



MAYOR NICOLE MACE

# CITY OF WINOOSKI

27 WEST ALLEN STREET  
WINOOSKI, VERMONT 05404  
(802) 655-6410  
(802) 655-6414 (fax)

JESSIE BAKER  
CITY MANAGER

## CITY COUNCIL

COUNCILOR HAL COLSTON  
COUNCILOR ERIC COVEY  
COUNCILOR COREY MACK

### Agenda

Monday, February 4, 2019

6:00 P.M.

CLAIRE BURKE COUNCIL CHAMBERS

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Agenda Review**
- IV. **Public Comment**
- V. **Consent Agenda**
  - a. Approval: City Council Minutes of January 28, 2019
  - b. Approval: Warrant ending 02/01/2019 and Payroll 01/13/19-01/26/19
  - c. Approval: Staff Accountant Job Description
- VI. **City Update**
- VII. **Council Reports**
- VIII. **Regular Items:**
  - a. Discussion/Approval: Vermont Performing Arts League (North End Studios) Letter of Intent for O'Brien Community Center Lease (Possible Executive Session) – R Coffey
  - b. Discussion/Approval: Proposed Abenaki Garage and Hotel Design Approval – J Baker
  - c. Discussion/Approval: Act 250 co-applicant request – Proposed Abenaki Garage and Hotel Development, Lot 7D – J Baker
  - d. Approval: Sewer Reserve Fund Transfer Request – WWTF Headworks Project – J Rauscher
  - e. Approval: WWTF Headworks Project – Construction Contract Bid Award – J Rauscher
  - f. Approval: Vermont Economic Progress Council Tax Increment Financing District Annual Report – J Baker
- IX. **Executive Session**
  - a. AFSCME Negotiations - Executive Session Pursuant to 1 V.S.A. § 313 (1) (B) labor relations agreements with employees and specifically AFSCME.
  - b. UMB – Executive Session Pursuant to 1 V.S.A. §313 (1) (E) “pending litigation to which the public body is a part” – UMB Bank N.A. v. City of Winooski and (2) “the negotiating ....of real estate purchase or lease options”
- X. **Adjourn.**

### MINUTES

The Mayor called the meeting to order at 6:02 P.M. The meeting began with the Pledge of Allegiance led by Councilor Hal Colston.

#### **Members Present:**

Mayor Nicole Mace

Councilors: Eric Covey, Hal Colston and Corey Mack

### Officers Present:

Jessie Baker, City Manager; Angel Lane, Assistant City Clerk; Heather Carrington, Economic Development Director; Angela Aldieri, Finance Director; Eric Vorwald, Planning & Zoning Manager; Jon Rauscher, Public Works Director, Ray Coffey, Community Services Director; Julie Hulburd, Human Resources Director

### Others Present:

Doug Johnson, Olivia Miller, Pete Kelley, Kristine Lott, Amy Houghton, Greg Rabideau, Dave Marshall, Jason Booth

### III. Agenda Review – None

### IV. Public Comment – None

### V. Consent Agenda

**MOTION** by Councilor Eric Covey and seconded by Councilor Hal Colston to approve City Council Minutes of 01/28/2019 and Warrant ending 02/01/2019 and Payroll 01/13/2019-01/26/2019 as presented. Voted and passed 3 – 0. Councilor Mack did not vote.

**MOTION** by Councilor Hal Colston and seconded by Councilor Eric Covey to approve the Staff Accountant Job Description as presented. Voted and passed 3 – 0.

### VI. City Update

- **Final Ballot:**
  - Contested: Mayor – Kristine Lott and Eric Covey
  - 2-Year Council: Amy Lafayette and James Duncan
  - Contested: 1-Year Council: Corey Mack and Mike Myers
  - 2-Year School Trustee: Matt McNeil
  - 3-Year School Trustee: Margaret Bass
- **Since January 21<sup>st</sup> the Fire Department has responded to 17 calls (3 structure fires)**
  - 22 Main Street, a room and contents fire likely started by electrical charging devise. Cause Accidental. No injuries
  - Fatal fire at 107 West Spring Street, Fire that originated within a storage unit. Cause Undetermined due to the many potential and possible ignition sources, which could not be ruled out. This fire is NOT suspicious.
  - 47 Bellevue Street, Fire that originated within a ceiling/light fixture in a first floor unit. Cause Accidental. No injuries.
  - WINFD would like to remind people that properly installed and operating smoke/Co detection saves life's and encourages people to contact us if they have questions or concerns regarding life safety or minimum housing issues
  - I would like to thank Chief Audy, Battalion Chief Spittle, and our whole team for their leadership over two difficult weeks.
  - We'd also like to send out a sincere thanks to our mutual aid partners who have assisted multiple times:
    - St. Mikes Fire & Rescue
    - Colchester Center FD
    - Mallets Bay FD
    - VTANG FD
    - City of Burlington FD
    - Essex Jct. FD
- As the School rebuilds its water connection:
  - We are collaborating with them to **provide free breakfast and lunch** for youth (18 and under) tomorrow (Tuesday) at the Winooski Memorial Library due to the school closure. The Library will be open for breakfast at 8:30 AM (instead of our usual 10 AM open) and we will have bagged lunches available there starting mid-day. Call the Library at 655 6424 with questions.

- DPW and Fire have also been assisting on this effort. Once the installation is complete, DPW will coordinate the repressurizing of the system and testing the water.
- Staffing updates:
  - Mark Sterling, Public Works employee, passed his CDL test last month! Brings another large plow driver on to our team. We could not be more proud of Mark and his work for the City.
  - Claudia Brown started as the Recreation Assistant today. Claudia holds a Master's of Science in Environmental Science and Public Policy. She brings with her a great deal of experience including work with the American Forest Foundation, the National Park Service, and Environmental Program Management with Keep Prince William Beautiful.
- East Allen Street Scoping Study Local Concerns Meeting will be held on February 14<sup>th</sup> and be hosted by a joint meeting of the Planning Commission and Public Works Commission.

## VII. Council Reports

### Councilor Colston – None

**Councilor Covey** – Following last November's election the City of Burlington reached out to the Secretary of State's Office to encourage/enable translators to be available at the polls during elections. Councilor Covey is hopeful that the City of Winooski will also be proactively part of the conversation in the future.

**Mayor Mace** - Has met with the City Manager, working to finalize the City's Budget. There will be presentations on the budget offered at different venues in the City. Mayor Mace encouraged residents to attend a presentation if possible. Mayor Mace also took the opportunity to welcome Councilor Corey Mack to the Council.

### Councilor Mack – None

## VIII. Regular Items

**a. Vermont Performing Arts League (North End Studios) Letter of Intent for O'Brien Community Center Lease –R Coffey** Ray Coffey, Community Services Director introduced April and Ben from North End Studios. April and Ben took some time to explain their mission and entertain questions regarding how they plan to operate. Some discussion ensued.

**MOTION** by Councilor Covey and seconded by Councilor Mack to authorize the City Manager to execute the lease agreement with Vermont Performing Arts League as presented. Voted and passed 3 – 0.

Mayor Mace called a short recess at 6:48 PM. Meeting reconvened at 6:52 PM.

**b. Proposed Abenaki Garage and Hotel Design Approval-J Baker**

City Manager Jessie Baker introduced the team involved in the many months of planning on this project. Eric Vorwald, Zoning & Planning Manager took this opportunity to provide an overview of the Council's responsibility concerning the TIF District/Downtown Core. The Council is responsible to approve any development in the TIF District. Greg Rabideau of Rabideau Architects gave a presentation of the current plan. Much discussion ensued from the positioning of the building to access to the Cassavant Park. Color scheme was also discussed as well as ADA accessibility. It was determined to reach out to the Planning Commission at their next scheduled meeting on 2/14/2019 and then have staff bring any concerns back to Council at the 02/19/2019 meeting.

**c. ACT 250 Co-Applicant request-Proposed Abenaki Garage and Hotel Development, Lot 7-D J Baker**

Eric Vorwald, Zoning & Planning Manager explained that the ACT 250 process could take a significant amount of time to complete. He also stated that moving forward clearly signals support for the project. Discussion Ensued.

**MOTION** by Councilor Colston seconded by Councilor Covey to move forward with the ACT 250 co-applicant request for the proposed Abenaki Garage and Hotel Development on Lot 7D. Voted and passed 3 – 0.

**d. Approval: Sewer Reserve Fund Transfer Request-WWRF Headworks Project-J Rauscher**

Jon Rauscher, Public Works Director presented some of the changes requiring the adjustment. Jason Booth with Aldrich & Elliott explained some of the changes that are now required. Some discussion ensued.

**MOTION** by Councilor Covey and seconded Councilor Colston to approve the Sewer Reserve Fund Transfer Request-WWRF Headworks Project up to \$210,000.00 from the undesignated sewer reserve fund to cover the additional cost as presented. Voted and passed 3 – 0.

**e. WWTF Headworks Project-Construction Contract Bid Award-J Rauscher**

Requesting to award the construction bid to NECCO for the bid amount. Jon Rauscher presented the bid analysis and recommendation letter from A&E.

**MOTION** by Councilor Colston seconded by Councilor Covey to award the bid to NECCO as presented. Voted and passed 3 – 0.

**f. Approval: Vermont Economic Progress Council Rax Increment Financing District Annual Report-J Baker**

Jessie Baker, City Manager explained the process. The City is required to present the Annual Report to Council for their review.

**MOTION** by Councilor Covey and second by Councilor Mack to accept the Vermont Economic Process Council Tax Increment Financing District Annual Report as presented. Voted and passed 3 – 0.

**IX. Executive Session**

**a.** AFSCME Negotiations-Executive Session Pursuant to 1 V. S. A. §313 (1) (B) labor relations agreements with employees and specifically AFSCME.

**b.** UMB-Executive Session Pursuant to 1 V. S. A. §313 (1) (E) “pending litigation to which the public body is a part”-UMB Bank N.A. v. City of Winooski and (2) “the negotiating...of real estate purchase or lease options.”

**MOTION** by Councilor Covey and second by Councilor Colston to go into Executive Session at 8:30 PM and to invite Jessie Baker, City Manager; Angela Aldieri, Financial Director, Jon Rauscher Public Works Manager and Julie Hulburd, Human Resource Director as presented to attend item a. AFSCME negotiations . For item b. UMB only Jessie Baker attended with Council. Voted and passed 3 – 0.

**X. Adjourn**

**MOTION** by Councilor Colston and second by Councilor Mack to adjourn at 8:45 PM. Voted and passed 3 – 0.

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