



CHITTENDEN COUNTY PUBLIC SAFETY AUTHORITY  
Board of Directors Meeting

Monday, January 24, 2022, 8:15 AM  
South Burlington City Hall  
180 Market Street  
Conference Room 301

<https://us02web.zoom.us/j/83318518836?pwd=ZzVGQ1ZWZnUvYXJLeVdnZW5EZnFLdz09>

## AGENDA

1. **Call to Order/Welcome**
2. **Agenda approval**
3. **Public comment**
4. **Approve Meeting Minutes**
  - **August 2, 2021**
  - **October 18, 2021**
5. **Discussion on state grant award**
6. **Discussion on DPS plan for support of regional dispatch centers**
7. **Discussion on capital contributions**
8. **Other business**
9. **Next meeting**
10. **Adjourn**



## DRAFT MINUTES

**Attendees:** Steven Locke (Chair – Burlington), Aaron Frank (Vice Chair – Colchester), Jessie Baker (South Burlington), Pat Foley (Williston PD), Jon Rauscher (Winooski). Others present: Michaela Foody (Milton), Charlie Baker

**1. Call to Order/Welcome**

Locke called meeting to order at 8:01.

**2. Agenda Approval**

Frank moved the agenda as presented. Baker seconded. All in favor. Motion carried.

**3. Public comment**

None.

**4. Approve June 28, 2021, meeting minutes**

Frank moved to approve the June 28, 2021, minutes with any edits. Baker seconded. Baker noted one change – to add her to the list of attendees. All in favor. Motion carried.

**5. Discussion on potential community project federal funding**

Congressman Welch talked to Locke and was optimistic that the funding of \$750,000 for capital equipment would be in the federal FY22 budget. Locke will draft a thank you letter noting how much will be leveraged.

**6. Future Capital Funding, Willingness and Timeliness**

Reference was made to the memo included in the packet. Baker suggested that being on a two-year time frame is too long. Given prior discussions about securing capital funding in FY21 and FY22, she would like to move more quickly in response to the public vote. Hiring staff to shepherd this will be important. She is also concerned about the cost to South Burlington in holding the space for two years. Locke voiced concerned about how to close the \$1.1 million gap in capital costs. Discussion continued about how to move this forward or not. There was discussion about when a director should be hired. There was support for South Burlington to do what they need to do to manage their business and finances including potentially renting the space out. There was not interest in CCPSA securing the 19 Gregory space in the foreseeable future. There was discussion about the timing of getting things phased-in during 2022 or 2023. There is the potential for starting with two or more towns as an interim step. Baker suggested that certainty to staff is important so the Board could vote on the timeline outlined in the provided memo. In this case, she would vote against in the interest of moving more quickly. Rauscher noted Winooski's interest in moving forward as soon as possible. Locke has updated call numbers that he will share. Baker noted that South Burlington has hired a Director of Physical Plant who could be a resource in this work. Frank moved that the CPSA move forward as noted in the memo. Foley seconded. Frank, Foley, Locke in favor. Baker and Rauscher opposed. Motion carried 3-2.

**7. Election – Secretary vacancy**

Frank nominated J. Baker as Secretary. Foley seconded. All in favor..

**8. Other business**

None.

**9. Set meeting schedule**

The next meeting was scheduled for Monday, October 18, 2021 at 8:00am.

**10. Adjourn**

Baker moved to adjourn with a second from Frank. All in favor. Motion carried. Meeting adjourned at 8:43am.

Respectfully submitted,  
*Charlie Baker*



## DRAFT MINUTES

**Attendees:** Steven Locke (Chair – Burlington), Aaron Frank (Vice Chair – Colchester), Jessie Baker (South Burlington), Erik Wells (Williston) John Audy ( Others present: Emma Vaughn, Caroline Earle, Leo Wermer, Shawn Burke (South Burlington Police), Michaela Foody (Milton) .

### 1. Call to Order/Welcome

Locke called the meeting to order at 8:06.

### 2. Agenda Approval

A. Frank moved the agenda as presented. E. Wells Seconded. All in favor. Motion carried.

### 3. Public comment

None.

### 4. Approve August 10, 2021, meeting minutes

S. Locke noted that the August 10 meeting minutes were requested to be edited by J. Baker and it's unclear if that change has been made. The minutes will be reviewed and approved at a later date.

### 5. Discussion on potential state grant funding

S. Locke noted that shortly after the last meeting, he received a call from the State Homeland Security Unit. They wanted to get a better understanding as to whether partial funding would be beneficial, and S. Locke explained that anything would be helpful to get over finish line. There may be another RFP in November to expend those funds.

### 6. Review calls for service and capital shares distribution

S. Locke noted that the three-year calls for service and capital distribution was put together (included in the meeting materials). It was noted the distributions were done assuming we receive Community Funding in the Federal Budget. The members agreed the local funding was achievable.

### 7. Other business

A. Frank asked if we have sent out invoices for the \$300,000 in FY 2021 Capital. S. Locke noted that he believed they went out after the last meeting, but that we were waiting until funds were secured. Board members discussed how to make sure the funds were available to CCPSA when needed in FY 2023, noting that may vary by community.

### 8. Set meeting schedule

The next meeting was scheduled for January 24th at 8:15 AM in South Burlington. There will be an in-person and remote option.

### 9. Adjourn

J. Baker to adjourn with a E. Wells. All in favor. Motion carried. Meeting adjourned at 8:18am.

Respectfully submitted,  
*Emma Vaughn*

## Proposed Motion for Consideration

### FY 22 Capital Contributions.

The CCPSA Board of Directors moves to restrict FY 22 capital contributions to capital only and place such funds in a separate bank account in reserve, requiring a majority vote of the CCPSA board to expend, and which funds shall be returned to the contributing municipality should CCPSA not able use them for capital by 12/31/2026