

Burlington Department of Public Works Commission Meeting
Draft Minutes, 16 November 2016
City of Burlington Water Plant – 234 Penny Lane

Commissioners Present: Robert Alberly; Tiki Archambeau (Vice Chair); Jim Barr (*arrives at 6:36pm*); Chris Gillman (Clerk); Solveig Overby; Justine Sears. **Commissioners Absent:** Jeff Padgett (Chair).

Item 1 – Call to Order – Welcome – Chair Comments

Vice Chair Archambeau calls meeting to order at 6:34pm and makes opening comments.

Commissioner Barr arrives

Item 2 – Agenda

Vice Chair Archambeau suggests taking Item 4 – Consent Agenda and splitting it into Agenda Item 4.1 – Approval of Draft Minutes of 9-21-16 and Agenda Item 4.2 – Approval of Draft Minutes of 10-19-16. Commissioner Alberly makes motion to accept altered Agenda and is seconded by Clerk Gillman.

Action taken: motion approved;
“Ayes” unanimous.

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

No member of the public spoke.

Item 4.1 – Approval of Draft Minutes of 9-21-16

Commissioner Overby confirms that her edits to the minutes are included in the version that is being voted upon. Clerk Gillman makes motion to accept draft minutes of 9-21-16 with the edits from Commissioner Overby and is seconded by Commissioner Barr.

Action taken: motion approved.
Commissioner Alberly: Abstains
Vice Chair Archambeau: Aye
Commissioner Barr: Aye
Clerk Gillman: Aye
Commissioner Overby: Aye
Chair Padgett: *not present*
Commissioner Sears: Aye

Item 4.2 – Approval of Draft Minutes of 10-19-16

Commissioner Overby recommends changing her comments in Item 10 of the 10-19-16 minutes to read: “Commissioner Overby comments on wayfinding and possible warning signs regarding the 6' 6" entry height limit at the College Street Parking Garage entrance from College Street with Director Spencer responding. She also asked about the status of the process to open the gate between Rivers Edge and North View Rd with City Engineer Baldwin responding.” Commissioner Alberly makes motion to accept draft minutes of 10-19-16 with Commissioner Overby’s changes and is seconded by Commissioner Barr.

Action taken: motion approved.
“Ayes” unanimous.

Item 5 – Customer Appeal of Water Bill for 100 Dodds Ct

A) Communication by Assistant Director for Water Resources Megan Moir and Utility Billing Manager Jessica Lavalette who present the city’s case concerning the appeal of the 100 Dodds Ct water bill.

B) Oral Presentation by Appellant Karen Mitchell-Ruben who responds to the city's case with Assistant Director Moir responding.

C) Commissioner Discussion

The entire commission engages in a discussion on Item 5 with Assistant Director Moir, Manager Lavalette, and Appellant Mitchell-Ruben responding.

D) Action requested – Vote

Commissioner Alberry makes motion to deny applicant's appeal and is seconded by Commissioner Overby.

Action taken: motion approved;

“Ayes” unanimous.

Item 6 – Hotel Vermont Tesla Charging Station Proposal

A) Staff Communication by Assistant Director for Parking & Traffic Patrick Cashman who speaks on Tesla's proposal to install 2 single-port Tesla charging stations in the city's Lakeview Parking Garage.

B) Commission Questions

The entire commission asks questions on Item 6 with DPW Director Chapin Spencer and Assistant Director Cashman answering.

C) Public Comment

D) Commissioner Discussion

Clerk Gillman and Commissioner Barr engage in a discussion on Item 6 with Assistant Director Cashman.

Item 7 – Director's Report

Director Spencer thanks the commission for spending their last few meetings on the 10 Year Capital Plan and voters for their vote of support on Ballot Item 1, 2, 4; reports on Great Streets presentation at the December 2016 meeting; and comments on new staff starting at DPW.

Item 8 – Commissioner Communications

Commissioner Sears comments on venues individuals can use to report issues to DPW with Director Spencer answering; Commissioner Overby comments on being asked about removing a gate between Northview Rd and Plattsburgh Ave along with reminding people of the scheduled meeting on 7 December at DPW about the issue, an email communication to her about Resident Only Parking on South Prospect Street while submitting the email she received for the record with Director Spencer responding, and the document she prepared to deliver to NPA participants detailing what the DPW Commission does while submitting it for the record; Commissioner Barr comments on people in his neighborhood reporting the fence falling down in the Chase St and Barrett St parklet with Director Spencer responding; Vice Chair Archambeau asks questions about the Courthouse Parking Garage having a “Public Parking Garage” sign though it's privately owned with Director Spencer and Assistant Director Cashman responding.

Item 9 – Adjournment & Next Meeting Date – December 21, 2016

Motion to adjourn made by Commissioner Barr and seconded by Commissioner Alberry.

Action taken: motion approved;

“Ayes” unanimous.

Meeting adjourned at 7:42.