



CHITTENDEN COUNTY PUBLIC SAFETY AUTHORITY
Board of Directors Meeting
November 25, 2019, 8:00-9:30am
Colchester Town Hall, 781 Blakely Road
Outer Bay Conference Room

AGENDA

1. **Call to Order**
2. **Agenda Approval**
3. **Public Comment**
4. **Approval of Minutes from 11/13/19**
5. **Treasurer's Report on Payments / Monthly Financial Report: Board Acceptance**
6. **Board Communications and Other Matters**
7. **Next Meetings:**
Cancel Monday December 2nd 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room
Monday December 16th 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room
Monday January 27th 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room
8. **Executive Session: Attorney Client Privileged Communications**
9. **Motion Related to 11/13/19 Letter from C. Earle**
10. **Adjournment**



CHITTENDEN COUNTY PUBLIC SAFETY AUTHORITY
Board of Directors Meeting
November 13, 2019, 8:00am Colchester
Town Hall, 781 Blakely Road Outer Bay
Conference Room

**DRAFT
MINUTES**

Attendees: Members: Aaron Frank (Chair – Colchester), Kevin Dorn (Vice Chair – South Burlington), Jessie Baker (Winooski), Rick McGuire (Treasurer – Williston), and Jan Wright (Alternate – Burlington). **Others present:** Caroline Earle (FOP) Christy Lorain (BPD), Pam Simays (BPD), Tom Hubbard, (South Burlington), and Stefanie Moore (South Burlington).

1. **Call to Order** - Frank called the meeting to order at 8:04.
2. **Agenda Approval** – Baker moved to approve the agenda and Dorn seconded. All in favor. Motion carried.
3. **Public Comment** – Caroline Earle read a statement and shared a letter related to the Fraternal Order of Police’s viewpoint on CCPSA actions related to public records, executive sessions, labor relations. Ms. Earle said she was not concerned about the vendor contract discussions.
4. **Approval of Minutes from 10/28/19** – McGuire moved to approve the minutes and Baker seconded. All in favor. Motion carried.
5. **Next Meetings** –
Monday, November 25th 8:00-9:30AM, Colchester Town Offices, Third Floor Outer Bay Room
Monday December 2nd 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room
Monday December 16th 8:00-9:30AM Colchester Town Offices, Third Floor Outer Bay Room
6. **Executive session: Labor Relations** – Dorn moved to find that premature general public knowledge of the CCPSA's labor relations and a vendor contract and would clearly place CCPSA at a substantial disadvantage, because the CCPSA risks disclosing its negotiation strategy if it discusses the proposed terms in public. Baker seconded. All in favor. Motion carried.

Dorn moved that we enter into executive session to discuss confidential communications regarding labor relations and a vendor contract under the provisions of Title 1, Section 313(a)(1)(A), Executive Sessions, of the Vermont Statutes, to include HR Director Stefanie Moore and Deputy Town Manager Tom Hubbard from South Burlington. McGuire seconded. All in favor. Motion carried.

Baker moved to exit executive session and Dorn seconded. All in favor. Motion carried.

11. **Adjournment** - Baker moved to adjourn at 8:53AM. All in favor. Motion carried

Respectfully submitted,

Aaron Frank

CCPSA Chair

CCPSA

Statement of Net Position as of November 21, 2019

| | |
|---|---------------|
| Cash | 38,308 |
| Due From Town of Williston | - |
| Receivables | - |
| | <hr/> |
| Total Assets | 38,308 |
| | <hr/> <hr/> |
| Due to Town of Williston | 171 |
| Fund Balance as of June 30, 2019 | 34,396 |
| Current Year Change in Net Position | 3,741 |
| | <hr/> |
| Total Liabilities & Net Position | 38,308 |
| | <hr/> <hr/> |

Statement of Revenues & Expenditures

| REVENUE | FY2020 Budget | Budget Adjustment | Amended Budget | Actual Through 11/21/2019 | Budget Balance |
|-----------------------------|------------------|----------------------|-------------------|------------------------------|-------------------|
| Burlington | 3,985 | - | 3,985 | - | 3,985 |
| Colchester | 1,561 | - | 1,561 | 1,561 | - |
| Milton | - | - | - | - | - |
| Winooski | 931 | - | 931 | 931 | - |
| South Burlington | 1,733 | - | 1,733 | 1,733 | - |
| Williston | 1,000 | - | 1,000 | 1,000 | - |
| Interest Income | - | - | - | 73 | (73) |
| Prior Year Reserves | 35,290 | - | 35,290 | - | 35,290 |
| Total Revenue | 44,500 | - | 44,500 | 5,298 | 39,202 |
| <hr/> | | | | | |
| EXPENSES | | | | | |
| Consultant | 30,400 | - | 30,400 | - | 30,400 |
| Insurance/VLCT | 2,100 | - | 2,100 | - | 2,100 |
| Misc/Dues | 2,000 | - | 2,000 | 882 | 1,118 |
| Legal | 10,000 | - | 10,000 | 675 | 9,325 |
| Rent | - | - | - | - | - |
| Equipment Ops/Repairs | - | - | - | - | - |
| Total Expenses | 44,500 | - | 44,500 | 1,557 | 42,943 |
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| NET REVENUE-EXPENSES | - | - | - | 3,741 | |
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