

Burlington Town Council
September 13, 2016

The Burlington Town Council held the 2017 Town Budget Hearing and regular monthly meeting on Tuesday, September 13, 2016 @ 7:00pm in Town Hall with Council's Stan Moore, Teddy Huffer, Steve Michael; Clerk-Treasurer Karen Dinger; Town Marshal Jill Hammond; Town Attorney Justin Alter; and Public Works Commissioner Steve Stout present.

Guests Present are: Lauri Rice

Council President Moore opens the 2017 Town Budget Public Hearing at 7 p.m. C/T Dinger presents information regarding 2017 requested expenditures, tax levy and rates. Moore asks if there are any comments. No comments are received.

Councilmember Michael motions to close budget hearing. Huffer 2nds. All Ayes. Motion passed.

Council President Moore opens regular meeting at 7:05 p.m.

Town Business

C/T Dinger presents minutes from the August 9 regular meeting. Michael makes a motion to approve minutes as presented. Huffer 2nds. All Ayes. Motion passed.

C/T Dinger presents claims 8/10/16-9/13/16 for Town and Wastewater. Moore makes a motion to pay claims as presented. Huffer 2nds. All Ayes. Motion passed.

C/T Dinger presents information regarding reimbursement of overpayment of a sewage account where the resident has moved. Moore makes a motion to pay Jennifer Heffley her overpayment of \$120. Michael 2nds. All Ayes. Motion passed.

C/T Dinger presents information regarding upgrading from Keystone Budget to KeyFund. This is the software program for the town and wastewater that tracks all expenditures and receipts. The upgrade will cost \$4000 with costs being split between the town and wastewater. Moore makes a motion to get KeyFund. Michael 2nds. All Ayes. Motion passed.

Moore makes a motion to adjust Jennifer Heffley's account to zero after reimbursing overage of payment. Huffer 2nds. All Ayes. Motion passed.

Marshal Hammond presents monthly marshal and deputy marshal reports. Michael makes a motion to approve Marshal's reports as presented. Huffer 2nds. All Ayes. Motion passed.

Public Works Commissioner Steve Stout gives an update. All lights are up at the new building at the sewage plant. Cutler Road sewage pumps had be replaced as they had stopped working. Discussion is held regarding quotes from Roto Rooter for two new pumps and installation of setters. Moore makes a motion to get setters from Roto Rooter for the Cutler Road pumps and for Steve Stout and Steve Michael to investigate costs and purchase two new pumps for backups. Huffer 2nds. All Ayes. Motion passed.

It is noted that the leaf pickup schedule should be out next month.

Discussion is held on putting an electric heater in the new building at the sewage plant.

Old Business

C/T Dinger presents and reads the title of Ordinance 2016-7, “An Ordinance Creating Materiality Policy for the Town of Burlington.” Moore makes a motion to pass ordinance 2016-7. Huffer 2nds. All Ayes. Motion passed.

New Business

C/T Dinger presents and reads Resolution 2016-8 for authorization of transfer of funds. Moore makes a motion to accept Resolution 2016-8. Michael 2^{nds}. All Ayes. Motion passed.

C/T Dinger presents amendment to Salary Ordinance 2015-8 regarding the park superintendent’s salary being paid out of the recently formed Joint Park Board Fund. Michael makes a motion to accept the amendment to Salary Ordinance 2015-8. Moore 2nds. All Ayes. Motion passed.

C/T Dinger presents information regarding the district meeting in Middlebury on October 12 and 13. Cost will be \$245 plus mileage. Huffer moves to send Karen to district meeting and reimburse mileage. Michael 2nds. All Ayes. Motion passed.

Vice President Huffer presents a proposal from Ken Smith from Municipal Civil Corporation in regards to doing an inventory and PASER report for town roadways for \$2,000. This inventory and report will be used to pursue grant funding for road projects. Moore makes a motion to accept proposal. Michael 2nds. All Ayes. Motion passed.

Huffer makes a motion to adjourn. Michael 2nds. All Ayes. Meeting adjourned.

Stan Moore, President

ATTEST:
Karen Dinger, Clerk-Treasurer