

Burlington Department of Public Works Commission Meeting
Draft Minutes, 18 July 2018
53 Lavalley Lane – Main Wastewater Treatment Plant

Commissioners Present: Robert Alberry (*arrives at 6:41pm*); Tiki Archambeau (Chair); Jim Barr; Chris Gillman (Clerk); Brendan Hogan; Solveig Overby. **Commissioners Absent:** Justine Sears (Vice Chair)

Item 1 – Call to Order – Welcome – Chair Comments

DPW Director Chapin Spencer calls meeting to order at 6:37pm and states that he will moderate the meeting until the Commission's officers are elected.

Item 2 – Agenda

Commissioner Barr makes motion to accept Agenda and is seconded by Commissioner Archambeau.

Action taken: motion approved;
“Ayes” are unanimous.

Commissioner Alberry arrives

Item 2 – Nominations for Chair, Vice Chair & Secretary

Commissioner Barr nominates Commissioner Archambeau for Commission Chair, Commissioner Sears for Commission Vice Chair (with understanding that if the absent Commission Vice Chair nominee declines the position it can be re-filled at the next meeting), and Commissioner Gillman for Commission Clerk, and is seconded by Commissioner Hogan.

Discussion

Commissioners Archambeau, Gillman, and Overby all speak on the nominee for Commission Vice Chair.

Action taken: nominations approved;
“Ayes” are unanimous.

Director Spencer passes the meeting gavel to elected Chair Archambeau to run the remainder of the meeting.

Item 4 – Public Forum (3 minute per person time limit)

Andrea Todd speaks on street sweeping, the Water Resources Division's patch repairs, and GMT (Green Mountain Transit) involvement in the department.

Mark Monaghan speaks on his business venture.

Dan Girard speaks on Intervale Rd conditions.

Item 5 – Consent Agenda

- A. Traffic Request Status Report
- B. Complete Streets CY18 Paving – Added Streets
- C. Great Streets – St. Paul Street Refine Ordinance Language
- D. Great Streets – St. Paul Street Temporary Construction Parking Changes
- E. Proposed Accessible Parking on Adams Court
- F. Proposed Truck loading Zone on College St
- G. Enforcement Authority for City-Leased & Managed Lots

Commissioner Barr makes motion to accept Consent Agenda and is seconded by Commissioner Alberry.

Discussion

Commissioner Overby speaks on Item G, specifically Appendix C and post-5:30pm parking rates; Director Spencer and Assistant DPW Director – Parking & Traffic Patrick Mulligan respond.

Action taken: motion approved.

“Ayes” are unanimous.

Item 6 – Draft ADA Transition Plan

A) Presentation by DPW Engineer Laura Wheelock and Associate Engineer Phillip Peterson who speak on the creation of an ADA (Americans with Disabilities Act) plan for the department.

B) Commission Questions

Clerk Gillman speaks on changes this plan will prioritize; Commissioner Hogan speaks on typos in the presentation and potential for penalties for non-ADA-compliant curb reconstructions; Commissioner Overby speaks on requirements in the Right of Way, public outreach, CIP abbreviation meaning, and vibrating pedestrian push buttons; Engineer Wheelock responds.

C) Public Comment

D) Commissioner Discussion

E) Action Requested – None.

Item 7 – Update on Wastewater and Stormwater Management

A) Presentation by Director Spencer and Assistant DPW Director – Water Resources Megan Moir who speak on departmental plans concerning recent wastewater and stormwater discharges.

B) Commission Questions

Chair Archambeau speaks on the reduction of CSOs (Combined Sewer Overflows), year-to-date gallons of discharge, BOD (Biochemical Oxygen Demand) increases, untreated discharge amounts decreasing, staffing increased costs, aging PLCs (Programmable Logic Controllers), infrastructure security considerations, and wastewater recovery potential; Clerk Gillman speaks on failure assessments, historical discharge comparisons, and the disinfection system detection systems; Commissioner Hogan speaks on historical severe weather planning comparisons and demands on infiltration systems; Commissioner Overby speaks on computerized control systems, warning sensors, CSO flow meters, and infiltration bump outs for Main St; Director Spencer, Assistant Director Moir, and Stormwater Program Manager Jenna Olson respond.

C) Public Comment

Andrea Todd speaks on stormwater requirements for new developments, increased population demands, water permitting for businesses, and the new marina’s effect on the lake with Assistant Director Moir responding.

D) Commissioner Discussion

Chair Archambeau speaks on scheduled public forums and public reactions; Director Spencer and Assistant Director Moir respond.

E) Action Requested – None.

Item 8 – Approval of Draft Minutes of 6-20-18

Commissioner Alberry makes motion to accept draft minutes of 6-20-18 and is seconded by Clerk Gillman.

Action take: motion approved;

Commissioner Alberry: Aye

Chair Archambeau: Aye

Commissioner Barr: *abstains*

Clerk Gillman: Aye

Commissioner Hogan: *abstains*

Commissioner Overby: Aye

Vice Chair Sears: *abstains*

Item 9 – Director’s Report

Director Spencer reports on Commissioner Hogan’s orientation, updating the construction portal, the annual report of the Commission to the City Council, no August Commission meeting, and the annual employee party occurring August 10.

Item 10 – Commissioner Communications

Chair Archambeau speaks on the next Permit Reform Committee meeting occurring in September; Commissioner Barr speaks on potential for climbing bike lane for Colchester Ave; Commissioner Hogan speaks on joining the Commission; Director Spencer and Senior Transportation Planner Nicole Losch respond.

Item 12 – Adjournment & Next Meeting Date – September 19, 2018

Motion to adjourn made by Commissioner Barr and seconded by Clerk Gillman.

Action taken: motion approved;

“Ayes” are unanimous.

Meeting adjourned at 8:50pm.