

Burlington Department of Public Works Commission Meeting  
Final Minutes, May 16, 2018  
645 Pine Street

**Commissioners Present:** Robert Alberry; Tiki Archambeau (Chair); Jim Barr; Chris Gillman Solveig Overby; Jeff Padgett (*via phone at 6:35pm*). **Commissioners Absent:** Justine Sears (Vice Chair)

**Item 1 – Call to Order – Welcome – Chair Comments**

Chair Archambeau calls meeting to order at 6:30 pm and makes opening comments.

**Item 2 – Agenda**

Commissioner Alberry makes motion to accept agenda and is seconded by Commissioner Gillman .

Action taken: motion approved;

“Ayes” are unanimous. Jeff Padgett via phone

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

Steve Norman speaks about adding signage in French language throughout city

Marianne Ward speaks about parking on Summit Street

Matt Vaugh speaks on the Bank Street and Cherry Street redesign

**Item 4 – Consent Agenda**

A. Traffic Status Report

B. Lake Street Meter Changes

C. Lake Street Extension Lot Kiosks

D. St. Paul Street Accessible Spaces & Loading Zones

E. Intervale Avenue “No Parking” Zone

F. Pearl Street Motorcycle Parking Zone

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

Action taken: motion approved.

“Ayes” are unanimous.

**Item 5 – Great Streets Bank Street & Cherry Street Concept**

A) Communication by DPW Engineer Laura Wheelock and CEDO Senior Projects and Policy Specialist Kirsten Merriman Shapiro who speak on the Bank St & Cherry St conceptual plans.

B) Commission Questions

Chair Archambeau, Commissioner Overby, Commissioner Barr and Commissioner Alberry ask questions on Item 5 with DPW Director Chapin Spencer, Engineer Wheelock and City Engineer Baldwin

C) Public Comment

Matthew Vaughn, Maxwell Tracy, Hans Van Well and Kelly Devin speak on Item 5 with DPW Engineer Wheelock and Director Spencer answering questions

Hans van Wees, Ward 3 businessperson, speaks on Item 5.

D) Commissioner Discussion

Commissioner Overby engaged in a discussion over Item 5.

E) Action Requested – Vote.

Commissioner Alberry made a motion to accept staff’s recommendations.

There was an amendment to take away parking and add a bike lane at the bottom of Cherry Street

Commissioner Alberry stated he didn’t want to give up parking but was okay with amendment.

Commissioner discussion on the issue.

All Commissioner approved the Bank Street design.

City Council approved the conceptual designs for improvement to Bank Street (between Church and Pine Streets) and Cherry Street (between Church and Battery Streets) with the amendment for consideration of one eastbound bike lane on Cherry Street on the south side from Battery t Pine, ON May 21, 2018.

VOTE: Commissioners Padgett, Alberry, Gillman and Barr yes. Commissioners Archambeau and Overby no.

**Item 6 – DPW Draft FY19 Key Initiative**

- A) Communication by Director Spencer also stated that the yearly review of himself and City Engineer Norm Baldwin would take place tonight.
- B) Commission Questions Commissioner Overby stated that she would like to look at it more carefully
- C) Public Comment
- D) Commissioner Discussion
- E) Action Requested – To be brought back for June meeting for closer review by Commissioners.

**Item 7 – Approval of Draft Minutes of 4-18-18**

Commissioner Gillman stated that there was no quorum available to approve minutes from last month as himself and Commissioner Barr were both absent the previous month, Commissioner Overby was not there this evening and Commissioner Alberry had to leave earlier this evening. These will be voted on at the June meeting.

**Item 8 – Director’s Report**

Director Spencer reports on the Budget, Sustainable Investments, Champlain Parkway and review of the Residential parking plans.

**Item 9 – Commissioner Communications**

Commissioner Barr thanked the Street Department for the street repairs.

Commissioner Overby stated there was a lot of activity going on and people are happy.

Commissioner Archambeau stated the map of sidewalk work not found on website, bike lane on North Union Street not swept and asked about all the broken bollards.

**Item 10 – Executive Session – Director and City Engineer Annual Review**

Meeting adjourned at 10:21 p.m.