



**MAYOR MICHAEL O'BRIEN**  
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**DEPUTY KATHERINE PICARD**

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# CITY OF WINOOSKI

## CITY COUNCIL

**COUNCILOR JODI HARRINGTON**  
**COUNCILOR MICHAEL MAHONEY**  
**COUNCILOR ERIK HEIKEL**

### AGENDA

Monday, October 6, 2008 at 6:00 p.m.  
CLAIRE BURKE CHAMBER

- I. Call to Order and Pledge of Allegiance
  - a. Important Announcements
- II. Public Comment Period
- III. Regular Agenda Items.
  1. 6:05 Consent Agenda:  
Accounts Payable Warrant as Closed October 2, 2008  
Community Center "Bond Anticipation Note" – J Ladd  
Action Required: Motion
  2. 6:10 DRB Appointments  
Evan Meehan  
Colin Robinson (alternate)  
Action Required: Approval
  3. 6:15 Chicken Permits  
61 Leclair Street – Addie Chadwick  
109 St Peter Street – Bruce/Trudy Billings  
Action Required: Approval
  4. 6:20 Chapter 20 "Street Department fees" – S. Palmer  
Action Required: Adoption
  5. 6:30 Franklin, Bellevue & George Street "sidewalk project" – S. Palmer  
Action Required: Discussion/Motion

6. 7:15 Sidewalk snow removal – S. Palmer  
Action Required Discussion
7. 7:30 Chapter 20-3 “Building Permit Fees”  
Building Permits  
Action Required: Introduce
8. 7:45 Financial  
Sewer Deficit Update (FY07/08) – P. Schmoll  
Status – Richard Lewonski  
Action Required: Discussion
9. 8:15 City Manager  
Action Required: Discussion
10. 8:30 Neighborhood Watch  
Action Required: Discussion
11. 8:40 City Hall Copiers “renewal” – P. Schmoll  
Action Required: Approval
12. 8:50 Council’s Roundtable Discussion (New Business, Announcements,  
Discussion)

**IV. Potential Executive Session (Personnel and/or Contract Issues)**

**V. Adjourn, Announce Next Meeting and Potential Agenda Items**

Meeting called to order by the Mayor at 6:03 p.m.

**Members Present:**

Mayor Michael O’Brien

Council Members: Katherine Picard, Michael Mahoney, Erik Heikel, Jodi Harrington.

**Officers Present:**

Carol J. Barrett, Asst. City Clerk; Pauline K. Schmoll, City Clerk; Steven Palmer, City Engineer; J. Ladd, CD Director; James Trzepacz, City Assessor; David Bergeron, Fire Marshall; Steven McQueen, Police Chief; William O’Brien, City Attorney.

**Others Present:**

Amy Booher, Sue Hathaway, Nan Spence, Sally Tipson, Sharon Bissonnette, Amanda Stebbins, ESPC; Richard Racine, Erica Gadbois, Jayme MaGowan, Bruce & Charlene Allis, Colin Robinson, Tony Augustino, Jeffrey Turner, Tammy Cusson-Ducharme, David Ryan, Justin LaBarge, Jay Lambert, George Cross, Matt Sutkowski, BFP; Mary Bushey, Linda Renaud, Richard Lewonski, Raymond & Agnes Racine, Kim Hier, John Spittle, Alana Shaw, Scott Picard, John O’Brien, David Bowers, Evan Meehan, Jay Felix.

Meeting started with the Pledge of Allegiance.

Public Comment:

Mr. Lewonski, Public Certified Accountant said that several people have expressed concerns concerning the budget. Mr. O'Brien said that he was on the actual agenda.

Regular Agenda Items:

1. Bond Anticipation Note:

**MOTION** by Councilor Heikel seconded by Councilor Mahoney to approve the Community Center Bond Anticipation Note in the amount of Two Million Two Hundred Thousand Dollars as presented. Voted and passed 4-0. See attached note marked #1.

Warrants:

There was discussion on the Accts Payable Warrant because Mayor O'Brien wants to include Joshua Handverger's 2 months severance. This is in his contract. Councilor Picard is very uncomfortable with giving 2 months. She feels this isn't the appropriate way to do this.

**MOTION** by Councilor Harrington seconded by Councilor Mahoney that the Accounts Payable Warrant includes Joshua Handverger's 43 hours of vacation and 2 months severance. Voted and passed 4-0.

2. DRB Appointment

Evan Meehan and Colin Robinson have expressed interest on the DRB Board.

Evan Meehan works in the Property & Development Group at Paul, Frank & Collins. He said he just passed the bar.

Colin Robinson just purchased a house in Winooski and would like to get more involved. He is seeking the alternate position.

**MOTION** by Councilor Picard seconded by Councilor Heikel to appoint Evan Meehan to the DRB and Colin Robinson to the DRB as alternate. Voted and passed 4-0.

3. Chicken Permits:

Addie Chadwick and Bruce/Trudy Billings – No Show.

4. Chapter 20 "Street Department Fees"

Mr. Palmer proposed new meter hook up fees. See attached Section 20-7 Street Department Fees.

**MOTION** by Councilor Heikel seconded by Councilor Picard to adopt the changes as presented. Voted and Passed 4-0.

5. Mr. Palmer gave a brief overview of the Franklin, Bellevue and George Street "sidewalk project". He said we started the process of 2005. The City had a tremendous amount of complaints because of no sidewalks. We received a grant from VTRANS. The firm of Kathleen Ryan did the study and took about 8 months. We have had 2 or 3 public meetings, public hearing for final study. We did not have any reservations from the owners. The State of Vermont came out with Safe Route to Schools. The City and School joined together to try to solve the problem. Mr. Palmer said the grant is still here today. We are here tonight to approve the Final Design. It is the exact same project that was presented in 2005.

There are some residents who are against it but the majority wants it. Mr. said that Mike McDonald is taking over for Bob Pequinot. He said depending on how much money we receive the City and School will join together. There were other options and suggestions given by the homeowners. Mr. Augustino said that the TAB has been working on this for over 3 years. The TAB consists of 3 volunteers and City Engineer. Mr. Palmer said the grant application is due in February. Councilor Picard would like to thank the volunteers for what they have done.

**MOTION** by Councilor Harrington seconded by Councilor Picard to accept the design and presented. Voted and passed 4-0.

The Mayor called for a 5 minute recess at 7:35 p.m.

The meeting reconvened at 7:40 p.m.

6. Sidewalk Snow Removal.

Mr. Palmer said the Mayor O'Brien, Councilor Picard and Councilor Mahoney went over to Plattsburgh, NY to visit with Mayor Donald Kasprzak. They discussed their Snow Removal Ordinance that Plattsburgh has. The Town of Plattsburgh passed an Ordinance for Residence to shovel their sidewalks. If they don't they receive a notice and they would be fined. Mayor Kasprzak said that they have 80%+ compliance. Mr. Palmer said the meeting was very informative. Mr. Palmer suggested we appoint a snow removal committee to look at the issue for shoveling sidewalks and try to get the folks to understand. The existing Ordinance that we have in place right now has been ignored. It appears that this was written in the 1940's.

7. Chapter 20-3 Building Permit Fees.

Mr. Crete submitted a revised Chapter 20-3 Building Permit fees. Underlined is new language. See attached marked #7. There was discussion concerning the new information. Councilor Picard introduced the new building permit fees. There will be a scheduled Public Hearing for this item.

8. Sewer Deficit Update FY 07/08

Mrs. Schmoll explained that there was no sewer deficit in FY 07/08.

This attributed to the following:

1. New Water meters installed which allow more accurate readings.
2. The ability to read in a very short time and get problems fixed within a timely fashion which helps the customer because before we had to wait until all meters were read and bills calculated before problems could be rectified.
3. Quarterly sewer/water billings as well as quarterly shutoffs which ensure that our revenue is maintained and is not a burden to the rate payer. See attached pre-audit balance sheets for the FY 07/08 balance sheets to September 30, 2008.

Mr. Lewonski gave a presentation on the financial data. He was surprised to see the audit letter on the website. He said should have never been there. He also stated that the deficiency should be corrected as soon as possible.

Current Budget:

Mrs. Schmoll indicated that the shortfall had been reduced to approximately \$160,000. She respectfully requested a budget work session between all Dept Heads and City Council concerning the proposed budget cuts.

9. City Manager

There was discussion concerning the City Managers position. Mayor O'Brien said he has received information by individuals and groups. We need to concentrate on getting an Interim City Manager and start thinking about the new budget.

Mr. Cross said he would like to make the following presentation. See attached marked #9. He also suggested to the Council that they carefully read the City Charter along with the State Charter. There will be a City Council meeting Wednesday night at 6:00 p.m. to discuss City Managers position. (Possible Executive Session).

10. Neighborhood Watch

Chief McQueen said it would be better to schedule a neighborhood watch meeting at someone's house in that particular neighborhood versus having it at the Community Center.

11. Copier Renewal

Mrs. Schmoll said that our 5 year lease is up for renewal and we need to renew the contract.

**MOTION** by Councilor Harrington seconded by Councilor Picard to renew the lease on the copier.

12. Council Round Table Discussion

Councilor Picard – Would like to thank everyone who participated in the Harvest Festival. Also the spaghetti dinner that the firefighters put on at the Community Center.

Councilor Picard is requesting council approval to attend a training session put on by Vt. Labor Relations Board to be held on November 5 and November 12. There is a \$40.00 fee. The Mayor and Council approved the request.

Councilor Mahoney – None

Councilor Heikel – None

Councilor Harrington – None

Mayor O'Brien – Reminding to Walk to School Parade Wednesday at 7:30 a.m. starting at Rite Aid. Main Street Bridge paving starting October 8, 2008

**MOTION** by Councilor Heikel seconded by Councilor Harrington to adjourn City Council meeting at 9:55 p.m.

ATTEST: \_\_\_\_\_

Asst. City Clerk

Winooski City Council

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