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

Meeting was called to order at 6:31 p.m. by Commission Chair Hogan.

ITEM 2 – AGENDA

ACTION: Commissioner Barr made a motion to accept the agenda with consent agenda items A and B pulled and placed on the deliberative agenda as 4.1 and 4.2 respectively. Commissioner O’Neill seconded. Unanimously approved.

ITEM 3 – PUBLIC FORUM

- Resident Lacey Sloan spoke to 4.1 the 15-minute space on North Winooski Avenue and supporting complete removal of the 15-minute designation.
- Resident Jason Stuffle spoke generally to recent bike improvements including Colchester Ave and supported upcoming investments such as the Mansfield Avenue sidepath.

ITEM 4 – CONSENT AGENDA

ACTION: Commissioner Archambeau moved to approve the consent agenda. Commissioner Barr seconded. Unanimously approved.

ITEM 4.1 – NORTH WINOOSKI AVE 15-MINUTE PARKING SPACE

Associate Engineer Phillip Peterson provided a summary of the request. Staff reviewed and based on stakeholder input, the recommendation is to reduce the 15-minute parking regulation from solely 8am to 6pm, Sundays and holidays accepted. Commissioners asked questions about data collection, public engagement and the opportunity for future adjustments.

ACTION: Commissioner Barr moved to amend Appendix C of the Burlington Code of Ordinances (BCO) as follows: “9 Fifteen-minute parking. No person shall park a vehicle longer than fifteen (15) minutes, between the hours of 8:00 a.m. and 6:00 p.m., Sundays and holidays excepted, in the following areas: In the parking space in front of 83 North Winooski Avenue.” Commissioner Archambeau seconded. Unanimously approved.

ITEM 4.2 – FLETCHER PLACE ADA PARKING ADJUSTMENT
Associate Engineer Phillip Peterson provided a summary of the request to relocate an ADA parking space on Fletcher Place to better serve an adjacent resident with limited mobility and to make more efficient use of the on street parking overall. Commissioners asked about the written communication from resident Martha Lang. Mr. Peterson replied that he had discussed the matter with her and clarified it was only a relocation of an existing space, not a new request – and that Ms. Lang no longer had concerns with the request.

ACTION: Commissioner Barr moved to remove from Appendix C in the BCO the following: “7A Accessible spaces designated. On the west side of Fletcher Place starting four hundred sixty (460) feet north of Colchester.” And approve “7A Accessible spaces designated. No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof: On the west side of Fletcher Place in the first parking space south of the driveway for 43 Fletcher Place.” Commissioner O’Neill seconded. Unanimously approved.

ITEM 5- WINTER MAINTENANCE PRESENTATION

Assistant Director Lee Perry presented on the Department’s Snow and Ice Control Plan. Commissioners Overby, Archambeau, O’Neill and Hogan asked about prioritizing sidewalk routes such as around schools, bike lanes, the new New North End fueling facility at Leddy Park, new sidewalk tractors, narrow street regulations and utilization of GPS technology. Mr. Perry responded. No action was taken.

ITEM 6A – BURLINGTON CITY ORDINANCE LANGUAGE REVIEW TO ADDRESS GENEDERED PRONOUNS

Chair Hogan and Director Spencer suggested, based on recent conversations on the issue, that the Commission consider an advisory motion to suggest the City Council work to update the Burlington Code of Ordinance to have gender neutral or inclusive language. Commissioners discussed. Commissioner Archambeau was concerned that there was no material on the issue in the packet nor a recommended motion to clarify the scope of this request.

ACTION: Commissioner Barr moved to recommend the City Council review and update the Burlington Code of Ordinance language to be gender neutral. Commissioner Bose seconded. Commissioners Hogan, Overby, Gillman, Barr, O’Neill, and Bose voted Aye. Commissioner Archambeau abstained.

ITEM 6B - VOTE ON CLERK POSITION FOR DPW COMMISSION

Director Spencer, Chair Hogan and Commissioner Overby discussed shifting Clerk responsibilities from Commissioner Overby to Customer Service Supervisor Val Ducharme after a review of City Charter and recognizing that it is difficult for a Commissioner to fully participate in the meetings while taking notes. The Commission discussed.

ACTION: Commissioner Barr moved to elect Customer Service Supervisor Val Ducharme at the Clerk of the Commission. Commissioner Gillman seconded. Unanimously approved.

ITEM 7 – APPROVAL OF DRAFT MINUTES 10-21-20
Commissioner Archambeau requested a sentence be added to the minutes under the City Hall Park parking regulation item to identify the concerns he raised. Public Information Manager Goulding read the suggested change.

ACTION: Commissioner Barr moved to approved the minutes as amended. Commissioner O’Neill seconded. Unanimously approved.

ITEM 8 – DIRECTOR’S REPORT

Director Spencer referred to the Director’s Report in the packet and spoke to pre-winter paving, COVID-19 budget impacts, GMT fare free status and the merged DPW Customer Service and Communications team.

ITEM 9 COMMISSIONER COMMUNICATIONS

- Commissioner O’Neill stated support for keeping GMT fare free and asked about the Commission’s role.
- Commissioner O’Neill requested a presentation on the Burton Higher Ground proposal and Director Spencer said it would be added to next month’s agenda.
- Commissioner Overby asked about the Greenride BikeShare and when ebikes would be introduced.
- Commissioner Overby shared information and pictures from a mini-roundabout she had visited.
- Commissioner Archambeau reported that the sidewalks on Intervale Avenue north of Archibald Street are in disrepair and wanted to know the timeline to address this.
- Commissioner Archambeau asked about the City’s IT vulnerability after seeing the impact on the UVM Medical Center.
- Commissioner Barr thanked staff for all the pre-winter patching such as on lower Chase Street.
- Commissioner Barr recommended Burlington and Winooski staff meet to discuss how best to improve bike accommodations over the bridge and in the Winooski circulator.
- Commissioner Bose asked for an update on Shared Streets and the City’s Making Space for Restaurant and Retail Recovery efforts with Director Spencer responding.

ITEM 10 – ADJOURNMENT & NEXT MEETING DATE - DECEMBER 16, 2020

ACTION: Commissioner Barr moved to adjourn. Commissioner Gillman seconded. Unanimously approved.