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CITY OF WINOOSKI

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KATHERINE R. DECARREAU
CITY MANAGER

MAYOR MICHAEL O'BRIEN
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CITY COUNCIL

COUNCILOR JODI HARRINGTON
COUNCILOR ERIK HEIKEL
COUNCILOR SALLY TIPSON

DEPUTY MICHAEL MAHONEY

AGENDA

Monday, September 14, 2009 at 6:00p.m.

Claire Burke Chamber

- I. Call to Order and Pledge of Allegiance**
- II. Important Announcements and Good News**
 - a. Melody McKnight
 - b. Click It or Ticket Results
- III. Public Comment Period – Non agenda items (3 minute limit please)**
- IV. Consent Agenda:**
 - a. Minutes of August 24, 2009
 - b. Accounts Payable Warrant as Closed September 10, 2009
(Motion: "I move that we accept the items on the consent agenda as presented/amended.")
- V. Action Agenda:**
 - a. HK021 – J. Ladd
(Motion: "I move to approve...")
 - b. Board Appointments
 - CCTA – Corey Mack (Appoint)
 - CCRPC –
 - WVPD – Laurence Clarfeld (Appoint)
 - CWD – Peter Crowley (status change from alt)
 - DRB – Colin Robinson (status change from alt)
(Motion: "I move to approve...")
 - c. 61 Leclair Street – Chicken Request – A. Chadwick/R. Crete
(Motion: "I move to approve...")
 - d. Event – Annual Homecoming Parade – Lori Lambert
(Motion: "I move to approve...")
 - e. Vermont Community Foundation Grant – B. Dimasi
(Motion: "I move to approve...")
 - f. Enhancement Grant – S. Palmer
(Motion: "I move to approve...")
 - g. Regional Programs requests "FY10"
 - CCMPO (\$113,962)
 - VNA (\$12,000)

- Neighborkeepers (\$500)
- Winooski Family Center (\$5000)
- Women Helping Battered Women (\$600)

(Motion: "I move to approve...")

h. FairPoint Communications (order for pole and wire locations)

(Motion: "I move to approve...")

i. Finance Board – P. Schmoll

(Motion: "I move to approve...")

j. Budget Transfers Resolution

(Motion: "I move to approve...")

VI. Discussion Agenda:

a. EA168 "B. Fregeau" – J. Trzepacz

b. Audit Action Plan

c. Work Plan Review

VII. City Manager Update

VIII. Executive Session – Litigation Issue

IX. Adjourn

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:

Katherine R. Decarreau, City Manager; Angela M. Aldieri, Clerk's Office Administration; David Bergeron, Fire Chief; J. Ladd, Community Development; Robert Dimasi, Recreation & Wellness; James Trzepacz, Assessing/Planning/Zoning; Ray Crete, Building & Health Officer;

Others Present:

James Read, Erica Gadbois, Tammy Cusson-Ducharme, Richard Maynard, Suzan Maynard, James Weston, Colin Robinson, Laurence Clarfeld, Peter Crowley, Roger Fregeau, Bernard Fregeau, Corey Mack, Karen Prosiack – Winooski Family Center, Ron Jackson, Keegan Albaugh, Megan Parker, Melody McKnight, Nina Ribhibhinyo, Cindy Robare, Jay Lambert

II. Important Announcements and Good News:

a. Melody McKnight

Ms. Decarreau informed the Council that several new VISTA workers have joined the City; they have come before the Council to introduce themselves. Melody McKnight will be working as Community Center coordinator, Keegan Albaugh will be running the Underground Teen Center, Megan Parker will also be working with the Underground

Teen Center as well as the Boys and Girls Club programs. Nina Ribhibhinyo is with the City for a second year and will be continuing her work with the summer, garden, afterschool, and food programs.

b. Click It or Ticket Results

Ms. Decarreau informed the Council that the Police Department stopped four individuals driving under the influence over the Labor Day Weekend. In addition they have been holding “Click It, or Ticket” events in the City.

III. Public Comment Period

Suzan Maynard addressed the Council with concerns that the Accessibility Committee formed two years ago is not being taken seriously. She informed the Council that few projects have been completed; citing ongoing issues such as accessibility to City Hall, and sidewalk heaving that were brought up at the committee’s inception that have yet to be addressed. She stated that she has not kept informed of the status of the committee issues. Ms. Decarreau explained that the responsibility for the projects have shifted through several people. She stated that the access to City Hall is currently being quoted, but that there are limitations due to the current configuration of the doors and a workable solution is being sought. She went on to state sometimes items can be ADA compliant, but not be physically accessible to all. Ms. Decarreau gave permission to Mrs. Maynard to work with City Staff to solve the accessibility issues, but asked that she hold off on applying for funds until there is a known dollar amount to seek.

IV. Consent Agenda

MOTION by Councilor Harrington, seconded by Councilor Tipson to accept the items on the consent agenda as presented. Voted and passed 4-0.

V. Action Agenda

Ms. Decarreau asked to move board appointments up in the agenda to accommodate those who have prior commitments.

b. Board Appointments

CCTA – Corey Mack

Mr. Mack is an engineer who works in transportation design and planning. He has expressed interest in serving on the CCTA board. He assured the Council that in the event of a board vote where there is a conflict because of his employment he will recuse himself. Councilor Harrington reasserted the goal of the Council to Mr. Mack that Winooski support alternative forms of transportation as much as possible.

MOTION by Councilor Mahoney, seconded by Councilor Harrington to appoint Corey Mack as a representative on the CCTA board. Voted and passed 4-0.

CCRPC

There is no one nominated or who has expressed interest in serving on this board. J. Ladd has served for the last six years and would like to step down. It was decided that members of the Council would consider serving on the board and reply to the Mayor.

WVPD – Laurence Clarfeld

Mr. Clarfeld introduced himself and expressed interest in serving on the WVPD board.

MOTION by Councilor Heikel, seconded by Councilor Tipson to appoint Laurence Clarfeld as a representative on the WVPD board. Voted and passed 4-0.

CWD – Peter Crowley

This is a status change for Mr. Crowley from an alternate on CWD board to water commissioner. The elected commissioner has moved out of Winooski and resigned.

MOTION by Councilor Mahoney, seconded by Councilor Harrington to change Peter Crowley's status on the CWD board from alternate to water commissioner. Voted and passed 4-0.

DRB – Colin Robinson

This is a status change for Mr. Robinson from an alternate on the DRB to a regular member following the resignation of Ms. Decarreau from the board.

MOTION by Councilor Heikel, seconded by Councilor Harrington to change Colin Robinson's status on the DRB from alternate to regular member. Voted and passed 4-0.

i. Finance Board

Ms. Decarreau informed the Council that eight people had expressed interest in serving on the Finance Board. They are James Weston, Jean Szilva, Alana Shaw, Tammy Cusson-Ducharme, James Read, James Ticeherst, Corey Mack, and Bea Bergeron. Mr. Mack has opted to remove his name from consideration to serve on the CCTA board.

Ms. Decarreau stated that the original proposal was a five member board, but recommended that all those who expressed interest be appointed. She reasserted the main goals of the Finance board would be to address the FY10 shortfall, to develop the FY11 budget, and to monitor the audits and City budget month to month. Councilor Heikel will serve as chair on the board and the meetings will be open to the public.

MOTION by Councilor Harrington, seconded by Councilor Tipson to approve all seven volunteers to the Finance Board with Councilor Heikel serving as chair. Voted and passed 4-0.

d. Event – Annual Homecoming Parade

Members of the Winooski Boosters were present to request approval of the annual homecoming parade and bonfire from the Council. Discussion regarding the route of the parade followed, ending with a request that a copy of the route be submitted as the one appearing on the application is not complete. Discussion of the bonfire cited a decrease in attendance and events at the bonfire. In addition Chief Bergeron expressed concerns regarding emergency coverage due to a shortage of vehicles in the department. The possibility of mutual aid or alternate coverage was brought up. Boosters informed the Council that the school population now tops three hundred students and the rosters of the soccer and football teams are the highest they have been in years. It was suggested that in the future discussions regarding the Homecoming event begin earlier.

MOTION by Councilor Tipson, seconded by Councilor Harrington to approve the homecoming parade and bonfire as proposed with the fire department to provide protection necessary for event. Voted and passed 4-0.

e. Vermont Community Foundation Grant

Robert Dimasi, Ms. Ribhibhinyo, and Mr. Albaugh requested approval from the Council to apply for some grants. The first is the Vermont Community Foundation Grant for

\$10,000.00 to support operating expenses of the teen center and summer programs. Second, the Vermont Health Foundation Grant for \$25,000.00 to be split between the Recreation and Wellness Program, Winooski Family Center, the Coalition, and the YMCA. The City share would be \$7,000.00 - \$8,000.00 to be applied to existing programs. The third grant is the Share Our Strength for \$5,000.00 to pay for the summer food program. There is no required match for any of these grants.

MOTION by Councilor Heikel, seconded by Councilor Harrington to approve the Recreation and Wellness Department to apply for these grants as described. Voted and passed 4-0.

a. HK021

J. Ladd requested the Council's approval to negotiate purchase price for 21 Hickok Street from Pomerleau Realty. Mr. Ladd states that this purchase would square off the Community Center lot and allow future expansion of the Community Center. Councilor Harrington expressed a desire for clarity regarding Community Center finances prior to a final decision on this purchase.

MOTION by Councilor Heikel, seconded by Councilor Tipson to approve the Community Development Department continuation of discussions regarding the purchase of 21 Hickok Street. Voted and passed 4-0.

f. Enhancement Grant

This item is tabled until a later date.

g. Regional Programs requests "FY10"

Ms. Decarreau states that the CCMPO amount is required dues not a regional program donation and will be paid.

Ms. Prosiack of the Winooski Family Center stated that they were requesting a donation to offset a cut in funding from other sources. The donation would go toward the growth and development of programs the Center has at the O'Brien Community Center.

MOTION by Councilor Harrington, seconded by Councilor Heikel to approve the donation of \$5,000.00 to the Winooski Family Center with the understanding this leaves \$15,000.00 in funds available for donation. Voted and passed 4-0.

Council discussed the remaining requests for funds. While these programs do benefit Winooski, they don't have the direct benefit of the Winooski Family Center. There was concern that additional requests for funds would come in after all awards were made. Council decided to table decisions regarding donations until the October 5th meeting.

c. 61 Leclair Street – Chicken Request

Council tabled this item until a later date as the property owner was not present.

h. FairPoint Communications

Ms. Decarreau informed the Council FairPoint has requested by approval to replace existing poles in the City. They have provided drawing of the pole locations.

MOTION by Councilor Harrington, seconded by Councilor Mahoney to allow FairPoint Communications to replace the existing poles as proposed. Voted and passed 4-0.

j. Budget Transfer Resolution

Ms. Decarreau informed the Council that the proposed resolution moves grant funded items out of the general fund budget into their own funds. This change will allow the grants to be more easily tracked.

MOTION by Councilor Harrington, seconded by Councilor Mahoney to approve the budget transfer resolution as proposed. Voted and passed 4-0.

Mayor O'Brien called for a five minute break at 7:45pm. Meeting reconvened at 7:55pm.

VI. Discussion Agenda

a. EA168 "B. Fregeau"

Jim Trzepacz and Bernard Fregeau brought to the Council for discussion a proposed purchase of City land located on a lot adjacent to 168 East Allen Street. The area to be purchased is 25' by 62' and would allow the purchaser to have off street parking. The sale of the land allows the City access to the natural area with sufficient public parking. The additional land would not allow the purchaser to expand their building nor would it be developable on its own. This item has been before the Council previously and has been negotiated over the last two years. The proposed sale would be for \$5,000.00 with the purchaser paying for title search and surveys on the property. Discussion ensued regarding a separate valuation of the land with the determination that Mr. Trzepacz would contact Burlington for examples of similar sales and provide the land schedule to the Council. Council requested consultation with the City Attorney for language of a resolution or contract for the sale with the understanding that this item will appear on the September 28th agenda for action.

b. Audit Action Plan

Ms. Decarreau informed the Council that she had met with the auditors and reviewed the findings for FY08. She reviewed item by item each audit finding and informed the Council of the status of its resolution, and expressed an opinion of it being a finding in the upcoming FY09 and FY10 audits.

c. Work Plan Review

Ms. Decarreau distributed copies of the work plan to Council.

VII. City Manager Update

Ms. Decarreau stated there were no City Manager updates at this time.

VIII. Executive Session

Council did not go into executive session.

IX. Adjourn

MOTION by Councilor Heikel, seconded by Councilor Harrington to adjourn the meeting at 9:00pm. Voted and passed 4-0.

ATTEST: _____
Clerk's Office Administration