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CITY OF WINOOSKI

CITY COUNCIL

COUNCILOR ERIK HEIKEL
COUNCILOR JODI HARRINGTON
COUNCILOR SALLY TIPSON

Agenda
Monday, December 7, 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 November 16, 2009
Accounts Payable Warrant as Closed December 3, 2009

Action Required:

Motion: I move that we accept the items on the consent agenda as presented/amended.

V. Action Agenda

- a. Veterans Housing VCDP Grant Agreement Resolution - J Ladd
- b. EECBG (Energy Conservation) Grant – Public Service – J Ladd
- c. EECBG (Energy Conservation) Grant –CCRPC – J Ladd
- d. Acceptance of Incentive Grant contingent on EECBG funding - J. Ladd
- e. FY10 Budget Transfers Resolution
- f. Cell Phones “donation”
- g. Insurance selection

I move to approve
I move to approve
I move to approve
I move to approve

I move to approve
I move to approve
I move to approve

VI. Discussion Agenda:

- a. CCTA presentation – Chris Cole/Corey Mack
- b. CCV Parking
- c. FY11 Budget
- d. Retirement Policy
- e. 2010 Council Meeting Schedule

Discussion

VII. City Manager Update.

VIII. Adjourn Council Meeting to go into Water/Wastewater District Commissioners Meeting

Open Water/Wastewater Meeting

- ◆ West Canal Street
- ◆ WWTF Inspection Report
- ◆ Brookside Stormwater Payment
- ◆ Vactor Purchase
- ◆ Watershed Grant Application

Discussion
Discussion
I move to approve
I move to approve
I move to approve

Adjourn Meeting of Water/Wastewater Commissioners

Reconvene

IX. Executive Session if posted

X. Adjourn

Minutes:

Meeting called to order by the Mayor at 6:00 p.m.

Members Present:

Mayor Michael O'Brien

City Councilors: Michael Mahoney, Erik Heikel, Jodi Harrington, Sally Tipson

Officers Present:

Katherine Decarreau, City Manager; Carol J. Barrett, Asst. City Clerk; Steven McQueen, Police Chief; William O'Brien, City Attorney; Pauline K. Schmoll, City Clerk; Ray Crete, Building Inspector; James Trzepacz, City Assessor; Steven Palmer, City Engineer; Erik Bailey, Supt. Of Sewer Dept.

Others Present:

David Bowers, Chris Cole, General Manager of CCTA; Corey Mack & Tom Buckley, representatives to the CCTA board.

I. The meeting started with the Pledge of Allegiance.

II. Important Announcements and Good News.

The City Manager wanted to acknowledge Penny Manning, Rick Hebert, Jim Trzepacz, Janet Brouard, Adam Wahl, Carol Barrett. These people were involved in the process of finding a new Health Insurance.

The City Manager said that we have received a number of complaints from Hickok St residents who abut Brookside development. Having conversation with neighbors and getting direct contact with them. The Mayor said to let the City Manager broker a relationship between them and let her monitor it.

The City Manager said she would like to turn this time over to Pauline Schmoll. Pauline has announced to the Mayor and Council that she will be retiring in January 2010 after 44+ years of service. The Mayor thanked her for all of her years of service and wished her the best of luck. Councilor Tipson said that the Holiday lighting went off very well and a wonderful job was done. The Mayor said it's that time of year for the annual recognition of holiday decorations.

III. Public Comment – None

IV. Consent Agenda

MOTION by Councilor Harrington seconded by Councilor Heikel to approve the consent agenda as presented. Voted and passed 4-0.

V. Action Agenda

- a. Veterans Housing VCDP Grant Agreement Resolution- Mr. Ladd presented the Council with the Veterans Housing VCDP Grant Agreement Resolution. This grant agreement is to help fund the Veteran's Project located at 120 W. Canal St. He said the council had approved an agreement in 2008 and the HIP/CD Loan Committee approved in August a \$25,000 loan from the HIP Fund. Councilor Heikel and Councilor Harrington have concerns about using HIP Funds for new construction when we should be using it for Home Improvements. Mayor O'Brien doesn't have a problem using these funds. See attached agreement marked Va. **MOTION** by Councilor Mahoney seconded by Councilor Tipson to approve the VCDP Grant #07110-1c11 2008 in the amount of \$740,000 as presented. Voted and passed 3-2. Councilors Harrington and Councilor Heikel voted no.
- b. EECBG (Energy Conservation Grant) Public Service Mr. Ladd presented to the Council a grant application for an EECBG 2008 grant in the amount of \$100,000.00. See attached grant marked Vb. He said the purpose of the grant is to support three energy conservation projects being proposed by Winooski. Discussion ensued concerning the grant. Mr. Palmer said we are not really ready to discuss the street lights at this time. **MOTION** by Councilor Heikel seconded by Councilor Mahoney to approve the EECB 2008 Grant in the amount of \$100,000.00 through Encore. Voted and passed 4-0.
- c. EECBG (Energy Conservation Grant) CCRPC Mr. Ladd presented a grant application for CCRPC EECBG Grant Application 2009 in the amount of \$50,000.00. The purpose of this grant is \$50,000.00 to combine with \$75,000.00 of Efficiency Vt. Funding (which has been committed) and \$50,000.00 from EECBG funding for which the City is also applying for upgrades to the lighting in the Parking Garage. This would save the City approximately \$25,000.00 per year. See attached marked Vc. **MOTION** by Councilor Heikel seconded by Councilor Tipson to approve the grant request for CCRPC EECBG Grant Application 2009 in the amount of \$50,000.00 as presented. Voted and passed 4-0.
- d. Acceptance of Incentive Grant contingent on EECBG funding. Mr. Ladd presented a grant application for Efficiency Vt. Incentive Grant 2009 in the amount of \$75,000.00. The purpose of this grant is \$75,000.00 to combining with \$50,000.00 from EECBG funding with \$50,000.00 from CCRPC for which the City is applying for upgrades to the lighting in the parking garage too. This will save the City approximately \$25,000.00 per year. This grant has been awarded and may be refused if the other funding is not awarded. See attached marked Vd. **MOTION** by Councilor Mahoney seconded by Councilor Heikel to approve the Efficiency Vt. Incentive Grant 2009 in the amount of \$75,000.00 as presented. Voted and passed 4-0.

- e. FY10 Budget Transfer Resolution- The City Manager stated that this Resolution has to be approved by the Council because of a budget transfer between and among departments. The City Manager said we need to keep these two funds separately. See attached Resolution marked Ve. **MOTION** by Councilor Harrington seconded by Councilor Heikel to approve the Resolution of the City Council FY10 Budget transfer as presented. Voted and passed 4-0.
- f. Cell Phones Donation- The City Manager said we have received a request from the American Red Cross looking for cell phones. We have some that are not being used anymore. **MOTION** by Councilor Harrington seconded by Councilor Heikel to donate the cell phones to the American Red Cross. Voted and passed 4-0.
- g. Insurance Selection- The City Manager stated that we have received proposals from different brokers. The committee had selected four based on their proposals. The four companies' are VLCT, Palmer Assoc., Poulous Insurance & BGNE. In the end we selected Benefits Group of New England. This company comes highly recommended. We would like to hire them as a broker. This would be a high deductible policy and the City would fund the deductible. With this high deductible we would easily save over \$100,000.00. **MOTION** by Councilor Heikel seconded by Councilor Harrington to accept BGNE as a broker for City Employees Health Benefits. Voted and passed 4-0.

VI. Discussion Agenda:

- a. CCCTA Presentation- Chris Cole, General Manager of CCTA presented a draft amendment of Charter Chittenden County Transportation Authority. See attached marked Via. There was some discussion concerning the draft amendment. Mayor O'Brien's concern was not having two commissioners' voices at the CCTA meetings. The City Manager also urged CCTA to continue with Colchester.
- b. CCV Parking- The City Manager said she has been working with Steve Palmer concerning CCV Parking. There will not be any parking available when CCV opens. We are very concerned about them parking on Barlow St., Mansion St., Platt St and all neighborhood streets. We will be talking with CCV to come up with a solution.
- c. FY11 Budget-The City Manager stated she is required by charter to produce a rough draft of the FY11 budget. See attached marked VIc.
- d. Retirement Policy-The City Manager presented an Early Retirement Policy to the Mayor and Council. See attached marked VIId. She has not received any feedback from the City Attorney.
- e. 2010 Council Meeting Schedule – See attached marked Vie.

MOTION by Councilor Heikel seconded by Councilor Harrington and to open the Water/WasteWater District Commission meeting at 8:45 p.m. Voted and passed 4-0.

VII. City Manager Update

- VIII.** West Canal St.- Mr. Palmer said that the Construction Company has run into a glitch with the existing stormwater. The utility runs right through the lot about 15 feet down. It would cost the City

approximately \$150,000 to \$200,000 if we had to fix it. The City does not want a utility line under any building. We also don't have the money to help out but we can help them out with the design. Mr. Palmer is asking that the City consider waving the excavation fees of \$5,000. These are not anticipated revenues. There would be some discomfort to some of the residences. Major impact would be on the condominiums. We issued the excavation permit last week. Public works will accept and approve the construction when done. Steve Woodworth, Jay Nadeau and Erik Bailey meet every day concerning this project. I'm looking for a resolution in support of this excavation fee. There was some concern about setting a precedent. The Mayor and Council support the Resolution with specifics for this project only.

WWTF Inspection Report - Mr. Palmer said that the Sewage Treatment had their annual Inspection at the City of Winooski Wastewater Treatment Facility. The overall inspection rating for the Winooski Wastewater Treatment Facility for the period October 2008 through September 2009 is Excellent, the highest rating in our five tier rating system. He congratulated Mr. Bailey and staff. The Mayor and Council also congratulated the Sewer Dept.

There was discussion concerning the Resolution of Brookside Stormwater System. See attached marked VIII Brookside. **MOTION** by Councilor Heikel seconded by Councilor Mahoney to move the expense from FY09 budget to FY10 budget as presented. Voted and passed 4-0.

Vactor Purchase – Tabled

Watershed Grant Application – Mr. Palmer said that we have a watershed grant application. This grant requires 0 cash. The deadline is Friday. The City Manager said this grant request needs to be in the other format.

MOTION by Councilor Heikel seconded by Councilor Harrington to adjourn WasteWater meeting at 9:10 p.m. and to go into executive session to discuss a personnel issue with the City Manager and Ray Crete. Voted and passed 4-0.

ATTEST: _____
Asst. City Clerk