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# CITY OF WINOOSKI

## CITY COUNCIL

COUNCILOR ERIK HEIKEL  
COUNCILOR JODI HARRINGTON  
COUNCILOR SALLY TIPSON

### AGENDA

Monday, July 12, 2010 at 5:45 p.m.  
Claire Burke Chamber

- I. Call to Order and Pledge of Allegiance**
- II. Executive Session**
  - a. Parking Agreement with Hall Keen
  - b. Public Works Contract Agreement
- III. Public Comment Period – Non agenda items (3 minute limit please)**
- IV. Consent Agenda**
  - a. Minutes of June 21 City Council Meeting
  - b. Accounts Payable Warrant
- V. City Manager Update**
  - a. Riverwalk Festival Update
  - b. Projected Close to FY10 Budgets 0 Jim Read & Angela Aldieri
  - c. School Board Signatures
  - d. Thank You letter from Winooski High School Scholarship Committee
  - e. SRO Agreement
  - f. Offender Re-entry Program
  - g. Police Department Staffing
  - h. Chittenden Solid Waste Department (CSWD) Grant
  - i. Safe Routes to School Funding
  - j. Budget Update
- VI. Discussion**
  - a. Delinquent Tax Collector – Policies and Strategies
  - b. City Wide Policies

## **VII. Action**

- a. Fire Truck Financing – J Ladd
- b. Setting Tax Rate
- c. Resolution Honoring Joe Bourgeois
- d. Parking Agreement with Hall Keen
- e. Vermont Bike Night at Donny's Pizza (Popularity Contest of Custom Motorcycles)

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

- a. Handicap Parking Space-West Spring ST.
- b. Loss of parking space on Follett Street

## **IX. Adjourn**

### **MINUTES**

The meeting was called to order by the Mayor at 5:45 p.m.

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

#### **Members Present:**

Mayor Michael O'Brien

Councilors: Michael Mahoney, Sally Tipson, John Little, Sarah Robinson

#### **Officers Present:**

Katherine R. Decarreau, City Manager; Carol J. Barrett, City Clerk; Steve Palmer, City Engineer; William O'Brien, City Attorney

#### **Others Present:**

Janelle Gilbert, Director of Justice Center; Jackie Dagaesse, Michael Lemire, Thomas McCormack, J.P. Gagnon, Parker Mitofsky, David Ryan and Anthony Augustino, TAB; William Boudreau, Lisa Andrew, Erik Heikel.

## **II. Executive Session**

**MOTION** by Councilor Mahoney seconded by Councilor Little to go into Executive Session concerning the Parking Agreement with Hall Keen and Public Works contract. Voted and passed 4-0.

**MOTION** by Councilor Mahoney seconded by Councilor Little to adjourn Executive Session at 6:26 p.m. Voted and passed 4-0.

Regular City Council meeting convened at 6:26 p.m.

## **III. Public Comment**

Mr. Ryan is requesting speakers for the audience because they cannot hear discussions.

Mr. Thomas McCormack is complaining that the Police are ticketing cars and not identifying the spot on the ticket. There no white lines, in front of the Purple Shutter. The Mayor and Council will look into this.

#### **IV. Consent Agenda**

**MOTION** by Councilor Robinson seconded by Councilor Tipson to approve the City Council minutes of June 21 as presented and the accounts payable warrants. Vote and passed 4-0.

#### **V. City Manager Update**

- a. Riverwalk Festival Update – City Manager was very pleased with festival.
- b. Projected close to FY 10 budget – We cannot close budget for 60 days.
- c. School Board Signatures – The School Board has signed the MOU.
- d. Thank you letter – We received a thank you from the Winooski High School Scholarship Committee on the donation the City sent.
- e. SRO Agreement – was signed by the City Manager and Superintendent Mary Martineau
- f. Offender re-entry Program – Ms. Gilbert said the CJC's in Chittenden County (Burlington, Winooski and Essex) would like to submit a co-application to provide offender reentry and transition services to people reentering our 3 communities. Winooski will be the lead applicant and has been approached because of your past success in developing and delivering a successful Offender Reentry Model. She said Winooski would be the point of contact with DOC to meet with people, still incarcerated, who've expressed interest in reentry services and do an assessment of their needs. If individuals meet case acceptance criteria, then Winooski would refer the individual to the appropriate CJC. The Winooski Offender Transition Manager would work with Winooski clients to access a menu of services, including access to detox at Howard for Substance Abuse or Mental Health Issues. Burlington CJC will offer VABIR's Employment Readiness Program sited at the Burlington CJC; and Essex CJC will offer classes that can be accessed by Burlington, Essex, and Winooski clients. Winooski will offer our partnership with Neighborkeepers to provide mentorship to clients from participating communities.
- g. Police Dept staffing – The City Manager said we have hired Nick Palmier to the Police Dept. Ben Kaufman moved out of state and Robert Crichton will be retiring in September.
- h. Chittenden Solid Waste Grant – We are working internally for a grant of up to \$3000.00 for projects that result in less trash headed to the landfill. A 25% match from the community is required.
- i. Safe Routes to School funding – The City Manager said they turned us down for the 2<sup>nd</sup> part of the grant because the work would have been done on school property.
- j. Budget update – Still looking for \$75,000.00

#### **VI. Discussion**

- a. Delinquent Tax Collector – The City Manager gave a slide presentation of delinquent tax summary by year. She said she will officially appoint Erik Heikel to Delinquent Tax Collector. We will also have Policies and Strategies.
- b. City-Wide Policies-The City Manager presented the City-Wide Policies to the Mayor and Council. See attached marked VIb. The policy was introduced by Councilor Robinson. She likes the direction this is going in. This policy will be adopted August 2, 2010.

#### **VII. Action Items**

- a. Fire Truck financing – Mr.Ladd had been short on operating fire truck for almost a year. The opportunity arose to purchase an appropriate truck from Levittown, NY for \$60,000, which was a fraction of its \$160,000.00 market value but immediate action was needed to take advantage of Levittown's offer. In December 2009, the City Council agreed to a Lease to Purchase Agreement, with Municipal Asset Management, Inc if the purchase could be augmented by at 35% grant from US Rural development. The Community Development Department submitted a grant request and simultaneously worked with the Fire

Chief to acquire the fire truck, through financing by Municipal Asset Management, Inc. That financing has been active for four months.

USRD is now preparing to make the grant award. They have stipulated, however, that the Lease to Purchase arrangement with Municipal Asset Management be replaced by a loan from USRD at 4.5% or, alternately, by an interdepartmental loan from the Community Development Department to the Fire Department. We consulted Paul Giuliani, who approved either loan method. He recommended that if the City makes an interdepartmental loan, it be formalized by a loan agreement with payments made as with a conventional loan.

The cost of the purchase and fit up, including staff cost was \$66,561. The balance to be paid to Municipal Asset Inc, on July 13, will be \$59,207.22. The USRDA grant award will be \$23,296, leaving a balance to be financed of \$35,011.22.

**MOTION** by Councilor Mahoney seconded by Councilor Tipson to approve the Financing for the Fire Truck as presented. Voted and passed 4-0.

- b. Setting Tax Rate – See attached setting of Municipal Tax Rate. See attached marked VIIIb. **MOTION** by Councilor Robinson seconded Councilor Little to approve the Municipal Tax in the amount of \$0.89 for the FY2011 budget. Voted and passed 4-0.
- c. Resolution Honoring Joseph Bourgeois- The City Manager read the following Resolution. See attached marked 4c. **MOTION** by Councilor Tipson seconded by Councilor Little to adopt the Resolution honoring Joseph Bourgeois as presented. Voted and passed 4-0.
- d. Parking Agreement with Hall Keen – Tabled.
- e. Vt. Bike Night at Donny’s Pizza – Parker Mitofsky is requesting an event permit for July 31 from 10:00 a.m. to 2:00 p.m. in front of the Champlain Mill to host the 2010 Super Cycle Showcase. Voted and passed 4-0.

### **VIII. Public Hearing**

- a. Handicap Parking Space – Mr. William Boudreau is requesting a Handicap Parking space in front of 70 W. Spring St. Mr. Palmer said the Traffic Advisory Board went out to inspect the area and there is definitely a need for a spot there. **MOTION** by Councilor Mahoney seconded by Councilor Little to approve the handicap space in front of 70 West Spring St. as presented. Voted and passed 4-0. See attached marked VIIIa.
- b. Loss of parking space on Follett St.  
Mr. Palmer said that the City has received an application to construct a new driveway at 48 Follett St. This project would require elimination of one on-street parking space directly in front of 48 Follett Street (Westside of street adjacent to church). The Winooski City Parking Ordinance requires that the City Council approve any proposal to eliminate on-street parking within the Downtown district. Lengthy discussion ensued concerning 48 Follett St. The Mayor and Council said they need more information and have Mr. Gagnon explore all the possibilities and we can revisit in August.

**MOTION** by Councilor Tipson seconded by Councilor Robinson to adjourn City Council meeting at 8:37 p.m.

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

