

Burlington Department of Public Works Commission Meeting  
Final Minutes December 19, 2018  
645 Pine Street – Main Conference Room

Commissioners Present: Tiki Archambeau, Solveig Overby, Brendan Hogan,  
Bob Alberry, Justine Sears by phone.

Commissioners Absent: Jim Barr, Chris Gillman

**Item 1 – Call to Order – Welcome – Chair Comments**

Commissioner Archambeau called the meeting to order at 6:32 p.m.

**Item 2 – Agenda**

Commissioner Overby commented on consent Agenda Item 4(A). North Winooski Ave crosswalk has location issues that are challenging and would like them to be addressed as part of the parking update.

Director Spencer recommended switching items 5 and 6 to accommodate the residents that were here to speak at the Public Forum.

Commissioner Alberry makes a motion to approve the agenda with items 5 and 6 reversed.

Commissioner Hogan seconds.

Action taken: Roll call vote - motion approved;  
“Ayes” are unanimous.

**Item 3 – Public Forum**

Tony Redington, Ward 2, Andy Simon, Ward 5, Jack Daggitt, Ward 3, Charles Simpson, Ward 6 and Robert Herendeen, Ward 4 all speak regarding Agenda Item 6 – Roundabouts in Burlington.

**Item 4 – Consent Agenda**

- A. 30 Minute Parking on North Winooski Ave
- B. St. Paul Street Construction Parking

Commissioner Alberry made a motion to accept Consent Agenda  
Commissioner Hogan seconded

Action taken: Roll call vote - motion approved;

“Ayes” are unanimous

## **Item 5 – Roundabouts in Burlington**

A. Senior Planner Losch presented on roundabouts in Burlington. A description of Roundabouts and other circular intersections was provided. Planning studies and intersection projects that considered Roundabouts were discussed. Senior Engineer Wheelock answered questions regarding the Shelburne Street roundabout project.

B. Commissioner Discussion:

Commissioner Hogan – asked if Battery St & Maple St or Winooski Ave were considered for a roundabout.

Commission Overby – appreciates the Departments evaluation but encourages the City to proceed with roundabouts whenever possible.

Commissioner Alberry was supportive of staff's work.

Commissioner Archambeau – Appreciates all of this work and the Commission's discussion.

C. Public Comment – Andy Simon, Ward 5 & Charles Simpson, Ward 6 spoke in favor of more roundabouts.

## **Item 6 – 2018 Construction Season Recap**

A. Presentation by Director Spencer and Public Information Manager Rob Goulding – outlining the accomplishments of the team this year on City projects. Progress includes DPW hitting most of our production goals for this season, from tripling the amount of sidewalks that were replaced and adding pedestrian signals and crosswalks. Updates can be found on the BTV Construction Portal.

B. Commissioner Discussion:

Commissioner Archambeau asked for clarification on sidewalk cutting.

Commissioner Overby said it's great for people to be able to see accomplishments.

Commissioner Alberry – Great job everyone and wished everyone and their families Happy Holidays!

Commissioner Hogan – Asked if there was a budgetary or policy reason why bike measurements were on a separate page and not with the capital reinvestment metrics?

C. There were no public comments.

## **Item 7 – Approval of Draft Minutes of 11-28-18**

Commissioner Overby asked to have her comment regarding permit reform added to November minutes. Commissioner Overby provided proposed edits in writing.

Commissioner Alberry made a motion to accept minutes with Commissioner Overby's edits. Commissioner Hogan seconded.

Action taken: vote -motion approved;  
"Ayes" are unanimous

## **Item 8 – Director's Report**

Director Spencer stated that there are currently 46 Traffic requests in queue. Will be bringing a more extensive bi-annual report to the Commission early in 2019.

The Champlain Parkway compensation hearing with City Council went smoothly on December 17.

Permit reform – The City Council voted to advance language for the March Ballot to merge Zoning, Code Enforcement and Inspection Services. We are currently working with an architect on the redesign of the 645 Pine Street building to accommodate Permit Reform and other potential operational improvements.

Commissioner Overby asked if there were any outstanding lawsuits for the Champlain Parkway. Director Spencer answered yes.

## **Item 9 – Commissioner Communication**

Commissioner Overby shared a picture of a mother with her two little kids using the protected bike lane on South Union St and how it is working.

Commissioner Hogan – Great job for updates and hard work this year. Noticed a couple of open job descriptions. Do we have what we need?

## **Item 10 – Adjournment**

Commissioner Alberry motioned for adjournment  
Commissioner Hogan seconded  
All were in favor.

Meeting adjourned at 8:37 p.m.