

Courthouse Building and Grounds, 175 Main Street, Burlington, VT.
Fiscal year February 1, 2017 to January 31, 2018.

We continued to follow the 20-year engineer's report to accomplish level funding of expenses for building upkeep and maintenance.

- The Matthew Katz Courtroom was updated with new carpeting, new paint, and newer jury chairs were swapped out of the 3rd floor courtroom.
- Obtrusively hazardous light fixtures were removed from the hallway outside of the second-floor jury room.
- The addition's crumbling brickwork was replaced, and the area was repointed.
- One of the east side arches was sagging and was repaired.
- The elevator was repaired and brought up to the new fire code.
- The upgrade done to the Heating Ventilating Air Conditioning, or HVAC system from dial-up to DSL computerization by Temperature Controls of Vermont continues to be working well. This automated system allows Building Supervisor Christopher Danaher to make program changes to the HVAC by using his phone or computer, from anywhere and at any time. This project has derailed many and minor problems such as someone feeling too hot or cold, and possibly major problems such as frozen pipes.
- Recommended mechanical deficiencies in the HVAC system were fixed and upgrades were installed to make it run more efficiently.
- The 38 reheat coils that were re-piped with Belmo Valves and Actuators last year continued to work well by establishing "zones" of temperature control in the different areas of this 32,000 sq. ft building.
- A refrigerant leak was detected and repaired.
- The HVAC system's condensing unit was repaired.
- Lighting sensors for the interior of the building on the first, second and third floors, as well as the stair wells continue to save the county money on electricity. These sensors automatically turn lights on when someone enters the room, and automatically turns them off after a period of inactivity.
- A new automatic, push-button door opener was installed for handicapped access.
- The new security door/buzzer system continues to work well.

- The old, worn out carpeting in Superior Court Clerk Chris Brock's office was removed and replaced.
- The updated door security access system continues to work well. This system is monitored and controlled by the county, rather than the old way, which was paid for and maintained by the county, but monitored and controlled by a worker from the state.
- The County's maintenance budget continues to be down because of upgrades we did in 2014 to the gas pipe that leads to the boiler. The upgrades on the pipe continue to eliminate boiler breakdowns saving money on repair.
- The deal we researched and negotiated with Unified Parking Partners continues to be beneficial to the County. This enables us to offer parking in the county parking lot to the public during non-working hours. This deal has increased the County revenue by an extra \$2-4,000 a month and has been advantageous to the community by providing downtown parking, while not affecting the employees of the building's parking.
- The parking lot deal is especially timely because it appears, we will no longer be getting revenue from Notaries. The Secretary of State is planning on taking over these duties, as well as the income.
- The October 29 windstorm severely damaged the Norway Maple trees that lined the County's Main Street lawn. There were hazardous branches hanging over the heavily travelled Main Street sidewalk. We are seeking input from the community as to what to replace them with. That process is on-going. We plan on taking and studying the community's input, then consulting with experts on a landscape design, and planting in the spring.
- We have had good response to the revamped Passport Office which is now child-friendly with toys and books for the families to use. The Passport Office is run by Passport Facilities Access Manager Anne Williams and is open Monday through Thursday, 8:00 am – 4:00 pm.
- A new passport camera was purchased.
- Broken vertical blinds were replaced.
- New, more secure Probate doors were installed in Judge Glennon's chambers. This was a lengthy process as it had to be approved by the State for security issues, as well as approved by The National Parks Service U. S. Department of the Interior for aesthetic issues, due to the historic significance of this building, given the fact that the exterior was involved.

- An obtrusively hazardous light fixture in the Probate courtroom was removed.
- An area was created in the lobby outside of Probate's administrative office with a table and chairs for filling out paperwork. A half-door was created with a lock and shelf for consultation between the administrative personnel and the public. This area enables the public to have a comfortable place to sit and fill out paperwork and is an upgrade in security.
- Retired Probate Judges Susan Fowler and L. John Cain were honored for their combined 43 years of service to the county judiciary. Portraits were commissioned by the Chittenden County Bar Association, and Judge Glennon hosted a very well attended unveiling ceremony. The portraits are now hanging in the Probate courtroom.
- Relaying bricks on west side of building was commissioned to make the area more pedestrian-friendly. Our hope was that they would start on this project before end of last year. We are in the process of finding a more suitable contractor to start and complete this job.
- Doors were re-wired to the fire alarm so that if the fire alarm goes off the doors will automatically close to keep smoke and flames at bay.
- The deteriorating windowsills were scraped, glazed and painted.
- We added new plants to our perennial gardens on the west and north sides of courthouse. These gardens continue to beautify the grounds while saving money to the county on planting annuals.
- Repairs were made to the courthouse locker room, bathroom and shower in the employee fitness area.
- One-time, annual maintenance duties were performed. These include outside window washing, slate floor protective sealant application and jetting of water and sewer lines, and steam cleaning of carpets.
- The lights were brightened in the front of the building for safety purposes, new globes to cover them were purchased and installed for aesthetic reasons.
- Two new historical "Chittenden County Courthouse Chronicle" articles were published by the Burlington Free Press and framed by the County. They tell of the history behind the county's two courthouses, Costello Court and Chittenden County Court, and are on display in the lobby.
- Last year Gregory Glennon was appointed Probate Judge for the retiring Probate Judge Susan Fowler.

- I have started to work with Judy Sherry to recruit more much-needed, court-appointed, Guardian Ad Litem candidates.

County Sheriff's Building, 70 Ethan Allen Drive, South Burlington, VT.
Fiscal year February 1, 2017 to January 31, 2018.

- Obtained and installed a new closed-circuit camera system and printer.
- Obtained and installed a new intercom system.
- Added \$4,000 to the training budget (the first of three years).
- Waxed and coated the floors.
- Steam cleaned the carpets in the spring and fall.
- Added new plants to the perennial gardens on grounds. These gardens continue to beautify the grounds while saving money to the county on planting annuals.
- Obtained and planted a new tree.
- Performed window maintenance.

Respectfully Submitted,
Connie Ramsey