



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

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**Chapin Spencer**  
DIRECTOR OF PUBLIC WORKS

## MEMORANDUM

To: Tenzin Chokden, Clerks Office  
From: Chapin Spencer, Director  
Date: June 24, 2019  
Re: Public Works Commission Agenda

Please find information below regarding the next **Special** Commission Meeting.

Date: **June 25, 2019**  
Time: 6:30 – 7:00 p.m.  
Place: **645 Pine St – Main Conference Room**

## AGENDA

### ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 5 Min Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 20 Min Response to Open Meeting Law Allegations
  - A Communication, N. Lopez & C. Spencer
  - B Commissioner Discussion
  - C Public Comment
  - D Action Requested –None
- 5 5 Min Approval of Amended Draft Minutes of 4-16-19 & 5-15-19
  - A Action Requested - Vote
- 6 **Adjournment & Next Meeting Date – July 17, 2019**

### Non-Discrimination

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