Commissioners Present: Commissioner Bose(phone), Commissioner Hogan (Chair), Commissioner Kennedy, Commissioner Munteanu, Commissioner O’Neill-Vivanco (Vice-Chair), Commissioner Overby.

Commissioner Absent: Commissioner Barr

ITEM 1 – CALL TO ORDER

Director Spencer called the meeting to order at 6:32 p.m. Director Spencer welcomed the two new Commissioners – Zoe Kennedy and Daniel Munteanu.

ITEM 2 – AGENDA

Commissioner O’Neill Vivanco made a motion to approve agenda
Commissioner Hogan seconded
Unanimous approval

ITEM 3 – ELECTION OF CHAIR, VICE CHAIR AND SECRETARY

Commissioner O’Neil- Vivanco nominates Rob Goulding at the clerk of the Commission.
Unanimous approval
Commissioner O’Neill-Vivanco nominate Brendan Hogan as Chair.
Unanimous approval
Commissioner Bose nominate Commissioner O’Neill-Vivanco as Vice Chair.
Unanimous approval

ITEM 4 – PUBLIC FORUM

There was no one from the public to speak this evening.

ITEM 5 – CONSENT AGENDA

A. No Parking Zone on Lakeside Avenue
B. Shelburne Street Roundabout Temporary Ordinance Changes

Commissioner O’Neill-Vivanco made a motion to approve the Consent Agenda.
Commissioner Munteanu seconded
Unanimous approval

ITEM 6 – SUSTAINABLE INFRASTRUCTURE PLAN 2.0

Martha Keenan made her presentation to the Commission, which included the accomplishments made during the past three years that included sidewalks, bike path rehabilitation, facilities accomplishments, public safety improvement, renovations of city buildings, a capital committee was formed and we have a fleet policy and strategy in place.

Martha stated that over the last three years we have also learned and have a better understanding of what is needed and the priorities of that list over the next three years to include the bridge maintenance in the City of Burlington.

The next step is to have the Capital Plan for the next three years and educate and get approval from the City Council, prioritize our needs and see what funding we can get from the state for infrastructure, climate change. Would like to get Tier 3 chargers for electric vehicles and use this funding and then we will have more funding for our city projects, this is also true for federal funding when available.

We are looking to do 3 miles of sidewalk every year; IT infrastructure, Transportation and Planning; Capital Project Management, facilities, parks projects, fleet maintenance and public safety.

Commissioner Bose asked if this was coming back to us at the next meeting and Mrs. Keenan stated a request to recommend going to the voters for $30 million dollars.

Commissioner Munteanu asked about the sustainable infrastructure is coming out a lot. Mrs. Keenan stated that we are developing a plan throughout the city, as we want to be zero energy by 2030. We are looking into electric vehicles for our fleet where we can, have more pervious pavement, have more water green projects and reduce carbon footprint.

Commissioner O’Neill-Vivanco asked about the timing of state and federal funds. Mrs. Keenan stated that Governor Scott was in Washington to meet with President Biden and looked into both Arca and County funds, larger infrastructure bill; the state is looking for $160 million for infrastructure work this year, 59 million for climate change we are just looking for a time line.

Commissioner Overby appreciates the work that Martha has done but has concerns about bond coming down the pipe are there going to discussions on this. If we get more information on these projects and people, understand what we are paying for. Commissioner Overby also asked about IT infrastructure do we get balances through
New World. Mrs. Keenan stated a new program is being implemented called Project Accounting which will run balances and reports on projects. Fleet management we are trying to reduce the number of vehicle we own. With the new program we have when we trade in cars we can have more value. Commissioner Overby asked about the Debt policy Cap. Mrs. Keenan stated that there is a ceiling on what the city could borrow is split between the school department and general funds. The lion’s share of the money is with the school district. With BHS being downtown.

ITEM 7 – DRAFT FY’22 GOALS & OBJECTIVES

Director Spencer gave an overview of the goals and objectives of DPW. He briefly went over the three operational goals and asset management plan.

Commissioner Munteanu asked about the reach out to the vulnerable in the community

Rob Goulding stated that we are increasing our capacity to do outreach. Right now, we have notifications for parking bans in snowstorms and street sweeping in five or six language but we are looking to add another three to four as with the parking bans people can suffer financial loss with having to pay a towing bill if their car is towed. We are looking at the Racial Equity tool kit and language access plan. We are looking in how to get materials out.

Commissioner Bose stated we should be building on some of the lessons learned from COVID – find multi-cultural language liaisons. Timely communications is important.

Commissioner Overby asked what the name of the software was for asset management and we informed it was Vue Works.

ITEM 8 - APPROVAL OF DRAFT MINUTES 6-16-21

Chair Hogan stated that we needed a quorum to vote on June minutes and we did have that quorum. Commissioner O’Neill-Vivanco made a motion to approve the June minutes. Commissioner Bose seconded
Unanimous approval

ITEM 9 - DIRECTOR’S REPORT

Director Spencer made a note that our recycle driver Mark Westcott passed away unexpectedly about ten days ago. He stated we would be dedicating our new recycle truck in his name. We also will be collecting donations to help his son with educational advancement; he is a seasonal worker here at Public Works. We have had many
positive things said about Mark. His customer truly were grateful for all that Mark did for them.

Youth on Boards application have been put on the website for youth to apply. This is non-voting seat for any of the commissions within Burlington.

Would like to do an August meeting, I know we usually have it off, but we will need a vote on the sustainable infrastructure as well as City Place settle for the parking agreement for 100 Bank Street.

Railroad Enterprise hopefully will be hiring a design consultant.

Water rates were approved by City Council

Shelburne Street roundabout construction will begin next week.

Corey Mims has been promoted to Senior Engineer and will be working on the Railyard project, Champlain Parkway and the Amtrak project.

With the heavy storm last night we had three sewer overflows, this was minimal due to the work being done on the storm water and wastewater buildings has reduced the number of overflows

ITEM 11 – COMMISSIONER COMMUNICATIONS

Commissioner Overby wanted to remind everyone of the bike path meeting for North Winooski Avenue and the parking management plan at City Hall on July 22, 2021 from 6:00 p.m. to 8:00 p.m.

Commissioner O’Neill-Vivanco was wondering if painting sharrow timeline could be a little earlier in the biking season as waiting opposed to later in season. Resident parking only – resident had a contractor doing work at her house and they moved their cars. They did not renew their sticker due to the pandemic and were issued a parking ticket. They did not like the tone of the letter from the City Attorney when they filed their letter contesting the ticket.

Commissioner Hogan’s stated the detour on Battery Street is looking great. Looking for traffic calming on Colchester Avenue going down toward Winooski the lines are faded, would like to see bollards go in. Director Spencer stated that Quick Builds would be going in there.

ITEM 12 - ADJOURNMENT AND NEXT MEETING DATE – August 18, 2021
Commissioner O’Neill-Vivanco made a motion to adjourn the meeting with the note that the next meeting will be August 18, 2021. Commissioner Munteanu seconded. Unanimous approval, meeting adjourned at 8:30 p.m.