



City of Winooski

Vermont's Opportunity City

27 West Allen Street
Winooski, Vermont 05404
802 655 6410
winooski.vt.gov

Winooski City Council Meeting

Monday, April 3, 2023, at 6 PM

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

Officers Present: Jon Rauscher, Interim City Manager, Ray Coffey, Community Services Director, Paul Sarne, Communications Manager, John Audy, Fire Chief, Jesse Acri, Human Resources Director, Jenny Willingham, City Clerk and Angela Aldieri, Finance Director.

Others Present: Connor Daley

I. Call to Order

The meeting was called to order at 6:02 PM.

II. Agenda Review

None

III. Public Comment

None

IV. Consent Agenda

- a. Approval: City Council Minutes of March 20, 2023
- b. Approval: Payroll Warrant March 5 - 18 2023
- c. Approval: Accounts Payable Warrant March 29, 2023
- d. Approval: Event Permit Applications - Waking Windows, Winooski Wednesdays, US Strongman Competition
- e. Approval: City Manager 2022 Evaluation Summary and Updates to City Manager Review Form and Process

Minutes: Approval of all 5 Consent items.

Motion: Councilor Hurd made the motion to approve all 5 (five) Consent items seconded by Councilor Renner. Voted and passed 4-0.

V. Council Reports

Minutes: Councilor Hurd announced the next meeting for Safe, Healthy Connected People on Tuesday, April 11th. The next meeting for the Inclusion & Belonging Commission is on Thursday, April 13th. Councilor Oakleaf announced the Finance Commission met on March 28th to discuss priorities and strategies for the upcoming strategy meeting on May 13th. Commission chairs will be meeting on Monday, April 10th to discuss priorities and strategies. The Municipal Infrastructure Commission will have a joint meeting with the Safe, Healthy Connected People on April 20th. In addition, a pickleball tournament will be held this weekend at the Winooski School District.

Mayor Lott announced the Public Hearing for the Planning Commission on April 27th to take input on the proposed changes the Commission has been working on for several months. Included in these proposed changes are to create incentives for historic preservation and facades and various other incentives including for underground parking & electric charging stations for new projects. Also, Mayor Lott participated in a focus group the Chittenden County Homeless Alliance to inform their strategic planning. Mayor Lott will attend the monthly meeting this Thursday, April 6th along with the Wellness Coordinator for Winooski School District (WSD). Discussion will be around what the WSD staff is experiencing in the School District regarding housing issues.

Also, Mayor Lott, along with Councilor Judge attended a high school class for a Q & A session of the concerns made by the students included: older & expensive housing, teen space, more capacity for students & councilors to gather, and free service for Green Mountain Transit.

Councilor Renner announced Downtown Winooski has hired a new executive director. The Farmer's Market is still accepting vendor applications. Also, several of the events: Juneteenth, Winooski Wednesdays, Pride and French Heritage Day are in need of volunteers. To volunteer, please visit the Downtown Winooski website <http://downtownwinooski.org/>

Councilor Judge reported from the Housing Commission the City hired a Housing Initiative Director, who will be starting soon.

VI. City Updates

Minutes: Jon Rauscher, Interim City Manager announced the Clerk's Office is extending the change in regular hours. The Clerk's Office is open on Monday, Wednesday, Thursday and Friday from 8 AM to 4 PM. The office is closed on Tuesday. In addition, the Exit 16 DDI will be conducting drilling and blasting on Main Street. All users will experience delays. The blasting will last approximately two months and will occur a couple of times during weekdays from 9 AM to 2 PM. For more updates visit exit16ddi.vtransprojects.vermont.gov. In addition, recognition to Nate Eddy, Librarian for receiving the Sarah C. Hager Award. This award is for librarians that show outstanding service as well as significant contributions to the field of Librarianship. This award was from the Vermont Library Association during their conference award meeting.

VII. Regular Items

- a. Discussion/Approval: Chittenden Solid Waste District Fiscal Year 2023-2024 Budget Presentation - Sarah Reeves, CSWD Executive Director

Minutes: A budget presentation for Fiscal Year 2023-2024 was presented by the Executive Director, Sarah Reeves for the Chittenden Solid Waste District (CSWD) The Board of CSWD Commissioner



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Approved sending the Proposed FY 24 budget to the member cities/towns for their approval. For cost Municipalities elect to have the responsibilities handled by the Solid Waste District in their region. For cost efficiency, a City/Town has the responsibilities handled by the Solid Waste District in their region. Councilor Oakleaf is the Winooski representative to the CSWD. An overview of the structure as well as the proposed user fee structure were discussed. In addition, a detailed presentation of the various charges, revenue, expenses, efficiencies and services provided by CSWD for the member Cities/Towns. A presentation for each of the facilities, operations, public programs along with Capital programs to meet the Boards' strategic goals.

Motion: Councilor Oakleaf seconded by Councilor Renner to approve the proposed FY 24' Budget for the Chittenden Solid Waste District. Voted and passed 4-0.

- b. Discussion: Operational Overviews - Finance, Human Resources, Communications - A Aldieri, Finance Director, Jesse Acri, Human Resources Director, Paul Sarne, Communications Director

Minutes: An operational overview for the Finance, Human Resources and Communication Departments. An Organizational chart was included for Councilor orientation as well as a refresher for returning Council members. This overview facilitates discussion for the City Council Policy Priorities and Strategies retreat on May 13th.

Finance: Angela Aldieri, Finance Director provided an overview of the daily functions of the Finance department along with progress from FY23 to date as part of the strategic goals. These include Accounts Receivable/Payable, payroll, reconciliations, financial reporting, audit, internal controls & risk assessment along with departmental support. In addition, discussion on the initiatives for the proposed FY24 goals.

Human Resources: Jesse Acri, Human Resource Director provided an overview of the daily operations of this department including recruiting, benefits administration, employee records management, employee management, training, personnel policy, compliance management and manage public complaints. In addition, provided the progress from FY23 to date along with the proposed FY24 goals and initiatives.

Communications Office: Paul Sarne, Communications Director provided an overview of the functions and daily operations of this department. These functions include Policy, communications, community engagement and internal Support. In addition, the progress of FY23 to date as well as proposed FY24 Goals and Initiatives.

- c. Discussion: FY23 Policy Priorities and Strategy Update - Municipal Infrastructure - Jon Rauscher, Director of Public Works

Minutes: Jon Rauscher, Public Works Director gave an overview of the FY23 Policy Priorities and Strategies update for Municipal Infrastructure. Provided (the third goal update) in this overview where the must-due priorities along with the recommended priorities. These include ADA Transition Plan, VTRANS Capital project (Exit 16), Tree Ordinance, Main Street Revitalization Project, Lafountain and Dion Street Scoping Study, West Allen Street Park Plan, City-wide Walk/Bike

Masterplan as well as the O'Brien Community Center & St. Stephens visioning & planning. The progress and current information on the Winooski/Burlington Bridge Planning was provided to Council.

VIII. Adjourn

Motion by Councilor Renner and seconded by Councilor Judge to adjourn at 7:08 PM.