Commissioners Present: Robert Alberry; Tiki Archambeau (Vice Chair); Chris Gillman (Clerk); Jeff Padgett (Chair); Justine Sears. Commissioners Absent: Jim Barr; Solveig Overby.

Item 1 – Call to Order – Welcome – Chair Comments
   DPW Director Chapin Spencer calls meeting to order at 6:33pm and comments on chairing the organizational meeting until commission officers are elected.

Item 2 – Agenda
   Commissioner Alberry makes request to pull Consent Agenda Items B, E, and F with Director Spencer agreeing to reassign them as Agenda Items 5.01, 5.02, and 5.03 respectively. Commissioner Archambeau makes motion to approve altered Consent Agenda and is seconded by Commissioner Padgett.

   Action taken: motion approved;
   Commissioner Alberry: Aye
   Commissioner Archambeau: Aye
   Commissioner Gillman: Aye
   Commissioner Padgett: Aye
   Commissioner Sears: Abstain

**Director Spencer hands the gavel to Chair Padgett to run the remainder of the meeting**

Item 3 – Election of Chair, Vice Chair, Clerk
   Commissioner Alberry nominates Commissioner Padgett for Commission Chair and is seconded by Commissioner Gillman.

   Action taken: nomination approved;
   Commissioner Alberry: Aye
   Commissioner Archambeau: Aye
   Commissioner Gillman: Aye
   Commissioner Padgett: Aye
   Commissioner Sears: Abstain

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

   Action taken: nomination approved;
   Commissioner Alberry: Aye
   Commissioner Archambeau: Aye
   Commissioner Gillman: Aye
   Chair Padgett: Aye
   Commissioner Sears: Abstains

   Commissioner Alberry nominates Commissioner Gillman for Commission Clerk and is seconded by Vice Chair Archambeau.

   Action taken: nomination approved;
   Commissioner Alberry: Aye
   Vice Chair Archambeau: Aye
   Commissioner Gillman: Aye
   Chair Padgett: Aye
Commissioner Sears: Abstain

Item 4 – Public Forum

Item 5 – Consent Agenda
A. Traffic Request Status Report
C. Motorcycle Parking Removal on St. Paul St
D. 1 Hour Parking Removal on Pine St
Commissioner Alberry makes motion to approve altered Consent Agenda and is seconded by Vice Chair Archambeau.
Action taken: motion approved.
“Ayes” are unanimous.

Item 5.01 – Flynn Avenue Parking Removal
A) Staff Presentation by Engineering Technician Damian Roy who speaks on the city’s plan for removing parking on Flynn Ave for the installation of a bike lane.
B) Commission Questions
   Vice Chair Archambeau, Clerk Gillman, and Commissioners Alberry and Sears ask questions on Agenda Item 5.01 with Director Spencer and Technician Roy answering.
C) Public Comment
   Cathy Bughman, Ward 5, speaks on Agenda Item 5.01.
D) Commissioner Discussion
   The entire commission engages in a discussion over Agenda Item 5.01 with Director Spencer, City Engineer and Assistant Director for Technical Services Norm Baldwin, and Technician Roy.
E) Motion made by Vice Chair Archambeau to accept staff’s recommendation.
   Seconded by Clerk Gillman.
   Discussion
   Action taken: motion approved;
   Commissioner Alberry: Nay
   Vice Chair Archambeau: Aye
   Clerk Gillman: Aye
   Chair Padgett: Aye
   Commissioner Sears: Aye

Item 5.02 – King Street/South Champlain Street Truck Loading Decision
A) Staff Presentation by Senior Transportation Planner Nicole Losch who speaks on the city’s plan to move a truck loading zone from King St to South Champlain St.
B) Commissioner Alberry asks questions on Agenda Item 5.02 with Planner Losch answering.
C) Public Comment
D) Commissioner Discussion
E) Motion made by Vice Chair Archambeau to accept staff’s recommendation.
   Seconded by Commissioner Alberry.
   Discussion
   Action taken: motion approved;
   “Ayes” are unanimous.

Item 5.03 – Cherry Street Parking
A) Staff Presentation
B) Commissioner Alberry asks questions on Agenda Item 5.03 with Technician Roy answering.
C) Public Comment
D) Commissioner Discussion
E) Motion made by Vice Chair Archambeau to accept staff’s recommendation.
    Seconded by Commissioner Alberry.
    Discussion
    Action taken: motion approved;
    “Ayes” are unanimous.

**Item 6 – Driveway Encroachment Pilot Study Report**
A) Staff Presentation by Technician Roy who speaks on the city’s pilot study (begun 15 April 2016 and ended 15 May 2016) on the driveway encroachment program pilot.
B) Commission Questions
   Chair Padgett, Vice Chair Archambeau, and Clerk Gillman ask questions on Agenda Item 6 with City Engineer Baldwin, Parking Enforcement Manager John King, and Technician Roy answering.
C) Public Comment
D) Commissioner Discussion
E) Motion made by Vice Chair Archambeau to give commission’s endorsement to staff’s recommendation.
    Seconded by Clerk Gillman.
    Discussion
    Action taken: motion approved;
    “Ayes” are unanimous.

**Item 7 – Pearl Street Parking Reconfiguration**
A) Staff Presentation by Planner Losch and Transportation Planning Interns Griffin Gardner and Elizabeth Gohringer who speak on the city’s recommendations for a reconfiguration of Pearl Street between Battery St and George St, presenting “Downtown Pearl St Parking Reconfiguration” via Power Point.
B) Commission Questions
   Chair Padgett, Vice Chair Archambeau, and Commissioners Alberry and Sears ask questions on Agenda Item 7 with City Engineer Baldwin, Manager King, Planner Losch, and Intern Gardner answering.
C) Public Comment
D) Commissioner Discussion
E) Motion made by Commissioner Alberry to accept staff’s recommendation on the parking changes in the presentation.
    Seconded by Vice Chair Archambeau.
    Discussion
    Action taken: motion approved;
    “Ayes” are unanimous.

**Chair Padgett places Agenda Items 9 and 10 before Agenda Item 8**

**Item 9 – Draft Minutes of 6-15-16**
Commissioner Alberry makes motion to accept draft minutes of 6-15-16 and is seconded by Clerk Gillman.
Action take: motion approved;
Commissioner Alberry: Aye
Vice Chair Archambeau: Aye
Clerk Gillman: Aye
Chair Padgett: Aye
Commissioner Sears: Abstain
**Item 10 – Director’s Report**

Director Spencer reports FY’17 budget’s approval by the City Council in June, DPW starting first-in-the-state water line relining program with new technology on Industrial Ave, Isham St, King St, and Pitkin St this summer, the City Council’s resolution about the city’s continued commitment to diversity and equity through training for boards and commissions and the need for the DPW Commission to have at least one Commissioner participate in an upcoming training, the North Avenue Pilot Project is underway and seeking public feedback, working with CCTA to anticipate the opening of the transit center and also talking with interstate carriers about their possible use of the transit center to make it more multimodal, and the slope failure at Manhattan Drive having been repaired.

Chair Padgett, Vice Chair Archambeau, Clerk Gillman, and Commissioner Alberry engage in a discussion on the Manhattan Drive slope failure repair with City Engineer Baldwin. Vice Chair Archambeau, Clerk Gillman, and Commissioner Sears engage in a discussion on the North Avenue Pilot Project with Director Spencer and Planner Losch.

**Item 8 – 10 Year Capital Plan**

A) Staff Presentation by Director Spencer, City Engineer Baldwin, and Assistant Director – Water Resources Moir who speak on the city’s 10 Year Capital Plan.

B) Commission Questions

Chair Padgett and Vice Chair Archambeau ask questions on Agenda Item 8 with Director Spencer and Assistant Director Moir answering.

C) Public Comment

Ibnar Avilix, a South End resident, speaks on Agenda Item 8 – Chair Padgett and Director Spencer also speak.

D) Commissioner Discussion

**Item 11 – Commissioner Communications**

Vice Chair Archambeau comments on lines/crosswalks being painted this month and wonders why this hasn’t been done sooner and also on a City Council amendment having been put forward about discontent with parking downtown with Director Spencer and Engineer Baldwin responding; Chair Padgett extends his welcome to Commissioner Sears.

**Item 12 – Adjournment & Next Meeting Date – September 21, 2016**

Motion to adjourn made by Commissioner Alberry and seconded by Vice Chair Archambeau. Action taken: motion approved; “Ayes” are unanimous.

Meeting adjourned at 8:33pm.