



## **Winooski City Council Meeting**

Monday, June 5, 2023 at 6 PM

### **I. Call to Order**

The meeting was called to order at 6:03 PM

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

**Officers Present:** Elaine Wang, City Manager, Paul Sarne, Communications Manager, Ray Coffey, Community Services Director, Jenny Willingham, City Clerk, Eric Vorwald, Planning & Zoning Director and Jean Carlstedt, Assistant Clerk

**Others Present:** Connor Daley

### **II. Agenda Review**

**Minutes:** None

### **III. Public Comment**

**Minutes:** Terry Zigmund commented about the concern of a proposed Impact fee along with questions regarding the bike lane & parking spaces. Mayor Lott responded stating there is a consideration plan for the Public Safety Impact fees.

### **IV. Consent Agenda**

- A. Approval: City Council Minutes of May 15, 2023
- B. Approval: Payroll Warrant April 30 - May 13 2023, May 14 - May 27 2023
- C. Approval: Accounts Payable May 25, June 1 2023
- D. Approval: Subsequent to Payout Warrants February, March, April 2023
- E. Approval: Deputy Health Officer Appointment - Erika Bailey, Assistant Fire Marshal/Captain
- F. Approval: Main Street Revitalization Project - Vermont State Revolving Loan Fund (SRF) Amendments
- G. Approval: Appoint Representative to Board of Chittenden Solid Waste District (CSWD)

**Minutes:** An overview of the Consent Agenda.

**Motion:** Motion by Councilor Oakleaf and seconded by Councilor Judge to approve the Consent Agenda. Voted and passed 4-0

### **V. Council Reports**

**Councilor Judge:** Councilor Hurd accompanied Councilor Judge to visit residents at the Courtyard. Residents shared concerns regarding infrastructure, the excitement of the return of the Farmers Market and concern for the sidewalks by the railroad tracks. Councilor Judge explained that they are trying to work with the railroad company.

**Councilor Renner:** Downtown Winooski events have started including the Farmers Market that will run until October 23<sup>rd</sup> from 10 AM – 2 PM. Also, Winooski Wednesdays will begin on June 7<sup>th</sup> from 5 – 8 PM. In addition, Mayor Lott accompanied Councilor Renner to Our Lady of Providence to meet with residents. Councilor Renner also visited residents at 65 Barlow Street to ensure the events/activities are safely available to seniors.

**Mayor Lott:** Mayor Lott thanked the RVA, VFW, staff and volunteers for the return of the Memorial Day Parade. In addition, Mayor Lott thanked the Winooski Gardening Group volunteers who have updated the flower beds. Mayor Lott had a check-in with the School Board President regarding the annual retreat. After July 1<sup>st</sup>, the new Superintendent will participate in these regular check-ins. Mayor Lott met with the Air National Guard Wing Commander to check in regarding operations and community updates. At this time, there is not any significant changes. Future discussions will continue after the Noise Map for the Airport comes together to plan for broad based community engagements.

The Planning Commission will meet this Thursday at 6:30 PM. This is a hybrid meeting. The Commission is continuing to discuss a Design Review District as an additional layer of permitting review to address the Historic Preservation concerns.

The Mayor and members of the Staff have been engaging in discussions lead by Chittenden County Homeless Alliance and the Agency of Human Services about the response to the end of the state motel housing program. Mayor Lott wants to ensure the public that they will be paying attention and part of the conversation as things change.

**Councilor Oakleaf:** The Municipal Infrastructure Commission met in May and reviewed the proposed changes. Some of the initial concerns were presented to CCR PC at the Public Meeting earlier in May to view the Lafountain/Dion Street scoping study. This study is in the earlier stages. The Municipal Infrastructure Commission will serve as the Advisory Committee. Commissioners are very interested in clear ways to ensure additional members of the Community may provide additional comment.

The Municipal Infrastructure Commission will meet on June 15<sup>th</sup> to discuss some structural changes as the Chair is stepping down. There will be a notice recruiting a new Commissioner as well as someone to step into this role as the Chair. Councilor Oakleaf met at the Senior Center Coffee Chat in May. Topics included the proposed capital improvements (DDI Project, Winooski Bridge and some other elements regarding the downtown circle).

**Councilor Hurd:** Inclusion & Belonging will meet Thursday, June 8<sup>th</sup> at 6:00 PM as a virtual meeting. There are two (2) vacancies for Members and two (2) Alternate positions. Please view our website for more information or contact Councilor Hurd.

## **VI. City Updates – Elaine Wang, City Manager**

**Myers Memorial Pool Season Opening:** We had an incredible opening weekend at the Myers Memorial Pool! Our first 50 passholders enjoyed a special Pizza party on Saturday, and our big opening day on Sunday was a huge success. Big thanks to our Public Works team, Pool Supervisor and Lifeguard team who helped get everything ready and operational. Pass sales remain strong and we are well staffed-we look forward to greeting returning community members and new visitors!

Community members should note we are offering a shorter schedule for now to accommodate lifeguard availability but will be open for full hours on Saturday, June 17<sup>th</sup>. For hours, programs, pool passes, scholarship info and notices, please visit [winooski.vt.gov/pool](http://winooski.vt.gov/pool).

**Notice of Road Work on the Winooski Bridge** - The Vermont Agency of Transportation will be performing geotechnical investigation work on the Winooski River Bridge beginning Wednesday June 7<sup>th</sup> and ending on Sunday, June 11<sup>th</sup>. Traffic impacts and lane closures are expected. Motorists and Pedestrians are asked to use caution when travelling through the area. For details, please visit the news updates section of our website at [winooski.vt.gov](http://winooski.vt.gov)

**Board and Commission Vacancies** - We are currently looking for an engaged and dedicated resident to serve on the Winooski Valley Parks District Board of Trustees. WVPD's mission is to support the preservation of natural areas, establish parks, and provide resource-based education and recreation for the Winooski River Valley. We are also looking to onboard an alternate member of the Chittenden Solid Waste District Board of Commissioners. CSWD's mission is to reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective and economical manner. In addition, there are current seat vacancies for our local Winooski commissions, including the Finance and Inclusion & Belonging Commissions.

Applicants with related experience, skill sets, and interests are encouraged to apply. Council and staff welcome diverse voices. If you have never served, we will do our best to support you! To learn more and apply, please visit the news updates section on our website at [winooski.vt.gov](http://winooski.vt.gov)

## VII. Regular Items

- A. Discussion: Introduction of New Youth Interventionist Ndayisenga Vandame - Ray Coffey, Community Services Director

**Minutes:** Ray Coffey, Community Services Director introduced the new youth Interventionist Ndayisenga Vandame. Ndayisenga Vandame gave an overview of his previous experiences/mentoring that led him to continue his dedication, experience in securing this job. The Board welcomed him!

- B. Discussion: Public Hearing Ordinance Update – Chapter 28 Fees - Angela Aldieri, Finance Director

**Minutes:** A Public Hearing was warned for discussion and feedback on proposed change to Chapter 28 of the Municipal Ordinances. Proposed changes included: Addition of fees for passport application and photos, processing fee for sidewalk permits, fee reduction for new dogs licensed after October 1<sup>st</sup>, increase \$100 to \$115 per unit for rental registry fees and inspection, addition of language exempting recognized Abenaki Tribes/Bands from event and facility fees per the resolution approved by Council on May 2, 2022 and other clerical updates for clarification or to correct previous errors.

Due to the new state law regarding the increase of the marriage license fee from \$60 to \$80, there must be a change to our fee ordinance. The ordinance change will need to re-start the process (including a new public hearing).

- C. Discussion/Approval: Adopt Ordinance Update – Chapter 28 Fees - Angela Aldieri, Finance Director

**Minutes:** To adopt the proposed Ordinance Update-Chapter 28 fees.

**Motion:** Motion by Councilor Oakleaf and seconded by Council Renner to approve the proposed Ordinance Updates. Voted and passed 4-0

- D. Discussion: Amendments to the Unified Land Use and Development Regulations – Multiple Sections - Eric Vorwald, Planning and Zoning Manager

**Minutes:** Eric Vorwald, Planning and Zoning Manager provided a high-level overview of the proposed amendments for the Unified Land Use and Development Regulations. The bulk of the changes occurred in Sections 4.1 through 4.12 (Excluding Sections 4.4 & 4.8) Section 6.6; Article IX and a new Section 5.15.

Discussion regarding incentives along with reference to the Equity Assessment worksheet in the proposed amendments. In addition, there was some clarifications and new definitions outlined in the proposed changes. Discussion regarding the recently passed VT Legislative Bill S.100 and the impacts on our current incentives will align with the bill.

Mayor Lott stated Land Use Regulations are complex and there is a great deal of effort in ensuring these changes are viable in affecting density and housing priorities. There will be a more detailed presentation at a later date.

- E. Discussion: Strategic Vision Area Goal Updates: All, Economic Vitality - Elaine Wang, City Manager

**Minutes:** City Manager Wang provided updates for the goal areas for Economic Vitality. The first request would be to have a sole source contract for Family Room to serve as a Contractor Host as part of the Working Communities Challenge (WCC) grant. A temporary short-term contractor would foster a cross-sectoral collaboration to address challenges for the work force development that particularly affects our New Americans community. The WCC Director would cultivate a new Core Team to strategically determine how the funds should be spent. The funding for this position would come from the Working Communities Challenge Grant funding. It is listed as "All" in our Strategic Vision Goals due to the various commissions/departments that would be involved and affected by this workplan. The second goal is developing a Language Access Plan. The Plan is to draft a Request for Proposal for a contractor to assist in the focus on a Language Access Plan first and then proposing a Policy/Procedures to continue this work. The Contractor would engage other Stakeholders such as the Winooski School District, City Commissions and other organizations.

Mayor Lott called a five (5) minutes recess to reconvene at 7:03 PM.

- F. Discussion/Approval: Finalize Annual City Council Policy Priorities and Strategies - Mayor Kristine Lott

**Minutes:** Following the Council & Leadership Priorities and Strategies Retreat held on May 13, 2023, Mayor Lott asked the Council for final approval of the Priorities and Strategies for the upcoming year. These priorities and strategies represent the City Council & Staff recommendations for implementation.

Additionally, Mayor Lott provided input from the conversations at the Retreat regarding the various Commission engagement and the Commission chairs and staff liaisons to develop a workplan. Discussion ensued about areas to focus on and what other commissions might be an integral part of the discussion.

**Motion:** Motion by Councilor Renner seconded by Councilor Judge to approve the listed Priorities and Strategies. Voted and passed 4-0

**Minutes:** Discussion around the City Commission engagement and items for proactive involvement for various Priorities & Strategies work plan. Discussion ensued around priority items added to more Commissions.

**Minutes:** Discussion around the Community Engagement priorities in sharing events and updates for our community.

**Motion:** Motion by Councilor Renner seconded by Councilor Judge to approve all three of the components for the Priorities and Strategies work plan. Voted and passed 4-0

G. Discussion/Approval: Pride Month Resolution - Mayor Kristine Lott

**Minutes:** The Resolution will once again recognize June as Pride Month here in Winooski. The need for education and awareness remains vital to end discrimination and prejudice and continued advancement of equal rights.

**Motion:** Motion by Councilor Hurd seconded by Councilor Oakleaf to approve June as Pride Month. Voted and passed 4-0

**VIII. Executive Session** - Pursuant to 1 V.S.A. § 313 which exempts from public inspection, (a) (1) (A) contracts.

**Minutes:** Motion by Councilor Renner seconded by Councilor Judge to find the need for Executive Session. Voted and passed 4-0

Motion by Councilor Judge seconded by Councilor Hurd to enter into executive session at 7:15.

Motion by Councilor Renner seconded by Councilor Hurd to exit executive session at 8:16 PM.

**IX. Adjourn**

The meeting was adjourned at 8:16 PM

**Motion:** Motion by Councilor Renner seconded by Councilor Judge to adjourn. Voted and passed 4-0

Attest \_\_\_\_\_  
Jenny Willingham, City Clerk