

City of Burlington, Clerk/Treasurer's Office and Marketplace Department
MEETING OF COMMITTEE TO REVIEW PROPOSALS FOR THE COLLEGE STREET KIOSK.
Meeting Minutes

Friday, March 25, 2016, 12 noon – 2 PM, Contois Auditorium, City Hall, Burlington, VT

I. COME TO ORDER, WELCOME and INTRODUCTIONS:

Meeting was called to order at 2:05 pm by Bob Rusten, Chief Administrative Officer, City of Burlington, who introduced committee members

- Marian Fritz, property manager, Grandview Farms
- Patrick Brown, Department of Labor and former restaurateur
- Michael Ly, owner of Burlington CFO and Marketplace Commissioner
- Linda Magoon, regional president, Citizens Bank and Marketplace Commissioner
- Gene Richards, BTV and former Marketplace Commissioner
- Brenda Vinson, owner, Uncommon Grounds Coffee & Tea
- Tim Halvorson, Halvorson's Upstreet Café and EB Strong's. former Chair, Marketplace Commission

II. AGENDA approved by Committee

III. PUBLIC FORUM. No presenters.

IV. HISTORY, GOAL and AUTHORITY OF REVIEW COMMITTEE, CLARIFYING QUESTIONS OF EXECUTIVE DIRECTOR FROM COMMITTEE MEMBERS

- a. Ron Redmond explained the history of the kiosk, Request for Proposal process.
 - Executive Director to maintain distance from the decision making process.
 - Jed Davis, Marketplace Commissioner and owner of Farmhouse has submitted a proposal. The Commission has removed Jed from any and all involvement in the selection process.
- b. Committee's Authority and Goal: make a recommendation or recommendations to the Marketplace Commission for their consideration. At April 11, 2016 meeting, Commission will consider those recommendations and make a decision. Board of Finance and City Council have final approval over the Marketplace Commission's recommendation.
- c. Clarifying Questions about the Process: Question was asked about Mayor's role in process. Resolution has to be signed by the mayor. Mayor has the authority to veto the resolution.
- d. Assistant City Attorney Gregg Meyer explained Vermont's Open Meeting Law provided a description of open and executive sessions. **Executive session** is a closed portion of a public meeting and is allowed only in certain limited situations including Negotiating or securing real estate purchase or lease options. He said the executive session allows committee members to discuss and air out issues and concerns in privacy and in confidence. Information discussed in executive session remains confidential. Any votes occur outside of executive session

VI. EXECUTIVE SESSION

Linda Magoon moved to go into executive session. Seconded by Patrick Brown. Unanimous approval. Those remaining in Contois Auditorium were Committee members, Bob Rusten and Assistant City Attorney Gregg Meyer.

V. OPEN SESSION reconvened at 1:25 pm

- Linda Magoon moved to recommend two proposals: Hong's and Leunig's Bistro. Second from Tim Halvorson. Motion passed unanimously.
- Review committee's recommendation will be forwarded to the Marketplace Commission for their decision and action.

IX. ADJOURNED.

- Chair Rustin asked for a motion to adjourn. Motion from Michael Ly; second from Marian Fritz. Motion passed unanimously.

