Commissioners Present: Commissioner Archambeau, Commissioner Barr, Commissioner Bose, Commissioner Gillman, Commissioner Hogan (Chair), Commissioner O’Neill-Vivanco (Vice-Chair), Commissioner Overby.

ITEM 1 – CALL TO ORDER

Commissioner Hogan called meeting to order at 6:33 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda.
Commissioner Archambeau seconded
Unanimous approval

ITEM 3 – PUBLIC FORUM

Jeff Nick chairs the Church Street Marketplace Commission and he expressed concerns with the changes made to South Winooski Avenue, he understands the multi-modal goals but feels there are problematic components to the design. This includes the offset of intersection at Bank Street and City Market and Cherry Street and Buell Streets. Not bad now with not much traffic but is concerned when downtown gets busy again that there will be problems.

Joanne Larson lives at 50 Charlotte Street and called stating she is looking for guidance. On January 4th, recycling was not picked up and she was told it was because cars were parked on both sides of street and truck could not get down the street. Charlotte meets requirements for a narrow street. She has concerns that if recycling cannot get down the street, can emergency vehicles?

Trina Beck lives at 77 Charlotte Streets and stated that large trucks cannot get down the street in winter when two cars are parked directly across from each other which is a serious safety issue. Would like seasonal parking on one side of the street. She has been in touch with Phillip Peterson at DPW about this.

Asa Long liked the discussion in December on the roundabout on Shelburne Road. Stated the design looks good; has concerns about speed coming onto South Willard.
ITEM 4 – CONSENT AGENDA

Commissioner Archambeau made a motion to approve the consent agenda
Commissioner Bose seconded
Unanimous approval

ITEM 5 - Water Resources Rate Restructuring and Affordability Program Update

There was a power point presentation on this delivered by DPW Water Resources staff including Megan Moir, Jenna Olsen and Jessica Lavalette.

Division Director Megan Moir stated they started doing a public outreach on this program but it was put on hold due to the pandemic and since then have made some changes to the plans.

Water Resources Policy & Programs Manager Jenna Olsen stated that sustainable funding is crucial for drinking water. They have been evaluating alternative rate structures, alternative revenue sources, affordability frameworks, as well as conducting a process to educate and solicit input on Water Resources rates.

Jessica Lavalette explained six proposed rate and policy changes.

Jenna stated that they are going to attend NPA’s, present at TEUC and send out notifications to higher use customers the proposals and changes that they had developed for their program.

Commissioner O’Neill asked about how the program will be rolled out, about irrigation and about residential sprinklers, if they have evaluated irrigation for the Intervale. She was advised that about 210 residents have sprinkler systems right now and their bills will likely not lower.

Commissioner O’Neill asked if we had a program like BED’s ‘Defeat the peak’. Jenna advised that water usage is higher in summer and stated we hand out kits to residents to test for leaks. We are looking into a program for smart meter assistance for implementing or helping.

Commissioner Archambeau asked about private fire protection and Megan informed him that there is an additional cost charged to customers who have this fire protection.

Commissioner Bose stated that elements of our presentation should be put out there in pamphlets for the public to help them understand what DPW wants to do.

Commissioner Gillman stated to get this information out to as many people as possible.
Commissioner Archambeau made a motion to support and advance the Rate Restructuring and Affordability Program effort.
Commissioner O'Neill-Vivanco seconded
Unanimous approval.

ITEM 6 – Parking Request for South End Green Stormwater Infrastructure

We are looking to remove parking in several locations in a south end neighborhood for space, which will be needed for rain garden systems in the area. This will include the space needed for the proposed stormwater treatment systems and provide the needed space for emergency services to conduct operations.

Commissioner Gillman asked if parking utilization had been measured in the neighborhood. Philip Peterson stated that while they did not measure the utilization, parking is abundant in the neighborhoods and most houses do have driveways. Commissioner Gilman recommended that measuring this could be valuable data to inform decisions.

Jenna Olsen explained that the rain gardens coincide with the catch basins which are at the low points in the roadway. Jenna also stated that there is a municipal maintenance plan to get cleaned out and on routine basis. Jenna discussed the public engagement, subsequent changes and spoke about concerns of the residents.

Commissioner Barr asked if any of these areas were residential only parking and Philip Peterson stated that no they were not.

Commissioner Archambeau made a motion to approve the parking change.
Commissioner Barr seconded.
Unanimous approval

ITEM 7 – Asset management

Looking for Commission support to the full implementation of the City’s Asset Management Program, specifically advancing a contract with DTS to implement VUEWorks software as a computerized software maintenance management system. Seeking to amend contract with consultant KCI to assist city through Task 3 of asset management and implementation program. To advance a contract with ROK Technologies to host the city GIS data in a cloud based servicer. Looking for Commission support for amendment to the existing Drinking Water and Clean Water State revolving fund planning loans to fund the Water Resources portion of above costs.

Gustave Sexauer shared a power point presentation on all of the above.
Commissioners agree that there was a lot of detail in the presentation and they support this program. Work orders will be able to be put into this program and updated.

Vice Chair O’Neil-Vivanco recommends robust training, tracking success, compliments the potential savings of using this program.

Commissioner Overby said that successful program implementation is key for the people in the field. Asked how long VueWorks has been in use. Gustave confirmed at least 10 years and that there has been communication with communities who used the program and are happy with it, including South Portland, Anne Arundel County, Springfield Water & Sewer (MA), Dover (NH). Commissioner Overby expressed strong support for the concept. Asked for clarity on “critical elements” and how they get done if there are service interruptions. Gustave confirms that data storage requirements have been met.

Chair Hogan asked about legacy systems; pipe breakages and confirms if that data will be transferred into the new system. Division Director Moir confirms that it will and additional functionality will be included. Chair Hogan asks for clarity on why additional fleet management system is necessary. Martha discusses the specificity of fleet software needs.

Commissioner Overby made a motion to accept staff’s recommendation. Commissioner Barr seconded. Unanimous approval

ITEM 8 – Approval of Draft Minutes of 12/16/21

Commissioner Overby stated she wanted to make a change in the minutes in Questions and comments under Item 5 of the Agenda of the December meeting: Commissioner Overby expressed concern that the proposed 25 mile per hour approach speed to the roundabout was too fast for the safety of pedestrian crossings at the roundabout. She recommended the approach speed be 15 miles per hour. DPW staff stated that Burlington is prohibited by state law from setting City traffic speeds to less than 25 mph. Commissioner Overby said she would ask her state Reps what steps were necessary at the state level to enable Burlington to set a 15 mph speed limit for the approach to a roundabout

Commissioner Barr made a motion to accept minutes with the changes of Commissioner Overby.

Commissioner Bose seconded. Unanimous approval

ITEM 9 - Director’s Report
Director Spencer stated that the Waterfront/Rail Park work is continuing for the bike path relocation and Amtrak passenger rail service. There have been regular meetings continuing with the City, VTrans and Vermont Rail and we are preparing for a busy 2021 construction season. We are hopeful for passenger rail service starting late this year.

ITEM 12 – COMMISSIONER COMMUNICATIONS

Commissioner O’Neill-Vivanco stated she was downtown during the holiday season and absolutely liked the new configuration of North Winooski Avenue.

Commissioner Barr stated that he has heard complaints about the cars travelling down East Avenue quite fast and fielded requests for the speed radar to be put back up. Offered kudos on the recent snow removal efforts. Old East End Winterlude festivities have been scaled back. There will be activities but do it yourself ones.

Commissioner Hogan asked if narrow streets publish where things stand. Have staff make notes on streets with issues, such as being unable to get recycling due to the cars being parked on the street.

ITEM 13 – ADJOURNMENT AND NEXT MEETING DATE February 17, 2021

Commissioner Archambeau made a motion to adjourn the meeting. Commissioner O’Neill-Vivanco seconded Unanimous approval.

Meeting adjourned at 9:15 p.m.