



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Hannah Cormier, Clerks Office
From: Chapin Spencer, Director
Date: November 28, 2016
Re: Public Works Commission Agenda - **Special Commission Meeting**

Please find information below regarding the next **Special Commission Meeting**.

Date: **December 6, 2016**
Time: 6:30 – 8:00 p.m.
Place: **149 Church St – Conference Room 12**

A G E N D A

ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 Agenda
- 3 ^{10 Min} Public Forum (3 minute per person time limit)
- 4 ^{60 Min} Brown's Court Lot & Champlain College Development
 - A Communication, P. Cashman
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested –Vote
- 5 **Adjournment & Next Meeting Date – 12-21-16**

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