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This material can be made available in alternate formats for persons with disabilities.

This report is also available online at [www.burlingtonvt.gov](http://www.burlingtonvt.gov)



Photo by Patricia Braine



# City Organizational Chart



## THE VOTERS

**SCHOOL COMMISSIONERS \***

**WARD CLERKS & INSPECTORS OF ELECTION \***

**MAYOR ❖**  
 AUTHORITY TO:

- carry out laws and ordinances
- appoint department heads
- assure performance of jobs by subordinate officers
- recommend measures
- act as Chief Peace Officer
- prepare annual budget
- act as Chair of Board of Finance

**CITY COUNCIL \***  
 AUTHORITY TO:

- set City Policy with Mayor
- pass Legislation through passage of ordinances subject to Mayor's veto\*
- pass resolutions with Mayor\*
- approve Mayor's budget
- approve supplementary interbudgetary transfers
- with Mayor, set annual tax rate
- establish rules for conduct of City Council meetings

**CITY OFFICERS & DEPARTMENT HEADS ❖**  
(for list, see page 6)

**COMMISSIONERS ◆**  
(for list, see page 13)

**SUPERINTENDENT ▲**

**PRINCIPALS**

**BOARD OF FINANCE ▼**  
 AUTHORITY TO:

- act as trustees of public money
- establish accounting system
- provide monthly reports and annual audit
- select official depository
- authorize budget line item changes
- be responsible for care and control of public buildings

### KEY

- ❖ Elected at large
- \* Elected at large by ward
- ❖ Appointed by the Mayor subject to the approval of City Council
- ◆ Appointed by the City Council or City Council with Mayor presiding
- ▲ Appointed by the Board of School Commissioners
- \* Ordinances relate to external matters while Resolutions relate to internal matters
- ▼ Mayor, Chief Administrative Officer, (non-voting), President of City Council, and three Councilors elected by the City Council



**A**long with other cities across the country, Burlington observed the 10th Anniversary of 9/11 in 2011. It was an occasion to remember a terrible tragedy, as well as look forward with a sense of optimism and community. Burlington's remembrance closed with an emotional ringing of bells and sounding of police and fire sirens on Church Street and around the city. The families of 9/11 victims have expressed their hope for September 11 to be observed, in the future, as an annual day of service.

As a City, we must continue to move forward. Burlington is a vibrant and remarkably successful community – not without challenges – that is making solid progress. We've weathered the national and global economic downturn while continuing to provide quality essential services. Burlington came through "the Great Recession" making significant investments in the City's infrastructure, and leaving the City well-positioned to sustain and promote economic growth as the national economy recovers. Burlington and the greater Burlington metropolitan area continue to experience one of the lowest unemployment rates in the country.

As I complete my final term as Mayor of



*Mayor Kiss with Executive Secretary Peggy Ellis-Green and Assistant Joe Reinert.*

Burlington, I look back with pleasure at our many accomplishments and am especially appreciative of the dedicated work of City staff and department heads. City employees ensure we have a city that works. They provide clean water to our homes and businesses, plow our streets and sidewalks, keep our neighborhoods safe, offer help to those who need it most, and make a difference in people's lives, among many other things.

### **Strengthening Infrastructure**

In FY11, DPW continued work on one of the most substantial street repaving efforts in Burlington's history, funded by a \$5.5 million bond and 2.0 cent increase to the dedicated tax for street work approved by Burlington voters in

November of 2008. Work was completed in the first months of FY12 with significant results: 30 miles of roadway paved on 105 different streets, and a pavement condition indicator (PCI) rating of 82, exceeding the goals of the project and marking a 33 percent improvement in the condition of the city's streets. DPW also completed over \$1 million in improvements to the City's stormwater system with federal Recovery Act funding.

Substantial downtown improvements to lower Church Street and St. Paul Street bordering City Hall Park were also completed during FY11 and the beginning of FY12. These improvements – funded primarily by federal transportation funds secured with support of Senator Patrick Leahy – enhance street, sidewalk and lighting infrastructure for the benefit of both pedestrians and vehicular traffic.

The City filed its Act 250 permit for the Champlain Parkway in FY11. Forty years in the making, and a much different, more appropriate project than originally envisioned, the Parkway will redirect truck traffic out of South End neighborhoods, improve traffic flow overall, provide amenities such as new sidewalks and bicycle lanes, and promote new business development in the Pine Street corridor. This project is on schedule to begin construction late in FY13 or early FY14.

### **Burlington Telecom**

There continues to be significant attention devoted to Burlington Telecom's financial and legal challenges. The City's lawyers are working to address legal issues involving Citicapital, the regulatory proceedings in the Vermont Public Service Board, and a taxpayer lawsuit. The City's financial advisors Dorman & Fawcett are focused on improving BT's financial status and exploring partnerships that will allow BT to move forward. BT is a tremendous asset to the City of Burlington and also has significant potential for other cities and towns in Vermont at a time when broadband access and connectivity is essential to our economic future. BT's operational budget is stable and the enterprise is poised to grow and move forward as its legal and financial issues are resolved.

*Other highlights of the past year include:*

### **Supporting a Vibrant Local Economy**

- The City continued to move forward on the Moran Redevelopment Project. The project



**Bob Kiss**  
*Mayor*

## Mayor's Message (continued)

received a local zoning permit, preconstruction services were hired and work began on construction documents. Environmental remediation work continued on the site.

Development agreements with tenants Ice Factor and the Lake Champlain Community Sailing Center are in process.

- The Community and Economic Development Office provided business technical assistance to 266 business owners and entrepreneurs leading to the start-up of 14 new businesses, the expansion of 16 businesses, and the creation of 180 new permanent full-time equivalent jobs as well as 105 temporary/seasonal jobs.
- City government provided quality, efficient, and effective services while maintaining a level tax rate. FY11 showed an increase of \$3.6 million in the City's fund balance.
- The local economy continued to be buttressed by the presence of educational and healthcare institutions such as Fletcher Allen Health Care, the University of Vermont, Champlain College, and Burlington College. All of these



*Groundbreaking for the new Community Health Center building*

institutions are good partners of the City and recognize a shared future.

- Places such as the Church Street Marketplace and Waterfront attract visitors and offer a variety of uses and amenities to residents. These places serve broad public needs while helping to anchor the local economy.
- The City's support of the arts, through Burlington City Arts and others, has made Burlington a destination city and grown the local economy while providing tremendous community benefit.

### Promoting Safe, Affordable Housing

- The Thayer Commons/Avenue Apartments project broke ground on a development which will include 33 affordable rental units for families, 60 rental units for seniors and 47 market rate rental units. City support is essential to this project.
- The City also supported keeping people in their homes. CDBG-funded agencies provided utility assistance, home sharing, home- and center-based senior services, and other housing assistance to thousands of individuals and families.
- In FY11, the City's Code Enforcement office embarked on an ambitious plan to conduct 3,000 minimum housing inspections per calendar year. As of the end of 2011, the office exceeded this goal, helping to ensure rental housing safety in the city.
- Lead poisoning remains one the most significant and preventable health hazards for children, particularly in communities with older housing. The Burlington Lead Program offered testing for Lead-Based Paint hazards, performed Lead Hazard Control activities on 64 housing units, trained hundreds of individuals on lead-safety measures, and did outreach and education that reached over 2400 people.

### Building and Supporting Community

- CEDO's "We All Belong" initiative supported numerous community agencies, schools and City departments with a goal of developing cultural competency within their organizations and in how they provide services.
- The Neighborhood Planning Assemblies (NPAs), the CDBG process, 11th Annual Neighborhood Night of Success, Neighborhood Improvement Night, and many other resident-driven initiatives brought the public into City decision-making and celebrated resident contributions to the community.
- Burlington's community policing program continues to reap benefits that cannot and should not be quantified in dollars and cents. The Burlington Police Department was recognized with two prestigious awards from the International Police Chiefs' Association: one, for its work as part of a county-wide collaborative to collect data as a means to counter racial profiling; and two, for its work partnering with the City's Community Justice Center on the Parallel Justice program, which provides support for victims of crime as an alternative to the traditional criminal justice system.

- The City's CDBG funding was used to support a variety of community-based projects, including baseball field renovations, new or improved community garden sites, and improvements to the entrance to the Rt. 127 bike path.
- Burlington's public schools serve a rapidly diversifying student body with a broad array of services above and beyond academics. In addition to establishing Vermont's first magnet schools— the Sustainability Academy at Barnes and Integrated Arts Academy at Wheeler – the District was the recipient of a multi-year, multi-million dollar award from the Nellie Mae foundation, in partnership with the Winooski School District, to develop a new, more individualized approach to teaching and learning at the high school level.

### **Building a Livable and Sustainable City**

- The City's Legacy Project, developed in 2000, provides the framework for the City's sustainability efforts. It is built on the four elements of the Environment, Education, Equity, and the Economy as a 30-year vision for the city.
- Burlington continued its efforts to complete a comprehensive rewrite of Burlington's Climate Action Plan, with aggressive goals for reducing our carbon footprint by 2020 and 2050. This should be accomplished in FY12.
- The Burlington Electric Department maintains its commitment to generating and purchasing power from renewable sources, with a goal of a 100 percent renewable portfolio. BED has also led the City's efforts to locate funding and develop a structure for implementing a "Clean Energy Assessment District" approved by Burlington voters on Town Meeting Day 2010. This would give property owners the option of making energy efficiency and renewable energy investments which can be repaid over the long-term. Repayment will occur through an assessment that is integrated into the property tax bill. There will be no cost to taxpayers, and this form of financing will make energy improvements more affordable to property owners.
- DPW completed a \$1.4 million stormwater improvement project, funded with a federal Recovery grant, which reduces the amount of untreated stormwater flowing into the Lake Champlain water basin. The project also included energy efficiency improvements to the blowers in sewage treatment plant facilities.
- In a long list of accolades, Burlington was named the "Number One Small City for Well-being" by a Gallup-Healthways poll published in March of 2011.

### **Looking Ahead**

Burlington is fortunate to have a dedicated team of City employees and managers. The City has developed sound budgets and kept municipal taxes low, provided quality essential services, encouraged appropriate economic development, and made sustainability a factor in all the decisions we make. City government should continue to make sound budgetary decisions, including the need to increase taxes if necessary to maintain essential services. While we have made progress on ensuring the long-term health of the pension fund, this must continue to be a focus. And, we must ensure the preservation and success of Burlington Telecom. BT is a critical element of maintaining a vibrant economy and attracting and growing businesses. Through our collective efforts Burlington can meet these challenges and others, keep moving forward, and continue to meet peoples' needs.



### **Acknowledgments**

Thank you to all City staff, department heads, the City Council, commissioners, and task force members for their efforts and hard work this year. I want to particularly acknowledge the work and support from Joe Reinert, Assistant to the Mayor, and Peggy Ellis-Green, Executive Secretary to the Mayor. They always ensured the Mayor's Office performed its role in City government.

Thanks as well to for-profit and non-profit businesses for their commitment to working with the City to make our community more livable, sustainable, and fair.

Thank you to Senator Leahy, Senator Sanders and Congressman Welch for their strong and steady support of Vermont and Burlington in Washington. And, thank you to the Burlington House and Senate delegations in the Legislature for their work on the City's behalf in Montpelier.

Finally, a special thanks to Burlington residents for your support and efforts to make our community a great place to live, work and enjoy!



## *City Officials (appointed by the Mayor 2011-2012)*

<b>Chief Administrative Officer</b> .....	Scott Schrader (interim)
<b>Director of Aviation, Burlington International Airport</b> .....	Robert McEwing (interim)
<b>Executive Director, Church Street Marketplace</b> .....	Ron Redmond
<b>City Arts Director</b> .....	Doreen Kraft
<b>City Assessor</b> .....	John Vickery
<b>Assistant to the Mayor</b> .....	Joe Reinert
<b>City Attorney</b> .....	Kenneth A. Schatz
<b>Senior Assistant City Attorney</b> .....	Eugene Bergman
<b>Assistant City Attorney</b> .....	Nikki Fuller
<b>Assistant City Attorney</b> .....	Richard Haesler, Jr.
<b>Assistant City Attorney</b> .....	Gregg Meyer
<b>Assistant City Attorney</b> .....	Kimberlee J. Sturtevant
<b>Superintendent, Cemetery Department</b> .....	Mari Steinbach
<b>Director, Code Enforcement</b> .....	William Ward
<b>Director, Community &amp; Economic Development</b> .....	Larry Kupferman
<b>General Manager, Burlington Electric Department</b> .....	Barbara L. Grimes
<b>Chief, Burlington Fire Department</b> .....	Seth Lasker
<b>Co-Director, Fletcher Free Library</b> .....	Amber Collins
<b>Co-Director, Fletcher Free Library</b> .....	Robert Resnik
<b>Co-Director, Fletcher Free Library</b> .....	Robert Coleburn
<b>Human Resources Director</b> .....	Susan Leonard
<b>Director, Burlington Parks and Recreation</b> .....	Mari Steinbach
<b>Chief, Burlington Police Department</b> .....	Michael E. Schirling
<b>Director, Department of Public Works</b> .....	Steven Goodkind
<b>Emergency Management/Civil Defense Director</b> .....	Seth Lasker
<b>City Grand Juror</b> .....	Eugene Bergman
<b>Assistant Grand Juror</b> .....	Kenneth A. Schatz
<b>Assistant Grand Juror</b> .....	Nikki Fuller
<b>Assistant Grand Juror</b> .....	Richard Haesler, Jr.
<b>Assistant Grand Juror</b> .....	Kimberlee J. Sturtevant
<b>City Constable</b> .....	Eugene Bergman
<b>Second Constable</b> .....	Gordon H. Gilbert
<b>Harbor Master</b> .....	Mari Steinbach
<b>City Engineer and Surveyor</b> .....	Steven Goodkind
<b>Pound Keeper</b> .....	Walt Decker



**Chittenden County State Senators**

**Tim Ashe (D/P)**  
45 Lakeview Terrace  
Burlington, VT 05401  
318-0903

**Philip Baruth (D)**  
87 Curtis Avenue  
Burlington, VT 05408  
656-3298

**Sally Fox (D)**  
80 Bartlett Bay Road  
South Burlington, VT 05403  
860-6428

**Virginia “Ginny” Lyons (D)**  
241 White Birch Lane  
Williston, VT 05495  
863-6129

**Hinda Miller (D)**  
84 Deforest Heights  
Burlington, VT 05401  
862-7008

**Diane Snelling (R)**  
304 Piette Road  
Hinesburg, VT 05461  
482-4382

**Burlington State Representatives**

**District 3-01**  
**Bill Aswad (D)**  
74 Ridgewood Drive  
Burlington, VT 05408  
862-2067

**Kurt Wright (R)**  
31 Vine Street  
Burlington, VT 05408  
658-1410

**District 3-02**  
**\*Jean O’Sullivan (D)**  
37 Village Green  
Burlington, VT 05408  
658-0492

**District 3-03**  
**Jason P. Lorber (D)**  
231 Park Street  
Burlington, VT 05401  
863-9429

**Rachel Weston (D)**  
78½ Pitkin Street  
Burlington, VT 05401  
999-6623

*\*Appointed mid-term to replace Rep. Mark Larson*

**District 3-04**

**Christopher Pearson (P)**  
12 Brookes Avenue  
Burlington, VT 05401  
860-3933

**Kesha Ram (D)**  
31 N. Prospect Street  
Burlington, VT 05401  
881-4433

**District 3-05**

**Johannah L. Donovan (D)**  
38 Bayview Street  
Burlington, VT 05401  
863-4634

**Suzi Wizowaty (D)**  
177 Locust Terrace  
Burlington, VT 05401  
864-5651

**District 3-06**

**Kenneth W. Atkins (D)**  
138 Dion Street  
Winooski, VT 05404  
655-1280

**Clem Bissonnette (D)**  
11 Dufresne Drive  
Winooski, VT 05404  
655-9527

*Mayors of Burlington*

Albert L. Catlin . . . . . 1865–1866  
Torrey Eglesby Wales . . . . . 1866–1868  
Paul D. Ballou . . . . . 1868–1870  
Daniel Chipman Linsley . . . . . 1870–1870  
L. C. Dodge . . . . . 1871–1874  
Calvin H. Blodgett . . . . . 1874–1876  
J. D. Hatch . . . . . 1876–1883  
George H. Morse . . . . . 1883–1885  
Urban Adrian Woodbury . . . . . 1885–1887  
W. W. Henry . . . . . 1887–1889  
William August Crombie . . . . . 1889–1891  
Seneca Haselton . . . . . 1891–1894  
William James Van Patten . . . . . 1894–1896  
H. S. Peck . . . . . 1896–1898  
Elliot M. Sutton . . . . . 1898–1899  
Robert Roberts . . . . . 1899–1901  
D. C. Hawley . . . . . 1901–1903  
James Edmund Burke . . . . . 1903–1907  
Walter J. Bigelow . . . . . 1907–1909  
James Edmund Burke . . . . . 1909–1911  
Robert Roberts . . . . . 1911–1913

James Edmund Burke . . . . . 1913–1915  
Albert S. Drew . . . . . 1915–1917  
J. Holmes Jackson . . . . . 1917–1925  
Clarence H. Beecher . . . . . 1925–1929  
J. Holmes Jackson . . . . . 1929–1933  
James Edmund Burke . . . . . 1933–1935  
Louis Fenner Dow . . . . . 1935–1939  
John J. Burns . . . . . 1939–1948  
John Edward Moran . . . . . 1948–1957  
C. Douglas Cairns . . . . . 1957–1959  
James E. Fitzpatrick . . . . . 1959–1961  
Robert K. Bing . . . . . 1961–1963  
Edward A. Keenan . . . . . 1963–1965  
Francis J. Cain . . . . . 1965–1971  
Gordon H. Paquette . . . . . 1971–1981  
Bernard Sanders . . . . . 1981–1989  
Peter A. Clavelle . . . . . 1989–1993  
Peter C. Brownell . . . . . 1993–1995  
Peter A. Clavelle . . . . . 1995–2006  
Robert S. Kiss . . . . . 2006–2012



# City Council 2011-2012

## Ward 1

**Ed Adrian (D)**  
35 Brookes Ave  
Burlington 05401  
862-9851 (h); 233-2131 (c)  
eadrian@comcast.net  
Term ends 2012



**Sharon Foley Bushor (I)**  
52 East Avenue  
Burlington 05401  
658-3604  
sharonbushor@comcast.net  
Term ends 2013



## Ward 2

**David Berezniak (D)**  
52 Willow Street  
Burlington 05401  
863-2598  
davidsframeshop@aol.com  
Term ends 2012



**Bram Kranichfeld (D)**  
139 Hyde Street  
Burlington 05401  
338-1992  
bwkranic@yahoo.com  
Term ends 2013



## Ward 3

**Vince Brennan (P)**  
175 Park Street  
Burlington 05401  
864-0984  
vbrennan@ci.burlington.vt.us  
Term ends 2013



**Emma Mulvaney-Stanak (P)**  
79 Front Street  
Burlington 05401  
999-6723  
emstanak@ci.burlington.vt.us  
Term ends 2012



## Ward 4

**Kurt Wright (R)**  
31 Vine Street  
Burlington 05408  
658-1410  
vinewright@burlingtontelecom.net  
Term ends 2012



**David Hartnett (D)**  
27 Browe Court  
Burlington 05408  
864-7895  
dhartnett@ci.burlington.vt.us  
Term ends 2013



## Ward 5

**William J. Keogh, Council President (D)**  
21 Alder Lane  
Burlington 05401  
862-5270  
bkeoghsr@yahoo.com  
Term ends 2012



**Joan Shannon (D)**  
41 Central Avenue  
Burlington 05401  
860-7489  
jshannon@burlingtontelecom.net  
Term ends 2013



## Ward 6

**Norm Blais (D)**  
497 So. Prospect Street, #6  
Burlington 05401  
863-5860  
normblais@yahoo.com  
Term ends 2013



**Karen Paul (I)**  
171 Crescent Road  
Burlington, VT 05401  
863-3817  
paulfin@sover.net  
Term ends 2012



## Ward 7

**Paul Decelles (R)**  
96 Gosse Court  
Burlington 05408  
658-4367  
pdecelles@comcast.net  
Term ends 2012



**Vincent Dober, Sr. (R)**  
82 Heineberg Road  
Burlington 05408  
865-4907  
doberv@burlingtontelecom.net  
Term ends 2013







**BOARD OF FINANCE +**

\*Mayor Kiss, ex-officio  
Bill Keogh  
Kurt Wright  
Karen Paul  
Emma Mulvaney-Stanak  
Scott Schrader (non-voting)

**CHARTER CHANGE COMMITTEE**

\*Ed Adrian  
Paul Decelles  
Joan Shannon

**COMMUNITY DEVELOPMENT &  
NEIGHBORHOOD REVITALIZATION  
COMMITTEE**

\*David Berezniak  
Kurt Wright  
Emma Mulvaney-Stanak

**INSTITUTIONS & HUMAN RESOURCE  
POLICY COMMITTEE**

\*Sharon Bushor  
Dave Hartnett  
Vince Dober, Sr.

**LICENSE COMMITTEE**

\*Vince Dober  
David Berezniak  
Norm Blais

**ORDINANCE COMMITTEE**

\*Joan Shannon  
Sharon Bushor  
Bram Kranichfeld

**PARKS, ARTS & CULTURE COMMITTEE**

\*Karen Paul  
Ed Adrian  
Paul Decelles

**PUBLIC SAFETY COMMITTEE**

\*Bram Kanichfeld  
Emma Mulvaney-Stanak  
Norm Blais

**TRANSPORTATION, ENERGY & UTILITIES  
COMMITTEE**

\*Kurt Wright  
Vince Brennan  
Dave Hartnett

**TAX ABATEMENT COMMITTEE**

\*Emma Mulvaney-Stanak  
Dave Hartnett  
Vince Brennan

**CHANNEL 17 REPRESENTATIVE**

Dave Hartnett

All Committee members are appointed by the President of the City Council, except as otherwise indicated.

\*Indicates Chairperson

+The Litigation and Legal Services Oversight Committee is made up of the members of the Finance Board.



Photo by Patricia Braine



# City Departments and Phone Numbers

## Office Hours

City Government

Monday–Friday  
8:00 a.m.–4:30 p.m.

City Government

Website:  
[www.burlingtonvt.gov](http://www.burlingtonvt.gov)

## Airport

Burlington International  
Airport  
Box 1, 1200 Airport Drive  
South Burlington, VT 05403  
863-2874

## Arts

Burlington City Arts  
Memorial Auditorium  
250 Main Street  
Burlington, VT 05401  
865-7166

## Assessor

Room 17, City Hall  
Burlington, VT 05401  
865-7114

## Attorney

Room 11, City Hall  
Burlington, VT 05401  
865-7121

## Church Street Marketplace

2 Church Street, Suite 2A  
Burlington, VT 05401  
863-1648

## Clerk/Treasurer

Room 23, City Hall  
Burlington, VT 05401  
865-7000

## Code Enforcement

645 Pine Street, Suite A  
Burlington, VT 05401  
863-0442

## Community & Economic Development

Room 32, City Hall  
Burlington, VT 05401  
865-7144

## Community Justice Center

179 S. Winooski Ave.  
Burlington, VT 05401  
865-7155

## Electric

585 Pine Street  
Burlington, VT 05401  
658-0300

## Emergency Management

136 South Winooski Avenue  
Burlington, VT 05401  
864-4554

## Fire

136 South Winooski Avenue  
Burlington, VT 05401  
864-4554

## Fletcher Free Library

235 College Street  
Burlington, VT 05401  
863-3403

## Reference Desk

865-7217

## Housing Authority

65 Main Street  
Burlington, VT 05401  
864-0538

## Human Resources

179 S. Winooski Ave.  
865-7145

## Retirement

865-7097

## Job Hotline

865-7147

## Mayor

Room 34, City Hall  
Burlington, VT 05401  
865-7272

## Parks and Recreation

645 Pine Street, Suite B  
Burlington, VT 05401  
864-0123

## Cemetery

455 North Avenue  
Burlington, VT 05401  
863-2075

## Planning and Zoning

Room 17, City Hall  
Burlington, VT 05401  
865-7188

## Police

1 North Avenue  
Burlington, VT 05401  
658-2704  
(For emergencies 911 or  
658-2700)

## Public Works Department

645 Pine Street, Suite A  
Burlington, VT 05401

## Mailing Address:

P. O. Box 849  
Burlington, VT 05402  
863-9094

## Water Division

P. O. Box 878  
Burlington, VT 05402  
863-4501

## School District

150 Colchester Avenue  
Burlington, VT 05401  
865-5332

## Telecom

200 Church Street, Suite 101  
Burlington, VT 05401  
540-0007

## REGIONAL OFFICE AND PHONE NUMBERS

### Chittenden County Transportation Authority

15 Industrial Parkway  
Burlington, VT 05401  
864-2282

### Chittenden Solid Waste District

1021 Redmond Road  
Williston, VT 05495  
872-8111

### Winooski Valley Park District

Ethan Allen Homestead  
Burlington, VT 05408  
863-5744



- February 29** ..... 5:00 p.m. deadline to register to vote in Annual City Election 2012
- March 5** ..... 7:30 p.m. deadline to request an early ballot for Annual City Election 2012
- March 6** ..... Annual City Election Day
- March 12** ..... 3rd quarterly property tax installment due for FY12
- April 1** ..... 4:30 p.m. deadline for dog registrations
- April 2** ..... Organizational meeting of Burlington City Council and swearing-in of City Councilors
- June 4** ..... Annual Meeting of City Council  
(Mayoral and Commission/Board Appointments)
- June 12** ..... 4th and final quarterly property tax installment due for FY12
- August 13** ..... 1st quarterly property tax installment due for FY13
- November 12** ..... 2nd quarterly property tax installment due for FY13

## City Holidays for the year 2012

- New Years Day** ..... Sunday, January 1, 2012  
Observed Monday, January 2, 2012
- Martin Luther King Day** ..... Monday, January 16, 2012
- President’s Day** ..... Monday, February 20, 2012
- Town Meeting Day** ..... Tuesday, March 6, 2012
- Memorial Day** ..... Monday, May 28, 2012
- Independence Day** ..... Wednesday, July 4, 2012
- Bennington Battle Day** ..... Thursday, August 16, 2012
- Labor Day** ..... Monday, September 3, 2012
- Columbus Day** ..... Monday, October 8, 2012
- Veteran’s Day** ..... Sunday, November 11, 2012  
Observed Monday,  
November 12, 2012
- Thanksgiving Day** ..... Thursday, November 22, 2012
- Christmas Day** ..... Tuesday, December 25, 2012





# Board of School Commissioners 2011-2012

## Ward 1

**Katharine Chasan**  
209 N. Prospect Street  
Burlington, VT 05401  
865-3875  
kchasan@bsdvt.org  
Term ends 2012

**Keith Pillsbury, *Chair***  
25 University Terrace  
Burlington, VT 05401  
862-3575  
kpillsbury@bsdvt.org  
Term ends 2013

## Ward 2

**Matt Conger**  
30 St. Louis Street  
Burlington, VT 05401  
540-0759  
mconger@bsdvt.org  
Term ends 2012

**Meredith Woodward King**  
32 Booth Street  
Burlington 05401  
660-2923  
mwking@bsdvt.org  
Term ends 2013

## Ward 3

**Rebecca Grimm**  
70 Drew Street  
Burlington, VT 05401  
863-2672  
rgrimm@bsdvt.org  
Term ends 2012

**Dave Davidson**  
PO Box 1812  
Burlington, VT 05401  
598-3193  
ddavidson@bsdvt.org  
Term ends 2013

## Ward 4

**Ben Truman**  
172 Staniford Road  
Burlington, VT 05408  
862-5183  
btruman@bsdvt.org  
Term ends 2013

**Bernie O'Rourke**  
213 Pleasant Avenue  
Burlington, VT 05408  
863-8847  
borourke@bsdvt.org  
Term ends 2012

## Ward 5

**Paul Hochanadel**  
97 Howard Street  
Burlington, VT 05401  
863-6698  
phochanadel@bsdvt.org  
Term ends 2013

**Patrick Halladay**  
120 Hayward Street  
Burlington, VT 05401  
985-3331  
phalladay@bsdvt.org  
Term ends 2012

## Ward 6

**Alan Matson**  
792 S. Prospect Street  
Burlington, VT 05401  
860-7437 (h)  
amatson@bsdvt.org  
Term ends 2013

**Jill Evans**  
50 Ledge Road  
Burlington, VT 05401  
658 – 6768  
jevans@bsdvt.org  
Term ends 2012

## Ward 7

**Haik Bedrosian**  
11 Matthew Avenue  
Burlington, VT 05408  
863-1472  
hbedrosian@bsdvt.org  
Term ends 2012

**Ed Scott**  
195 Gazo Avenue  
Burlington, VT 05408  
860-2238  
escott@bsdvt.org  
Term ends 2013



Photo by Patricia Braine



Advisory Boards, City Representatives on Regional Boards, Miscellaneous Appointments

Name	Address	Party	Ward	(H)Phone	(W)Phone	Appt	Expires
<b>*ADVISORY COMMITTEE ON ACCESSIBILITY (RESOLUTION 9/90)</b>							
Peter Carlough	64 Bilodeau Court		1	863-2249		MA	
c Marc Companion	13 Maplewood Drive			658-9152		MA	
s VACANT							
Sheila Gorski	300 Lake Street		3	658-9391		MA	
VACANT						MA	
VACANT						MA	
Michael Watson	130 Church Street, Suite 1				860-6203	MA	
<b>+AIRPORT COMMISSION (4 YEAR TERM) (CHARTER SECTIONS 120, 121, 276)</b>							
Peter Plumeau	33 Knoll Circle, So. Burlington			865-0270	383-0118	SB	6/30/14
s Tamara Gagne	Airport Dept.				863-2874		
c Gene Richards III	168 Summit Street	I	6	658-5620	343-9909	CCM	6/30/15
Jeffrey J. Wick	15 Mount View Court	I	6	863-2870	658-3037	CCM	6/30/12
Miro Weinberger	14 Summit Street	D	6	863-6495	865-6991	CCM	6/30/14
Jeff Munger	523 North Street	I	1	863-4997	862-6659	CCM	6/30/13
<b>BOARD OF ASSESSORS (3 YEAR TERM) (CHARTER SECTIONS 120, 126)</b>							
Peter Schubart	114 Walnut Street	I	2	859-0059	872-8200	CCM	3/31/14
John Vickery	1st Floor, City Hall				865-7112	CCM	3/31/14
Mary Peabody	157 Starr Farm Road	D	4	864-6910	598-4878	CCM	3/31/12
<b>BURLINGTON HOUSING AUTHORITY BOARD OF COMMISSIONERS (5 YEAR TERM) (24 V.S.A. 4004)</b>							
Sheila McLaughlin Gorski	300 Lake Street			658-9391		MA	1/17/13
s Paul Dettman	Housing Authority Office				864-0538, x210		
c Michael Knauer	257 Van Patten Pkwy		7	863-5429		MA	1/17/14
Constance Krosney	45 Alfred Terrace		6	658-3764		MA	1/17/16
Cheryl Fatnassi	157 Saratoga Avenue		7		654-4540, x105	MA	1/17/17
Clarence Davis	83 Lyman Avenue		5	238-1155		MA	1/17/15
<b>+CEMETERY COMMISSION (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 218)</b>							
Rita Church	146 Lakewood Parkway	I	4	862-8051		CCM	6/30/14
Paul Wallace	90 Muirfield Drive	D/I	4	862-2658		CCM	6/30/14
Gary G. Gile	179 Crescent Beach Drive	D	4	862-9235	864-4566	CCM	6/30/13
Jane Ewing	34 River View Drive	D	7	864-4424	363-5700	CCM	6/30/12
c Monica Lafayette	17 Rivermount Terrace	D	7	658-4442	764-6613	CCM	6/30/13
<b>CHITTENDEN COUNTY METROPOLITAN PLANNING ORGANIZATION (2 YR TERM) (23 USC 104(F)(3)&amp;134(B)(2);23 CFR 450.100)</b>							
Andrew Montroll	409 South Union Street	D	6	658-2478		CC	6/30/12
William Keogh (Alt.)	21 Alder Lane	D	5	862-5270		CC	6/30/12
<b>CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION (2 YEAR TERM) (24 V.S.A. 4342-4343)</b>							
William N. Aswad (Rep.)	74 Ridgewood Drive	D	4	862-2067		CCM	7/31/12
Karen Paul	171 Crescent Road	I	6	863-3817		CCM	7/31/12
<b>CHITTENDEN COUNTY TRANSPORTATION AUTHORITY (3 YEAR TERM) (24 V.S.A. 5107)</b>							
Bethany Whitaker	188 Loomis Street	D	1	864-3889	658-3247	CC	6/30/14
S. Chapin Spencer	58 Conger Avenue		5	860-7321	861-2700	CC	6/30/13
<b>CHITTENDEN SOLID WASTE DISTRICT BD OF COMMISSIONERS (2 YEAR TERM) CHARTER SEC. 1,2 &amp; 10, (CSWD)</b>							
Steve Goodkind	260 Ethan Allen Parkway		7	658-7977	863-9094	CC	5/31/12
Nicole Losch	DPW-Pine Street	I			865-5833	CC	5/31/12

c = Commission Chair  
v = Commission Vice Chair  
co = Commissioner  
s = Staff Person  
a = Alternate Member  
t = Trustee  
y = Youth Representative (non-voting, except Library)

CC= Appointed by the City Council

CCM = Appointed by the City Council with Mayor Presiding

ExD = Ex-Officio Designate

ExO = Ex-Officio Member

EmA = Elected by Class A members of the City retirement system

EmB = Elected by Class B members of the City retirement system

EMP = Elected by employees of the Fletcher Free Library

FFL = Appointed by trustees of the Fletcher Free Library

MA = Appointed by the Mayor

NPA = Appointed by NPA with confirmation by the City Council

SB = Appointed by the City Council of South Burlington

I = Independent

R =Republican

D = Democrat

P =Progressive



# City Commissioners (continued)

Name	Address	Party	Ward	(H)Phone	(W)Phone	Appt	Expires
<b>**CHURCH ST. MKTPL. DIST. COMM. (3 YEAR TERM) (CHARTER SECTION 322)</b>							
M. Cecilia Daly	28 Overlake Park		6	864-0957	658-6665	CC	6/30/13
Daniel P. Smith	22 Linden Terrace	I	5	373-6625		CC	6/30/12
Eli Lesser-Goldsmith	135 Lakeview Terrace	D	7	863-8999	863-9111	CC	6/30/13
Robert Fuller	30 Creamery Road	I		453-4961	863-3759	CC	6/30/12
Lorre Tucker	340 South Cove Road	I	5	658-3093	864-0414	CC	6/30/13
c Jeffrey R. Nick	151 Deer Run Drive	R		985-3633	876-6923	CC	6/30/13
Lara H. Allen	182 Hawley Road, Shelburne	D		862-9450	860-2220	CC	6/30/14
Buddy Singh	33 Killarney Drive	I	4	951-5970	652-0162	CC	6/30/14
Daniel S. Latcheran	7 Hagan Drive, Essex Jct.	R		764-5935	658-2545	CC	6/30/14

+ All commissions marked with a plus (+) are subject to the restrictions that no more than 2/3 of the members may be from one political party (Charter Section 123). (See also restrictions on Church Street Marketplace District Commission and Board for Registration of Voters, below.)

\* The Advisory Committee on Accessibility must consist of four residents of Burlington and one resident of an adjacent community, and all members shall be persons with disabilities within the meaning of federal law.

\*\* The Church Street Marketplace District Commission must consist of seven legal voters of the State of Vermont, not less than five of whom must be legal voters of the City of Burlington. No more than four at any one time may be from the same political party. Two members (who need not be residents) shall at all times be proprietors or managers of a retail establishment that is within the District (Charter Section 322).

X All members of the Conservation Board must have a demonstrated commitment to environmental conservation. Three members should have expertise in one of the following areas: environmental law, environmental science, civil engineering or natural resource planning.

<b>CONSERVATION BOARD (4 YEAR TERM) (24 V.S.A. 4502)</b>							
s	Scott Gustin	Planning and Zoning Dept.			865-7189		
	David Scherr	97 North Winooski Ave., #3	D	3	864-5751	CC	6/30/12
c	Matthew Moore	14 Adsit Court	D	1	864-0069	863-8424	CC 6/30/13
v	William Flender	169 Ferguson Avenue	I	5	540-0058	660-2555	CC 6/30/13
	Warren Cornwall	28 Russell Street	D	2	540-2536		CC 6/30/12
	Scott Mapes	426 South Winooski Ave.	I	6	658-9966	864-8100	CC 6/30/13
	Don Meals	84 Caroline Street		5	862-6632	862-6632	CC 6/30/14
	Damon Lane	71 Peru Street, Apt. 2	P	3	355-6253		CC 6/30/13
	Miles E. Waite	138 Spruce Street	D	6	860-6421	860-9400	CC 6/30/15
	Jeff Severson	136 Lyman Avenue	I	5	660-8312	660-8312	CC 6/30/15
y	Sophia Hladik						

<b># DESIGN ADVISORY BOARD (3 YEAR TERM) (CODE, APPENDIX A, SECTION 2.3.2)</b>							
	Steven Offenhart	437 South Union Street	D	6	865-2114	343-6754	CCM 6/30/14
v	Ron Wanamaker	462 South Willard Street	D	6		865-6056	CCM 6/30/13
s	Mary O'Neil	Planning and Zoning Dept.				865-7556	
	Todd Thomas	204 South Union Street #6	D	6	324-9825	888-6373	CCM 6/30/12
	Edward Pais	62 Fairmount Street	I	6	540-2515	399-7966	CCM 6/30/13
c	Sean McKenzie	137 Mansfield Avenue	I	1	660-9088	864-4354	CCM 6/30/14
a	VACANT						CCM 6/30/14
a	VACANT						CCM 6/30/14

<b>DEVELOPMENT REVIEW BOARD (4 YEAR TERM) (CODE APPENDIX A, SECTION 81(A))</b>							
	Jonathan Stevens	44 Drew Street	I	3	658-6018	658-4141	CC 6/30/13
	Robert Jay Schwartz	23 Appletree Point Lane	D	4	658-6414	862-1463	CC 6/30/14
c	Austin D. Hart	39 Cliff Street	I	6	865-9165	864-5751	CC 6/30/15
	Jim Drummond	64 North Prospect Street		1	863-4982	223-2044	CC 6/30/14
	Kevin Stapleton	60 Roseade Parkway	I	7	318-5941	864-3334	CC 6/30/15
v	Michael Long	55 Henry Street	I	1	863-2056	658-1570	CC 6/30/15
	Brad Rabinowitz	35 Shelburne Street	I	5	863-3504	658-0430	CC 6/30/13
s	Nic Anderson	Planning and Zoning Department				865-7188	
a	Andrew Strauss	178 North Union Street	I	2	660-9373	652-0380	CC 6/30/15
a	Oscar Hernandez	76 Elmwood Avenue	D	3	862-2541	862-2541	CC 6/30/15

<b>+ELECTRIC LIGHT COMMISSION (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 226)</b>							
	Jean O'Sullivan	37 Village Green	D	7	658-0492		CCM 6/30/14
s	Patti Crowley	Burlington Electric Dept.				865-7415	
v	Paul Hines	31 Birchwood Lane	I	4	540-0582	656-9660	CCM 6/30/12
	Robert Henderdeen	83 Nottingham Lane	I	4	862-5017		CCM 6/30/13
	Scott Moody	62 Intervale Avenue	I	2	862-3314	310-4111	CCM 6/30/14
c	Spencer Newman	25 Brookes Avenue	I	1	355-0699		CCM 6/30/13



Name	Address	Party	Ward	(H)Phone	(W)Phone	Appt	Expires
<b>FENCE VIEWERS (1 YEAR TERM) (24 V.S.A. 871)</b>							
VACANT						CC	6/30/12
VACANT						CC	6/30/12
VACANT						CC	6/30/12
<b>+FIRE COMMISSION (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 196)</b>							
John T. Vincent, Jr.	84 Gosse Court	D	7	862-5608		CCM	6/30/14
s Jillian Bogert	Fire Dept.				864-4554		
v Kevin McLaughlin	51 Clymer Street	D	6	862-7222	863-4341	CCM	6/30/14
Jacob Perkinson	56 Ledge Road	D	6	864-3529	862-0030	CCM	6/30/12
c Mark Saba	171 Crescent Road	I	6	863-3817	479-0136	CCM	6/30/13
Linda Sheehy	139 Mansfield Avenue	D	1	658-2605		CCM	6/30/13
<b>+FIRE WARDENS (1 YEAR TERM) (CHARTER SECTION 121; ORDINANCE 13-38)</b>							
Thomas M. Costello	Burlington Fire Dept.					CCM	6/30/12
Terence J. Francis	Burlington Fire Dept.					CCM	6/30/12
Seth S. Lasker	Burlington Fire Dept.					CCM	6/30/12
Thomas Mantone	Burlington Fire Dept.					CCM	6/30/12
Aaron J. Collette	Burlington Fire Dept.					CCM	6/30/12
David J. Roberts	Burlington Fire Dept.					CCM	6/30/12
Bruce E. Bourgeois	Burlington Fire Dept.					CCM	6/30/12
Peter R. Brown	Burlington Fire Dept.					CCM	6/30/12
Robert J. Plante	Burlington Fire Dept.					CCM	6/30/12
David L. Gale	Burlington Fire Dept.					CCM	6/30/12
Barry Simays	Burlington Fire Dept.					CCM	6/30/12
Peter G. Walsh	Burlington Fire Dept.					CCM	6/30/12
<b>BOARD OF HEALTH (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 277)</b>							
s Linda Ayer	Code-Admin.			863-0442			
David Casey	15 Clymer Street, #2	D	6	865-7860		CCM	6/30/14
c Austin Sumner	27 Alfred Street	D	6	862-0676	951-4064	CCM	6/30/14
Ian C. Galbraith	94 No. Winooski Avenue	D	2	864-4097		CCM	6/30/13
Mary D. Hart	18 Billings Court	I	7	864-9014	316-9608	CCM	6/30/13
Alan R. Sousie	32 Birch Court	R	7	373-2592	658-1573	CCM	6/30/12
<b>HOUSING BOARD OF REVIEW (5 YEAR TERM) (ORDINANCE 18-35 TO 18-69)</b>							
Kirstin McCracken	349 Flynn Avenue	I	5	598-1297	923-1019	CC	6/30/16
Richard T. Jeroloman	3 Cathedral Square #6-1	P	3	864-7945		CC	6/30/14
s Lisa Jones	Attorney's Office				865-7122		
Loyal Ploof	1571 North Avenue, Apt. 2	D	4	310-1997	310-1997	CC	6/30/13
Matthew Mahoney	182 Pine Street	I	5	578-7766	652-6117	CC	6/30/12
VACANT						CC	6/30/16
<b>LIBRARY BOARD OF COMMISSIONERS (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 179)</b>							
t Denise Dunbar	173 Orchard Commons Rd, Hinesburg			482-4353		FFL	6/30/13
s Emer Feeney	23 Meadow Rd., S. Burlington			922-4996		EMP	6/30/12
Jill Krowinski	97 Hayward Street	D	5		288-8419	CCM	6/30/14
c,t Eric Lindstrom	75 Lori Lane		7	862-1598		FFL	6/30/12
Mary Ellen Manock	14 Kingsland Terrace	D	6	863-6627	355-6189	CCM	6/30/13
t Rachel Van Vilet	179 Elmwood Avenue, #2		3	(201)450-2606		FFL	6/30/14
Gavin Blumenthal	29 North Champlain Street	I	3	865-4157	864-8475	CCM	6/30/12
v Peg Boyle Single	58 Case Parkway	D	1	862-4699		CCM	6/30/12
y Kaya Dubie	195 Pine Street		5	343-4207			
t Daniello Balon	150 Colchester Avenue				864-8494	FFL	6/30/12

# The Design Review Board is subject to the requirement that three of its five members shall be members of any of the following professions: architect, landscape architect, engineer, contractor, or real estate developer (Code, Appendix A, Section 18(E)).

| One member of the Board of Health must be a health practitioner who is either a physician, physician's assistant or nurse practitioner in the City of Burlington.

@ The Board for Registration of Voters may have no more than five of its nine members of the same political party (Charter Section 43).

The City of Burlington encourages persons from diverse backgrounds to apply to serve on boards, commissions and committees. The City is committed to providing equal opportunity to all persons without regard to political affiliation, race, color, religion, age, sex, sexual preference, national origin, disability or any other non-merit factor.



# City Commissioners (continued)

Name	Address	Party	Ward	(H)Phone	(W)Phone	Appt	Expires
<b>BOARD OF MEDICAL EXAMINERS (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 179)</b>							
Tim Fitzgerald MD	1233 Shelburne Rd., Suite D1					CCM	6/30/12
Frank J. Landry MD	1205 North Ave.	D				CCM	6/30/12
Peter Waldman, D.O.	110 Kimball Ave., Suite 115	D			658-5756	CCM	6/30/12
<b>+PARKS AND RECREATION COMMISSION (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 203)</b>							
John Ewing	34 River View Drive	D	7	864-4424		CCM	6/30/14
John Bossange	545 So. Prospect St., Unit #3	I	6	862-1441		CCM	6/30/13
c Carolyn Pierce Hanson	118 Spruce Street	D	6	860-6638	652-0380	CCM	6/30/14
v Christopher Pearson	12 Brookes Avenue	P	1	863-3933	324-0862	CCM	6/30/12
Nancy Kaplan	54 Muirfield Road	D	4	735-2120		CCM	6/30/13
s Joanne Putzier	Parks and Recreation Dept.				864-0124		
y VACANT							
<b>+PLANNING COMMISSION (4 YEAR TERM) (24 VSA 4322-4323; CHAR SEC 120, 121, 126)</b>							
v Bruce Baker	842 South Prospect Street	I	6	860-0174	652-1400	CCM	6/30/15
Harris Roen	46 Scarff Avenue	D	5	861-3001	658-2368	CCM	6/30/15
Lee Buffinton	76 Blodgett Street	I	3	497-0776	861-7308	CCM	6/30/12
s Sandrine Thibault	Planning & Zoning				865-7193		
Jennifer Wallace-Brodeur	172 Staniford Road	D	4	862-5183	951-1313	CCM	6/30/14
Yves Bradley	457 South Union Street	I	6	864-9063	863-8210	CCM	6/30/14
Andy Montroll	409 South Union Street	D	6	658-2478	383-0730	CCM	6/30/13
c Peter L. Potts	96 Lakewood Parkway	R	4	863-4609	343-6474	CCM	6/30/13
y Andrew Saba							
<b>+POLICE COMMISSION (3 YEAR TERM) (CHARTER SECTIONS 120, 121, 126, 183)</b>							
Philip LaVigne	100 Lakeview Terrace	D	7	540-0444		CCM	6/30/13
William Bryant	61 Ferguson Avenue	I	5	660-8173	453-2486	CCM	6/30/14
c Jerome F. O'Neill	18 Harbor Watch Road	D	5	865-2336	865-4700	CCM	6/30/12
Sarah Kenney	10 Ward Street	P	3	859-0064	310-7220	CCM	6/30/14
Paul Hochanadel	97 Howard Street	D	5	863-6998	864-7423	CCM	6/30/13
<b>+PUBLIC WORKS COMMISSION (3 YEAR TERM)(CHARTER SECTION 48LXIII)</b>							
c Robert P. Alberry	41 Killarney Drive	D	4	863-5452		CCM	6/30/12
Jared Wood	64 Henry Street	D	1	862-7387		CCM	6/30/12
Marc Sherman	391 Ethan Allen Parkway	I/D	7	598-1185	860-0190	CCM	6/30/12
Nathan Lavery	147 Hyde Street	I	2	881-8667		CCM	6/30/13
Mark Porter	76 Brookes Avenue	R	1	878-6666		CCM	6/30/14
s Helen/Valerie	DPW-Admin/Eng				863-9094		
Margaret Gundersen	376 Appletree Point Road	D	4	865-6253	865-9955	CCM	6/30/13
Maxwell Tracy	39 Green Street, Apt. #2	P	2		656-2680	CCM	6/30/14
<b>RETIREMENT BOARD (3 YEAR TERM) (ORDINANCES 24-47, 24-48, 24-50)</b>							
Munir Kasti	585 Pine Street			238-9631	865-7321	EmB	6/30/12
s Marina Collins	Retirement Office				865-7097		
William "Chip" Mason	33 Scarff Avenue	I	5	660-2822	658-0220	CCM	6/30/14
Rich Goodwin	Clerk/Treasurer's Office				865-7013	ExO	
Bob Hooper	3 Grey Meadow Drive	D	4	862-0708	951-0029	CCM	6/30/13
Benjamin R. O'Brien	BFD, So. Winooski Ave., #1				865-7203	EmA	6/30/13
Cpl. Ray Nails	BPD, 1 North Avenue				658-2704	EmA	6/30/12
Paul Paquette	951 Sunset Hill Road, Williston 05495			EmB	6/30/13		
James T. Strouse	155 Killarney Drive	R	4	864-4646	652-6167	CCM	6/30/12



Name	Address	Party	Ward	(H)Phone	(W)Phone	Appt	Expires
<b>BOARD OF TAX APPEALS (3 YEAR TERM) (CHARTER SECTION 91, 2 REAL ESTATE PROF.)</b>							
VACANT						CCM	6/30/12
Connie Krosney	45 Alfred Terrace	P	6	658-3764	658-3764	CCM	6/30/13
Amy Mason	6 Billings Court	I	7	999-3717		CCM	6/30/14
Thomas Derenthal	32 Nash Place	I	1	865-6246	999-5572	CCM	6/30/14
s Lori Olberg	Clerk /Treasurer's Office				865-7136		
VACANT						CCM	6/30/12
Marc Monheimer	9 Southwind Drive	D	5	863-1959	863-1959	CCM	6/30/13
VACANT						CCM	6/30/14

<b>TELECOMMUNICATIONS ADVISORY COMMITTEE (3 YEAR TERM)</b>							
<b>(RESOLUTION 8.01, 10/12/04; RESOLUTION 6.02, 5/23/05)</b>							
Ross Nizlek	131 Hildred Drive	I	1	861-3181		CC	6/30/14
Nina G. Parris	14 East Village Drive	I	1	864-0839		CC	6/30/12
Bradley Holt	48 Hayward Street	5		383-4737		CC	6/30/14
W. Greg Hancock	69 Henry Street	D	1	865-9092	598-8251	CC	6/30/13
c Steve McIntyre	36 Plattsburg Avenue	D	7	598-4218		CC	6/30/13
Geoffrey Wyman	57 Blodgett Street	I	3	881-1789	862-3966	CC	6/30/12
v Peter Jewett	86 Dodds Court	D	4	578-6492		CC	6/30/14

<b>TOWN SERVICE OFFICER (1 YEAR TERM) (APPOINTED BY COMMUNICATION TO CC)</b>							
VACANT							

<b>BOARD FOR REGISTRATION OF VOTERS (5 YEAR TERM) (CHARTER SECTION 43)</b>							
c Elisabeth Mickenberg	10 Nash Place	I	1	658-6250	865-6133	CCM	6/30/15
Christina McCaffrey	89 Ledge Road	R	6	862-3133		CCM	6/30/16
Katherine Miles	407 Northgate Apts.	D	4	861-2919	656-3413	CCM	6/30/14
Lainey Rappaport	230 St. Paul St. 1101	D	6	660-4817	233-4395	CCM	6/30/1
VACANT						CCM	6/30/12
Michelle Lefkowitz	71 Park Street	P	3	864-7306	864-0218	CCM	6/30/16
Martha Gile	179 Crescent Beach Drive	D	4	862-9235	864-0123	CCM	6/30/15
Linda Chagnon	23 Matthew Avenue	R	7	318-3985		CCM	6/30/13
s Margaret Poirier	Clerk Treasurer's Office				865-7137		
Joanna Cole	108 Rivers Edge Drive	D	7	660-7175		CCM	6/30/14

<b>WINOOSKI VALLEY PARK DISTRICT (3 YEAR TERM)(24 VSA 4861FF;1972 AGRMNT TO CREATE WVPD)</b>							
Roger Marshall	161 Austin Drive 9	D	5	862-3186		CC	6/30/12



Photo by Patricia Braine



## Regularly Scheduled Commission Meetings

### **Airport Commission**

Monthly at 4:00 p.m., for dates call 863-2874  
Burlington International Airport  
Staff: Tamara Gagne (863-2874)

### **Cemetery Commission**

3rd Thursday every other month, 4:30p.m.  
Lakeview Cemetery, 455 North Avenue  
Staff: Joanne Putzier (864-0124)

### **Conservation Board**

1st Monday, 5:30p.m.  
Planning and Zoning Conference Room,  
City Hall  
Staff: Scott Gustin (865-7189)

### **Design Advisory Board**

2nd and 4th Tuesdays, 3:00p.m.  
Conference Room 12/Contois, City Hall  
Staff: Mary O'Neil (865-7556)

### **Development Review Board**

1st and 3rd Tuesdays, 5:00p.m.  
Contois Auditorium/Conference Room 12,  
City Hall  
Staff: Nic Anderson (856-7188)

### **Electric Commission**

2nd Wednesday, 5:30p.m.  
Burlington Electric, 585 Pine St.  
Staff: Patti Crowley (865-7145)

### **Fire Commission**

Tuesdays, 8:00a.m.  
Chief O'Neil's Office  
Central Fire Station, 136 S. Winooski Avenue  
Staff: Jillian Bogart (864-4554)

### **Board of Health**

Monthly from 5:30-7:30p.m. – 2nd Tuesday of  
each month.  
Rotates to DPW Conference Room,  
Contois, Robert Miller Recreation Center  
Staff: Linda Ayer (863-6247)

### **Housing Authority**

2nd Tuesday, 6:30p.m.  
65 Main St., Decker Towers, Franklin Square  
Staff: Paul Dettman (864-0538 x210)

### **Library Board**

2nd Thursday, 5:00p.m.  
Local History Room, Fletcher Free Library  
Staff: Amber Collins (864-7214)

### **Parks Commission**

3rd Tuesday, 5:00p.m.  
645 Pine Street  
Staff: Joanne Putzier (864-0124)

### **Planning Commission**

2nd and 4th Tuesdays, 6:30p.m.  
Conference Room 12/Contois, City Hall  
Staff: Sandrine Thibault (865-7188)

### **Police Commission**

Monthly, for dates call 540-1207  
Burlington Police Department, 1 North Avenue  
Staff: Greta Dumas (540-2107)

### **Public Works Commission**

2nd Wednesday, 6:15p.m.  
645 Pine Street  
Staff: Valerie Ducharme (863-9094)

### **Retirement Board**

3rd or 4th Thursday, 8:30a.m.  
Conference Room 12, City Hall  
Marina Collins (865-7097)

### **Voter Registration Board**

1st Tuesday, 6:00p.m.  
Conference Room 12/Conference Room 19,  
City Hall  
Staff: Margaret Poirier (865-7137)

### **Board of Tax Appeals**

Wednesday, 5:30 p.m.  
Staff: Lori Olberg (865-7136)

### **Burlington Telecommunications Advisory Committee**

4th Tuesday, 4:00p.m.  
Burlington Telecom, 200 Church Street  
Staff: Amber Thibault (846-5031)

### **Chittenden County Transportation Authority Board of Commissioners**

4th Wednesday, 5:00p.m.  
15 Industrial Parkway  
(864-2282)

The Legacy Project is a community partnership aimed at bringing the Legacy Action Plan, Burlington's vision for sustainability, to life. The Plan, ratified by the City Council in 2000 and reflecting input from hundreds of community members, is built around several major themes: economic vitality, participatory governance, a healthy natural environment, social equity, strong neighborhoods, and youth and lifelong learning.

This year Legacy launched an exciting partnership with the Chittenden County Regional Planning Commission (CCRPC) and the new ECOS project. With a \$1 million federal grant from the U.S. Department of Housing and Urban Development (HUD), CCRPC, the Legacy Project and other key players will conduct a broad community conversation about the future of the City and region. This work will result in an updated Legacy Plan, including new and updated indicators to track Plan progress.

Moving this and other initiatives forward requires dedicated community leaders and stakeholders, including the United Way of Chittenden County, the University of Vermont (UVM), Fletcher Allen Health Care (FAHC), Burlington Business Association (BBA), the Burlington School District, Champlain College, Lake Champlain Regional Chamber of Commerce, Main Street Landing, the American Association for the Retired Persons (AARP), the

Social Equity Investment Project and other organizations and City Departments. Members of these and other key entities serve on the Legacy Steering Committee.

*Highlights of the past year include:*

### **Our Schools**

The Burlington School District's two magnet schools – the Sustainability Academy at Lawrence Barnes and the Integrated Arts Academy at H.O. Wheeler – continue to grow and attract interest in the community and beyond. Located in Burlington's Old North End, Vermont's first magnet schools attract a diverse student body from across the City.

Thanks to Burlington voters, work this year includes major efficiency and infrastructure initiatives at CP Smith School and the Sustainability Academy at Barnes (SA). Part of this work can be attributed to a Solar on Schools grant from the U.S. Department of Energy via the American Recovery and Reinvestment Act. Also, Edmunds Middle School installed an elevator, making it accessible to all students regardless of physical ability, for the first time since it was constructed over 100 years ago.

Burlington Schools successfully implemented new hiring practices to ensure that all new staff are culturally competent and to help further diversify faculty and staff. The District also con-



*Civic engagement at Celebrate Burlington event*

## Burlington Legacy Project (continued)

tinued its long-time partnership with Shelburne Farms' Sustainable Schools Project, including collaboration with Head Start on a school-based pre-school program. The Burlington School Food Project continued to provide healthy, local, fresh meals to students and is partnering with City Market to provide free community classes in the Sustainability Academy's new kitchen.

### A Vibrant Urban Community

Legacy is proud of the city's many players working to maintain Burlington's vibrant and diverse economy. Particular recognition goes to Legacy Steering Committee members the Lake Champlain Regional Chamber of Commerce and the Burlington Business Association. Legacy Steering Committee and Chamber member Melinda Moulton and her company Main Street Landing also continue to serve as a role model in promoting a vibrant urban core—in this case, through support of the arts, environmental awareness and responsible building practices.

The Lake Champlain Regional Chamber of Commerce, celebrating its centennial, hosted another year of successful Leadership Champlain programming. Designed to nurture and support business, this program provides hands-on learning opportunities and builds networks among

Burlington's downtown vibrancy can also be attributed to the work of the United Way of Chittenden County. The UWCC's "Working Bridges" project fosters employer collaboration that develops and shares innovative practices to directly improve employee productivity, retention advancement and financial stability of low to moderate wage earners. Working Bridges continues to demonstrate how business-community partnerships can lead to stable employment and provide opportunities for advancement for low to moderate wage workers.

### Equity and Community Engagement

While many Legacy partners further social equity and inclusion and embrace community engagement, Fletcher Allen Health Care's Community Health Improvement Office's (CHI) work is especially noteworthy. CHI continued to provide free services including classes and health screening to thousands of community members. Along with clinical leaders, CHI furthered work with the Community Health Center of Burlington on the Center's work as a "Patient Centered Medical Home (PCMH)." Recognized as a PCMH, CHI staff will assist in supporting Center patients with staff in a "Community Health Team" who will help those patients connect with community-based resources to help them prevent or live more healthfully with chronic health issues.

Burlington City Government has long supported community engagement through support to the Neighborhood Planning Assemblies (NPAs), grassroots, neighborhood organizations established in each of Burlington's seven Wards to encourage citizen participation in City government. Working as neighborhood advocacy groups, Neighborhood Planning Assemblies continue to help improve communication between the citizens of Burlington and City government through regular meetings scheduled in each Ward.

The American Association of Retired People is one of the area's many non-profit and membership agencies working to support community engagement and social equity. A Legacy Steering Committee member, AARP-VT completed the second year of its Community Action Sponsorship program, and provided funding to neighborhood initiatives working to make Burlington more livable for older residents. AARP also provided technical assistance and leadership training to fund 4 groups to help build community capacity.

The UVM Office of Student and Community Relations (OSCR) convenes players across cam-



2011 Peter Clavelle Award recipient Yacouba Jacob Bogre

professionals concerned with the economic vitality of the city and region. The Burlington Business Association worked collaboratively with City Government on the City Hall Park Task force, culminating in a \$50,000 National Endowment for the Arts Our Town grant to Burlington City Arts (BCA).

pus to create a safe and respectful environment for off-campus students and neighbors and works with students, neighbors, and city partners to improve the quality-of-life in neighborhoods. The Community Coalition, one of the Office's initiatives working to forward the Legacy vision, brings together neighbors, local government representatives, police officers from campus and Burlington, and UVM staff members and students to work on issues such as conflict-resolution skill building. The Coalition also provides several neighborhood grants for small scale, community-building projects to help improve Burlington's quality of life.

### **Environmental Health**

The Burlington Electric Department continued to work toward its goals of efficiency first and renewable second – and in making its power portfolio 100 percent renewable within a few years. This year also saw the improvement of internal operations with the addition of a class 7 plug-in hybrid electric bucket truck, and an expanded internal compost program. BED was also officially appointed the Energy Efficiency Utility for the City of Burlington.

Particular credit also goes to Burlington's institutions of higher education. For example, the University of Vermont's Office of Sustainability successfully managed another year of the Clean Energy Fund, granting over \$225,000 from a student fee to implement renewable energy projects on campus. This work supports the University as it moves towards climate neutrality, and presents a unique opportunity for the university community to engage with energy issues and learn about renewable energy technologies.

Legacy Steering Committee member Champlain College made further environmental headway with the renovation of Roger H. Perry Hall. This building, which houses the Advising and Registration Center, Admissions, and Financial Aid, and serves as the Student Welcome Center, now boasts energy-efficient climate control systems, including a geothermal pump. In honor of this work, the Burlington Business Association (BBA) presented its 2011 Architectural Excellence Award to Perry Hall and the Vermont Chapter of the American Society of Landscape Architects

awarded Perry Hall the 2010 Vermont Public Space Award.

Legacy staff continued to work with the Department of Planning and Zoning and Legacy stakeholders on the City's Climate Action Plan including coordination of the Mayor's Burlington Sustainability Action Team. Legacy also coordinated various projects through the federal Energy Efficiency and Conservation Block Grant (EECBG) Program to help Burlington achieve its target goal of a 20 percent reduction in GHG emissions.



# Burlington International Airport

Construction and change captured the headlines at Burlington International Airport during this past year, creating opportunity and challenge at the same time as capacity was created and an improved operating environment developed. The Airport is positioned to accommodate growth that is anticipated during the next decade. The combined impact of reduced airline seats and restricted vehicle capacity during runway and garage construction of the summer season, along with a continued soft economy, contributed to a downturn in passenger enplanements during the last year. A total of 640,886 passengers boarded flights at the Burlington Airport in FY11, down about 5 percent from FY10. Enplanements improved during the second half of the fiscal year with this

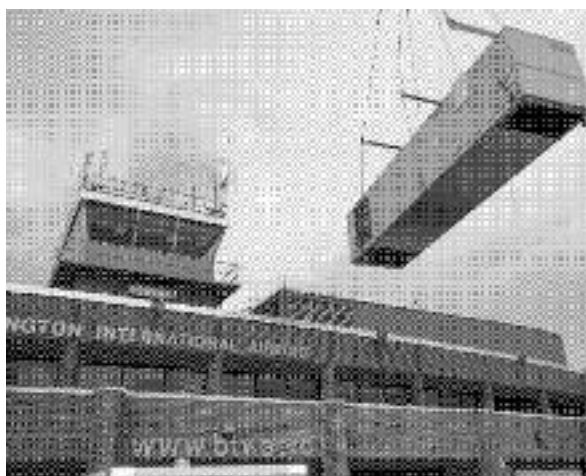


**Robert McEwing**  
Interim Director  
of Aviation

positive trend predicted to continue.

The Airport is fortunate that it has balanced service from core airlines – USAir, Jetblue, United, Delta, & Continental. Such a variety of carriers and service puts Burlington in an enviable position among airports of its size. The Airport carefully monitors traffic activity and strives to maintain a high level of service to key destinations while also working to expand non-stop service. During the year meetings were held with all existing carriers and a number of potential carriers to encourage new routes and destinations. Target destinations include Boston, Baltimore, Charlotte, NC, Atlanta, Toronto and Ft. Lauderdale.

The Greyhound operation at the Airport continues to strengthen with a noticeable increase in usage of the non-stop bus service to the airport from downtown Montreal. We are



working to increase the frequency of this service to match up with airline schedules and are confident there will be even more business from Montrealers.

We continue to market extensively in Canada as much of Southern Quebec is within the Airport's designated service area. Road construction continues on Canadian Auto-Route 35 north of I89 in Canada, with sections of that highway opening in FY13, thus reducing the travel time to key Quebec cities. As the economy rebounds, as the Canadian dollar remains strong, and as additional seats and routes on airlines become available, we are anticipating a surge in Canadian traffic during the next year.

As part of our cost reduction and environmental goals, the Airport completed major energy reduction projects during the year, including replacement of all lighting fixtures with high efficient units in the terminal, the parking garage and on the airfield. Other major energy projects include the replacement of air handling, cooling and heating system in the main terminal. Overall energy usage at the airport is expected to lessen by more than 20 percent as a result of these projects.

You are invited to visit your airport, even if not flying. Visit the gift shop, the garden on top of the parking garage, the observation tower, the restaurant and see what other exciting facilities are here.

We would like to thank the residents of Burlington, Mayor Bob Kiss, the Burlington City Council and the Airport Commission for their support and sincere efforts to ensure that the people of Burlington and this region have a first-rate airport facility.



**B**urlington City Arts (BCA) reached an important milestone this year—its 30th anniversary. When Mayor Bernie Sanders formed the Mayor’s Task Force on the Arts in 1981, the goal was to create opportunities to engage people in the arts, regardless of economic constraints. That task force – the seed for the modern day BCA – reached out to artists and performers looking to develop their craft and engage in their community, and also worked with neighborhoods to learn how people wanted to enrich their experience living in Burlington. The impetus to engage the community is still a driving force behind all that BCA does, from festivals and concerts to classes and exhibitions.

Today, BCA is an unusual department of the City of Burlington, fundraising for almost 80 percent of its operating budget and also maintaining status as a separate 501(c)3 organization. This structure provides citizens with a great deal of value for a relatively low investment, with the majority of funds raised voluntarily from Burlington residents or from members of outlying towns who benefit from Burlington’s cultural services. With the renovation of the old Ethan Allen Firehouse into an arts center, completed in 2004, BCA has steadily grown programs to serve greater numbers and broader needs, resulting in an annual budget of \$1.2 million and touching close to 100,000 residents and visitors with extraordinary arts experiences every year. Exhibition, education and events take place at the BCA Center on Church Street, Memorial Auditorium, on the streets and parks of Burlington, and in several community-based sites, including Fletcher Allen Health Care and Head Start classrooms.

### BCA Center

The BCA Center rebranded from the “Firehouse Gallery” at the start of the 2011 Calendar year and embarked on an ambitious mission to use the building as a multi-use contemporary art hub for the community. In doing this we united the BCA brand and central site with the accomplishments within this special, historic building, and expanded programming beyond exhibitions to include many more artist driven performances, films, lectures and poetry readings than ever before.

Exhibition highlights included the JDK Thought Bombers Kite project, designed to engage Burlington’s new Americans and youth by creating personalized kites, exhibiting them, and celebrating the work in an outdoor festival on the waterfront. A close collaboration with

The University of Vermont and Champlain College brought internationally-known new media artist Jonathan Harris to Burlington for a residency, exhibition and lectures.

### Education and Studios

The BCA Education department runs a wide range of arts programs in visual art, photography, design, clay, jewelry and printmaking for youth, teens, families and adults. Over the last ten years, BCA Education has offered a variety of studio arts classes, summer camps, drop-in programs, free make-and-takes, afterschool programs, *See.Think.Do!* gallery programs, Early Arts residencies at local Head Start preschools and an annual Children’s Art Exhibition and Ceremony with the local elementary schools.



**Doreen Kraft**  
Director

Last year, 9,580 kids and adults attended BCA Education events; 6,100 kids and adults became inspired in our art classes; 3,000 kids and adults participated in free make-and-takes; 609 youth made new friends in summer art camps; 650 youth participated in *See.Think.Do!* gallery programs; 400 hospitalized youth benefited from Art from the Heart; and 58 preschool kids learned and created in our Early Arts Head Start program.

BCA Education programs have a great impact on participants and provide opportunities for local and regional youth, teens and adults to learn new skills and express themselves in a supportive community setting. Throughout



## Burlington City Arts (continued)

the year, BCA Education serves a wide variety of people ranging from toddlers to elders and our scholarship program allows us to never turn anyone away from participating. In FY11, we awarded 142 partial and full scholarships, totaling over \$21k, and 85 scholarships were given to youth ages 3-14 to participate in our camp program.

BCA Education attracts and employs over eighty high quality professional teaching artists per year and has four dedicated administrators working in the education studios and beyond. BCA Education will continue to seek, gather and analyze instructor, participant and community feedback, will continue to strive for fiscal and program excellence and will continue to push BCA's already quality education facilities and programs to improve.

### Events

Part recording studio, part salon, part gallery, JazzLab turns the BCA Center second floor into a live recording studio for musical improvisation in a contemporary art setting. In 2011, a 3 day, 18 hour interactive live recording project during the Discover Jazz Festival gifted gratis recordings, studio time and edited video to 3 different bands. Through collaboration with community partners WOMM-LP 105.9FM and Cortex Marketing Network the sessions were video webcasted and broadcast on a community radio station.

The Battery Park Free Summer Concert



series brings the community together in Burlington's diverse and developing North End. The Series is a seasonal Burlington favorite, providing performances of up and coming national acts as well as the best in Vermont music free to the public. This year's lineup offered something for everyone, including *Joshua Panda*, *Barika*, *Scars On 45* and *Saints of Valory*.

The Festival of Fools is a European-style busking festival that brings the best street performers in the world to Burlington for a series of weekend performances on the streets. The event has become a regional favorite for free, family fun.

In celebration of BCA's 30th year, the festival presented 30 hours of interactive artmaking on the BCA Center patio, as well as a partnership with ten local visual artists to present the Church of Circus, a thematic temporary installation in a newly vacated shop.





The mission of the Assessor's Office is to establish equitable values for all properties of real estate and business personal property located in Burlington. Equitable values for each property create a fair distribution of the tax burden. Property assessed values are derived from a Computer Assisted Mass Appraisal (CAMA) system, a systematic approach for the development of valuation models capable of replicating local real estate market forces. These models are applied to properties on a mass scale which improves equity and consistency among similar property types. All property values are listed in the annual Grand List Book which is the basis of the City's annual property tax levy. Staff follows the IAAO Code of Ethics and Standards of Professional Conduct and Standard 6 of the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation.

The Assessor's Office is comprised of a full time City Assessor, Deputy Assessor, Associate Assessor, and a seasonal temporary Clerk. The department administrates the assessed values of 10,331 taxable real estate properties, 777 business personal properties and 442 non-taxed properties. Taxes and special assessments generate approximately 53 percent of the City's General Fund. Staff administrates payment for services agreements made with a number of tax exempt properties. The payment agreements generate approximately 7 percent of the City's General Fund. In addition, the Assessor's Office administrates the Tax Increment Finance (TIF) district. A portion of the taxes levied from the properties in the district pay the debt service for designated public improvements. TIF taxes generate approximately \$1,700,000 annually.

In its administration of the above listed responsibilities, the Assessor's Office primary duties include:

1. Review properties which have changed from recent construction improvements to reflect any change in value as a result of the improvements;
2. Conduct internal reviews and field reviews of property data;
3. Run CAMA system reports for maintenance of database integrity;
4. Conduct "Sales Equity Studies" to determine the relationship of assessed values to market values;
5. Hold property grievance appeal hearings as a process of review; and
6. Administrate State and local tax programs such as the State homestead declaration program. This provides a tax reduction for residential taxpayers that declare their Burlington homestead.

Each year the Assessor's Office reviews changes to properties and determines what if any effect these changes have upon the property's fair market value. As a result of the reviews there were 726 real estate assessment changes. In addition, the Assessor's Office saw the need for greater equity among some neighborhoods that appeared to be unfairly assessed because values were too high or low. This adjustment for equity purposes resulted in 100 real estate assessment changes. All of the business personal property accounts were notified of a change in value per City Charter. Overall, the total value of the Grand List increased approximately \$26,600,000.

The Assessor's Office monitors the local and regional real estate market. Fair market real estate sales are measured against the assessed values in order to understand the uniformity of tax equity among different classes of property and equity among different neighborhoods. Burlington had approximately 320 fair market transactions this past year of which 156 were single family homes. Housing sale activity is down approximately 27 percent from last year. Sale prices have remained relatively stable for the past few years which resulted in a relatively stable Level of Assessment (LOA) of 91 percent of market. The LOA is a ratio which demonstrates the relationship of assessed values to the real estate market.

The Board of Assessors held 41 property appeal hearings between May 20 and May 25. The results were: 11 properties received no change of value and were therefore denied, 21 properties received some adjustment in value, and 9 owners were granted adjustments as requested. Seven property appeal requests were made to the Board of Tax Appeals.

The Assessor's Office prides itself on having open public records easily accessible to the public. This information is the public's property. Basic data for every real estate parcel and more information about the many functions of the office is on line at [www.burlingtonvt.gov/assessor](http://www.burlingtonvt.gov/assessor). New this year is a mapping link to the online property database. Our office has two public access computers with all the property data, several years of real estate sale transactions, a printed Grand List Tax Book, parcel maps and friendly service from a knowledgeable staff.



**John  
Vickery**  
City Assessor



The following are selected cases and highlighted issues from the last year:

**Burlington Telecom**

Issues related to Burlington Telecom (BT) continue to receive much attention from the City Council and the public. The City’s financial advisor remains actively engaged in conversations with potential financial and strategic partners for BT. These discussions include as an essential element the potential to repay the \$16.9 million obligation to the City.

The City Attorney’s Office has been involved in several pending proceedings and investigations involving BT as described below:

**Public Service Board/Certificate of Public Good Proceeding:** The City submitted petitions to the Public Service

Board (PSB) acknowledging that it was not in compliance with, and seeking relief from, two conditions of Burlington Telecom’s Certificate of Public Good (CPG). BT is requesting an extension of the Condition 17 deadline to complete the build-out of the system due to challenging installation conditions and private property issues. BT is also requesting relief from the Condition 60 limitation requiring reimbursement of the City’s pooled cash management system within 60 days. The scope of the proceeding was expanded by the PSB to include a review of BT’s compliance with other CPG conditions. On October 8, 2010, the PSB issued an Order finding that BT violated various conditions, including Condition 17 and Condition 60. Under state law, when a violation of a CPG is found, the entity is given a reasonable opportunity to cure the violation. BT’s opportunity to cure the violations has now commenced and the City is filing monthly status reports detailing its progress incurring or resolving violations of the CPG.

With respect to Condition 17, BT proposed amending that condition to remove the obligation to further build-out its network and allow any further build-out to occur as revenues allow. On October 17, 2011, the Burlington City Council unanimously adopted a resolution authorizing BT to proceed before the PSB to amend Condition 17 by substituting the obligation to completely build-out the City with a line-extension policy, which would effectively remove the obligation to further build out BT’s system. It is BT’s intent to seek PSB approval of the line-extension policy as a cure for the violation of

Condition 17 as part of an overall cure proposal.

**Chittenden Superior Court Litigation:** A lawsuit entitled *Osier and Shaver v. Burlington Telecom, City of Burlington and Jonathan Leopold* has been filed regarding use of the pooled cash. The Amended Complaint alleges Conversion of Taxpayer Funds, Fraud and Deceit (Leopold) and Breach of Fiduciary Duty (Leopold) and seeks recovery of the \$16.9 million borrowed by BT from the City’s pooled cash management system, plus attorney’s fees. Discovery is complete in this case. Cross motions for Summary Judgment are pending.

**Citibank v. City of Burlington and McNeil, Leddy & Sheahan:** On September 2, 2011, Citibank, NA filed a complaint in US District Court, against the City with respect to the Lease/Purchase Agreement for Burlington Telecom. The complaint seeks monetary damages, including punitive damages, and/or equitable relief, including the return of the equipment under the Lease. The obligation of the City under the Lease to make “rental payments” was subject to annual appropriation by the City Council. The City was obligated to only make payments as may lawfully be made from funds budgeted and appropriated. CitiCapital was notified in March 2010 that the City would likely not make an appropriation. The City Council did not make an appropriation of monies in its budget for the 2010- 2011 fiscal year. Accordingly, under the Lease, the Lease terminated. The Lease was not a general obligation of the City and the full faith and credit of the City was not pledged to support payments under the Lease. The City has filed an Answer, Affirmative Defenses and Counterclaims in the case.

**Investigations:** The investigations by state and federal authorities regarding Burlington Telecom have been closed with no criminal proceedings having been initiated.

**Code Enforcement**

The City Attorney’s Office was involved in the following code enforcement activities:

- Represented Public Works Commission in Vacant Building appeal for 110 Archibald St. (drafted decision and successfully defended appeal of decision in Superior Court).
- Represented Fire Commission in Fire Marshal order appeal for 388 Main St. (counseled on key legal question (definition of “family”) and successfully defended appeal of decision in Superior Court).



**Kenneth A. Schatz**

City Attorney and Corporation Counsel

- Prosecuted plumbing code, gross receipts tax, fire code and minimum housing violations in Vermont Superior Court (criminal division) and Vermont Judicial Bureau.
- Successfully defended appeal of Board of Abatement decision in Vermont Superior Court for 150 Shelburne St. and currently representing City in appeal to Vermont Supreme Court.

### **Champlain Parkway**

The long awaited Champlain Parkway project has made its way to the Act 250 process. Hearings have been held and the City awaits a decision on the application for an Act 250 permit.

### **Downtown TIF District**

The City Council approved a new Downtown Tax Increment Financing District Plan, officially creating a new TIF district. The City is proceeding with next steps; i.e. voter approval of a ballot item authorizing the potential to incur debt up to \$10 million for public infrastructure projects within the district.

### **Public Records litigation: Shlansky v. City**

This case went to the Vermont Supreme Court concerning whether the City must provide documents to a litigant with a pending case in the Judicial Bureau (a traffic ticket case – speeding). The litigant sought to obtain documents via the public records law instead of pursuing discovery through the Judicial Bureau for his traffic ticket case. The City prevailed in major part, with the Supreme Court ruling that the “pending litigation” exception under Vermont’s Public Records statute did apply. A remand to Superior Court for further findings by the Court was resolved when the litigant withdrew his complaint, thereby closing out the case.

### **Housing Board of Review**

The Burlington Housing Board of Review is comprised of five members appointed by the City Council and is charged with hearing disputes between landlords and tenants related to security deposits, and with hearing requests from landlords seeking a variance from a minimum housing standard or appealing a minimum housing order. The City Attorney’s Office serves as clerk for and provides legal support to the Board. Most of the cases the Board hears are disputes over a security deposit: the landlord withholding all or part of a deposit and the tenant disputing the withholding. The Board hears approximately 65 cases a year. Each case is set for a hearing at which time each party has an

opportunity to present evidence and testimony to the Board. The Board considers all the evidence presented, applies it to the law, and issues a written decision and order in each case. A decision of the Board may be appealed to Vermont Superior Court.

Several Housing Review Board cases were appealed to Superior Court in which the Board’s rulings were upheld. One case went to the Supreme Court, *In re Soon Kwon*. The Court ruled in the City’s favor, upholding that part of the City Ordinance which allows for appointment of one of the Board members as a hearing officer to hear and decide matters when a majority of the Board is not present.



Photo by Patricia Braine

### **Americans with Disabilities Act**

Under Project Civic Access (PCA), the U.S. Department of Justice (DOJ) works cooperatively with selected towns and cities in all 50 states to ensure that state and local governments programs, services, activities and facilities are accessible to individuals with disabilities. DOJ confirmed that as of June 9, 2011, Burlington complied with all remedial actions under our PCA Settlement Agreement.

### **Acknowledgements**

I would like to thank Mayor Kiss, Assistant to the Mayor Joe Reinert, the City Council, the various City Commissions and Department Heads, Senior Assistant City Attorney, Eugene Bergman, Assistant City Attorneys Nikki Fuller, Richard Haesler, Kimberlee Sturtevant, our paralegal, Lisa Jones, our Executive Secretary Linda Blanchard, Joseph E. McNeil and all McNeil, Leddy & Sheahan attorneys and staff for their cooperation and assistance during the past year. Finally, we also want to welcome a new member of our staff, Assistant City Attorney Gregg Meyer.

This past year has been a breath of much-needed fresh air for the Church Street Marketplace and downtown. No one can truly predict if we've cleared the worst economic recession in 60 years, but if vacancy rates are any indication, we're certainly headed in the right direction. In 2009, vacancies exceeded 11 percent; as of fall, 2011, vacancies were below 5 percent. All good news!



**Ron Redmond**  
Executive Director

### Goodbye and Hello

We said farewell to Old Navy, which moved to Taft Corners in Williston. New tenants for that space are Outdoor Gear Exchange (which moved from Cherry Street), and Panera Bread Company.

Chris and April Cornell of April Cornell moved to their Battery Street property.

Ten Thousand Villages, a fair trade retailer, moved into the April Cornell space on Church Street. Zandy Wheeler, founder and operator of Ski Rack on Main Street, opened a Patagonia store on Bank Street in the Howard Opera House. Liza Ciano, owner of The Lotus Shop and co-founder and director at Saka Yoga Inc. opened Weller at 88 Church Street, an authorized Herman Miller for Home Retailer. David Glickman, Owner and President of Vermont Butcher Block moved his store from College Street to 63 Church Street. David's business produces wood products of premium quality and durability that highlight the natural beauty of regular grained and figured wood. Jessica Pomerleau opened Jess, a boutique in the space previously occupied by Boutillier's Art Center (which moved to College Street). The opening of Jess marks the resumption of the Pomerleau family's retail presence on Church Street that began in the 1940s, when Antonio Pomerleau managed a shoe store here.

The planning process for Burlington's Downtown and Waterfront Plan is clearly THE most important initiative underway for our downtown. Our City (through the leadership of Planning Director David White) was one of only 40 U.S. cities awarded a Sustainable Communities Challenge Grant by the U.S. Housing and Urban Development (HUD).

According to David White, "Burlington struggles to address complex urban challenges in a small, under-resourced New England community with big ideas and even bigger ideals. We struggle with how to really become the community we say we want to be." The HUD funding will help us better define how we can promote and improve mixed uses, quality urban design,



affordable and workforce housing, transportation and parking management, and the quality and capacity of public infrastructure.

Why not "friend" the Downtown and Waterfront planning process on Facebook, and follow its progress? Facebook: Burlington Downtown & Waterfront Plan.

### Drinking Fountains Planned for Church Street & City Hall Park

A Public Art Review Panel selected landscape designers Terry Krinsky and Kirk Williams to produce two identical public drinking fountains – one for the Marketplace and one for City Hall Park. The "Fish Fountain" will be based on imagery of one of Lake Champlain's oldest continuous inhabitants – the Lake Sturgeon. Each of the two fountains has two drinking stations, plus a drinking bowl for dogs. A \$16,000 fundraising effort is nearly complete with installation planned for 2012.



**“Everyone Loves A Parade” Mural for the Marketplace Alleyway**

In 2009, a 25-member public art review panel of Marketplace stakeholders and community members evaluated proposals from France, Canada and the U.S. for a new mural in the Marketplace Alleyway (between Banana Republic and Whim). Quebec muralist Pierre Hardy was selected. Senator Leahy’s office assisted in securing a visa for Mr. Hardy and Robert Fuller (Marketplace property and business owner) provided the initial funds to begin the project. Mr. Hardy will create a parade scene depicting Greater Burlington’s history over time, featuring famous people, businesses and iconic images including the arrival of Samuel de Champlain in 1609. Plans are to have the \$80,000 mural complete by Spring, 2012.



Sincere thanks to our friends at Fairpoint Communications, Stowe Mountain Resort, Hall Communications (WOKO, KOOL-105, The Buzz, WIZN, WJOY), Northfield Savings Bank; NewsChannel 5; Magic Hat Brewing Company and North American Breweries, Burlington Free Press and Long Trail Ale. Thanks to special “day” sponsors including Comcast, Stonyfield Yogurt, Seventh Generation and Mutual of Omaha. Double thank yous to Burlington’s Finest: Chief Michael Schirling, Deputy Chief Andi Higbee, Lt. Art Cyr, Lt. Bruce Bovat, Sgt. Matt Sullivan, Sgt. Jason Lawson and Corporal Paul Glynn.



**“30” in 2011.** The Marketplace turned 30th in September, 2011. On behalf of all of us at the Marketplace office, we thank you for the opportunity to be of service to you over the past thirty years.

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<http://www.facebook.com/pages/The-Church-Street-Marketplace/10097308827>

You Tube:  
<http://www.youtube.com/user/ChurchStreetVT>



The mission of the Office of the City Clerk/Treasurer is to oversee and manage the City's finances and to maintain and strengthen five basic structures of local democracy: elections, public records, City Council proceedings, licensing, and the dissemination of public information. We maintain a system of accounting consistent with recognized accounting standards and full disclosure of the City's financial position. We coordinate the preparation of the Mayor's annual budget and maintain budget control.

We also provide administrative leadership, direction and support to the Mayor, City Council, City Departments and the public. We continually strive to improve our services for the citizens of Burlington and the various members of City government. Please call 865-7000 with questions for the Clerk/Treasurer's Office or go to

<http://www.burlingtonvt.gov>.

## General Fund Finances Continue to Improve

The nation continues to recovery from the worst recession and financial crisis since the Great Depression. Many municipalities and states, including Vermont, continue to experience their own budget problems, particularly sluggish revenue as a result of the recession. The inability to rely on increased revenue as a result of a robust economy has resulted in deficits, budget cuts and reduced critical personnel including safety services positions. For the most part, Burlington has largely avoided these financial problems and has had a balanced budget while maintaining programs and services, while at the same time avoiding a real property tax increase for six years running. The development of the 2012 General Fund Budget, however, included the elimination and consolidation of positions and slight service reductions in virtually all departments.

Despite the lack of additional revenue, the finances of the City's General Fund remain sound and continued to improve in Fiscal Year 2011 (FY11). The improvement in General Fund finances included an increase of \$3.6 million in the Fund Balance to an historic high level of more than \$13.5 million. Due to new accounting rules, however, the entire fund balance has been designated as nonspendable and, therefore, unavailable for appropriation.

Limiting the rate of growth in City expenses continues to be a priority consistent with the City

Council's goals established in 2006. General Fund operating expenditures for FY11 decreased by approximately 1.3 percent compared to FY10. Revenues and expenditures were consistent with the budget proposed by Mayor Kiss and adopted by the City Council in June, 2010. General Fund Capital Improvements decreased 23.8 percent from \$8.2 million in FY 2010 to \$5.6 million in FY 2011. The decrease reflects the activity of the repaving program to upgrade streets, recognizing that the work done in 2010 was the first year of a three year program.

The municipal, non-school tax rate for FY11 increased \$0.008 for a total rate of \$0.72 per hundred dollars of assessed value. The increase in rate over 2010 was a direct result of a reduction in the tax rate for debt service being offset by a roughly 2 cent increase for the retirement system.

General Fund revenues of approximately \$54 million, inclusive of financing proceeds, exceeded conservative budget estimates. However, sales tax revenue was approximately \$400,000 less than that budgeted. General Fund Expenditures for FY11 were generally consistent with the budget. Overall, revenues exceeded expenditures by just over \$4.6 million.

The City's efforts to moderate expenses in workers' compensation, general liability and health insurance continue to be successful. In prior years, the rate of growth in the cost of these insurances significantly exceeded the rate of inflation and was a major factor in the growth in City expenditures. The moderation of these costs reflects strong risk management, employee wellness programs and competitive bidding. Health insurance costs were level funded in the FY11 budget for the second straight year which is an extraordinary achievement.



**Scott Schrader**

*Interim Chief  
Administrative  
Officer*



**Burlington Employees Retirement Fund**

The investments of the Burlington Employees Retirement System (BERS) appreciated significantly this year, recovering from major downturn in investments from the recession and financial crisis of the prior year. The actuarial report for the year ending June 30, 2011, calcu-



Photo by Patricia Braine

lates an actuarial valuation of the fund’s assets of approximately \$135.1 million, an increase of 4.4 percent from \$130.6 million on June 30, 2010. The market value of the assets increased 21.17 percent over last year to a value of \$134.1 million, approximately \$1 million less than the actuarial value. The projected actuarial liabilities of benefits owed for current and past service is approximately \$190.2 million. Thus, the unfunded liability based on these actuarial calculations is approximately \$55.1 million, an increase of nearly \$6.4 million.

The actuarial value of the assets represents 71.0 percent funding of the projected liabilities. The ratio of assets to liabilities declined 1.8 percentage points from the previous year level of approximately 72.8 percent. The increase in unfunded liabilities will require additional increases in the tax rate for the pension system and further highlights the continued need for changes in benefits.

**Credit Rating, Bonds and Financings**

On July 19, 2010, the School issued \$9,700,000 Series A and \$2,000,000 Series B general obligation bonds to finance various capital projects. The Series A bonds included \$9.7 million for Qualified School Construction and \$2 million for the City for Public Improvements.

Moody’s Investors Service reviewed the City’s credit rating and the credit rating of the Burlington Airport on three separate occasions during FY11. On each occasion, the City retained its A2 rating. Notwithstanding this rating, the City has had no difficulty in obtaining either short or long term debt at a favorable rate.

**Vital Statistics**

Marriages	<b>447</b>
Births	<b>2,161</b>
Deaths	<b>945</b>



Photo by Patricia Braine

**Licenses and Records**

The administrative activities of the Office include the coordination of elections, the issuance of licenses and permits, as well as vital and land records. During the past year we issued and recorded the following:

- 84 First-class Liquor Licenses
- 48 Second-class Liquor Licenses
- 757 Property Transfers
- 1,322 Dog Licenses

**Appreciations**

In closing, I want to acknowledge the dedication and commitment of the staff of the Clerk/Treasurer's Office. The City benefits greatly from their dedicated and high quality service. I would like to acknowledge the years of service and contributions of Jonathan Leopold who resigned as the City's Chief Administrative Officer effective July 1, 2011. His expertise on municipal finance and management and his knowledge of the City of Burlington will be sorely missed. I would also like to acknowledge the work of Rich Goodwin, Assistant Chief Administrative Officer in improving the financial reporting capability of the City and in improving the City's cash management thereby reducing the City's cost of securing operating capital and long and short term debt.



Photos by Patricia Braine



The Code Enforcement office provides enforcement and education focused on minimum housing, zoning, vacant building, and health laws. The mission is to support peaceful enjoyment in a safe environment for Burlington citizens.

**Primary Services to the public include:**

- Minimum housing enforcement includes maintaining an annual apartment registry of over 9,400 rental dwelling units, billing and collecting rental unit registration fees, inspecting rental housing units, enforcing minimum housing standards, issuing certificates of compliance to landlords, funding tenant and landlord advocacy services and providing ongoing public education (Burlington Code of Ordinances (BCO) Chapter 18).
- Zoning enforcement includes issuing Notices of Violation, civil tickets, enforcement through the Environmental Court and issuing zoning certificates of occupancy (BCO App. A).
- Vacant building enforcement includes maintaining a registry of vacant buildings, issuing permits for those buildings, inspecting them on at least a quarterly basis, enforcing vacant building standards, and collecting vacant building permit fees (BCO, Chapter 8, Art. 3).
- Health enforcement includes initiating public health actions and ensuring compliance with the pesticide ordinance (BCO Ch. 17).
- Miscellaneous enforcement includes signs in the greenbelt, stormwater control, and illegal dumping of solid waste.

**FY11 Highlights**

*Housing:* Our routine inspection process for FY11 was greatly improved thanks to efforts of the inspection staff, administrative staff and property owners. Code staff conducted 2,134 initial minimum housing inspections during calendar year 2010, 599 more than the previous year. We also conducted another 1,860 follow up inspections on those same properties. Our goal for calendar year 2011 is to conduct at least 3000 initial inspections. For the first six months of 2011 we have conducted 1,681 initial inspections, well over halfway to our annual goal!

FY11 marked the beginning of joint meetings with staff from Code Enforcement, Planning and Zoning and the Inspection Services unit of the Department of Public Works. Consistency in process and improved customer service is an important part of every monthly meeting.

*Zoning:* The Code Enforcement office is responsible for enforcement of the City's Zoning Ordinance and issuing certificates of occupancy. Our office works regularly with the City's building inspector and with the Planning and Zoning office to help customers through the process of obtaining unified certificates of occupancy (UCO) for projects. The UCO certifies that the building met the conditions and site plan specified in the Zoning permit and the specifications required in the Building Permit—688 UCO's were issued in FY11.

*Vacant Buildings Ordinance:* Inspectors can issue civil tickets to owners of vacant buildings that do not comply with minimum maintenance practices. The ordinance helps Code Enforcement in attaining the goal of making potentially dangerous structures safe and secure. The office managed an average caseload of 25 vacant buildings during each quarter of FY11.



**William Ward**  
Director



*"Spring Move-Out" activities*

*Board of Health:* The Board of Health is a five-person citizen panel appointed by the City Council with a primary mission of public health education. The Board is the hearing and appeal body for health orders issued in Burlington and has responsibility for prevention, removal or destruction of public health risks. This year the Board began a year-long goal of conducting safety inspections in each of Burlington's schools. Veteran Board member Alan Sousie has developed a tracking sheet that is used for the inspection and delivered to the school principal following each inspection.

The Board continues its work to promote the reduction in use of pesticides in the city and

encourage citizens to use healthy alternatives for their lawns and gardens. Resources for interested citizens are available through the City's web page.

### **Amnesty Resolution**

In January 2011 the Burlington City Council unanimously approved a resolution to provide amnesty for rental registration between February 1 and March 31, 2011 for landlords who had unregistered rental units. During this period, owners of rental property who were not registered with the Code Enforcement office could register without being prosecuted for having a previously unregistered rental. Seventy-five additional rental units were registered as a result of this resolution.

### **Administration & Training**

FY11 saw the departure of two valued members of the staff. Administrative assistant Tenzin Choedon's outstanding work and positive attitude was greatly appreciated and will be missed by all in the office and by customers. Veteran Inspector Don Robear retired after nearly 26 years of service to the department. There are almost 10,000 rental units in the city and Don likely inspected every one of them throughout his career. He will certainly be missed but his legacy lives on.

The administrative staff was supplemented by the transfer of Charlene Orton from DPW to Code. Her duties include customer service and the full spectrum of documentation associated with zoning compliance. Charlene has hit the ground running to increase our efficiency in issuing Certificates of Occupancy. Also joining

the Code team from DPW to seamlessly fill the inspector vacancy this year was Ted Miles. His prior work experience coupled with inspection training has made him an instant success and valuable member of the staff.

### **Community Partnerships**

One of the great success stories of FY11 was the Spring Move Out Project (SMOP). 2010 was a difficult year due to trash problems that lingered curbside for days. In 2011 we hosted a strategy session with partners from the UVM Office of Student and Community Relations, Champlain College, the Vermont Tenants Association, the Vermont Apartment Owners Association, the Chittenden Solid Waste District, local trash haulers and ReSource. Strategies included adding an early pickup time for trash haulers, warning letters to past offenders, daily patrols of the 7 worst streets from 2010, and flyers for tenants and landlords outlining tips to keep neighborhoods clean during move out. Each SMOP location had a dumpster staffed by either Myers Container Service or Casella Waste Management. The event recycled tons of household items and filled two 40 yard dumpsters with non-recyclable items.

During the student move out period from May 14 to June 7, 2011, Code inspectors employed a new tactic to remedy complaints in a more efficient manner, using their cell phones to photograph violations observed at the curbside of a property and immediately e-mail the property owner or property manager with an order to remove the violation. The new process allows for immediate notification (as opposed to a multi-day process with mail-only notification) and faster removal of the violation. Our inspectors proactively generated 115 complaint notices over the move out period. The result was measured by reports from residents seeing a big improvement this year on their streets.

We hope to expand these efforts in 2012 and will continue to work with all residents to keep Burlington neighborhoods clean and safe.



The Community and Economic Development Office works with the community to foster economic vitality, preserve and enhance neighborhoods, quality of life and the environment, and promote equity and opportunity for all residents of Burlington. CEDO is the lead City agency for planning and implementing the city's affordable housing, economic development and anti-poverty agendas, and provides a range of community engagement, prevention, intervention, and restorative services. CEDO administers a wide variety of grant programs, funding CEDO's activities and supporting the local nonprofit infrastructure.

*Highlights of our activities are described below, as defined by the City Charter:*

**We are charged to develop, coordinate, implement, and administer a comprehensive program to address the city's housing needs.**

- The Thayer Commons/Avenue Apartments project broke ground on a development which will include 33 affordable rental units for families, 60 rental units for seniors and 47 market rate rental units. This project is anticipated to produce \$385,000 annually in new property tax revenues and 800 construction jobs.
- Renovations were completed at Three Cathedral Square, the 108-unit downtown senior housing project, including a "Green Retrofit" and the installation of new rooftop solar panels.
- Construction was completed on the Salmon Run project, preserving the affordability of 36 units and converting 25 existing market rate units to perpetually affordable units, along with \$4.8 million of associated renovations.
- The City, working with HUD, the Burlington Housing Authority, the VHFA, Housing Vermont and the property owner, ensured the continued affordability of 37 units housing low-income persons with disabilities at Wharf Lane and 51 low-income families at Bobbin Mill.
- The Burlington Lead Program completed testing for Lead-Based Paint hazards on 28 housing units, performed Lead Hazard Control activities on 64 housing units, trained 395 individuals on the VT Essential Maintenance Practices (EMP), trained 163 individuals on the EPA Renovation, Repair and Painting Rule (RRP), trained 9 low income individuals as Lead Abatement Workers, and conducted 75 Outreach and Education events that reached over 2400 individuals.
- Utility assistance, home sharing, home- and center-based senior services, and other hous-

ing retention assistance helped over 3,000 residents remain housed and living independently.

**We are charged to work on behalf of the city to stimulate investment, and to attract and retain the development of both existing and new businesses.**

- CEDO provided business technical assistance to 266 business owners and entrepreneurs leading to the start-up of 14 new businesses, the expansion of 16 businesses, and the creation of 180 new permanent FTE jobs plus 105 temporary/seasonal jobs.
- CEDO provided funding for the Intervale Center where 12 farms grossed \$1.2M with 140 acres under cultivation, and for the Mercy Connection Women's Small Business Center which provided entrepreneurial training for 22 women interested in starting businesses in Burlington.



*Moran Plant site rendering*

- Over 67 acres of contaminated or potentially contaminated property are undergoing assessment and/or remediation into new use as commercial space, public space and housing.
- The Brownfields Program continued to progress on the redevelopment of contaminated sites in the City, using EPA Community Assessment funds and CDBG grant leveraged services and funding. The "City Neighborhoods" tax-credit partnership, a project of the Champlain Housing Trust, completed lead and asbestos assessments supporting the renovation and re-financing of thirteen of the oldest homes in the City, with the assistance of consultants hired through the Brownfields Program.
- Progress continues on efforts to convert a Pine Street property that was formerly part of the Barge Canal Superfund site into a developable asset, with assistance from a team formed by the City and GBIC that includes Vermont DEC and DCA.



- CEDO played a lead role on the Vermont Aviation Center, a new home for the Aviation Technical Training Program and Vermont Flight Academy. CEDO is coordinating a partnership that includes the Burlington Technical Center, Burlington International Airport, Vermont Technical College, and the Vermont Flight Academy to combine the programs under one roof, and increase capacity to serve an expanding need for pilots. CEDO also staffs the overall development project, and has secured funding (through Senator Patrick Leahy's office) from NASA, the Vermont Community Development Program, and several allocations through the Vermont Legislature. The Airport has provided a building site, temporary quarters for the programs, runway tarmac, and project management.

**We are charged to develop, coordinate, implement, and administer waterfront development activities other than those activities which the Planning Commission and the city council must exercise under the Vermont Planning and Development Act.**

- The Moran Plant received a local zoning permit, preconstruction services were hired and work began on construction documents.
- The Waterfront North project obtained an additional \$210,000 in grants and submitted 85% engineering and design plans to VTrans.
- Environmental work continues in preparation for the Waterfront North and Moran projects, with support from CDBG funds.

**We are charged to coordinate and facilitate citizen participation in economic and community development with community organizations, city commissions, and the Neighborhood Planning Assemblies.**

- We served in a supportive role to all of the City's Neighborhood Planning Assemblies.
- The Eleventh Annual Neighborhood Night of Success honored the more than 250 volunteers who serve on the city's boards and commissions, including the 2011 Peter Clavelle and Herb Bloomenthal award winners.
- The NPAs hosted the 10th annual Neighborhood Improvement Nights, this year featuring the Parks and Recreation Dept. A broad overview of the Department's divisions and services was presented and residents were asked to prioritize funding goals for Parks.
- We coordinated efforts with a group of residents in planning and fundraising for a new skateboarding park, part of the Moran Rede-

velopment Project and supported a group of residents and city staff working to relocate the multi-use recreation rink as part of the Waterfront North redevelopment.

- CEDO helped to organize the annual "Green Up Day"; Over 500 volunteers turned out to help clean-up the city's greenbelts and public spaces.
- Citizens selected through the NPAs reviewed all CDBG applications and made funding recommendations that were accepted by the Mayor and City Council.
- Citizen-generated neighborhood projects, funded by CDBG, included renovations to the baseball field at Roosevelt Park; the Myrtle Street Community Garden, Starr Farm, Lakeview and Champlain community gardens; the Bike ReCycle facility; the Northgate playground; the Barnes kitchen, the Flynn playground, the Hunt youth farm, and the Edmunds Middle school landscaping; and the Rte. 127 Bike Path entrance. A new community garden (at Calahan Park) was created.

**We are charged to administer Community Development Block Grants and Urban Development Action grants and to manage such grants-in-aid programs in accordance with the laws and regulations pertaining thereto.**

- CEDO managed 24 CDBG subgrants to community non-profits, five CDBG funded CEDO programs and 14 CDBG funded neighborhood grant projects.
- In addition to housing, economic development and neighborhood project efforts, CDBG-funded agencies provided shelter and services for 2,214 homeless people; groceries and meals for 4,635 residents including meals for children during after school programs; after school and summer programming for 1,000 city youth; crisis and support services for 192 victims of sexual assault; access to affordable prescription medications for 575 residents; improvements to the Safe Harbor Dental Clinic allowing homeless and low-income residents to get X-ray dental screenings; high quality early care and education for 126 children from working families; and free tax services for 1,586 low income working Burlington taxpayers and financial education for 121 residents.

We are charged to develop, coordinate, implement, and administer economic and community development strategies and projects for the city.

- **We all Belong Initiative:** responds to Burlington's rapidly diversifying population with a focus on supporting children's success in school and the community, and training organizations on "cultural competency." Fourteen schools, organizations and government agencies, serving over 173,000 people from the Greater Burlington area including families from low-income and racially/ethnically diverse groups, were selected to participate in the Initiative. The Initiative trained seventy leaders from the partner agencies with the goal to facilitate a strategic change process, and hired twenty three AmeriCorps members who served 6,809 people through a range of activities and outreach.
- **Community Justice Center (CJC):** a commu-



nity based restorative response to crime, conflict and offender reintegration in Burlington. The CJC is comprised of four programs: Graffiti Removal, Parallel Justice for Victims of Crime, Offender Reentry and Restorative Justice Panels. The Center participates in the state-wide Community Justice Network of Vermont which is comprised of 12 community justice centers and 5 community justice programs.

- **Graffiti Removal:** Over 631 sites were cleaned by the Graffiti Removal Team this season. One-hundred-sixteen volunteers working 1,595 hours were part of the clean-up efforts. Collaborating on investigations with the Burlington Police Department resulted in seven taggers being caught.
- **Parallel Justice for Victims of Crime:** A col-

laboration between the CJC, Burlington Police Department and the VT Center for Crime Victim Services, Parallel Justice works to ensure that victims receive the services that they need regardless of whether an offender has been caught or prosecuted. The Burlington Police Department received the prestigious Victims' Rights award from the International Association of Chiefs of Police for its collaboration with the CJC to serve victims with the utmost integrity and sensitivity. Additionally, Clark Sheldon, one of the Parallel Justice Specialists, received the Advocate of the Year award at the Center for Crime Victim Services Annual Crime Victims' Rights Week Ceremony. This year, in addition to contacting 2,275 victims of crime, the volunteers and staff also provided direct services to 323 victims. The program was awarded a grant from the Laura Kate Winterbottom Fund and participated in the "Laura's March" fundraising event.

- **Restorative Justice Program:** This program continues to expand its reach and collaborate with new partners in order to enhance programming in Burlington.
  - The Restorative Justice Panels, bringing together community based volunteers, victims and offenders of low level crime, hold offenders accountable and facilitate their restoration of the harm their actions caused to the victim, the community and to themselves. This year the program played a key role in creating the pilot program: Rapid Intervention and Community Court. The program worked with a total of 329 individuals this year.
  - The Victim Liaison Program facilitates victim involvement in the restorative justice panels and this year served 98 victims of crime.
  - The Restorative Noise Program works with individuals who have received social noise tickets by meeting with them in a restorative noise session and supporting their community service hours resulting in a reduced fine.
- **Offender Reentry:** The CJC supports individuals who have been incarcerated to successfully reintegrate into the community by providing resource navigation and employment support. The program served 183 individuals this year.

**B**ED celebrated the removal of its power lines on the Waterfront this year, a long sought goal of the City. Now, with the exception of Green Mountain Power's sub-transmission lines which are scheduled to be removed in the near future, the vista is free of obstruction.

BED was able to remove five of the seven 4.16 KV substations in Burlington because of the conversion from a 4.16KV system to a 13.8 KV system. The benefits include reduced line losses, improved aesthetics by reducing the number of overhead lines, reduced number of outages and eliminating the need to stock equipment and transformers for two systems.

BED ramped up its tree trimming efforts to help reduce the number of unscheduled power outages due to

branches falling on power lines, Because of this effort Burlington experienced few outages during Hurricane Irene.

A "Practice what you preach" approach continued in the running of its operations. BED added a Class 7 plug-in hybrid electric bucket truck to its fleet. Along with the Class 8 hybrid bucket truck that was added two years ago, BED has greatly curtailed greenhouse gas emissions and improved air quality with this greening of the fleet. The calculated fuel savings on the plug-in truck are between 50 and 60 percent.

BED continues its work to update its system to a Smart Grid, having been part of the statewide consortium that received a Smart Grid Investment Grant from the U.S. Department of Energy. The grant pays for half the project.

### **Energy Efficiency**

BED has developed and administered efficiency programs that have become a model for others around the country and the world. These services provide Burlington homes and businesses with a complete range of efficiency solutions. Through Calendar Year 2010, more than \$15.6 million was invested by BED in efficiency efforts. This money leveraged an additional \$19.7 million from customers for a total of \$35.3 million. During 2010 alone, BED saved 6,462 Megawatt hours (mWh) of energy from efficiency measures installed, which will result in 72,586 mWh of savings over the useful life of the installed measures (2010 measures have a weighted lifetime of 11 years). This is equivalent to providing energy to about 1,100 Burlington residential customers for 11 years.

Harder to quantify but of increasing impor-



tance to BED customers are the CO2 emissions avoided by decreasing the need for electricity generation. Because of the energy savings (6,462 mWh) generated by energy efficiency programs in 2010 alone, Burlington will have avoided the release of about 51,696 tons of CO2, the equivalent of removing about 1,425 cars from U.S. highways each year for the next 11 years.

### **McNeil Generating Station**

In FY11, McNeil produced 232,770.2 net mWh of power and burned 359,866.4 tons of wood. BED is entitled to 50 percent of the total generation from McNeil, and the other three joint owners are entitled to the balance.

### **Power Supply**

Before BED sold renewable energy credits (RECs), 45 percent of BED's FY11 power supply was produced by renewable energy sources, primarily McNeil and hydroelectric facilities, Twenty-three percent came from natural gas generators, 19 percent from nuclear, 8 percent from coal and 5 percent from oil. It is important to note that BED has no contracts specifically for resources fueled by natural gas, nuclear, or coal, and only 0.1 percent of its energy is from oil used at the BED Gas Turbine. Amounts shown for natural gas, nuclear, and coal, as well as most of the oil value represent short-term contracts being assigned the New England residual mix of fuels.

After accounting for the RECs sold BED's portfolio still contained 15 percent renewable



**Barbara L. Grimes**  
General Manager

energy. To compensate for the high value Class I REC's it had sold, BED repurchased lower value Class II REC's from small hydro facilities in Maine. After accounting for all REC transactions (sales and purchases) BED's supply mix for FY11 was returned to 45 percent renewable. BED's IRP goal is to purchase 100 percent of its energy from renewable resources; however, the IRP allows for the sale of RECs in order to mitigate the impact on customers of an all-renewable portfolio.

### **Engineering and Operations**

In FY11 the Engineering and Operations areas removed BED's aerial lines along the Waterfront from Maple Street to near the Moran Plant. BED continued its efforts to improve distribution system efficiencies by upgrading more of the 4 KV system (Shore Road, Brierwood, Glenwood, Wildwood, Dodds Court) to 13.8 KV. As a result of BED's distribution system efficiency measures, BED's total distribution system losses dropped from 3.96 percent in 1996 to 2.24 percent in FY11. Also, in FY11 BED installed LED streetlights on lower College Street.

### **Financial Information**

For FY11 BED reported a net income for the year of \$4,509,100 and was able to meet debt coverage requirements. Sales to customers increased less than 1 percent when compared to the previous year. In addition, power production and power supply costs reflected a 2.2 percent decrease from FY10.





# Burlington Fire Department

The Burlington Fire Department continues to provide state of the art Fire Suppression and Emergency Medical Care to the residents and visitors of our fine City. The Department combines these services with Public Fire Education and Inspection programs rivaling any community in the country.

The men and women of the Burlington Fire Department provide a level of protection and prevention the community can be proud of. During FY11, fire suppression efforts resulted in \$23 million dollars in property saved compared to \$847,000 dollars in property lost. Another measure of the Department's effectiveness is our rapid response times that resulted in 96 percent of fires this year being held to the room of origin. This year we were challenged by the spring time high lake level and resulting shoreline flooding. We had our first Urban Search and Rescue Team deployment as a result of Hurricane Irene and have made advancements in the way we capture and store patient information.

I would like to express my appreciation to the men and women of the Burlington Fire Department. Their continued hard work and diligence has helped make this year a successful one. I also want to thank the elected and appointed officials as well as the citizens of Burlington that have enabled us to succeed with our mission.

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## Emergency Medical Division

The Burlington Fire Department staffs two ambulances that operate 24 hours a day and 365 days a year. Two emergency medical technicians (EMTs) are assigned to each medical unit and are available to provide advanced medical treatment and transport. Every Burlington firefighter must go through many hours of training to function as an EMT and must maintain this certification throughout his or her career by continuing to train on required subjects and demonstrate proficiency on a scheduled basis. The EMTs assigned to the city ambulance are also cross trained to operate as firefighters as needed. All firefighters assigned to fire apparatus also work as EMTs on a daily basis.

Each year the two Fire Department ambulances respond to nearly 5000 emergency calls. Statistics indicate that requests for emergent care are on the rise. The Burlington Fire Department EMS division prides itself on operating two of the busiest ambulances in Vermont while delivering high quality, professional medical care. In most instances the Burlington Fire Department can get a medically trained firefighter to your home or place of business within 3 minutes.

## Training Division

The Department's Division of Training and Safety continues to prepare firefighters to be effective emergency responders and make Burlington as safe as possible.

The Department's Technical Rescue Team trains and works closely with other fire departments as part of a state-wide Urban Search and Rescue Team. Through many hours of hard work and personal dedication, the team also



designed and built a Confined Space Rescue Trainer at the McNeil Generating Station.

In the past year, the Fire Department welcomed 5 new probationary employees; each individual has participated in an initial in-house training program for 4 weeks that includes Fire Suppression and EMS Training; followed by a ride-a-long on one of the ambulances to observe operations; followed by a shift where they continue with a regimented training program for the rest of the year, upon successful completion of which they become a commissioned firefighter.

Burlington firefighters have completed over 12,000 hours of training in all facets of firefighting, Emergency Medical Services, Hazardous Materials and Technical Rescue. This is done



**Seth Lasker**  
Chief



through in-house training, seminars and conferences, and by sending firefighters to the National Fire Academy in Emmetsburg, Maryland.

It is the goal of the Training and Safety Division to continue training our members to the highest standard, allowing them to mitigate any incident that they may be faced with and to ensure the safety of all residents and visitors to the city of Burlington.

### **Office of the City Fire Marshal**

As in years past, unattended cooking fires remain the number one cause of fires in residential dwellings. The requirement of interconnected smoke alarms in all dwellings, in combination with our firefighters' rapid intervention, has kept the City's fire loss among the lowest in the region.

For the second year, the State Division of Fire Safety and the City Fire Marshal's Office have offered a time-of-sale inspection program for residential properties to identify any life safety issues. Currently the inspection is con-



ducted at no cost to the property owner, and any identified issues and a scope of work plan are reviewed with the owner or agent. More than 450 dwelling units were inspected by our staff; while 95 percent of these inspections discovered some level of deficiency, there was no delay in the sale of any property. The most common issues continue to be: lack of proper smoke detection, lack of adequate carbon monoxide detection, undersized or inoperable escape windows and inadequate fall protection.

Due to ordinance changes in November 2009, the Office de-criminalized several Fire Code violations and streamlined the municipal ticketing process. Working with the City Attorney's Office, we have been able to offer violators

facing significant fines the option of increasing their properties' fire protection systems. This is accomplished principally by the installation of automatic fire sprinkler systems in a previously un-sprinkled property. This option better protects property from the ravaging effects of fire, while making some owners eligible for federal tax credit and reduced insurance premiums.

We review the design, installation and final testing of all required fire protection systems in all new and renovated buildings in the City. This past year a total of 165 fire protection systems were installed in the city, including building fire pumps, sprinklers, fire alarm and carbon monoxide detection, commercial cooking suppression and specialty agent fire suppression. The Office also reviewed the test and inspection reports for 1700 existing fire protection systems located in the City, while continuing to act as an information clearinghouse for more than 8000 calls received by a full-time staff of three members.

The Office is responsible for conducting investigations of all citizen complaints received by the Department, inspections for special events, night time bar/restaurants and State licensed occupancies. In total, more than 1700 inspections were conducted.

The Office conducts the majority of the Department's public education programs, including presentations to local businesses and civic groups, public service announcements and web-based information. School visits

include nine private and all public elementary schools from pre-school through fifth grade, reaching approximately 2700 children in the City. For the third year, we reached more than 300 home-schooled students. Working cooperatively with both UVM and Champlain College, we have delivered fire safety programs, including hands-on training for at-risk audiences, to more than 1500 college students.



With its administrative offices located at 65 Main Street, the Burlington Housing Authority (BHA) provides affordable housing for low-income residents in the City of Burlington and neighboring communities. Our public housing apartments accommodate seniors, people with disabilities, and families. Section 8 and related grants for people with special needs provide rental assistance for over 1,800 households in privately owned housing. We also own or manage over 350 other apartments, most of which are federally subsidized. BHA has a 5-member Board appointed by the Mayor.



**Paul Dettman**

*Executive Director*

BHA receives no municipal tax dollars. Our programs are operated from rental income and financial support from the U.S. Department of Housing and Urban Development (HUD). Annually, BHA brings over \$16 million in federal funds to the City of Burlington and surrounding communities. For FY11, we made a payment in lieu of taxes to the City of \$55,523.

### Public Housing

BHA's 343 units of public housing are located in five developments: Decker Towers, Champlain Apartments, Riverside Apartments, Franklin Square, and Hillside Terrace.

BHA continues to maintain "High Performer" status under HUD's Public Housing Assessment System. Our rolling 10-Year Capital Improvement Plan ensures that our public housing buildings and units are well maintained.

### Section 8 and Related Programs

Our Housing Choice Voucher Program, which has tripled in size over the past ten years and now serves over 1,800 families, has also been declared a "High Performer" by HUD. As part of that program, we have initiated a project-based subsidy program, which has supported many new affordable housing developments in Burlington and neighboring communities. We also provide rental assistance under a number of other programs serving special needs populations. A new partnership with *Pathways to Housing Vermont* helps homeless individuals achieve stable housing.

Our Section 8 Homeownership Voucher program, which allows subsidy holders to use their rental assistance for homeownership, has helped 96 families to become homeowners.

### Section 8 Project-Based Developments

BHA now owns or manages more than 340 apartments assisted under the Section 8 project-based program or the Low Income Housing Tax Credit Program. A particular focus continues to be the acquisition and rehabilitation of privately owned Section 8 apartment buildings in the King Street Neighborhood. In FY11, we acquired Wharf Lane Apartments (37 households) so that it can be renovated and preserved as affordable housing. We also have a contract to purchase and preserve Bobbin Mill Apartments (51 households) in 2012.

### New Affordable Housing

BHA focuses on the development of service-enriched housing for individuals and households with special needs. Burlington Phoenix House was completed in FY11 and we are developing new affordable efficiency apartments on King Street.

### Resident Services

In addition to affordable housing, BHA provides a variety of services to its residents and program participants.

#### Our *Family Self-Sufficiency Program*

assists more than 100 households in achieving financial self-sufficiency. Over 30 percent of these families are building savings accounts for homeownership or other goals.

BHA has established a *Wellness Program* in all three of our high-rises. The Wellness program provides tenants with on-site health care management, information, referral, and limited home-care services.

Our *DREAM Program*, a collaboration with students from Saint Michael's College and UVM, provides mentoring services to children at Franklin Square Apartments and Riverside Apartments

The *Offender Re-Entry Housing Program* assists offenders returning to our community to find and maintain appropriate housing.

Our *African Immigrant Initiative* employs a case manager/interpreter who assists Somali Bantu and other immigrants living in housing operated or supported by BHA.

Our *Technology Center* for BHA program participants, located at Decker Towers, has been expanded to include satellite centers at other public housing developments.

Our *Housing Retention Program* works to ensure that individuals and families with special needs are able to successfully maintain their housing.

Find out more about BHA at <http://www.burlingtonhousing.org/>.

The City of Burlington Human Resources (HR) Department is responsible for administering and directing all Human Resources programs and activities. HR supports City employees and managers by providing service and consultation in the areas of labor and employee relations, employment and recruiting, benefits administration, workers compensation, wellness activities, employee development, and legal compliance. HR also supports the City Council Institutions & Human Resources Policy Committee.

### Recruiting and Hiring

HR leads the City's efforts to recruit well qualified candidates. More than fifteen hundred applications were received and processed for seventy regular position vacancies. Hiring paperwork for approximately four hundred fifty temporary and seasonal employees was received and processed by the department. In addition, the department processed three hundred and fifty criminal background record checks on applicants hired to work with vulnerable populations. The department continued its effort to diversify the workforce by increasing the city's recruitment, hiring and retention of staff members from diverse racial and ethnic communities. HR also joined other City departments and local Burlington business in the second year of the "We All Belong" initiative to improve cultural competency.

### Community Support

Human Resources continued to support efforts of the "Vermont Works for Women" program which helps women and girls explore, pursue and excel in nontraditional careers that pay a livable wage. HR also supported The Howard Center's "Project Hire", a program dedicated to providing supported employment services to individuals with disabilities, by providing work opportunities within the City of Burlington for program participants. HR continues to work with employees who are members of the armed services in support of their service requirements. And as always, the City of Burlington remains a strong supporter of the Chittenden County United Way, an organization that mobilizes members of the community to provide human service needs, such as housing, safety, food/nutrition, education and transportation to those in need. The City of Burlington's annual United Way fundraising campaign raised over thirty eight thousand dollars this year.

### Healthcare, Safety and Wellness

The City of Burlington has continued its relationship with the health care insurance provider Blue Cross Blue Shield of Vermont (BCBS-VT). In 2011, the City Wellness Team partnered with BCBS-VT's Health Management Consultant and the Senior Account Manager to strengthen the programs offered to City employees and utilized these resources to create new programs and offerings such as Life Line screenings. City employees were provided the opportunity to receive free, onsite screenings for carotid artery plaque buildup or blockage, atrial fibrillation (irregular heartbeat), abdominal aortic aneurysm and peripheral arterial disease. As in years past, BCBS-Vermont provided the City with a wellness grant that has allowed us to continue supporting programs such as lunch time fitness classes. Fifty employees took advantage of the discounted gym memberships offered to City employees, which was also opened to spouses and families this year, while those participating in the Weight Watchers at Work Program collectively lost over 809 pounds!

Blue Cross and the City's Benefits Analyst continued their work to implement changes to the health plan resulting from the recent Affordable Care Act. This included following through on the City's acceptance to the Early Retiree Reinsurance Program (ERRP) which was processed and approved by the Health and Human Services Department. The ERRP is the portion of the Affordable Care Act that provides reimbursement of federal funds to employer based plans



*Susan Leonard*  
Director



for a portion of the cost of health care benefits for early retirees. (Details of this program can be found by visiting [www.errp.gov](http://www.errp.gov).) To date, the City of Burlington has received approximately \$6,000 in reimbursements from this program.

The City of Burlington's partnership with Hickok and Boardman has continued to have a positive effect in all aspects of workers' compensation management. Fostering a culture of safety, the City continues to engage Green Mountain Safety Solutions to deliver trainings designed to reinforce safe work habits. In addition, the City continues to provide on-the-job



evaluations of minor aches and pains through the Preventative Body Maintenance (PBM) Program through Injury and Health Management Solutions (IHMS). In 2011, IHMS reached 258 employees through the PBM program, provided 139 recommendations to improve ergonomics/body mechanics and gave 27 educational presentations on prevention of a variety of injuries. Additionally, the City's relationship with St. Paul Traveler's as a workers' compensation insurance carrier has fostered a positive approach to returning employees to the job safely and quickly following an injury. The effectiveness of these efforts in reducing workers' compensation is evidenced in the continued downward trend in the City's modification rating from 1.65 in 2009 to a projected 1.10 in 2012.

### Union Contract Negotiations

The City successfully reached agreement on contract negotiations with Local 1343 of the American Federation of State, County and Municipal Employees (AFSCME), the Burlington Firefighters' Association and the Burlington Police Officers' Association. Agreement was also reached with the International Brotherhood of

Electrical Workers (IBEW) on all aspects of the contract except for retirement.

### Retirement Office Highlights

The mission of the Retirement Board as defined by the Ordinance is to be trustees of the funds of the retirement system. The members have the authority to invest funds, determine asset allocation within guidelines, develop the guidelines, and hire such managers and consultants as may be needed. The members also set policy and oversee the general administration of, and have the responsibility for, the proper operation of the retirement system. The members make decisions on disability applications and follow-ups. The members of the Board in FY11 were: James Strouse, Robert Hooper and Donald Horenstein, appointed by the City Council; CAO Jonathan Leopold (ex-officio); Benjamin O'Brien and Ray Nails, elected by the Class "A" employees; and Munir Kasti and Paul Paquette, elected by the Class "B" employees.

In FY11 the Board met with Jeb Spaulding, Stephen Wisloski and Steven Rauh from the Vermont Pension Investment Committee (VPIC) where approximately 90 percent of the Burlington Employees' Retirement System assets are invested. VPIC discussed changes to the VPIC portfolio and relative performance. The VPIC underwent changes to the fixed income allocation and worked on a re-balancing policy. The Board worked on Return to Service legislation with regard to how we treat members who come in and out of retirement service under different plan rules. In addition the Board responded to the City Council with a list of goals and objectives, worked to enhance retirement board minutes, and enacted several regulations. Highlighting the year was that BERS applied under the Voluntary Correction Program for an IRS Determination Letter. This was a major undertaking, as it required corrective action and ordinance revisions. This work will continue into FY12. In May of 2011 the Board allocated an additional investment with Hamilton Lane, rounding out the 4 percent allocation to Private Equity.

On June 30, 2011, the City of Burlington Employees Retirement Fund was valued at \$134,471,348. The plan's performance for the one year, three year and since 12/2001 periods ending June 30th was 20.7 percent, 4.9 percent and 5.1 percent respectively. There are 832 active members of the Retirement System, 487 retirees and beneficiaries, and 365 members who have left service with vested benefits.

The Fletcher Free Library serves the evolving educational and cultural needs of the Greater Burlington community. Our urban public library offers a welcoming place for people to gather and to learn. A trained staff helps patrons locate the materials and information they need for work and pleasure.

### Highlights Of Another Busy Year

***It's Good to Have Friends.*** Friends of the Fletcher Free Library (FFFL) funded many requests throughout the year. Notable FFFL projects this year included:

- The installation of three new park benches on the Library's west lawn.
- Renting the Bishop Booth Center at Rock Point to enable the Library staff and Commission to participate in a workshop on cultural competency.
- Supporting many Library humanities programs.
- A gift to fund the new transport system on the reference department's microfilm reader and enhanced wireless service from Burlington Telecom.
- Funding ESL computer literacy classes.
- Support of the Vermont Humanities Council's First Wednesdays lecture series.
- Funding the Library's participation in the annual Burlington Book Festival.
- Paying for the lease on the Library's public photocopier.



***Who Says Kids Don't Read?*** "One World, Many Stories," the theme of this year's Summer Reading Program, attracted 1,320 readers—a new record! Forty two volunteers (another record) staffed reading stations across Burlington in thirteen neighborhoods. The Amy Tarrant foundation's generous donation ensured that all

1,300+ Summer Reading Program participants received a colorful "One World, Many Stories" t-shirt. In addition, a grant from the Winnie Bell Foundation funded a Culture Fest at the conclusion of the program that was complete with samplings of delicious ethnic foods and African drummers. Very special thanks go to Children's Librarian Rebecca Goldberg who works on the program all year to ensure its success.

***Energy Efficiency Improvements.*** With BED's assistance, the lighting in the main reading room, atrium of the children's room and over the Circulation desk was upgraded to a new, more energy efficient system. Now the lights are turned off automatically when there is enough natural light through the windows. Combined with improvements to the Library's heating, ventilating, and air conditioning (HVAC) systems, this should create a projected annual savings of \$25,000.

***Holiday Books for Children Gift Campaign does it again.*** It was another record-breaking year thanks to the generosity of members of the community and lots of hard work by Youth Services Librarian Rebecca Goldberg – 1,300 books were distributed to COTS, the VNA Family Room, HeadStart, the King St. Youth Center and the Sara Holbrook Community Center. Donations were double that of the highest previous year, allowing each child to receive three or four books of their own.

***Hold on!*** The Library now offers the ability for readers to place online holds for titles that are still on order using the Library's website. All that is needed is your library card number and PIN. This new feature is an addition to our previous "holds" service, which has always allowed users to place holds on materials checked out by another patron.

***You are hereby notified.*** Another improvement in the Library's ability to serve readers: The Library now sends out emails to notify patrons when books they have put on hold are available to be picked up.

***Ebooks are here.*** Readers can now download e-Books through the Library's website at [www.fletcherfree.org](http://www.fletcherfree.org). Our collection of e-Books is chock full of the latest popular fiction and non-fiction titles. This new service is powered by OverDrive, and is free to patrons with their Fletcher Free Library card. In addition, the FFL



***Amber Collins,  
Robert Coleburn,  
and  
Robert Resnik  
Co-Directors***

also features downloadable audiobooks online and more than 1300 audiobook titles on CD and in mp3 format.

**Ordinance revision.** A revision was made to strengthen the Library's ability to deal with prohibited behaviors. Now, the process includes a warning, issuing a ticket, the issuance of a second ticket, and ultimately a trespass order of up to one year.

**Smooth software upgrade.** In November, a major upgrade to the Library's integrated software system was installed. Staff have adapted gracefully, and appreciate the improvements of the new software.

**We're wireless!** Three wireless access points were installed in the main reading room, youth library and community room making nearly 100 percent of the Library covered by Wi-Fi.

**We All Belong.** The Library was one of over a dozen non-profit organizations awarded AmeriCorp State members to ensure the Library is welcoming to all members of the community. This year, our AmeriCorp State members were charged with working with the Library staff and board to evaluate and improve on cultural competencies. The process involved two all day work sessions, a retreat and dozens of follow-up meetings.

- AmeriCorp State member Elena Carter has been instrumental to the Library's ability to provide English Language courses, our popular "Laptop Literacy" classes that teach computer skills in Burmese, Nepali, Somali, and Vietnamese, and citizenship courses for New Americans.
- AmeriCorp State member Will Sedlack spent a dynamic year working in the Library's Youth Services Department, coordinating Library programs with schools throughout Burlington, and organizing events and programs for Teens in the Library. Everyone is still talking about his hugely popular "Making Things Explode" science program!

**Introductory computer classes.** Twice each year, the Library offers a series of introductory computer classes covering Windows, email, Excel, and Word, at both introductory and intermediate levels. For the first time, introduction to



PowerPoint classes were offered, and were quite popular. Approximately 240 people participated in each series of classes.

**Library hosts a meeting of the Burlington Business Association.** The Fletcher Free hosted a monthly membership meeting of the Burlington Business Association in November, 2010. More than 50 local businesspeople met in the Library's Community Room. Thanks to Charles Reeves and Penny Cluse Café for catering this event.

**Fletcher Free Librarians on TV: Books Over Breakfast.** Circulation department staffer Emer Pond Feeney and Library Co-Director Robert Resnik have been making regular appearances this year on WCAX-TV's morning news with Keegan Harsha. During "Books Over Breakfast," Emer and Robert provide quick reviews and booktalks about new and interesting books in the Library's collection.

### **Milestones & People of Interest:**

- Doug Montgomery, a downtown businessman and long-time Library user and Board member, was elected chair of the Library Board of Commissioners. Serving alongside Doug were Youth representative Kaya Dubie, a BHS student, and Library Staff Commissioner, Emer Feeney, who works at the Circulation desk.
- The Friends of the Fletcher Free Library also had a change in leadership, electing long-time Friend Marlene Wallace to head the group.
- Anita Danigelis, Reference Librarian and Cataloger, retired after 27 years of service. Anita

### **Fletcher Free Library Facts: (FY 10-11)**

Number of items in the Fletcher Free Library's collection

**FY10 145,065**  
**FY11 147,296**

Library cardholders

**FY10 14,807**  
**FY11 14,413**

Hours of operation per week

**FY10 65**  
**FY11 65**

Number of outreach deliveries

**FY10 332**  
**FY11 262**

Number of items checked out and/or renewed

**FY10 420,340**  
**FY11 408,567**



also served as Co-director for fifteen of those years. She will be missed.

- A welcome new face around the Fletcher Free is Christine Webb, our new Reference Librarian and Cataloger.
- Outreach Librarian Barbara Shatara visited our Russian sister city Yaroslavl for a second time this year. On this trip she joined other Burlington dignitaries to represent our city during the celebration of Yaroslavl's 1000th anniversary.
- Congratulations to Circulation staffer and Interlibrary Loan specialist Nga Pham, who was awarded a Certificate of Public Librarianship at the 117th Vermont Library Conference after completing the Vermont Department of Libraries' certification program for public librarians.
- The Fletcher Free lost a true friend with the death of Irving Lisman at the age of 98 in Rye, N.Y. Mr. Lisman was a lifetime Library Friend, donor and volunteer.



**Looking Forward**

- Look for more open space in the Library's main reading room – old and outdated reference books have now been weeded out of the collection in order to make room for more chairs and wireless computer work spaces.
- Next year the Library Co-Directors will begin the process of creating our next long-range plan with input from the public, the staff, the Library Commission, and City government.
- Watch for a new disease-resistant American elm tree that will be planted on the Library's front lawn to replace a much-loved tree destroyed this year by Hurricane Irene.
- This upcoming year the Library will once again be committed to the "We All Belong" initiative, continuing to work to make the Library's staff, programs and services responsive to the diverse members of our community.

**Fletcher Free Library Board of Commissioners**

- Daniello Balon
- Gavin Blumenthal
- Kaya Dubie
- Emer Pond Feeney
- Jill Krowinski
- Eric Lindstrom
- Mary Ellen Manock
- Anne Nixon
- Peg Boyle Single
- Rachel Van Vliet

**Fletcher Free Library Facts: (FY 10-11)**

Interlibrary loan transactions

**FY10 3,112**  
**FY11 3,034**

Total volunteer hours

**FY10 9,414**  
**FY11 8,826**

Adult & Youth reference questions asked

**FY10 27,941**  
**FY11 24,571**

Total annual visits (counted at the Library's front door)

**FY10 260,914**  
**FY11 263,801**

Number of people using Computer Centers

**FY10 67,969**  
**FY11 68,723**

Number of logins to our Library Wi-Fi system

**FY10 13,727**  
**FY11 26,117**

FY11 produced significant accomplishments throughout the Parks & Recreation system. The Department was featured by the NPA's Neighborhood Improvement Night in November. Residents and community leaders were presented with a Parks & Recreation "101" overview, participated in Q & A, and a community survey was implemented and will continue into FY12.

Three new park areas were rehabilitated in major ways: (1) The Champlain 400 Plaza at Waterfront Park was dedicated, marking the Quadricentennial celebration and connection to France while serving as a gateway to the Waterfront; (2) the 127 Recreation Path entrance on Manhattan Drive culminated many years of community engagement and interest in beautifying the old landfill entrance and stands as a model for park and recreation path trailheads; and (3) Smalley Park welcomed the community's first Natural Playground.

The Burlington Bike Path, marking 25 years since its development, continued to see increasing use and need for repair. The Burlington Bike Path Task Force was assembled in the fall following a City Council resolution. The Task Force continues working into FY12 to make recommendations for future improvements and changes to Burlington's Bike Path, which winds for 7.7 miles along Lake Champlain and is a major community feature and tourist attraction.

Following City Council Resolution and proposed structural changes to the Burlington Kids program (renamed from its longstanding moniker of City Kids), the Burlington Kids 11-member Community Advisory Committee convened to make recommendations for the program. More than 700 hours of volunteer effort went into 9 months of meetings to complete its charge, with a new budget to support a new structure presented to the Parks & Recreation Commission and the Burlington School Board, and adopted by the City Council.

The Fiscal Year closed with unfortunate Lake Champlain flood levels, causing extensive damage to the Burlington shoreline, Bike Path, and the parks system. Summer operations were delayed by a month or more, reducing next year's revenue flow amid abnormal costs.

The Department worked closely with other City departments on Downtown and Waterfront Planning, City Hall Park master planning, City Hall Park/Church Street Marketplace drinking fountains, Stormwater and erosion improve-

ments and planning, Burlington's Sustainability Team, and more. Finally, specific budget goals and performance metrics were developed within every functional area of the department as it focuses on being more intentional, deliberate, and accountable for the resources over which it has stewardship.



**Mari Steinbach,**  
CPRP, MPA  
Director



Photo by Patricia Braine

## Recreation

### Burlington Area Community Gardens (BACG)

- BACG offered 11 organic gardening sites around the City and sponsored two Neighborhood Garden sites managed by Grow Team One.
- *New Garden Development* – Groundwork was completed to open a new garden site at Calahan Park.
- *Vision and Planning* – The BACG advisory board set the stage to update the 5 year plan for the community gardens.
- *Educational Opportunities* – The BACG program sponsored and offered the following classes: Cooking for Life, No-Till Gardening, Composting Basics, Helpful Bugs and Insects, and Community Gardening 101.
- *Support for Local Food Access* – The Produce for People program was organized by BACG in the spring of 2010 to help increase access to



fresh produce for all. This educational and outreach campaign partnered with City Market, VT Food Bank, and Chittenden Emergency Food Shelf. During the summer of 2010 the program gathered 500 lbs. of fresh produce for the Chittenden Emergency Food Shelf, with a summer 2011 goal of doubling that.

- *Enhancing Cultural Heritage* – During the summer of 2010, the BACG program supported the facilitation of the Abenaki Heritage Garden in Burlington's Intervale. In 2011 the Intervale Center assumed the facilitation and coordination of this important garden.

### Special Events

- Waterfront Park continued to host at least 12 special events including the Vermont City Marathon, Discover Jazz, the Vermont Food and Wine Festival, Independence Day Celebration, Brewer's Festival, Dragon Boat Festival, KidsDay, the Maritime Festival, the Champlain Valley Folk Festival and the Pumpkin Regatta.
- The Department celebrated KidsDay for its 25th year.
- The Department worked with the Community Development and Applied Economics class at UVM, and with the Church Street Marketplace to produce the 19th annual Burlington Winter Festival/16th annual Vermont Snow Carving Competition.

### Programs

- The City Kids afterschool program was renamed Burlington Kids through and in collaboration with the Burlington School Department. This program grew from 160 to 390 children attending daily afterschool activities.
- Champ Camp, the Department's largest day camp program, served more than 748 participants in grades 1-5. This popular camp remains affordable through financial support of the Vermont Department of Children and Families.
- 242 Main Teen Club held three (3) sessions of Rock Music Camp. For the first time, 242 sponsored a traditional/folk music camp. The camp attendance was 30 percent higher than projections. 242 Main also celebrated its 25th Anniversary with a special event, packing the house with local bands playing in honor of this staple of Burlington's youth and music culture.
- Summer Playground/Nutrition program was offered in three locations. The program provides supervised recreation opportunities and lunch to youth who would otherwise likely have neither during the summer months.

Private funding supports this entire \$30,000 program, and it has an exceptional collaborative framework of partnering agencies and organizations.

- Four distinct program areas partnered with the UVM CAPSTONE program, a marketing class offering expertise in marketing, program design, staffing and evaluation.
- North Beach Campground exceeded budgeted revenues by 20 percent. Family patronage has increased immensely over the past 2 years.



Photo by Patricia Braine

### Miller Community & Recreation Center

- Programming has continued to increase. Phase I construction closeout continued, and Phase II fit-up of the 2,200 square feet of unfinished space involved community discussion over appropriate uses of the space, with action plans moving forward.
- Overall estimated annual attendance increased to 51,935 – 11,240 more (a 28 percent increase) in FY11 over FY10! Overall revenues earned for the Center increased by \$5,055 from FY10 to FY11, a 15 percent growth. Net use of operating funds in FY11 was \$45,789, a \$1,286 decrease and a 3 percent improvement over FY10.
- Adult and teen programs were held throughout the year. Programs were also held for elementary school-age youth.

### Paquette Arena at Leddy Park

- Coordinated the relocation and production of the popular "Freaky Fearytales" haunted park tour from Ethan Allen Park to Leddy Park.
- Secured a new Zamboni through the City's equipment capital lease program.

- Provided “home ice” for Burlington boys and Colchester boys and girls high school hockey teams, BHS girls club team, BAHA youth hockey, Vermont Glades junior hockey team, the Champlain Valley Skating Club and subsidiary groups, Full Stride hockey leagues, and numerous other private groups.



Photo by Patricia Braine

- Hosted the first local Theatre on Ice festival which drew packed crowds and attracted teams from around the northeast.
- Hosted several hockey tournaments for different ages and levels.
- Hosted the popular year end ice show, “LUV2SK8,” featuring approximately 130 skaters of all ages & abilities.
- In FY11 approximately 4,950 hours of ice were utilized at the Arena, an average of 105 hours/week (over a 47 week season). This reflects a 2 percent increase over FY10. Of these hours approximately 1,825 were for public programming (skating programs and events, public skating, etc). The remaining 3,125 were utilized by high school hockey, youth hockey, figure skating clubs, birthday parties, adult leagues and other private groups.

### Memorial Auditorium

- Memorial Auditorium hosted many large events including the “LCD Soundsystem,” “Boston Legends,” “Bassnectar” and “Mark Chesnutt” concerts; the Dealer.com holiday party; First Night Burlington; two VBJJ Mixed Martial Arts tournaments; a “Friday Night Fights MMA tournament; two Thai Boxing tournaments; three Vermont Golden Gloves Boxing tournament events; the Champlain

College graduation; and the Vermont Ballet Theater spring recitals.

- Provided facility support for several Parks and Recreation programs, including After School basketball, the 242 Main Rock Music Camp and 242 Main “Trad Camp” traditional music camp.
- Rented dance and exercise facilities at the Memorial Loft to a full range of community groups and individuals generating \$10,000 in revenue.
- Approximately 73,500 individuals attended activities throughout the year, generating nearly \$152,000 in revenues – the highest since 2008, and net operating expenses were \$75,713, an improvement of 27 percent over FY10.

### Park Operations and Maintenance

#### Facilities Maintenance

- Provided support to various city owned buildings, including City Hall, BCA Firehouse Gallery, Fletcher Free Library, Memorial Auditorium, Burlington Police Department, the Miller Center, as well as City-leased spaces.
- Performed various repairs and projects, involving basic maintenance, electrical, plumbing, and other trades, within the entire parks infrastructure.
- Took delivery of new “D” Dock and installed power and water services at Waterfront Park.
- Installed new filtering system for the City Hall Park water fountain.



Photo by Patricia Braine

- Designed, constructed and installed a new interpretive kiosk sign for the 127 Recreation Path new entrance.
- Managed supply and stock items for delivery to City buildings and parks infrastructure;
- Ordered additional regulatory buoys to improve swimmer and boater safety.
- Conducted painting projects at the Fletcher Free Library and the Miller Community & Recreation Center.

#### Parks Maintenance

- The Park Maintenance division performed regular turf care maintenance operations including mowing, trimming and clean-ups in park open space, athletic fields, roadside and traffic islands totaling over 550 acres.
- Maintained 15 playgrounds, added play surface, and ensured proper operation and safety of swings and hardware.
- Built snow boxes for the “Winterfest” on the Marketplace.
- Performed snow removal operations for the park system, Police Department and Winooski Valley Park District.
- Added a skating rink to Hunt Middle School, continued to maintain 5 total outdoor ice rinks.
- Maintained and line painted all athletic fields, to include 3 football, 12 soccer, 6 baseball, 4 softball, and 2 lacrosse fields.
- Cleaned and maintained trash, wood and debris while ensuring proper beach grooming for all city owned beaches.

#### Cemeteries

- Internments, lot sales, and chapel rentals all were fewer in FY11 than in FY10, although total revenues were up by of about \$2,000 because of vault storage and fee collections.

#### Trees and Greenways

- Planted 130 street, park and Cemetery trees utilizing volunteers and contractual services.
- Removed 64 dead and hazardous trees and 59 stumps, pruned 1,385 street and park trees.
- Cleaned and maintained 138 tree grates in the downtown and North Street.
- Maintained 65 beds of park shrubs & flowers.
- Sponsored Arbor Day activities at three of Burlington’s elementary schools.
- Received the Tree City USA award from the National Arbor Day Foundation for the 17th consecutive year.
- Coordinated and assisted “Branch Out Burlington!” in the implementation of the following projects:
  - Planted 125 trees in the Burlington Community Nursery.



Photo by Patricia Braine

- Organized a Summer Tree Walk featuring trees in Burlington’s Ethan Allen Homestead.
- Sponsored Burlington’s 11th Annual Awesome Tree Contest and awards ceremony.
- Sponsored the 3rd annual Tree Sale – 185 bare root trees were sold.
- Assisted in organizing citizen tree keeper training programs.

#### Waterfront Operations

- Waterfront Operations improved stability as a new Limited Service position was developed and filled, providing full-time, salaried presence to this important function.
- Waterfront Park continued to host numerous signature Burlington events.
- The Burlington Boathouse hosted the Annual Lake Champlain Antique Boat Show, allowing local antique boat owners to showcase their vintage boats on City docks.
- Harbor operations experienced a stellar year with excellent boating weather, resulting in full slips and moorings and exceptional financial performance.
- Continued to provide park and dock security to the waterfront areas through a department operated program, in coordination with the Burlington Police Department and its Park and Beach Patrol.

- Continued to serve both seasonal and transient boaters at the Burlington Boathouse, Perkins Pier and the Mooring Fields. Dockmasters regularly greet incoming vessels, acting as ambassadors to Burlington for our lake-side visitors.

### *Transient Slip Rentals – 2010 Summer Season:*

- Of all rentals, 69 percent were non-residents of Burlington. We had 808 hourly boater visits in 2010, a slight increase from a total of 793 in 2009.
- Occupancy rate of 75 percent for slips during peak season (July, August), a 10 percent increase from 2009, with a total of 1,558 overnight slip rentals for the season.
- 352 pumpouts were performed, an increase of 85 pumpouts compared to 2009.

### *Transient Moorings – 2010 Summer Season:*

- 1700 overnight mooring stays in 2010, compared to 1631 in 2009. Of the overnight visitors, 76 percent were non-residents of Burlington.
- During peak season (July, August), the Moorings had an occupancy rate of 52 percent.

### **Conservation Legacy Program**

The Conservation Legacy Program conserves and protects many of Burlington's vital natural resources through responsible management of existing lands, and the continued identification and acquisition of new areas.

- *Volunteer Coordination.* Over the past year the CLP has engaged many community volunteers to achieve its mission, including: the Friends of Leddy Park; the Friends of Ethan Allen Park; the Friends of Champlain Park; Burlington High School Science Classes; and Starr Farm Dog Park.
- *Stewardship Through Partnership.* Over the past year the CLP program successfully partnered with the following agencies and organizations: the Department of Planning and Zoning; the Conservation Board; the Intervale Center; the UVM LANDS Program; CCV; The Winooski Valley Park District; and the Chittenden Solid Waste District.
- *Public Education and Access*
  - *Winterville* – The CLP worked closely with the Intervale Center, Local Motion, and the Ski Rack to offer winter trails in the Intervale, increasing year round access to Burlington's natural areas along the Winooski River.
  - *Invasive Mapping* – During the spring of 2011 CLP partnered with the LANDS program at UVM to compile a comprehensive mapping of all invasive species throughout

the City's Urban Wilds. This information will act as a platform for future prioritization of cleanup efforts, as well as an important educational tool to help the public understand the scope of the invasive species management issues throughout the Urban Wild network.

### **Capital Projects**

- *Memorial Auditorium.* The bleachers were replaced at Memorial Auditorium at a cost of roughly \$100,000 from the Capital Improvement (CIP) fund, supported by the Auditorium facility investment fund through ticket sales.



Photo by Patricia Braine

- *Lakeview Cemetery.* Drainage and road repairs were made to the access road at the north end of the cemetery. The cost was approximately \$85,000 funded through CIP.
- *Penny for Parks.* In FY11 the Department completed approximately \$87,500 in parks and recreation capital development improvements from Penny for Parks funding. Improvements included the construction of Smalley Park Natural Playground, the renovation of the North Beach Cottage, and playground improvements.