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# **CITY OF WINOOSKI**

## **CITY COUNCIL**

**COUNCILOR JODI HARRINGTON**  
**COUNCILOR ERIK HEIKEL**  
**COUNCILOR SALLY TIPSON**

### **Agenda**

**Monday, April 20, 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 April 6<sup>th</sup>

Accounts Payable Warrant as Closed April 15, 2009

St. Francis Stampede Event

Riverwalk Festival (continuation)

2. CSWD – Tom Moreau
3. VCDP Compliance “city resolution” – J. Ladd
4. Conflict of Interest Policy – G. Cross
5. Proclamations – Council Discussion – Mayor O’Brien
6. Policy Adopting Policies – G. Cross
7. Discussion with School Trustees “Education Fund”
8. Chapter 21 “West Allen Street “ Parking Ordinance – S. Palmer
9. Resolution – Appointments of Water and Wastewater District Commissioners

10. Adjourn Council Meeting to reconvene following Water and Wastewater District Commissioners meeting
  11. Open Water and Wastewater District Commissioners Meeting
  12. Set Enterprise Fund Budgets
    - Water District Budget
    - Wastewater District Budget
  13. Adjourn Meeting of Water and Wastewater District Commissioners
  14. Reconvene City Council Meeting
  15. Set Enterprise Fund Budget
    - Parking Garage Budget
- IV. Possible Executive Session**
- V. Adjourn, Announce Next Meeting and Potential Agenda Items**
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## MINUTES

The meeting was called to order by the Mayor at 6:00 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; Angela M. Aldieri, Clerk's Office Administration; J. Ladd, Comm. Dev. Director; Steven L. Palmer, City Engineer; William O'Brien, City Attorney

**Others Present:**

Marc Bouffard; Dave Bowers; Michelle Blais; Tom Moreau, CSWD General Manager; Jim Fay, CWD General Manager; James Ticehurst, School Board Chair; Doug Isham, Jay Lambert, Jean Szilva, Brian Corrigan, School Board Members

**Important Announcements:**

Mr. Cross announced that there will soon be census workers canvassing the City verifying address locations for the upcoming census.

Mr. Cross also announced that on Wednesday, April 22, he and Chief Steve McQueen will testify on a bill sponsored by Winooski Representatives regarding communities which house a higher percentage of people living under supervision of the Department of Correction than the State average. They will be speaking on the benefits of increasing funds made available to these communities to compensate for the impact such a population has on resources.

Mr. Cross also brought before the Council a petition and order of approval from FairPoint Communications for the replacement of condemned utility pole #16 on West Canal Street for signature of the Council, no motion was required.

Public Comment:

No comments by members of public.

Consent Agenda:

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

2. Tom Moreau, General Manager of the Chittenden Solid Waste District (CSWD), stated he had come to the Council seeking support by vote of the fiscal year 2010 CSWD budget. Mr. Moreau went on the present the upcoming budget highlighting decreased expenses over fiscal year 2009.

**MOTION** by Councilor Harrington, seconded by Councilor Mahoney to support the CSWD budget as presented. Voted and passed 3-1, with Councilor Heikel opposing.

3. Mr. Ladd informed the Council that the Vermont Community Development Program requires that municipalities have certain policies in place in order to receive grant funding. The City has most of the necessary policies in place with the exception of a Sub-recipient Oversight Monitoring Policy. Mr. Ladd requested that the Council adopt the policy as presented.

**MOTION** by Councilor Mahoney, seconded by Councilor Heikel to approve the Sub-recipient Oversight Monitoring Policy as presented. Voted and passed 4-0.

4. Mr. Cross stated that the Conflict of Interest Policy had been presented at the last meeting. The policy was updated to include changes regarding favoritism requested by Mayor O'Brien. Mr. Cross stated that the policy will allow the City Manager to create a chart for redistribution of duties when conflicts of interest arise. The policy presented will be reviewed by Mr. Cross and the City Attorney, William O'Brien to determine if the Council members are covered or if a separate policy will need to be adopted at a later date.

**MOTION** by Councilor Harrington, seconded by Councilor Tipson to approve the Conflict of Interest Policy as presented. Voted and passed 4-0.

5. Mayor O'Brien reported to the Council that he had recently received several requests to proclaim a day or week in honor of someone or something. He stated that there are currently no policies in place regarding how such proclamations should be made and he was seeking the Council's thoughts on how to

proceed with such requests. The Council did not oppose making proclamations, but felt that the proclamation requests should be viewed on a case by case basis. All agreed that proclamation requests should be screened by the Mayor and City Manager before going to the Council. The Council discussed Way to Go! proclamation request.

**MOTION** by Councilor Harrington, seconded by Councilor Heikel to proclaim May 4<sup>th</sup> -8<sup>th</sup> Way to Go! Community Challenge week. Voted and passed 4-0.

6. Mr. Cross informed the Council that the Policy on the Adoption of Policies is meant to put in place a standardized process for the future adoption of policies by Council. He stated that the policy conforms to the charter and the way in which ordinances are adopted.

**INTRODUCTION** by Councilor Mahoney.

Item 7 was postponed until the time as listed on the agenda as the members of the School Board were not all currently present.

8. Mr. Palmer presented a change to the Chapter 21 Parking Ordinance reclassifying the 15 minute spaces on West Allen Street across from the former Showtime Video location to 2 hour parking. He stated that the owner of the building requested the change as none of the tenants of the building, including the businesses, have a need for short term parking. No other businesses in the area appear to require the 15 minutes space. Notices will be sent to surrounding residents and businesses regarding the proposed change to allow any public input.

**INTRODUCTION** by Councilor Harrington.

9. Mr. Cross informed the Council that per charter they need to appoint themselves by resolution as the Water and Wastewater District Commissioners. It was explained that when meeting as the Water and Wastewater District Commissioners they would have to adjourn as Council and reconvene as Commissioners similar to the way in which the Liquor Control Board is conducted.

**MOTION** by Councilor Mahoney, seconded by Councilor Heikel to appoint the Mayor and members of the City Council as Water and Wastewater District Commissioners. Voted and passed 4-0.

10. **MOTION** by Councilor Heikel, seconded by Councilor Mahoney to adjourn the Council Meeting with the intention to reconvene following the Water and Wastewater District Commissioners meeting. Voted and passed 4-0.

11. **MOTION** by Councilor Mahoney, seconded by Councilor Heikel to open the meeting of the Water and Wastewater District Commissioners. Voted and passed 4-0.

12. Mr. Palmer presented both the Water and Wastewater Department budgets to the Council. He highlighted the change in budget format which influenced the change in the amount of the general fund transfer. He informed the Council that a significant portion of the Water Department budget is the purchase of water from the Champlain Water District (CWD) and that cost would be the only significant change other than format in the fiscal year 2010. Mr. Palmer introduced Jim Fay, General Manager of the Champlain Water District, to explain the wholesale water rate increase from \$1.39 per gallon to

\$1.60 per gallon for the fiscal year 2010. Mr. Fay stated that the CWD proposed 2010 budget is level funded, but explained the CWD rate increase citing decreased water consumption by their users, a high percentage of fixed costs, and coverage of a deficit in the fiscal year 2009. It was noted that the proposed budgets for fiscal year 2010 included a rate increase for water of \$2.00 per 1000cf and for sewer of \$1.00 per 1000cf. Mr. Cross recommended that the Council approve both budgets as presented.

**MOTION** by Councilor Harrington, seconded by Councilor Heikel to pass the Water and Wastewater District budgets as presented. Voted and passed 4-0.

13/14.

**MOTION** by Councilor Heikel, seconded by Councilor Mahoney to adjourn the Water and Wastewater District Commissioner Meeting and to reconvene the City Council Meeting. Voted and passed 4-0.

7. Council and School Board met to discuss the \$289,984 in additional tax money collected by the City due to a miscalculation of the education tax rate set by the State of Vermont. Three alternative uses of money presented were to return the money to the taxpayers, to give possession of the money to the City, or to give possession of the money to the School District. Following a lengthy debate it was determined that returning the money to the taxpayers would be too complicated and costly and therefore would not best benefit taxpayers. Both Boards agreed to form a subcommittee consisting of two members from each to gather information and answer questions raised during discussion relating to total monetary benefit to taxpayers for each alternative. Members of subcommittee are to be appointed at a later time.

While both Boards were present Mr. Cross provided them information on delinquent taxes in the City. He cited 58 Elm Street as a property which is being pursued for tax sale noting that in addition to owed taxes and utilities the property also has a lien filed by the IRS against it. No discussion of this information took place.

Mr. Ticehurst brought to the attention of the City that the pedestrian crossing signal at Main and Tigan Street was too short and children were having difficulty crossing. Mr. Palmer stated the issue had previously been brought to his attention and was being addressed. He expected to have information from the vendor on possible solutions soon. The School will be kept informed of the project.

16. Mr. Palmer presented the Parking Garage budget for fiscal year 2010 highlighting the decreased expenses from fiscal year 2009, and the fact that the revenues for this fund are contracted customers and not speculative. He stated that this budget included funds to purchase a tractor to be used as back-up for snow removal in the garage. Mr. Cross recommended the Council approve the Parking Garage budget as presented.

**MOTION** by Councilor Heikel, seconded by Councilor Harrington to approve the Parking Garage Budget as presented. Voted and passed 4-0.

Executive Session:

Mr. Cross suggested that the Council meet for executive session on Thursday this week or Monday next week for the purpose of discussing collective bargaining, personnel issues, as well as the City

Manager/CFO search. The Council agreed to meet on Monday, April 27<sup>th</sup>, 2009 at 6:00 p.m. for executive session for no more than an hour.

Mr. Cross informed the Council that the interview dates for City Manager/CFO candidates are April 28<sup>th</sup>, 29<sup>th</sup>, and May 6<sup>th</sup>, and 7<sup>th</sup>.

**MOTION** by Councilor Heikel, seconded by Councilor Harrington to adjourn the City Council meeting at 8:40 p.m.

ATTEST: \_\_\_\_\_  
Clerk's Office Administration