

Winooski City Council Meeting
Monday, March 18, 2019
6:00 PM Claire Burke Council Chambers
27 West Allen Street
Winooski, VT 05404

Mayor Kristine Lott - klott@winooski.vt.gov
Councilor Hal Colston - hcolston@winooski.vt.gov
Councilor Jim Duncan - jduncan@winooski.vt.gov
Councilor Amy Lafayette - alafayette@winooski.vt.gov
Councilor Mike Myers - mmyers@winooski.vt.gov
Jessie Baker, City Manager - jbaker@winooski.vt.gov

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Agenda Review**
- IV. Public Comment**
- V. Consent Agenda**
 - a. Approval: City Council and Liquor Control Minutes of March 11, 2019
 - b. Approval: Payroll Warrant for period 2/24/2019 – 3/9/2019
- VI. City Update**
- VII. Council Reports**
- VIII. Regular Items**
 - a. Appointment: Appointment of Hal Colston as Deputy Mayor – K Lott
 - b. Approval: Mayor and Council Procedures Policy – J Baker
 - c. Approval: Conflict of Interest Policy – J Baker
- IX. Public Hearing : 6:15**
 - a. Discussion/Approval: Public Hearing on the Draft 2018 Master Plan – E Vorwald
- X. Regular Items**
 - a. Approval: Champlain Housing Trust: Discharge of Mortgage Deed – H Carrington
 - b. Approval: Champlain Housing Trust: VCDP Loan Extension – H Carrington
 - c. Approval: Main Street Revitalization Project – Final Design Engineering Services Agreement (ESA) Authorization – J Rauscher
 - d. Approval: Hickok Street water main replacement - Final design engineering services agreement authorization and DEC Step II State Revolving Loan Fund (SRF) application submission approval – J Rauscher
 - e. Approval: VT Children's Trust Fund Grant – R Coffey
 - f. Approval: Mayor Pledge for National Recreation and Parks Association 10-Minute Walk Campaign – R Coffey



- g. Approval: Community Services Fee Resolution – R Coffey
- h. Approval: 2019-2020 Council Schedule – J Baker
- i. Discussion/Approval: Council Liaisons Assignments – J Baker

XI. Adjourn

MINUTES

The Mayor call 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; Angel Lane, Assistant City Clerk; Heather Carrington, Economic Development Director; Eric Vorwald, Planning & Zoning Director; Jon Rauscher, Director of Public Works; Ray Coffey, Community Services Director

Others Present:

Evan Dietrich/VHB, Regina Mahoney/CCRPC, Mike O'Brien, Jack Commo, Heather Franklin, Sam Myers

III. Agenda Review

None

IV. Public Comment

None

V. Consent Agenda

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

VI. City Update

- Equity and Diversity Summit
 - April 6th



- Downtown Winooski – two finalists for their Executive Director hiring process
 - Giving presentations for the community this Thursday evening at 7 pm.
 - All are welcome to attend
- Wayfinding RFP responses due on Friday. We received six proposals. We will be reviewing the proposals and announcing the selected firm by Friday, March 29th.
- Myers Memorial Pool is out to bid! Bid opening scheduled for April 10th with awards by early May
- BTV is completing a Master Plan. The Regional Advisory Committee, on which I sit, is meeting next Tuesday, 3/26, at 5:00 at BTV if others are interested.
- Community Services
 - Thrive Summer program is open for enrollment at winooski.vt.gov
 - Starts the week of June 24th and goes through the week of July 29th
 - Partnering with Wicked Cool Kids to hold April vacation camps and summer programming for youth in grades 1 to 5
 - The theme for April break is "Extreme Earth"/"Wicked Phab Physics Lab".
 - This summer we'll be offering programs in August with themes of "Lego: WeDo 2.0" and "Wicked Cool: Med School".
 - Reminder that a few Community Garden plots are still available at winooski.vt.gov

VII. Council Reports

Councilor Myers – Shared the Pool Grant that is available. Need to raise 10K by 04/12/2019 in order to qualify. Information is posted on social media.

Councilor Lafayette – None

Mayor Lott – The Mayor met this past week with the new councilors. The Mayor will also be meeting with the Mayor of Burlington next week.

Councilor Colston – Community Services Commission will be meeting on March 27th to discuss the survey results and to discuss the scholarship policy.

Councilor Duncan – attended the Fun Fair at the WSD. It was an awesome event.



VIII. Regular Items

a. Appointment of Hal Colston as Deputy Mayor – K Lott

Mayor Lott appointed Councilor Colston as Deputy Mayor. Councilor Colston accepted the appointment.

MOTION by Councilor Myers seconded by Councilor Duncan to accept Councilor Colston as Deputy Mayor. Voted and passed 4-0.

b. Approval: Mayor and Council Procedures Policy – J Baker

City Manager explained the language update to allow for additional posting locations. Councilor Myers questioned why TD Bank would be one of the posting locations. The City Manager explained the central location of the bank on the rotary and that the city uses this bank on a daily basis. It was also stated that the bank does get a lot of foot traffic.

MOTION by Councilor Duncan and seconded by Deputy Mayor Colston to approve the Mayor and Council Procedures Policy as presented. Voted and passed 4-0.

c. Approval: Conflict of Interest Policy – J Baker

MOTION by Councilor Lafayette seconded by Deputy Mayor Colston to approve the Conflict of Interest Policy as presented. Voted and passed 4-0.

Recessed at 6:13 p.m. – 6:15 p.m.

IX. Public Hearing: 6:15 p.m.

a. Discussion/Approval: Public Hearing on the Draft 2018 Master Plan – E Vorwald

Eric Vorwald, Planning and Zoning Director presented the Draft 2018 Master Plan as representing the most comprehensive update to the City's primary policy document in over a decade. This plan represents a vision and associated goals that align with the City's Strategic Vision Statement. The Draft 2018 Master Plan incorporates the major studies, reports and initiatives that have been developed since 2014 and works to align the goals and action within the Strategic Vision framework. The Master Plan established a roadmap for the City to implement the Strategic Vision over the next 8 years. Regina



Mahoney/CCRPC reviewed the process. Mike O'Brien/Chair Planning Commission shared how all the standing commissions in the City offered input on the Master Plan. He also stated that this has been a 3-4 year long process. Eric Vorwald reiterated the current Master Plan will expire on April 21, 2019. Getting the Draft 2018 Master Plan adopted in April would be necessary in order to meet this deadline. Once approved by Council it would move to the RPC for acceptance.

Some discussion ensued.

Public comment from Elaine Ezerins/Communication & Development Manager with Winooski Partnership for Prevention shared a letter with Council. She wanted to personally thank the Planning Commission for including substance use prevention an objective in the Master Plan. She was joined by a youth member named Stephanie, who also shared her concerns with the use of E cigarettes among her peers. The Council thanked them for their participation. Jack Commo, a Winooski resident had some concern over accessory units. Discussion ensued.

MOTION: by Deputy Mayor Colston seconded by Councilor Lafayette to approve the Draft 2018 Master Plan as presented. Voted and passed 4-0.

PUBLIC HEARING CLOSED 7:10 p.m.

X. Regular Items

- a. Approval: Champlain Housing Trust: Discharge of Mortgage Deed – H Carrington**
MOTION: by Councilor Duncan seconded by Deputy Mayor Colston to discharge the mortgage deed as presented. Voted and passed 4-0.
- b. Approval: Champlain Housing Trust: VCDP Loan Extension – H Carrington**
MOTION: by Deputy Mayor Colston seconded by Councilor Lafayette to extend the loan as requested. Voted and passed 4-0.
- c. Approval: Main Street Revitalization Project – Final Design Engineering Services Agreement (ESA) Authorization – J Rauscher**
MOTION: by Deputy Mayor Colston seconded by Councilor Duncan to authorize the City Manager to sign the ESA. Authorize the City to revise the ESA language to address USDA/DEC comments not related to engineering scope or fee. Voted and passed 4-0.



- d. Approval: Hickok Street water main replacement - Final design engineering services agreement authorization and DEC Step II State Revolving Loan Fund (SRF) application submission approval – J Rauscher** **MOTION:**by Councilor Myers seconded by Councilor Lafayette to authorize the City Manager to sign the agreement as presented. Voted and passed 4-0.
- e. Approval: VT Children's Trust Fund Grant – R Coffey** **MOTION:**by Deputy Mayor Colston seconded by Councilor Myers to approve application for up to \$20,000 in grant funding from the Vermont Children's Trust Foundation grant program as presented. Voted and passed 4-0.
- f. Approval: Mayor Pledge for National Recreation and Parks Association 10-Minute Walk Campaign – R Coffey** **MOTION:**by Councilor Lafayette seconded by Councilor Duncan to authorize the Mayor to sign on to the NRPA's 10-Minute Walk Campaign as presented. Voted and passed 4-0.
- f. Approval: Community Services Fee Resolution – R Coffey** **MOTION:**by Councilor Duncan seconded by Councilor Myers to approve the Resolution establishing Community Services fees. Voted and passed 4-0.
- g. Approval: 2019-2020 Council Schedule – J Baker** **MOTION:**by Councilor Lafayette seconded by Councilor Myers to approve the 2019-2020 City Council schedule as presented. Voted and passed 4-0.
- h. Discussion/Approval: Council Liaisons Assignments – J Baker**
Discussion ensued as to the preferences of the Councilors as to where they would prefer to serve. It was broken down as follows: Deputy Mayor Colston will serve as the liaison to the Community Services Commission and Partnership for Prevention. Councilor Duncan will serve as liaison for the Public Safety Commission. Councilor Myers will serve as liaison for the Public Works Commission. Councilor Lafayette will serve as Administration liaison and with Downtown Winooski. Councilor Lafayette is currently on the board with Downtown Winooski but plans to resign her role there in order to serve in this capacity. Mayor Lott will continue with the Planning Commission, will serve as liaison with the Housing Commission and as primary contact for the City Manager and Treasurer **MOTION:**by Deputy Mayor Colston seconded by Councilor Myers to accept the Council Liaison Assignments as reviewed and discussed. Voted and passed 4-0.



XI. Adjourn

MOTION: by Councilor Lafayette seconded by Councilor Duncan to adjourn at 8:30 p.m.
Voted and passed 4-0.

ATTEST: _____

Assistant City Clerk

