



27 WEST ALLEN STREET  
WINOOSKI, VERMONT  
05404

# CITY OF WINOOSKI

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KATHERINE R. DECARREAU  
CITY MANAGER

MAYOR MICHAEL O'BRIEN  
Mayor@onioncity.com

## CITY COUNCIL

COUNCILOR SALLY TIPSON  
COUNCILOR JOHN LITTLE  
COUNCILOR SARAH ROBINSON

DEPUTY MICHAEL MAHONEY

### Agenda

**Monday, May 3, 2010 at 5:50 p.m.**

Claire Burke Chamber

- I. Call to Order and Pledge of Allegiance**
- II. Public Comment Period – Non agenda items (3 minute limit please)**
- III. Consent Agenda**
  - a. Minutes of April 19<sup>th</sup> Liquor Control Board and City Council Meeting
  - b. Accounts Payable Warrant
- IV. City Manager Update**
  - a. Treasurer Appointment
  - b. Summer Camp Staff
- V. Action Items**
  - a. Chittenden Solid Waste District
    - i. Approve FY2011 budget (Presentation by CSWD staff)
  - b. Appointments
    - i. Town Service Officer (*I move the City of Winooski appoints Katherine Picard as Town Service Officer for a three year term expiring April 2013*)
    - ii. Development Review Board (*I move the City of Winooski appoints Christine "KiKi" Leech to the Design Review Board for a three year term expiring April 2013*)
    - iii. Senior Center (*I move the City of Winooski appoints Glenna Myers and Jim Ward to the Senior Citizen Advisory Board for a three year term expiring April 2013*)
    - iv. CCTA (*I move the City of Winooski appoints Thomas Buckley to the Chittenden County Transportation Authority Board for a three year term expiring April 2013*)
  - c. Permits
    - i. Chicken
      1. West Street – Action – (I move the City of Winooski approves a permit to raise chickens at 111 West Street)

- d. Chittenden County Metropolitan Planning Organization Resolution
    - i. Approve “Resolution to Support the CCMPO Blue Ribbon Commission on Innovative Finance”
  - e. Safe Routes to School – Signatures required to support the grant application (Grant application was approved March 15, 2010)
  - f. Dollars for Scholars – City Council Scholarship Permission to send \$500 to the school for a City Scholarship. The City contributes half, the other half is a donation by the Council members.
- VI. Discussion**
- a. Teen Center Research Project Presentation – St. Michael’s College Community Based Research Group Project
  - b. City Council Proposed Oversight Strategy
- VII. Public Hearing – Change to City Ordinance**
- a. Proposal to amend the traffic ordinance to make St. Peter Street one way in the west bound direction.
- VIII. City Department Highlight – Public Works and Facilities and Grounds**  
(If time allows)
- IX. Executive Session**
- a. Update on Bond and Parking Garage Fee Negotiations
- X. Adjourn**

## MINUTES

The meeting was called to order by the Mayor at 5:55 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, Sally Tipson, Sarah Robinson, John Little

**Officers Present:**

Katherine R. Decarreau, City Manager; Angela M. Aldieri, Clerk’s Office Administration; Rich Benoit, Deputy Chief; Rick Hebert, WPD Sergeant; Steve Palmer, City Engineer; Joseph Shaw, Parks, Grounds & Facilities Superintendent; William O’Brien, City Attorney; Jim Read, City Treasurer; Keegan Albaugh, Rec. & Wellness;

**Others Present:**

Dave Bowers; Robin McCormick, St. Francis School; Diane Dufresne; Rita Dufresne; Colin Robinson; Lynn Mahoney; Tim Mahoney; Clem Potvin; Bonny Picard; Norm Picard; Stewart Ledbetter; Darrell Desautels; Candy & Tim Rice; Irene Bowman; Dani Fuoco; Bill Bruham; Cindy Robare; Tom Buckley; Jesse Gaudette, St. Francis School; Tom Moreau, CSWD; Erik Heikel; Leo Sabourin; Tony Augustino; Ed Sabourin;

**II. Public Comment Period – Non Agenda Items**

There were no items addressed during public comment.

### **III. Consent Agenda**

**MOTION** by Councilor Mahoney, seconded by Councilor Little to approve the consent agenda as presented. Voted and passed 4-0.

### **IV. City Manager Update**

#### **a. Treasurer Appointment**

Ms. Decarreau announced that Jim Read had been appointed City Treasurer. She went on to outline additional internal staffing changes to take place including a shift of administrative staff and creation of a staff accountant position.

#### **b. Summer Camp Staff**

Ms. Decarreau announced that the THRIVE summer camp supervisor positions have been filled. Many of the new hires have education degrees. Ms. Robare expressed concern that previous counselors had not been notified of the hiring process.

Ms. Decarreau informed the Council that Green Up Day was a success with the City still picking up bags of trash collected.

Ms. Decarreau announced that a meeting will be taking place on May 12<sup>th</sup> for those interested in volunteering for the Riverwalk Festival.

### **V. Action Items**

#### **b. i. Appointments - Town Service Officer**

Ms. Decarreau stated that Kathy Picard had been in contact with her and expressed a desire to continue as the Town Service Officer.

**MOTION** by Councilor Mahoney, seconded by Councilor Tipson to appoint Katherine Picard as Town Service Officer for a three year term expiring April 2013.

#### **b. ii. Appointments – Development Review Board**

Ms. Decarreau stated that Christine “Kiki” Leech has submitted a letter asking to continue serving as chair of the Development Review Board.

**MOTION** by Councilor Tipson, seconded by Councilor Robinson to reappoint Christine “Kiki” Leech to the Development Review Board for a three year term expiring April 2013. Voted and passed 4-0.

#### **b. iii. Appointments – Senior Center**

Ms. Decarreau stated that Glenna Myers has requested reappointment to the Senior Citizen Advisory Board and that Jim Ward is a new applicant who submitted a letter of his request.

**MOTION** by Councilor Little, seconded by Councilor Tipson to appoint Glenna Myers and Jim Ward to the Senior Citizen Advisory Board for three year terms expiring April 2013. Voted and passed 4-0.

b. iv. Appointments – CCTA

Ms. Decarreau stated that Mr. Buckley sent an e-mail requesting reappointment to the CCTA board.

**MOTION** by Councilor Robinson, seconded by Councilor Mahoney to reappoint Thomas Buckley to the Chittenden County Transportation Authority Board for a three year term expiring April 2013.

a. i. Chittenden Solid Waste District - Approve FY2011 budget

Tom Moreau with the CSWD and Erik Heikel, Winooski's commissioner with the CSWD, presented the FY2011 budget to the Council. They highlighted the capital costs associated with the Intervale Compost facility move and stated that it is to be paid back in future years. Mr. Heikel stated that he fully supported the budget as did a majority of the other commissioners.

**MOTION** by Councilor Mahoney, seconded by Councilor Tipson to approve the Chittenden Solid Waste District budget as presented. Voted and passed 4-0

c. i. 1. Permits – Chicken – West Street

Ms. Decarreau stated that is an administrative task. The Council previously approved this permit on April 5<sup>th</sup>; however, at that time it had appeared under the discussion agenda.

**MOTION** by Councilor Tipson, seconded by Councilor Robinson to approve the permit to raise chickens at 111 West Street as previously presented. Voted and passed 4-0.

d. i. Chittenden County Metropolitan Planning Organization Resolution - Approve “Resolution to Support the CCMPO Blue Ribbon Commission on Innovative Finance”

Ms. Decarreau stated that the Council had previously heard the presentation from the CCMPO on this resolution. Support of the resolution is requested today.

**MOTION** by Councilor Mahoney, seconded by Councilor Little to approve the resolution to support the CCMPO Blue Ribbon Commission on Innovative Finance. Voted and passed 4-0.

e. Safe Routes to School

Ms. Decarreau stated that there was a motion at a previous meeting on March 15<sup>th</sup> supporting this grant application. This item is on the agenda to obtain signatures on a letter of support affirming that motion.

f. Dollars for Scholars – City Council Scholarship Permission to send \$500 to the school for a City Scholarship. The City contributes half, the other half is a donation by the Council members.

Ms. Decarreau stated a motion is required by the Council to cut the donation check to the Dollars for Scholars program. Half of the donation is from the City and half is donated by the Council members.

**MOTION** by Councilor Tipson, seconded by Councilor Little to approve the donation of \$500.00 to Dollars for Scholars with \$250.00 to be donated by the City and \$250.00 to be donated by the Council. Voted and passed 4-0.

## **VI. Discussion**

### **a. Teen Center Research Project Presentation – St. Michael’s College Community Based Research Group Project**

Professor Patricia Delaney and her students from Saint Michael’s College gave a presentation to the Council about the teen center run by Megan Parker and Keegan Albaugh at the O’Brien Community Center. The presentation was summary of their findings following a fieldwork assignment spanning a semester for an anthropology course. (See attachment VI. a.)

Item b. on the Discussion agenda was tabled to be discussed later in the meeting.

## **VII. Public Hearing – Change to City Ordinance**

Mayor O’Brien stated that the public hearing would begin with a presentation by the Winooski Police with public comment to follow. He asked that those members of the public who wished to speak limit their comments to 2-3 minutes and form a line at the microphone.

Deputy Chief Benoit and Sergeant Hebert presented to the Council an overview of the current situation. The problems with the current set up include confusing signage not conforming to regulations, and visibility issues. There were several options presented as solutions to the issues present including the use of lighted signage that can be controlled, widening of the street, utilization of the horseshoe parking area at St. Francis School, and making the street one way at all times.

The floor was opened to public comment with a number of residents from the surrounding areas giving statements. The consensus from the public was to not have the street be one way all the time, but to move to lighted signage that would comply with regulations and eliminate motorist confusion regarding the part time one way.

The Council directed Deputy Chief Benoit and Sergeant Hebert to research costs associated with the alternative solutions. No decision was made by the Council at this meeting and continued discussion was proposed to take place on or after the June 7<sup>th</sup> meeting.

Mayor O’Brien called for a recess at 8:10pm to allow members of the public who wished to leave the opportunity. Meeting reconvened at 8:15pm.

### **VI. b. City Council Proposed Oversight Strategy**

Ms. Decarreau reviewed the goals of the proposed Council oversight. Discussion followed about communication between the Council and the public and possible methods.

## **VIII. City Department Highlight – Public Works and Facilities and Grounds**

Mr. Palmer gave a brief overview of the Public Works Departments overall. Mr. Shaw followed this with a detailed presentation of the responsibilities of his department, Parks, Grounds & Facilities. Mr. Shaw also presented the Council with examples of the large projects completed in the last year. Mr. Palmer concluded the presentation with a detailed summation of the Street Department including responsibilities, recent accomplishments, and future difficulties the department faces. (See attachment VIII)

**VIII. Executive Session**

Ms. Decarreau requested the Council go into executive session to discuss a contract as well as a personnel issue.

**MOTION** by Councilor Tipson, seconded by Councilor Robinson to go into executive session at 9:15pm with the understanding the Council would only reconvene to adjourn. Voted and passed 4-0.

**IX. Adjourn**

Council adjourned following executive session at 10:30pm.

ATTEST: \_\_\_\_\_  
Assistant City Clerk