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# CITY OF WINOOSKI

## CITY COUNCIL

COUNCILOR ERIK HEIKEL  
COUNCILOR JODI HARRINGTON  
COUNCILOR SALLY TIPSON

### AGENDA

Monday, April 6, 2009 at 6:00 p.m.  
Claire Burke Chamber

#### I. Call to Order and Pledge of Allegiance

##### A. Important Announcements

- US Census 2010

#### II. Public Comment Period

#### III. Regular Agenda Items

##### Consent Agenda:

Minutes of March 23, 2009

Accounts Payable Warrant as closed March 25, 2009

4<sup>th</sup> Annual Winooski Riverwalk Festival Event

Swim Meet Event

#### 2. Various Appointments/Reappointments **New appointees in bold)**

- Housing Appeal – **Russ Niquette**

#### 3. JAG Grant Application (public comment only)- S. McQueen

#### 4. 2009 Municipal Plan “Final” – J. Ladd/J. Trzepacz

#### 5. Loan Review Committee for Community Development loan funds J. Ladd

#### 6. Community Center Grant Resolution “roof insulation” – J. Ladd

#### 7. Summer Program – Nina Ridhivhinyo, B. DiMasi, G. Cross

#### 8. Recreation Grants – Nina Ridhivhinyo, B. DiMasi, G. Cross

#### 9. CCTA “Resolution”

10. Certificate of Highway Mileage – S. Palmer
  11. Noise Ordinance Waiver – Public Works Night Work “East Allen Street” – S. Palmer
  12. Conflict of Interest Police – G. Cross
  13. School District Letter of 3/12/09 – G Cross
  14. Sale of 58 Elm Street – G Cross
- IV. Executive Session for purposes of collective bargaining and other items if prematurely divulged might be detrimental to the City of Winooski.**
- V. Adjourn, Announce next meeting potential Agenda Items.**

## **MINUTES**

The meeting was called to order by the Mayor at 6:05 p.m.

The meeting started with the Pledge of Allegiance led by Deputy Mayor Michael Mahoney.

### **Members Present:**

Mayor Michael O’Brien

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

### **Officers Present:**

George C. Cross, City Manager; Carol J. Barrett, Asst. City Clerk, James C. Trzepacz, City Assessor/Zoning/Planning; Stephen McQueen, Police Chief; J. Ladd, Comm. Dev. Director; Ray Crete, Bldg Inspector;

### **Others Present:**

David Bowers, Russell Niquette, Norman Poirier, Nina Ridhivhinyo, Tammy Cusson, Marc Bouffard, Matt Sutkowski, Burlington Free Press, Thomas Buckley, Sarah Lockner, Chris Cole, CCTA Director.

Mr. Cross made an important announcement concerning the 2010 US Census. We need to promote by having and creating a local committee for the census. He also stated that in 2008 we had 128 births in the City of Winooski.

### **Public Comment:**

Mr. Poirier said they are replacing new power line poles and Green Mountain Power is moving their lines, but the Telephone Co is not willing to remove their lines to the new poles. So there are two poles now, it’s not a pretty sight.

Councilor Tipson would like to congratulate the St. Francis CYO Girls and Boys basketball team who played in Connecticut over the weekend.

*Minutes of April 6, 2009*

*Winooski City Council  
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Consent Agenda:

**MOTION** by Councilor Harrington seconded by Councilor Mahoney to approve the Consent Agenda as presented. Voted and passed 4-0.

2. Mr. Crete said there is an opening on the Housing Appeal Board and he approached Russell Niquette to see if he would be interested. Mr. Crete understands that he doesn't live in the City of Winooski but he does have his law firm in the City. He also said there is no where in the Charter does it say that he needs to live in Winooski. There was some discussion concerning whether members should or should not live in Winooski. Mr. Cross said lets act on Mr. Niquette's appointment then we will look at the policies and procedures.

**MOTION** by Councilor Heikel seconded by Councilor Mahoney to appoint Russell Niquette to the Housing Appeal Board, his term will expire April 2012. Voted and passed 4-0.

### 3. JAG Grant Application

Chief McQueen said the JAG Grant will provide the City with \$70,000 to \$80,000 to purchase equipment for the Police Dept. This is to be able to buy equipment that we weren't able to put in the regular budget.

**MOTION** by Councilor Mahoney seconded by Councilor Heikel to apply for the JAG grant as presented. Voted and passed 4-0. See attached marked 3.

### COPS HIRING RECOVERY PROGRAM GRANT

Chief McQueen said this is a 3 year grant recovery program. The grant is between \$75,000 to \$80,000 per year for 3 years. The deadline for this grant is due before the next City Council meeting. This is an opportunity to stabilize the department personnel by not adding to the tax base. This program is to recall officers who have been laid off and to retain officers when budgets are short. This is part of the stimulus package. Mayor O'Brien asked if there was a local match. Mr. McQueen said no. After 3 years there is a 1 year retention period. Mr. Cross said this is not and will not create a new position. These funds are to maintain the level of service and staffing that we have.

**MOTION** by Councilor Mahoney seconded by Councilor Heikel to authorize the City Manager to apply for a three year COPS Hiring Recovery Program grant to recover funds reduced from the Police Department budget so as to maintain the staffing levels in the department for the next three years. Voted and passed 4-0.

4. Mr. Cross said tonight we are here to approve the revised Municipal plan as presented.

**MOTION** by Councilor Heikel seconded by Councilor Harrington to approve the revised Municipal plan as presented. Voted and passed 4-0. See adoption transmittal marked 4.

5. Mr. Ladd said Winooski Comm. Dev. Dept. controls two funds for community improvement. One fund is the Housing Improvement Program (HIP), which currently has a balance available of approximately \$183,000, with active loans of approximately \$122,000. The funds are held and the loans are administered by Opportunities C. U. The other CD fund totals approximately \$328,000 and has historically been used to pay for the CD Department which depletes the fund) and for bridge financing or to seize development opportunities for the City. For example, during the downtown revitalization, the City used the funds to purchase a problematic property at 55 East Street. Four years later, the funds were recouped (plus \$100,000) when the City sold the property as part of the CCV development parcel.

The HIP loans are awarded by a formal process based on an application that the CD Director reviews and brings to a Loan Review Committee, with a recommendation for approval or denial. The Loan Review Committee has been constituted of three people familiar with Winooski and with housing issues.

The use of CD funds was less formally determined. Generally, former City Manager Gerry Myers determined appropriate uses for the funds, in consultation with Mr. Ladd.

This is to propose a process that would be conventional and consistent for allocating Community Development Department funds.

While it is important to segregate the two funds, it is also reasonable to assign to one Loan Review Committee the responsibility of reviewing applications and awarding loans. The Community Development Department recommends that the City Council appoint the Housing Code Enforcement Officer and two community members to constitute the Community Development Department Loans Review Committee. The community members would be selected on the basis of their impartiality and their understanding of Winooski's housing and development issues.

There are presently three requests for loans that will improve Winooski's housing stock and enhance the quality of life. Those requests are on hold until a Loan Review Committee is formed. To that end, we recommend that the City Council direct the Community Development Department Director to publicly seek qualified community members to volunteer for a two year term on the Community Development Department Loans Review Committee. The City Council will interview and select those two members and appoint them and the Housing Code Enforcement Officer. There was some discussion concerning the committee whether to make Ray apart of it or to be a staff person.

**MOTION** by Councilor Harrington seconded by Councilor Heikel to reestablish the Loan Review Committee with 3 community members for both loans. Voted and passed 4-0.

6. Mr. Ladd said he is applying for a Community Center Grant Resolution. This is for a proposed insulation project at the Community Center. We have received two bids one for \$250,000. and \$170,000. This is a grant for \$12,000.00. We will also receive \$12,000 from VGS and Vt. Climate Change. There is no City Match and the grant is due May 1.

**MOTION** by Councilor Harrington seconded by Councilor Mahoney to approve the O'Brien Community Center roof insulation grant as presented. Voted and passed 4-0. See attached Resolution marked 6.

7. Nina Ridhivhinyo presented to the Mayor and Council the grants and applications for the summer program and food program.

**MOTION** by Councilor Harrington seconded by Councilor Tipson to approve the summer program and food programs, grant applications, requests for funding and budgets. Voted and passed 4-0. See attached budget marked 7.

8. Nina Ridhivhinyo presented to the Mayor and Council the grants and applications for various wellness and recreation programs.

**MOTION** by Councilor Mahoney seconded by Councilor Heikel to approve the grant applications, funding requests and budget for the various wellness and recreations programs. Voted and passed 4-0. See attached marked 8.

9. CCTA “Resolution”

Mr. Chris Cole Director of CCTA presented a resolution in support for a Regional Transit Authority. There was some discussion concerning the above resolution. Councilor Harrington would like to see night hours and Sunday hours. Mr. Cole said and new funding would support new customers.

**MOTION** by Councilor Heikel seconded by Councilor Harrington to support CCTA Resolution for a Regional Transit Authority. Voted and passed 4-0.

10. Certificate of Highway Mileage

**MOTION** by Councilor Heikel seconded by Councilor Harrington to approve the Certificate of Highway Mileage as presented. Voted and passed. See attached marked 10.

11. Noise Ordinance Waiver

Mr. Palmer is requesting a waiver for the Public Works Night work to begin April 14 thru April 24. Mr. Cross said working at this time there will be a lot less traffic.

**MOTION** by Councilor Heikel seconded by Councilor Tipson to move that per Section 13-24 of the Winooski City code, the City of Winooski hereby agrees to grant a wavier to the Excessive Noise ordinance as outlined in subsection titled “Exceptions – (d)” for work to be complete to the East Allen Street paving project and the Main Street concrete repair project. Voted and passed 4-0.

12. Mr. Cross presented a Conflict of Interest Policy for the City of Winooski. There was some discussion concerning the Policy. There were a few additions and changes to the Policy.

**MOTION** by Councilor Heikel seconded by Councilor Mahoney to accept the conflict of interest policy for first reading and that it be placed on the agenda for final adoption at the next meeting. Voted and passed. 4-0. See attached marked 12.

13. School District Letter of 3/12/09

Mr. Cross said he had thought the issue regarding the \$289,894 Winooski taxpayers overpaid in property taxes in FY’ 08 had been resolved. Unfortunately, the School District letter dated 3-12-09 suggests otherwise. The Council agreed to invite the School Trustees to the next City Council meeting on April 20, 2009

14. Sale of 58 Elm Street

The above item has been tabled and will be on a future agenda.

Executive Session

**MOTION** by Council Heikel seconded by Councilor Mahoney to go into Executive Session at 9:00 p.m. for purposes of collective bargaining and other items if prematurely divulged might be detrimental to the City of Winooski. Voted and passed 4-0.

**MOTION** by Councilor Tipson seconded by Councilor Heikel to adjourn Executive Session at 9:30 p.m. Voted and passed 4-.

ATTEST: \_\_\_\_\_  
Asst. City Clerk