conducted. Also invited into Executive Session, Clement Bissonnette. Voted and passed 4-0.

MOTION by Councilor Tipson seconded by Councilor Robinson to adjourn meeting at 10:00 p.m. Voted and passed 4-0.

ATTEST: _____
City Clerk