

DEPARTMENT OF PUBLIC WORKS  
PUBLIC WORKS COMMISSION SEPTEMBER 20, 2017

**COMMISSIONERS PRESENT:** Tiki Archambeau (Chair), Robert Alberry, James Barr, Chis Gillman, Soveig Overby, Justin Sears (Vice Chair). **COMMISSIONERS ABSENT:** Jeff Padgett

**Item 1: Call to Order - Welcome - Chair Comments**

Chair Archambeau called the meeting to order at 6:32 and made opening comments.

**Item 2: Agenda**

Commissioner Barr makes a motion to accept the agenda.  
Commissioner Alberry seconds.  
Action Taken: Motion approved unanimously

**Item 3: Public Forum** (3 minutes per person time limit)

Lawrence Smith, speaks on Old north End Greenway (WIGGLE)  
Jason Starr, speaks about changing Flynn Avenue parking back adjacent to Oakledge Park.

**Item 4: Consent Agenda**

- A. Traffic Status Report
- B. Intervale Avenue New Accessible Space
- C. North Street New Accessible Space
- D. Resident Only Parking on Bradley Street
- E. Allen Street Signage

Commissioner Barr makes a motion to accept the Consent Agenda. Clerk Gillman seconds. Motion approved unanimously.

**Item 5: Old North End Greenway (WIGGLE)**- Director Chapin

Spencer and Senior Transportation Planner Nicole Losch

Consideration of staff's recommended updated design

- A. Planner Losch spoke on the modified design, which would keep the parking on North Union Street.
- B. Commissioner Questions  
Vice Chair Sears and Commissioners Overby and Barr had comments to make.
- C. Public Comment - Judy Klimer, Jane Knodell had comments on this as well.
- D. Commissioner Barr made a motion to accept staff's recommendation with an additional recommendation to further consider relocating the curb section and widening the road to allow for a two-way cycle-track should use and enforcement of the Green Belt Wiggle fail.

Friendly amendment from Vice Chair Sears to include staff review and address all safety concerns due to the implementation of this project. Commissioner Alberry seconded the motion.

More commissioner discussion on this.

Chair Archambeau stated to accept staff's recommendation.

Commissioner Alberry - Aye

Chair Archambeau - Aye

Commissioner Barr - Aye

Clerk Gillman - Aye

Commissioner Overby - Nay

Commissioner Padgett - Absent

Vice Chair Sears - Aye

**Item 6: Update on Traffic Calming and Traffic Request Program**

Staff recommends a process improvement initiative for the traffic calming and traffic request programs to, in part, respond to Commission interest in reducing the number of outstanding requests and the time it takes to get to requests. Staff seeks the support of the Commission to embark on this process. Planner Losch stated that she would like to have a draft report for the October Commission Meeting.

Clerk Gillman stated if it were a streamline process, he would support.

Commissioner Alberry agreed.

Commissioner Barr agreed.

Commissioner Overby agreed.

Clerk Gillman made a motion to endorse staff's process.

Commissioner Barr seconded

Action Taken: motion approved - unanimous

**Item 7: Draft Public Engagement Plan**

Staff presented the draft Public Engagement Plan. Questions about if there were policies in place to inform landlords of what Public Works were doing within their neighborhood.

Planner Losch stated there are policies for outreach depending on the project. In the case of North Union Street there were mailing sent to residents as well as property owners.

City Councilor Sharon Bushor supports the development of this plan.

**Item 8: Asset Management Resolution**

DPW Director Chapin Spencer provided context for the resolution. Staff seeks to build support for a more robust Preventative Maintenance Program that can reduce long-term costs, improve asset reliability and provide better customer service.

Clerk Gillman supports this effort.

Commissioner Overby supports - is there a software program to keep track of these efforts.

Commissioner Barr supports.

Vice Chair Sears supports.

Commissioner Alberry made a motion to accept staff's recommendation. Clerk Gillman seconded. Unanimous

**Item 9: Draft Minutes 7/19/17 and 8/17/17**

Commissioner Barr made a motion to accept the July minutes

Vice Chair Sears seconded.

Unanimous approval

Commissioner Barr made a motion to accept the August minutes.

Vice Chair Sears seconded.

Unanimous approval

**Item 10: Director's Report**

Director Spencer stated that there is a Permit Reform Advisory Committee formed and we are looking for one representative from the DPW Commission to be on it as well as one Commissioner from the Planning Commission. This is a volunteer position. Commissioner Archambeau agreed to serve in this capacity for the DPW Commission.

**Item 11: Commissioner Communication**

Commissioner Barr stated that the sidewalk that was put in front Kampus Kitchen on Colchester Avenue is great making it much safer to cross.

Chair Archambeau stated he felt bad about missing the employee recognition get together. He will volunteer to be on the permit reform committee if no one else wants to volunteer.

**Item 12: Adjournment**

Commissioner Barr made a motion to adjourn. Commissioner Alberry seconded. Unanimous approval.

7:55 p.m. adjournment.