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CITY OF WINOOSKI

CITY COUNCIL

COUNCILOR ERIK HEIKEL
COUNCILOR JODI HARRINGTON
COUNCILOR SALLY TIPSON

Agenda
Monday, August 24, 2009 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:**
Minutes of August 3, 2009
Accounts Payable Warrant as closed August 20, 2009
- V. **Discussion Agenda:**
a. FY07, 08 & 09 Fund Balance Review
b. FY09 Budget to Actual Review
c. Capital Plan
d. July 09 (FY 10) Budget Report
e. FY10 Approved Budget Review and Issues
Discussion
- VI. **Action Agenda:**
a. FY10 Revision/FY 11 Finance team proposal I move to approve
b. Fairpoint Communication – pole and wire locations I move to approve
c. Request for chickens “LE061” I move to approve
- VII. **City Manager Update**
CCRPC, CCTA, WVPD Representatives
HK021
VT Gas Agreement
- VIII. **Executive Session if posted**
- IX. **Adjourn**
Meeting called to order by the Mayor at 6:03 p.m.

Minutes of August 24, 2009

*Winooski City Council
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Members Present:

Mayor Michael O'Brien

Council Members: Michael Mahoney, Erik Heikel, Jodi Harrington, Sally Tipson.

Officers Present:

Katherine Decarreau, City Manager; Carol J. Barrett, Asst. City Clerk; Pauline K. Schmoll, City Clerk/Treasurer; Janet Brouard, Bookkeeper; David Bergeron, Fire Chief; William O'Brien, City Attorney; Steven McQueen, Police Chief; Steven Palmer, City Engineer; Raymond Crete, Building Inspector.

Others Present:

David Bowers, Helen MacAndrews, Kim O'Connell, Josh Baisinger, Jeffrey Myers, James & Margaret Tichehurst, Doug Isham, Jim Read, Jean Silva, Jay Lambert, Matt Sutkowski, Burlington Free Press.

- I. Meeting started with the Pledge of Allegiance.
- II. Important Announcements and Good News.

Ms. Decarreau said that the Mayor and City staff were arrested last Thursday and sent to jail. The bail money that they raised is to benefit MDA. The Mayor thanked everyone who donated towards the bail.

- III. Public Comment Period.

Mr. Myers is very concerned why the pool closed in mid August. He had heard people were on vacation and lifeguards had gone back to school. He would like permission to do a walk through to see what the pool needs. The pool needs to be looked at start to finish. The Mayor said that they would be looking at this in the next 6 months. Mr. Myers would like to start a committee to get this pool up and running for next season.

- IV. Consent Agenda:

MINUTES:

MOTION by Councilor Harrington seconded by Councilor Tipson to approve the City Council Minutes of August 3, 2009 and the accounts payable warrant as closed for August 20, 2009 as presented. Voted and passed 4-0.

- V. Discussion Agenda:

Ms. Decarreau explained the context of the budgets and related audit findings and we have three objectives: See attached.

Councilor Harrington asked what our timeline is. Ms. Decarreau said we have a work plan starting September 14, 2009 and hopefully by December 2009 have answers. Ms. Decarreau also stated that most of this stuff will be in next year's audit.

Mr. Ticehurst said that he was speaking on behalf as a citizen and not as a school board member. He has gone over all of the audits and the last page of the management letter states that previous City Manager's say that they have been completed. Citizens need to understand the management letter. I recommend to you that a task force be set up so that this gets done now. We need clear precise financial recordings. Mayor O'Brien said he appreciates the comments and we do take this serious. We are addressing it right now.

Ms. Decarreau gave an overview of the:

Combined Balance Sheet for FY 09 (Unaudited)
Statement of Revenues and Expenses
Statement of Revenues and Expenses FY 07- 09
Statement of Revenues FY 07-10
Expense Details FY07 – FY10
Special Fund Combined Balance Sheet FY 09 Unaudited
Combined Balance Sheet Capital Funds
State of Revenues and Expenses Down Town Project Fund FY 07 – FY11
See attached marked V.
She said that at the end of this year the shortfall could be \$250,000.00

VI. Action Agenda

Ms. Decarreau is suggesting that we reconvene the finance committee and discuss readjusting FY10 and build on FY 11. See attached marked VI.

MOTION by Councilor Harrington seconded by Councilor Heikel to create a finance committee. Voted and passed 4-0.

Ms. Decarreau wanted to acknowledge Janet Brouard for doing a great job in the Clerk's Office.

Mr. Lambert very impressed with City Council and City Manager. Really appreciate it.

Mr. Heikel would like an audit report and a clear easy to read overview of what we've seen tonight.

Mr. Read commented on the cost of the audit when the school district pays less than \$7000.00 a year. Mrs. Brouard said part of the high cost of the audit is we have to have a single audit done because of all of our grants we receive.

Fairpoint tabled until September 14, 2009

Addie Chadwick of 61 Leclair St. is requesting permission to have chickens. Ms. Chadwick was not here and this item is tabled until September 14, 2009.

VII. City Manager Update

CCRPC, CCTA WVPD Representatives- Ms. Decarreau said that we have volunteers who would like to be on the CCTA and WVPD. Mayor O'Brien said that the CCRPC representative should be a Council member. This item will be on the September 14, 2009 agenda.

HK021 Mr. Ladd said he would like to be on the Council agenda for September 14, 2009 to discuss the possibility of the City acquiring 21 Hickok St from the Pomerleau Agency to augment the Community Center Property.

VT Gas Agreement – VT Gas with drew their request for an easement.

MOTION by Councilor Harrington seconded by Councilor Heikel to adjourn at 8:43 p.m. Voted and passed 4-0.

ATTEST: _____
Asst. City Clerk