

Burlington Department of Public Works Commission Meeting
Draft Minutes, 19 July 2017
645 Pine Street

Commissioners Present: Robert Alberry (*departs at 9:10pm*); Tiki Archambeau (Chair); Jim Barr (*arrives at 6:33pm*); Chris Gillman (Clerk); Solveig Overby; Jeff Padgett; Justine Sears (Vice Chair).

Commissioners Absent: None.

Item 1 – Call to Order – Welcome – Chair Comments

Commissioner (*and outgoing Chair*) Padgett calls meeting to order at 6:30pm and makes opening comments.

Commissioner Barr arrives

Item 2 – Agenda

DPW Director Chapin Spencer requests removing Agenda Item 8 and moving Agenda Item 10 to Agenda Item 7.5. Commissioner Archambeau makes motion to accept Altered Agenda and is seconded by Commissioner Gillman.

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

Item 3 – Election of Chair, Vice Chair & Clerk

Commissioner Padgett nominates Commissioner Archambeau for Commission Chair and is seconded by Commissioner Alberry.

Action taken: nomination approved;
“Ayes” are unanimous. Newly elected Chair Archambeau acknowledges the service of past Chair Padgett and runs the remainder of the meeting.

Commissioner Padgett nominates Commissioner Sears for Commission Vice Chair and is seconded by Commissioner Barr.

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

Commissioner Barr nominates Commissioner Gillman for Commission Clerk and is seconded by Commissioner Alberry.

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

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

Bethany Whitaker, Ward 1, speaks on Agenda Item 7.

David Small, Ward 5, speaks on Agenda Item 7.

Phil Hammerslough, Ward 2, speaks on Agenda Item 7.

Alexander Friend, Ward 1, speaks on Agenda Item 7.

Eileen Mansini, Ward 7, speaks on parking in cal-de-sac at Lori Ln.

Roger Wiberg, Ward 8, speaks on parking in cal-de-sac at Lori Ln.

Arleen Bennett, Ward 7, speaks on parking in cal-de-sac at Lori Ln.

Debra Gottesman, Ward 6, speaks on Consent Agenda Item E.

Jacob Hinsdale, Ward 5, speaks on Agenda Item 7.

Maxine Holmes, Ward 2, speaks on Agenda Item 7.

Dave Hartnett, Ward 4, speaks on on parking in cal-de-sac at Lori Ln and Agenda Item 7.

Thomas Dunn, Ward 1, speaks on Agenda Item 7.

Item 5 – Consent Agenda

- A. Traffic status report
- B. Cherry Street truck Loading Zone
- C. Stop Sign on Brookes Ave and North Prospect Street
- D. No-Parking Any Time Sign at Isham Street and Hickok Place
- E. Parking on Overlake Park
- F. Stop Control Switch for Bike Path Project at North Avenue Extension

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

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

Item 6 – Appeal of Code Enforcement Order – 163-165 Cherry St – 19-95 Means of Egress

Senior Assistant City Attorney Gene Bergman introduces the parties of the appeal

A) Oral Communication by Appellant Charles Reeves who presents his appeal.
B) Communication by Code Enforcement Director William Ward, Attorney Bergman, and Code Enforcement Inspector Theodore Miles who introduce “Zoning Permit – COA Level 1 – Conditions of Approval” for 163-165 Cherry St and “Property Activity Summary Report” for 163-165 Cherry St for the record while presenting the city’s case.

C) Commissioner Discussion

Chair Archambeau, Vice Chair Sears, Clerk Gillman, and Commissioners Barr, Overby, and Padgett engage in a discussion over Item 6 with Director Ward, Attorney Bergman, and Appellant Reeves responding.

D) Action Requested: Commission will deliberate on this matter after the regular meeting.

Item 7 – PlanBTV Walk Bike Implementation – North Union St Parking Changes & One-way Except Bicycles

A) Staff Communication by Director Spencer, Senior Transportation Planner Nicole Losch, and Planning/Engineering Intern Anna Wyner who introduce the city’s supplemental packet of recent public input concerning the PlanBTV Walk Bike Implementation for the record while speaking on the proposed changes to North Union St and surrounding streets.

B) Commission Questions

Chair Archambeau and Commissioners Alberry and Barr ask questions on Item 7 with Planner Losch answering.

C) Public Comment

John Pizzagalli, Ward 2 landlord, speaks on Agenda Item 7.

Jill Diemer, Ward 2 landlord, speaks on Agenda Item 7.

Laurie Smith, Ward 2 landlord, speaks on Agenda Item 7.

Laura Waters, Ward 2 landlord, speaks on Agenda Item 7.

Jason Van Driesche, Local Motion Interim Executive Director, speaks on Agenda Item 7.

Mark Furnari, Ward 1 landowner, speaks on Agenda Item 7.

Jane Knodell, Ward 2, speaks on Agenda Item 7.

Kurt Wright, Ward 4, speaks on Agenda Item 7.

D) Commissioner Discussion

The Commission engages in a discussion over Item 7.

E) Motion made by Commissioner Padgett to table the item and delay a vote on staff’s recommendation: approval of plan implementation.

Seconded by Commissioner Alberry.

Discussion

Action taken: motion failed;
Commissioner Alberry: Aye
Chair Archambeau: Aye
Commissioner Barr: Nay
Clerk Gillman: Nay
Commissioner Overby: Nay
Commissioner Padgett: Aye
Vice Chair Sears: Nay

Motion made by Commissioner Overby to accept staff's recommendation: approval of plan implementation (with the addition of language offered by Commissioner Alberry and accepted by Commissioner Overby).

Seconded by Vice Chair Sears.

Discussion

Commissioner Alberry offers a friendly amendment: directing staff to continue to evaluate design adjustments including curb and route modifications before and during the Winooski Avenue Corridor Study process. Chair Archambeau sees if there are any objections. There are not so the resolution is amended. Commissioner Overby and Director Spencer respond.

Action taken: motion approved as amended;

Commissioner Alberry: Aye
Chair Archambeau: Nay
Commissioner Barr: Aye
Clerk Gillman: Aye
Commissioner Overby: Aye
Commissioner Padgett: Aye
Vice Chair Sears: Aye

Commissioner Alberry departs

Item 7.5 – Bove's Proposed Redevelopment & Pearl St Lot

A) Staff Communication by Community Economic Development Office (CEDO) Director Noelle MacKay and Assistant Director for Parking & Traffic Patrick Mulligan who speak on the proposed redevelopment of the Pearl St parking lot.

B) Commission Questions

Chair Archambeau and Commissioner Overby ask questions on Item 7.5 with Director MacKay and Director Spencer answering.

C) Public Comment

D) Commissioner Discussion

E) Action taken: none requested.

Item 8 – St Paul Street Parking Changes

A) Staff Communication by DPW Engineer Laura Wheelock who speaks on the changes to St Paul St.

B) Commission Questions

Commissioners Barr and Padgett ask questions on Item 8 with Director Spencer, City Engineer and Assistant Director for Technical Services Norm Baldwin, and Engineer Wheelock answering.

C) Public Comment

D) Commissioner Discussion

Commissioner Padgett seeks to remove "preliminary" from the first line of the recommendation.

E) Motion made by Commissioner Barr to accept staff's recommendation with Commissioner Padgett's language removal: approval of changes to type of parking (with removal of "preliminary" from the first line of the recommendation).

Seconded by Clerk Gillman.

Discussion

Action taken: motion approved;

"Ayes" are unanimous.

Item 9 – Approval of Draft Minutes of 6-21-17

Commissioner Barr makes motion to approve draft minutes of 6-21-17 and is seconded by Vice Chair Sears.

Action take: motion approved;

Commissioner Alberry: *absent*

Chair Archambeau: *abstains*

Commissioner Barr: Aye

Clerk Gillman: *abstains*

Commissioner Overby: Aye

Commissioner Padgett: Aye

Vice Chair Sears: Aye

Item 10 – Director's Report

Director Spencer reports on the new Assistant Director for Parking & Traffic, the July 26th Permit Reform meeting at Burlington Electric (B.E.D.), the City Council resolution on the North Avenue Pilot Project, the hiring process for the department's Public Information Manager, and the possible need for an August 2017 Commission Meeting for Burlington Town Center related items with the Commission engaging in a discussion on this with Director Spencer responding.

Item 11 – Commissioner Communications

Vice Chair Sears comments on Ward St traffic calming with Planner Losch answering; Commissioner Overby comments on an individual she's been contacted by concerning a certain sidewalk issue and the sidewalk repair list with Director Spencer and Engineer Wheelock answering; Commissioner Padgett comments on Public Information Manager position and relinquishing the Commission Chair position; Commissioner Barr comments on Colchester Avenue's placement on the paving list, the addition of the stop sign on Brookes Ave, and seal coating.

Item 12 – Deliberation For Appeal (*after adjournment*)

Item 13 – Adjournment & Next Meeting Date – August meeting TBD, September 20, 2017

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

Action taken: motion approved;

"Ayes" are unanimous.

Meeting adjourned at 10:07pm.