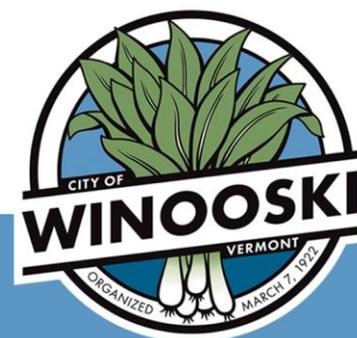


**Winooski City Council Meeting**

Monday, January 13, 2020  
6:00 PM Claire Burke Council Chambers  
27 West Allen Street  
Winooski, VT 05404

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 1/6/2020
  - b. Approval: Warrant ending 1/9/2020
  - c. Approval: Development Review Board Reappointments
  - d. Approval: VTRANS – Annual Certificate of Highway Mileage
- VI. Council Reports**
- VII. City Updates**
- VIII. Regular Items**
  - a. Approval: Deputy Health Officer Recommendation-Liam Keating- J. Audy
  - b. Approval: FY21 Unified Planning Work Program Application – Parking Inventory, Analysis, and Management Plan– E Vorwald
  - c. Approval: FY21 Unified Planning Work Program Application – Phosphorus Plan Update – J Rauscher
  - d. Discussion: FY21 Budget: Public Safety Presentation (Police, Fire, Dispatch, Code Enforcement and Community Justice) – R Hebert & J Audy
  - e. Approval: Myers Memorial Pool: Shade Structure Change Order with Contingency Funds – J Rauscher
  - f. Approval: Caring for the Canopy Grant – J Rauscher
- IX. Adjourn**



## **MINUTES**

The Mayor called the meeting to order at 6:00 pm. The Pledge of Allegiance was led by Deputy Mayor Colston.

### **Members Present:**

Mayor Kristine Lott

Council Members: Hal Colston, Amy Lafayette, Mike Myers, Jim Duncan

### **Officers Present:**

Jessie Baker, City Manager, Janet Brouard, Sr Asst City Clerk; Angela Aldieri, Finance Director; John Audy, Fire Chief; John Spittle, Battalion Chief; Liam Keating, Fire Captain/Marshal; Rick Hebert, Police Chief; Eliah Ferree, CJC Director; Jon Rauscher, Public Works Director; Eric Vorwald, Planning/Zoning Director; Ray Coffey, Community Services Director.

**Others Present:** -None

**III. Agenda Review** – None

**IV. Public Comment** – None

### **V. Consent Agenda**

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

### **VI. Council Reports**

**Councilor Myers** – He wanted to thank Councilor Lafayette for attending the Municipal Infrastructure Meeting in his place.

**Councilor Lafayette** – She attended the Municipal Infrastructure meeting. They talked about the Caring for Canopy Grant, which Jon will speak about later in the meeting. They discussed the draft of the sewer ordinance, building the framework for the transportation impact fee and various capital improvement projects. They also noted that they will be changing the meeting schedule from every first Thursday to every 4<sup>th</sup>.



**Mayor Lott** – She attended the Planning meeting. They had a very robust discussion on parking. A new project on East Allen was brought to the board, look for more to come from developers.

**Councilor Colston** – None

**Councilor Duncan** – He had a great meeting with the residents at the Courtyard. Councilor Myers wanted to add that he attended the same meeting and the residents stressed that they wanted a grocery store within walking distance.

## VII. City Updates

- Thanks to the DPW, FD, and PD staff who all worked very hard this weekend to address the water break on Cedar Street and do storm coverage over Saturday night. We are thankful that the forecasted storm was less damaging than predicted.
- Ray and I along with the Director of English Language Learning and two Cultural Community Liaisons presented to the Working Communities Challenge Grant this morning in Montpelier. I was very proud of our team's representation of the work going on and planned in Winooski!
- Received Common Level of Appraisal on December 23<sup>rd</sup>. 83.75% down from 88.51% in 2018. Last week I was informed by the Assessor that the Law changed last session to require reappraisal upon hitting 85% CLA. After the budget, we will start working on a process for a City-wide reappraisal that we will outline later in the spring.
- The DRB meeting for January has been cancelled due to no required hearings.
- The Planning Commission will hold a public hearing on February 13<sup>th</sup> to take comments on a zoning amendment. Following the hearing the Planning Commission may forward the amendment on to Council for their consideration.
- Events
  - Battle of the Badges Blood Drive: Thursday January 9<sup>th</sup> from 11am to 5pm at the fire station – 45 donors!
  - First Month is underway! For January 2020, we'll be celebrating the "Roaring 20's" through several events and programs:
  - 2020 MLK Day of Service: Monday, January 20<sup>th</sup> from 10 - 2 PM. This January marks the 25<sup>th</sup> anniversary of MLK Day. Observed as "a day on, not a day off," MLK Day is the only federal holiday designated as a national day of service for all Americans to improve their communities!
    - [volunteer@winooski.vt.gov](mailto:volunteer@winooski.vt.gov)



- Registration for Thrive February Vacation Camp is open. Thrive's full-day February Vacation Camp provides a safe and enriching environment for children in grades K-5 during the time off from school. This year's camp will be Tropical Beach themed, so we will enjoy games, crafts, and science experiments designed to help us forget about the cold weather! Visit the City's website to sign up today!

## **VIII. Regular Items**

### **a. Approval: Deputy Health Officer Recommendation-Liam Keating**

Mr. Audy said the City has a Health Officer and two Deputy Officers. We currently have our Asst Fire Marshal/Captains serve as Deputy Officers. I am here tonight to recommend that we appoint Liam Keating as a Deputy Health Officer. Liam will be filling the position previously held by Courtney Brown. These appointments are a critical part of our Community Risk Reductions efforts and our ability to access several resources of many potential hazardous safety and health situations.

**MOTION** by Councilor Myers seconded by Councilor Colston to approve the recommendation to appoint Liam Keating as Deputy Health Officer. Voted and passed 4-0.

### **b. Approval: FY21 Unified Planning Work Program Application-Parking Inventory, Analysis, and Management Plan**

Mr. Vorwald said at last week's Council Meeting, staff presented information related to an application for the Chittenden County Regional Planning Commission's Unified Planning Work Program (UPWP). The City is proposing to submit an application to conduct a parking inventory, analysis and management plan that will build off the Downtown Parking Study complete in 2017. This effort will explore and evaluate the parking inventory and demand. The focus will be related to public parking facilities including Cascades Garage and parking along several corridors throughout the City. Specific outcomes will include an inventory analysis of parking needs, guidance on expanding parking enforcement, updates to the City's Municipal Code, land development updates. Mr. Vorwald said he has also included a letter of support in which he hopes the Mayor will sign to show that we are committed to improving parking and that we will provide staff and resources necessary to complete this effort.



**MOTION** by Councilor Duncan seconded by Councilor Myers to approve submitting the application for the FY21 Unified Planning Work Program-Parking Inventory, Analysis and Management Plan as presented. Voted and passed 4-0.

**c. Approval: FY21 Unified Planning Work Program Application- Phosphorus Plan Update**

Mr. Rauscher also said at last week's meeting staff presented information related to an application for the Chittenden County Regional Planning Commission's Unified Planning Work Program (UPWP). The City is proposing to submit an application to support the preparation of a stormwater phosphorus control plan. Mr. Rauscher said this plan is a requirement out of the MS4 DEC permit and will incorporate Main Street, which benefit the Main Street Revitalization project.

**MOTION** by Councilor Colston seconded by Councilor Myers to approve submitting the application for the FY21 Unified Planning Work Program-Phosphorus Plan update as presented. Voted and passed 4-0.

**d. Discussion: FY21 Budget: Public Safety Presentation (Police, Fire, Dispatch, Code Enforcement and Community Justice)**

The City Manager said that both Chiefs are here tonight to present the Public Safety Budget. Chief Audy began his part of the presentation with a PowerPoint presentation that began with his department's value statement. He outlined their FY19 accomplishments, FY20 accomplishment to date, and goals and priorities for FY21. He said his department has gone through a lot of changes. One of their biggest challenges has been staffing. They are currently building the department to be self-sufficient thus reducing the constant need for mutual aid. With the aid of adding per-diem staff they are creating better coverage for the days and times that they have seen to have the heaviest call times. This proposal will include add another 8 hours of Per-Diem fire coverage and will also request funding for an intern from St. Mikes. We ran a pilot program, along with St Mikes, last summer which included having an intern man the station for 8 hours in Winooski and then they would go back to St Mikes and work at their station. St Michael College provided the housing and meals for the intern. It was such a successful program we feel that Winooski should give back and help fund the program. The other half of the increase is for the Rental Registry budget to include the staffing cost from our Fire Marshal position increasing from a 32 hr./wk. position to 40. Chief Audy thanked his staff and was extremely proud of the dedication he has seen and the willingness to step up and help when needed, especially this past weekend with the pending accumulation of ice.



Mayor Lott called a 2-minute recess. The Meeting will resume at 7:22 pm.

The City Manager said we now have the other half of the presentation. Chief Hebert and Mr. Ferree presented the Police and Community Justice's budget proposals. They went through the same format as Chief Audy; Department's Vision, FY19 accomplishments, FY20 accomplishments to date and goals and priorities for FY21.

Chief Hebert said they have had a very successful year to include expanding their outreach into the community, detailed training of officers, promotion of 2 officers with in the department to Sergeant, our two Lieutenants were chosen to attend a 10-week program at the FBI National Academy. Chief Hebert said the department will have a few emerging issues regarding staffing that he is starting now to plan for. Currently he has retirements tentatively planned for FY21 and FY22. Since the recruitment timeframe to hire is 12-18 months, he is starting now. Regional Dispatch continues to move forward, Chief Hebert will update the Council as more information becomes available. Mr. Ferree said the Community Justice Center is facing staffing cuts. He will explore other funding sources. He said he will also be involved in the beginning discussions of consolidation/regionalization of the 5 Chittenden County Community Justice agencies. He will continue to update the Council on the status of his department. Mayor Lott thanked both Chief Hebert and Mr. Ferree for their dedication to their departments and a job well done on the budget presentation.

**e. Approval: Myers Memorial Pool: Shade Structure Change Order with Contingency Funds**

Mr. Rauscher and Mr. Coffey said they are here to discuss the potential of adding a timber shade structure into the Myers Pool project. During the original bid award, the shade structure was excluded from the project scope. The foundation system and concrete slab were selected to remain in the project given any future potential installation. The current project budget forecast indicates that the project will be \$150,000 below the authorized bond amount. Adding the shade structure to the project will reduce the remaining project fund to around \$70,000, this is below the bond limit. Based on discussions with the contractor and design team, now is the time to decide if the Council wants to go ahead and approve the installation of the shade structure. Some concern was voiced over if this would be ready in time for the grand opening if not, should we delay the opening. Discussion ensued on the pros and cons. Councilor Lafayette said we have put a lot of thought and work into this project and why should we hold off on one part that the community expressed great interest in having there. Consensus was to approve the installation of the shade structure.



**MOTION** by Councilor Duncan seconded by Councilor Colston to approve the Myers Memorial Pool Shade Structure Change Order with Contingency Funds as presented. Voted and passed 4-0.

**f. Approval: Caring for the Canopy Grant**

Mr. Rauscher said this grant will continue the maintenance and growth of Winooski's urban forest through planting of four (4) public street trees, the replacement of two (2) ash trees and the structural improvements through pruning of trees.

**MOTION** by Councilor Duncan seconded by Councilor Lafayette to approve the Caring for Canopy Grant as presented. Voted and passed 4-0.

**IX. Adjourn**

**MOTION** by Councilor Myers seconded by Councilor Lafayette to adjourn the City Council Meeting at 8:26 pm. Voted and passed 4-0.

ATTEST: \_\_\_\_\_  
Asst City Clerk

