



MAYOR KRISTINE LOTT
KLOTT@WINOOSKI.VT.ORG

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 JAMES DUNCAN
COUNCILOR AMY LAFAYETTE
COUNCILOR MICHAEL MYERS

Agenda

Monday, March 11, 2019

6:00 p.m.

CLAIRE BURKE COUNCIL CHAMBERS

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Agenda Review**
- IV. Regular Items**
 - a. Swearing in Mayor Kristine Lott
 - b. Swearing in Councilors; James Duncan, Amy Lafayette and Michael Myers
- V. Public Comment**
- VI. Consent Agenda**
 - a. Approval: Minutes of Winooski Community Development Trust Board of Trustees, February 19 and Council Minutes of February 19 and 26
 - b. Approval: Warrant ending 03/08/2019; Payroll 02/10/2019 -02/23/2019 & Subsequent to Payout January
 - c. Approval: Engagement Letter – Agreed Upon Procedures Audit for Tax Increment Financing District
- VII. City Update**
- VIII. Council Reports**
- IX. Regular Items:**
 - a. Discussion: City Council Orientation
 - b. Discussion: 2019-2020 Council Schedule
 - c. Discussion: Mayor and Council Rules of Procedure
 - d. Discussion: Conflict of Interest Policy
- X. Executive Session**
 - a. Contracts - 1 V.S.A. § 313 (1) (B) labor relations agreements with employees
 - b. Pending Litigation - Pursuant to 1 V.S.A. §313 (1) (E) “pending litigation to which the public body is a part” – and (2) “the negotiatingof real estate purchase or lease options”
- XI. Adjourn**

MINUTES

The Mayor called the meeting to order at 6:00 p.m. The meeting began with the Pledge of Allegiance led by Councilor Colston

Members Present:

Mayor Kristine Lott

Councilors: Hal Colston, James Duncan, Amy Lafayette, Michael Myers.

Officers Present:

Jessie Baker, City Manager; Carol Barrett, City Clerk; John Audy, Fire Chief; Heather Carrington, Economic Development Director; Julie Hulburd, Human Resources; Ray Coffey, Community Services Director, Ryan Lambert, City Engineer, Erick Vorwald, Planning & Zoning Director.

Others Present:

Robert Millar, Deborah Ragione, David Dubie, Ann-Elise Johnson, Cathy Resmer, Claire Matte Maurice Matte, Sam Myers, Sarah Roy, Abby Myers, Jane Moran.

III. Agenda Review – None**IV. Regular Items****a. Swearing in Mayor Kristine Lott**

The City Clerk swore in newly elected Mayor Kristine Lott

b. Swearing in Councilors James Duncan, Amy Lafayette and Michael Myers

The City Clerk swore in the newly elected Councilors, James Duncan, Amy Lafayette and Michael Myers.

The Mayor asked for a five minutes recess at 6:02 and reconvened at 6:07 p.m.

V. Public Comment

Ms. Ebony Kirkland congratulated the Councilors and the Mayor on becoming the first women elected. Ms. Kirkland read a narrative from Sojourner Truth.

VI. Consent Agenda

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

VII. City Update

- Equity and Diversity Summit
 - April 6th
 - Planning session today
- Wayfinding Signage RFP (supported by a grant from the State) closes on Friday
- Heather and I are presenting at the AARP conference on placemaking on Wednesday. We will be highlighting the Main Street Parklet pilot they funded last year and our ongoing efforts at placemaking.
- Last week we implemented a new permit form that integrated building, zoning and public works permits. This is a customer service improvement for the public and streamlines our internal processes
- Community Services
 - Ray, Alicia, and Lauren Chicote from the Winooski Valley Park District were proud to represent Winooski in Chattanooga, TN at the kickoff training for the NRPA 10-Minute Walk Grant that the city received. The grant, one of only 10 awarded nationwide, will be used over the next year to help develop a comprehensive Parks and Open Space Plan for the City.
 - Community Garden plot registration will open to the public on Friday, March 15th. Visit www.winooski.vt.org or contact Alicia Finley, Recreation and Parks Manager, for more information.
 - The “Move, Play, Connect” Playgroup for pre-school aged children has gotten off to a great start. If you’re looking for a great way for your little one to get their body moving on these last cold days of

winter join us from 9:30 – 11:00 AM at the O’Brien Center gymnasium on Fridays through May. This is a free, drop-in program. Contact Julie Montera at the Library for more information.

- Girls Rock VT: Girls 10-18 are invited to join this exciting new program to explore song writing, playing music, and building relationships with other girls their age. Mondays, 3:30 – 5:30 at the Winooski Senior Center starting April 1st. Visit www.winooskivt.gov to register or for more information

VIII. Council Reports – None

IX. Regular Items

a. Discussion: City Council Orientation

The City Manager and the Mayor gave a presentation outlining Council protocol, legal requirements, authority, communication processes, financial responsibility, City organization, and emerging issues.

Mr. Vorwald, Planning/ Zoning Director walked the Mayor and Council through the Master Plan. We have had community engagement and one of two public hearings. The seconded public hearing will be held on March 18, 2019 at the City Council meeting for approval of the master plan.

The City Manager said construction of the Pool and Hickok St could start in May. We still need to draft legal documents for the Abenaki Garage and Hotel development.

b. Discussion: 2019-2020 Council Schedule

The City Manager said the City Charter states: §19-311. Procedure (a) Meetings. The Council shall meet regularly at least once in every month at such times and places as the Council may prescribe by rule.

Annual, the Council approves a schedule of meetings for the year. Attached is a draft of that proposed schedule for discussion.

c. Discussion: Mayor and Council Rules of Procedures

The City Manager said the draft presented reflects the Rules of Procedure as currently adopted. This document is based on a model policy form the Vermont League of Cities and Towns. Annually these Rules of Procedure should be updated. She said we covered this in the presentation. There was some discussion concerning Article 3 (g) roll call vote and Article 4 posting agendas.

d. Discussion: Conflict of Interest Policy

The City Manager said the draft presented reflects the Conflict of Interest Policy as currently adopted. This document is based on a model policy form the Vermont League of Cities and Towns.

Additionally, the Winooski City Charter, 24 V.S.A. § 19-305, indicates that the Council “shall adopt measures relating to the definition, disclosure, and consequences of a conflict of interest involving elected and appointed City Officials” She said this policy should be adopted annually.

The City Manager said if you are interested, we could go into executive session to brief you on contracts and pending litigation.

The Mayor recessed the City Council meeting at 8:07 p.m. and opened the Liquor Control meeting at 8:10 p.m.

The Liquor Control meeting adjourned at 8:15 p.m. and the City Council meeting reconvened at 8:15 p.m.

MOTION by Councilor Davis seconded by Councilor Myers to go into Executive Session at 8:16 p.m. to discuss a: Contracts- 1 V.S.A. §313 (1) (B) labor relations agreement with employees and b. Pending Litigation – Pursuant to 1 V.S.A. §313 (1) (E) “pending litigation to which the public body is a part” – and (2) “the negotiating....of real estate purchase or lease options” Voted and passed 4-0.

MOTION by Councilor Colston seconded by Councilor Duncan to adjourn Executive session at 8:50 p.m. Voted and passed 4-0.

ATTEST: _____
City Clerk