

**Remote Winooski City Council Meeting**  
**Monday, June 1, 2020 @ 6 PM**

- Attend online: <https://zoom.us/j/411567807>
- Attend by phone: +1 253 215 8782 US
- Meeting ID: 411 567 807
- Password:000285

Mayor Kristine Lott - [klott@winooski.vt.gov](mailto:klott@winooski.vt.gov)  
Councilor Hal Colston - [hcolston@winooski.vt.gov](mailto:hcolston@winooski.vt.gov)  
Councilor Jim Duncan - [jduncan@winooski.vt.gov](mailto:jduncan@winooski.vt.gov)  
Councilor Amy Lafayette - [alafayette@winooski.vt.gov](mailto:alafayette@winooski.vt.gov)  
Councilor Mike Myers - [mmyers@winooski.vt.gov](mailto:mmyers@winooski.vt.gov)  
Jessie Baker, City Manager - [jbaker@winooski.vt.gov](mailto: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 Minutes of May 18, 2020
    - b. Approval: Payroll Warrant 5/3/2020 to 5/23/2020, Accounts Payable Warrant ending 5/27/20 and Subsequent Payout Warrant for April.
    - c. Approval: Internal Controls Checklist -A Anastasi-Hill
  - VI. Council Reports**
  - VII. City Updates**
  - VIII. Regular Items**
    - a. Approval: Resolution Asking the Burlington International Airport Director to Apply for Noise Monitoring Equipment Funding – K Lott and J Duncan
  - IX. Public Hearing: Chapter 28 6:15 p.m.**
  - X. Chapter 28 – Fee Chapter Updates – J Baker**
  - XI. Regular Items**
    - a. Approval: Winooski Small Business Loan Covid-19 Relief Loan – H Carrington
    - b. Approval: Resolution Temporarily Suspending Action on Local Outdoor Consumption Permit Applications until June 15, 2020 – H Carrington
    - c. Approval: Sidewalk Permit for Papa Franks – H Carrington
    - d. Discussion: Myers Memorial Pool Postponed Opening – J Rauscher, R Coffey
    - e. Discussion: Covid-19 Budget Impacts – A Aldieri
    - f. Discussion: Chittenden Solid Waste District FY21 Budget – S Reeves
    - g. Discussion: 2020 Policy Priorities and Strategies Recovery Plan – J Baker
    - h. Approval: Grant Application: Child Development Division Restart Funding for Thrive – R Coffey
    - i. Approval: Grant Application: U.S. Economic Development Administration Grant Application for Abenaki Garage – H Carrington
    - j. Approval: Resolution Authorizing the Application for a Vermont Sales Tax Reallocation for the Development of the Property at 17 Abenaki Way (Lot 7D) – H Carrington
- XI. Adjourn**

**MINUTES**



The Mayor called the meeting to order at 6:00 p.m. Deputy Mayor Colston led the Pledge of Allegiance.

**Members Present:**

Mayor Kristine Lott

Councilors: Hal Colston, James Duncan, Amu Lafayette, Michael Myers

**Officers Present:**

Jessie Baker, City Manager; Janet Brouard, Sr Asst City Clerk; Angela Aldieri, Finance Director; Heather Carrington, Community and Economic Director; Jon Rauscher, Public Works Director; John Audy, Fire Chief; Eric Vorwald, Planning/Zoning Director; Ray Coffey, Community Services Director; Paul Sarne, Communications Coordinator; Phoebe Townsend, Human Resources Director; Kate Anderson, Thrive Manager; Alex Anastasi-Hill, Treasurer.

**Others Present:**

Sarah Reeves, CSWD; James Leas, Jean Saysani, Bob Ackland, Marguerite Adelman, Nick Longo, Burlington International Airport; Gene Richards, Burlington International Airport; Terry Zigmund, Bryn Oakleaf, N. Ricci, Joanna Rankin, Jennifer Holiday, M Morris, James Ehlers, Scheiler

**III. Agenda Review – None**

**IV. Public Comment – None**

**V. Consent Agenda**

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

**MOTION** by Councilor Myers seconded by Councilor Colston to remove the minutes from May 18, 2020 meeting as presented. Voted and passed 4-0.

**MOTION** by Councilor Duncan seconded by Councilor Lafayette to approve the minutes of the May 18, 2020 meeting as presented. Voted and passed 3-0. Councilor Myers abstained.

**VI. Council Reports**

Councilor Duncan – He attended the Charter Commission meeting. Items discussed were possibly getting a question ready to be put on the November ballot, ways to increase public engagement. They have another meeting tomorrow night to check in on their outreach efforts. He attended the Working Communities Challenge. Green up day was a huge success despite the trying times. It was great to see a great turn out of supporters and he wanted to personally thank CCV Staff for their involvement.



Councilor Colston – He is very concerned over how our nation is becoming divided. There are many challenges we need to work through. He said the Legislature is spending a lot of time and energy helping citizens continue to navigate through the unemployment system. He said a lot of issues have been resolved. He continues to urge people to email him if they are experiencing troubles.

Councilor Lafayette - She wanted to say that the Safe, Healthy, Connected People Commission has not met since the Covid-19 outbreak. She will reach out to the chair to see if they have reconsidered having remote meetings.

Councilor Myers – He met with the Infrastructure Commission. He is excited that the City has received their City Tree flag and hopes that it will be soon flying in the Rotary. He said they had a great discussion with Mr. Gamache and Mr. Carter regarding the Mansion Street project. An alternate entrance, other than Main Street was discussed. He also said the pool was discussed but he will wait until that item on the agenda.

Mayor Lott – She said she too attended the Working Communities Challenge meeting. She wanted to urge people to check out the Police Chief Hebert's statement regarding the George Floyd incident. She thanked Chief Hebert for his well-written message to the community. She and the City Manager met with Congressman Welch about the Federal support coming to coming to communities in light of this pandemic.

## **VII. City Updates**

- Chief Hebert issued a statement today on the “appalling and tragic death of George Floyd.” It is available in the Chief's words on our website and Facebook pages. To read a segment from the Chief's statement, “To stand as a profession and condemn the actions of the officers involved in these many tragic events is a start, but we need to do so much more. Most importantly police executives need to take steps to ensure the officers under their command are provided a culture that values equality, respect, human dignity and above all the sanctity of all human life.” I stand with Chief Herbert in condemning the officers involved in this tragic death.
- Covid-19 Testing in Winooski
  - Governor and Dr Levine announced a small “cluster” of Covid-19 cases in Winooski at their Press Conference on Friday.
  - Over the weekend VDH worked with us, Community Health Centers of Burlington, and other community partners on setting up an initial first come first serve testing site today at the OCC.
  - Today's event went very well. 50 folks (the capacity for the day) were tested by 11:30. The rest (about 60) were scheduled to appointments – mostly tomorrow. All were very cooperative and we are thankful to the partnership with VDH, CHCB, and our community partners ALV and USCRI who provided translation services.
  - With advocacy, they also agreed to reprogram other resources to Winooski this week. There will be daily testing taking place at OCC.



- Tuesday, June 2nd, from 9 am to 3 pm for 260 people
- Wednesday, June 3rd, from 10 am to 2 pm for 50 people
- Thursday June 4th, from 9 am to 3 pm for 150 people
- Friday, June 5th, from 10 am to 2 pm for 50 people
- We are assured by VDH that they have specifically contacted those believed to be exposed to this cluster and asked them to be tested. For all other residents, the risks to the public remain the same. We remind you to physically distance, wear a face covering when in the presence of others, wash your hands regularly, and stay home if you are sick.
- This is in addition to June 9<sup>th</sup> and June 23<sup>rd</sup> pop-up testing events previously scheduled.
- I am thankful to the partnership with VDH and the hard work of our team over the weekend to set up these events quickly.
- If you have questions, please visit [healthvermont.gov](http://healthvermont.gov) or the City page for daily updates.
- Covid-19 City Operations
  - The COVID-19 JAG grant application for \$33,392 that the Council approved on 5/18 was approved by the Federal Government.
  - In anticipation of Thrive starting at the end of June, we have returned our Children and Family Programs Manager back from furlough starting today and the teachers will be back on June 15<sup>th</sup> for training, etc.
- Hickok Street Phase 2 Work – Bid opening today. We anticipated at least three bids. WE only received one bid. That bidder came in at \$2.98M. Our engineers estimate was ±\$2.2M. WE are likely to rebid the project which may have schedule impacts.
- Flooding Friday afternoon
  - Circulator – repair work popped it up on crack sealant. Mainly in parking space. Main and West Allen. Talking with vendor to look at it.
  - School
- Manseau – No parking on one side. Working on public notice and doing education not enforcement for a while.
- Upcoming Meetings:
  - Charter Commission – Virtually tomorrow (Tuesday, June 2nd) night.

### **VIII. Regular Items**

- a. Approval: Resolution Asking the Burlington International Airport Director to Apply for Noise Monitoring Equipment Funding – K Lott and J Duncan

The Mayor gave an update of previous activity the City has taken on this topic. She has had numerous meetings with airport personnel and has fully advocated for the citizens of Winooski. She mentioned that Mr. Richards and Mr. Longo of the Burlington International Airport are here tonight to answer any questions the public may have. She gave the Council the opportunity to weigh in with their thoughts and concerns. Councilor Duncan wanted to reinforce that this is where the City's greatest concerns are. This is important for our community. He said this isn't a new request,



noise monitoring is a key piece to the social aspect. Councilor Lafayette has concerns if didn't apply this round when would the next opportunity be? Mr. Richards said he will do his best to get the grant application pulled together by the end of the week. He said while he will do his best, we should also be talking with the Dept of Defense. They have more leverage. The Mayor opened the discussion to the public. There were several citizens that weighed in to the support of this request. The Council thanked everyone for being here tonight. This is certainly a topic that here to stay, and we all have to work together.

**IX. Public Hearing: Chapter 28 6:15 p.m.**

**a. Chapter 28 – Fee Chapter Updates – J Baker**

The Mayor opened the Public Hearing at 7:16 p.m. The City Manager said that under the Municipal Charter, the Council has the authority to update Municipal ordinances from time to time. This update to Chapter 28: Fees reflects those fees discussed during the FY21 Budget process and staff recommends the attached changes.

**MOTION** by Councilor Myers seconded by Councilor Duncan to approve the Chapter 28 fee updates as presented. Voted and passed 4-0.

Public hearing closed at 7:17 pm.

**XI. Regular Items**

**a. Approval: Winooski Small Business Loan Covid-19 Relief Loan – H Carrington**

Ms. Carrington said that a new loan application eligible for the Winooski Small Business Loan Covid-19 Relief Loan Program has been referred by Opportunities Credit Union for consideration. The Council appointed Loan Committee met on May 27<sup>th</sup> to evaluate the application based on the program criteria established in the policy guidelines for the fund. The Committee recommended approval of the loan in the full requested amount. See attached request form. Ms. Carrington said if the Council approves this loan, the balance in the loan fund will be \$148,500 for future applicants.

**MOTION** by Councilor Myers seconded by Councilor Lafayette to approve the loan application as presented. Voted and passed 4-0.

**b. Approval: Resolution Temporarily Suspending Action on Local Outdoor Consumption Permit Applications until June 15, 2020 – H Carrington**

Ms. Carrington said that back on May 22<sup>nd</sup>, the Governor issued Addendum 15 to his Executive Order to allow the limited resumption of restaurant and bar operations in accordance with the general health



and safety requirements and the mitigation requirements and procedures regarding restaurant operations issued by the Secretary of ACCD. The Addendum amended the rules of the Board of Department of Liquor and Lottery allowing them to be interpreted as necessary, to allow first, third- and fourth-class licensees to offer outdoor consumption of beverage alcohol with, or independent of the sale of food. Enforcement of all municipal ordinances and regulations requiring an applicant to receive an approval or permit for outdoor food and beverage service is suspended by the Executive Orders until such time as the local jurisdiction has acted to disapprove an Outdoor Consumption Permit issued but the State Dept. of Liquor and Lottery. Applicants shall have until June 12, 2020 to obtain the approval of the local jurisdiction and may operate in accordance with the DDLL permit pending that determination. Ms. Carrington said that staff recommends that the City Council pass the resolution to suspend all actions pertaining to Outside Consumption Permit applications. This will streamline and expedite the permit process, which will in turn support our businesses as they begin to resume limited operations in the face of these COVID- 19 challenges. The City Manager wanted to be clear that this would not force us to give up our current enforcement ability.

**MOTION** by Councilor Duncan seconded by Councilor Colston to approve the resolution to temporarily suspend action on local outdoor consumption permit applications until June 15, 2020 as presented. Voted and passed 4-0.

**c. Approval: Sidewalk Permit for Papa Franks – H Carrington**

Ms. Carrington said City staff has received a sidewalk usage permit application from Papa Frank's to utilize 120 square feet on West Center Street in front of their restaurant for outdoor seating. Staff proposed to close the north sidewalk of West Center Street between Main Street and Follett Street, with the exception of the ADA curb aprons at the corners to allow continued ADA accessibility. Pedestrian traffic would be rerouted to the south side of Center Street. Ms. Carrington says staff recommends approval of the permit. There was some concern from the public about parking and losing the spaces available for picking up takeout orders. Staff said that would be taken into consideration.

**MOTION** by Councilor Lafayette seconded by Councilor Myers to approve the sidewalk permit for Papa Frank's as presented. Voted and passed 4-0.

**d. Discussion: Myers Memorial Pool Postponed Opening – J Rauscher, R Coffey**

Mr. Rauscher said that as of May 28<sup>th</sup> the construction schedule is targeting for a mid-August completion date. Because the completion date was moved ahead it would allow the pool to only be open to users for approximately 2-4 weeks assuming September 5<sup>th</sup> (Labor Day weekend) or an extended date of September 19<sup>th</sup>. He said we have reviewed alternatives with the project team but unfortunately there are no clear options to have the work completed any earlier under the current Executive Order requirements. Given the uncertainties around the construction completion, unknowns about group size restrictions for this summer, concerns about hiring staff for a shortened season, we are recommending the pool not open for the 2020 season. The Mayor said this is a disappointing



update, however she fully understands the rationale behind it. On a good note, construction will finish and we will be set up for a successful opening next year. There was some concern over what sort of testing will be done this year to insure no issues next year. What about warranties? Will they be extended due to the circumstances this year? Another question raised was, Will we have some sort of soft opening? Mr. Coffey said that he will be giving that some thought., nothing definite yet.

**e. Discussion: Covid-19 Budget Impacts – A Aldieri**

Ms. Aldieri said that staff continues to monitor the impact of COVID-19 on the financial operations of the City. She said analysis were performed on revenues to date compared to history. Property tax and utilities seem to be on par. She continues to watch the on-street parking fees. Since the City stopped charging for parking in mid-March revenues have drastically decreased. The estimated loss is currently around \$54,000 and projected to reach \$80,000 by year end. Ms. Aldieri said there is no immediate concern, however these funds were anticipated for future projects and their use has future impacts. Ms. Aldieri said at this point we are in the position to cover any deficit with reserves, while having them still available to begin FY2021 as there is likely to be a delay in issuing tax bills and collection of the first installment of taxes.

**f. Discussion: Chittenden Solid Waste District FY21 Budget – S Reeves**

Sarah Reeves is the Executive Director of the Chittenden Solid Waste District. Ms. Reeves was here tonight to present their FY21 budget to the Council. She began with a quick overview of the revenues and expenses of the district. Some changes had to be implemented due to the recent pandemic but their fees are remaining the same. They have suspended their fee schedule and have gone to a flat rate system, just to make it easier for all. As the State continues to slowly open up, they will go back to the original fee schedule at their various facilities. Ms. Reeves said they anticipate a small shortfall this year, however they have reserves to cover whatever the amount ends up being, current predictions comes in around \$80,000 short. Th Mayor thanks Ms. Reeves and Bryn Oakleaf for their time being here tonight. This will be on the June 15<sup>th</sup> agenda for approval.

**g. Discussion: 2020 Policy Priorities and Strategies Recovery Plan – J Baker**

The City Manager said each year the Leadership Team together with the Council established a workplan for achieving the City's Strategic Vision priorities. This workplan consists of past accomplishments and a review of future priorities. In light of the Covid-19 pandemic the City Manager said that the team recommends that we adjust the workplan that focuses on response, recovery and resiliency while still addressing the long-term goals. Staff looks forward to your feedback on this shorter-term work plan. See attached. All new items are indicated in red. The Mayor thanked the City Manager and staff for their work on making the necessary revisions.

**h. Approval: Grant Application: Child Development Division Restart Funding for Thrive –**



**R Coffey**

Mr. Coffey said he is here tonight to ask approval to apply for additional funding to support increased operational costs for the Thrive Program. As a part of the COVID-19 pandemic, the Department of Children and Families has made funding available to child care and summer camp providers through their Restart Child Care and Summer Care Stipend Program. These funds are designated to assist programs in covering the added costs of operating within the increased safety restrictions. In response to these new regulations, the ratio in which the program operates with be significantly reduced, thus placing the need for additional staff. We intend on using these funds to offset the increased costs for additional help.

**MOTION** by Councilor Colston seconded by Councilor Duncan to approve the Grant Application: Child Development Division Restart Funding for Thrive as presented. Voted and passed 4-0.

**i. Approval: Grant Application: U.S. Economic Development Administration Grant Applications for Abenaki Garage – H Carrington**

Ms. Carrington said the purpose of this grant will be for the development of 17 Abenaki Way (Lot 7D) to include related infrastructure, improved entry to Casavant Park, removal of the power pole and underground utilities between Casavant Park and the downtown district. Ms. Carrington said that applicants are accepted on a rolling basis until the funds run out. Ms. Carrington believes that Winooski has a good shot at being awarded funds.

**MOTION** by Councilor Lafayette seconded by Councilor Colston to approve the request to apply for the U.S. Economic Development Administration Grant for the Abenaki Garage as presented. Voted and passed 4-0.

**j. Approval: Resolution Authorizing the Application for a Vermont Sales Tax Reallocation for the Development of the Property at 17 Abenaki Way (Lot 7D) – H Carrington**

Ms. Carrington said staff requests the authorization to apply for sales tax reallocation for the development of 17 Abenaki Way (Lot 7D). Through this sales tax reallocation program municipalities and the developer of a qualified project may jointly apply to the Downtown Board for reallocation of sales taxes on construction materials. Projects must be located within a Downtown district in order to qualify and the municipality must use the reallocated taxes to support the project. Applications are due by the close of business on July 1, 2020. Ms. Carrington said a copy of the full guidelines are included in your packet, see attached.

**MOTION** by Councilor Duncan seconded by Councilor Myers to approve the Resolution Authorizing the Application for a Vermont Sales Tax Reallocation for the Development of the Property at 17 Abenaki Way (Lot 7D) as presented. Voted and passed 4-0.





**XI. Adjourn**

**MOTION** by Councilor Myers seconded by Councilor Duncan to adjourn the City Council meeting at 8:58 p.m. Voted and passed 4-0.

ATTEST \_\_\_\_\_  
Sr. Asst City Clerk

