



# City of Winooski

Vermont's Opportunity City

27 West Allen Street  
Winooski, Vermont 05404  
802 655 6410  
[winooski.vt.gov](http://winooski.vt.gov)

## Winooski City Council Meeting- CORRECTED 6-23-2023

Monday, March 20, 2023, at 6 PM

**Members Present:** Mayor Kristine Lott, Councilor Thomas Renner, Councilor Aurora Hurd, Councilor Bryn Oakleaf, and Councilor Charles Judge

**Officers Present:** Elaine Wang, City Manager, Angela Aldieri, Finance Director, Eric Vorwald, Planning and Zoning, Ray Coffey, Community Services Director, Nate Eddy, Library Director, Amanda Casper-McFadden, Assistant City Clerk

**Others Present:** John Boulay, RHR Certified Public Accountant, Town Meeting TV, Robert Miller, Kamal Dahal, Januka Dahal, Elisa Wiseman, Connor Daley, Eric Gravel

### I. Call to Order

The meeting was called to order at 6:02 PM

### II. Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Renner.

### III. Agenda Review

**Minutes:** None

### IV. Public Comment

**Minutes:** Eric Gravel presented his complaints about the Police Department.

### V. Consent Agenda

a. Approval: City Council and Liquor Control Board Minutes of March 13, 2023

**Minutes:** To approve the City Council and Liquor Control Board Minutes of March 13, 2023

**Motion:** A motion by Council Renner seconded by Councilor Hurd to approve the minutes. Voted and passed 5-0.

b. Approval: Payroll Warrants February 5, 2023, February 19, 2023

**Minutes:** To approve to Payroll Warrants February 5, 2023, February 19, 2023

**Motion:** A motion by Councilor Oakleaf seconded by Councilor Hurd. Voted and passed 3-0. Councilor Judge abstained.

c. Approval: Accounts Payable Warrant February 28, 2023 and March 15, 2023

**Minutes:** To approve Accounts Payable Warrant February 28, 2023 and March 15, 2023

**Motion:** A motion by Councilor Oakleaf seconded by Councilor Hurd. Voted and passed 3-0. Councilor Judge abstained.

## **VI. Council Reports**

**Minutes:** Councilor Hurd announced the Safe, Healthy, Connected People Commission met on March 14th, 2023 and the primary discussion were the Fire, Police, and Community Service Department policy priorities and strategies for FY24. Councilor Hurd announced the next Inclusion of Belonging Commission meeting will be April 15, 2023.

Councilor Oakleaf announced that the Municipal Infrastructure Commission met on March 16, 2023 and primarily focused on strategies and priorities for FY24. The group is interested in four primary areas for Council to consider moving forward, in ordinance, protecting city-owned green spaces. The Commission requests additional conversation either with the Council or another Commission to further discuss energy compliance codes for new construction, renovation of existing homes, as well as salvage yard regulations. The next meeting will be on April 20, 2023.

Mayor Lott announced the Finance Commission did not meet on March 14, 2023, was rescheduled for March 28, 2023, and Councilor Oakleaf will be filling in for Mayor Lott. The Planning Commission will meet on Thursday at 6:30 PM to continue the discussion on parking regulations and historic preservation incentives.

Councilor Renner announced Downtown Winooski is still in search of a new Executive Director.

## **VII. City Updates**

**Minutes:** City Manager Elaine Wang announced the City Clerk's Office will continue having reduced hours on Monday, Wednesday, Thursday, and Friday 8:00 AM to 4:00PM and closed on Tuesdays due to staffing shortage. We have several job openings, please learn more and apply at [winooskivt.gov/jobs](http://winooskivt.gov/jobs). Winooski Recreation and Parks will be hosting a Pickleball Tournament on Saturday, April 8, 2023, at the Winooski School



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District gym. Tournament is open to all. Prizes will be given for Best Sportsmanship, Best Dressed, and more. Registration fee is \$30.00 to sign up and all proceeds go to Recreation and Parks Scholarship Fund.

## VIII. Regular Items

- a. Discussion/Approval - Finance Commission Appointment - Angela Aldieri, Finance Director

**Minutes:** Finance Director Angela Aldieri proposed Januka Acharya to the Council to fill the one vacant spot on the Finance Commission. Januka introduced herself to the Council.

**Motion:** A Motion by Council Oakleaf seconded by Councilor Hurd. Voted and passed 5-0.

- b. Discussion - Fiscal Year 2022 Audit Presentation - Angela Aldieri, Finance Director, John Boulay, Certified Public Accountant from RHR Smith & Company

**Minutes:** RHR Certified Public Accountant John Boulay provided an overview of FY22 Audit. Audit was clean. City of Winooski was found to be a low risk Auditee.

- c. Discussion/Approval: Fiscal Year 2023 Audit Contract Award - Angela Aldieri, Finance Director

**Minutes:** Finance Director Angela Aldieri presented RHR bid for a term of at least one year with two additional years upon completion of an audit successfully and with no issues. The contract would start with the FY23 audit. Discussion ensued about the Award Letter being addressed to a previous City Manager and updating RHR.

**Motion:** A Motion by Councilor Judge seconded by Councilor Renner. Voted and passed 5-0.

- d. Discussion/Approval: Winooski Memorial Library Committee Charter Change to Add Youth Member - Ray Coffey, Community Services Director, Nate Eddy, Library Director

**Minutes:** Community Services Director Ray Coffey and Library Director Nate Eddy presented Charter Changes to Council from the Winooski Memorial Library Committee to add a Youth Member. Discussion ensued about language in posting and maintaining consistency with other documents, such as the City's Declaration of Inclusion.

**Motion:** A motion by Councilor Renner seconded by Councilor Judge. Voted and passed 5-0.

- e. Discussion/Approval: Request for Use of Reserves - Hazard Tree Removal (Landry Park, Myers Pool, Casavant Meadow) - Ray Coffey, Community Services Director

**Minutes:** Community Services Director Ray Coffey requests use of reserves for the removal of hazard trees in public spaces and a timeline for replacements. Councilor Hurd clarified the amount being requested for use. Councilor Oakleaf inquired about the plan for reuse of the removed trees. Coffey informed Council salvageable trees will be repurposed for potential park benches and wood chips. Discussion ensued around potential trees and places these resources could be distributed.

**Motion:** A motion by Councilor Oakleaf seconded by Councilor Renner. Voted and passed 5-0.

Mayor Kristine Lott called for a 5 minute recess. Meeting reconvened at 7:06 PM.

- f. Discussion: Operational Overviews - City Manager, Clerk's Office, Planning and Zoning - Elaine Wang, City Manager, Eric Vorwald, Planning and Zoning Manager

**Minutes:** Minutes: City Manager Elaine Wang and Planning and Zoning Manager Eric Vorwald provided overviews, progress FY23 to date, and recommended goals and priorities for FY24 for the City Manager, Clerk's Office, and Planning and Zoning.

- g. Discussion: 2022-2023 Policy Priorities and Strategies Update - All - Elaine Wang, City Manager

**Minutes:** City Manager Elaine Wang gave Council updates on 2022-2023 Policy Priorities and Strategies that affect all Master Plan goals. Councilor Hurd asked for updates on the language access plan and community outreach around the Equity Audit. Wang said the Communications Director Paul Sarne would speak to those topics at the next meeting. Councilor Renner asked for clarification on door access bids. Councilor Oakleaf congratulated staff on all the progress that has been made.

- h. Discussion/Approval: Schedule Validation Vote for Just Cause Eviction Vote - Elaine Wang, City Manager

**Minutes:** City Manager Elaine Wang gave an overview of the timeline of the Just Cause Eviction Vote. Pros and Cons were weighed for which date to hold the Validation Vote.

**Motion:** A motion by Council Renner seconded by Councilor Judge. Voted and passed 5-0.

- i. Discussion/Approval: O'Brien Community Center Rehabilitation Request for Congressionally Directed Spending - Elaine Wang, City Manager

**Minutes:** Councilor Renner recused himself from Discussion. City Manager Elaine Wang presented the O'Brien Community Center Rehabilitation's request for Congressionally Directed Spending.

**Motion:** A motion by Councilor Hurd seconded by Councilor Oakleaf. Voted and passed 4-0. Councilor Renner abstained.

- j. Discussion/Approval: Acting City Manager Designation - Elaine Wang, City Manager



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**Minutes:** City Manager Elaine Wang gave Council an overview of procedures for appointing an Acting City Manager. Wang requested Council approve her designation of Community Services Director Ray Coffey, Fire Chief and Code Enforcement Director John Audy, or Public Works Director Jon Rauscher to serve as Acting City Manager in her absence, and Jon Rauscher to serve as Acting in the event she is unable to designate which of the three is acting.

**Motion:** A motion by Councilor Judge seconded by Councilor Renner. Voted and passed 5-0.

k. Discussion/Approval: City Council Liaison Assignments 2023-2024 - Mayor Kristine Lott

**Minutes:** Mayor Kristine Lott led discussion of City Council Liaison Assignments. Assignments for the returning Council members stayed the same. With the departure of the previous Deputy Mayor Jim Duncan, Assignments remained unchanged except for Councilor Renner took on the Heart of Winooski, and Councilor Judge took on Housing Commission.

**Motion:** A motion by Councilor Renner seconded by Councilor Hurd. Voted and passed 5-0.

l. Discussion/Approval: Resolution Recognizing March 31st as International Transgender Day of Visibility - Councilor Aurora Hurd

**Minutes:** Councilor Hurd introduced Recognizing March 31st as International Transgender Day of Visibility. Councilor Renner requested some additional language. That amendment was agreed on by the other Council member.

**Motion:** As amended, a motion by Councilor Judge and seconded by Councilor Oakleaf. Voted and passed 5-0.

m. Discussion: City Manager Evaluation Summary - Mayor Kristine Lott

**Minutes:** Mayor Kristine Lott presented the summary of the City Manager's evaluation and explained the purpose of the . Councilor Oakleaf explained that the Annual Evaluation was conducted before the Manager's 1 year anniversary, while the previous Council was still seated, so that the Council with the most experience with the Manager could conduct the evaluation. Council Discussion ensued.

## IX. Adjourn

The meeting was adjourned at 8:02 PM.

Attest: \_\_\_\_\_  
Amanda Casper, Asst City Clerk