

Courthouse Building and Grounds, 175 Main Street, Burlington, VT
Fiscal year, February 1, 2018 to January 31, 2019



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

- Heavy damage from the October 29 windstorm to our 6 Norway Maples which lined the North side of the courthouse grounds, had to be removed for the safety of pedestrians passing by the Main Street sidewalk.

This warranted many hours of work by the Assistant Judges and County Clerk. We asked the Chittenden county community what they would like us to do to replace them, by way of press releases to the various area newspapers.

During this process, we noticed that the grade of the land was making water flow toward the building rather than away from it. We decided it would be prudent to also fix this discrepancy, before replacing the crumbling walkways and trees. The horseshoe shaped walkway on the West side of the grounds was especially hazardous.



Damage from the October 29 windstorm left dangerous branches like this one hanging over the Main Street sidewalk.

So, as you can see, to do this job right would not just mean replacing the Norway Maples, but addressing the entire courthouse grounds.

We put out a Request for Proposal to every registered landscape architect in Chittenden County. We received many fine responses to our RFP.

After interviewing all the interested candidates, we settled on VHB Landscape Architecture Services.

We gave them all the community's comments for their consideration. These comments combined with their expertise they came up with plan which we reviewed and approved. The grounds have now been regraded, new granite walkways have been installed, and 6 Sienna Glen Maples have been planted. One on each corner of the Main Street Side, 2 on the Church Street side, 1 on the South side, and 1 by the Democracy sculpture. These

Sienna Glen Maples do well in an urban setting and will grow very quickly. They will also become bright red in the fall which will look good against the white marble building.

The placement of the trees will keep the beauty of the building exposed all year long, along with the Kentucky blue grass sod, classic perennials and we even hung two flags put onto the existing flag poles. This was also a request from the public.

- High pressure jet window well drains were repaired.
- HVAC server was replaced
- A new HVAC sensor was installed
- A new door to the HVAC was installed to reach fire code requirements.
- Obtrusively hazardous light fixtures were removed outside of the jury room.
- Obtrusively hazardous light fixtures were removed inside the Probate courtroom.
- LED retrofitting was done in the second and third floor courtrooms.
- The boiler's pressure valve release was replaced.
- A replacement motor was installed.
- Courthouse steps railing were remounted.
- A new light fixture was installed in the Probate Courtroom.
- The elevator was repaired and brought up to the new fire code.
- Lightbulbs, electric screwdriver, router and carpet/upholstery cleaner were purchased.
- Recommended mechanical deficiencies in the HVAC system were fixed and upgrades were installed to make it run more efficiently.
- Call box battery was replaced.
- Emergency phone in elevator was replaced.
- Flag poles were repaired, and flags were purchased and installed.
- By fiscal year's end sheetrock will be removed in the 2nd floor courtroom to uncover the existing windows. The Probate Clerks' area will have a new glassed in area and a door will be added for security purposes.

- 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 we will no longer be getting revenue from Notaries as of December 1st, 2018. The Secretary of State has taken over these duties, as well as the income.
- 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.
- The area created in the lobby outside of Probate's administrative office continues to work well, with a table and chairs for filling out paperwork. This area enables the public to have a comfortable place to sit and fill out paperwork and is an upgrade in security.



- One of the newly planted Sienna Maples was dedicated to Officer Michael Cram for his years of service to the community and county. A well-attended Veterans' Day dedication ceremony was hosted by the county.



- Retired Superior Court Judges Michael Kupersmith, Dennis Pearson and James Crucitti were honored for their years of service to the Vermont judiciary. Portraits were commissioned by the Chittenden County Bar Association, and the County hosted a very well-attended unveiling ceremony. The portraits are now hanging in the Mathew Katz Courtroom on the second floor.



- 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.



County Sheriff's Building, 70 Ethan Allen Drive, South Burlington, VT.
Fiscal year February 1, 2018 to January 31, 2019.

- Installed new siding on the exterior of the building and painted the trim.
- Acquired and installed a new sign for the exterior of the building.
- Replaced the carpet.
- Added a new file server.
- Added \$4,000 to the training budget (the second 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.

- Performed window maintenance.
- Spent over \$10,000 in plowing and salting due to an unusually snowy year.

Respectfully Submitted,
Connie Ramsey