

DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING MAY 15, 2024
DRAFT MINUTES

For video of the meeting, please visit Town Meeting TV's YouTube Channel:
<https://www.youtube.com/watch?v=k0r9VW6DgXY&t=978s>

Commissioners Present: Commissioner Barr, Commissioner Damiani (Vice Chair), Commissioner Fox, Commissioner Hogan, Commissioner Munteanu; Commissioner O'Neill-Vivanco (Chair), Commissioner Sears via zoom.

ITEM 1 – CALL TO ORDER

Commissioner O'Neill-Vivanco called the meeting to order at 7:04 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda
Commissioner Fox seconded
Unanimous approval

ITEM 3 – PUBLIC FORUM

Melo Grant is a City Counselor and she called in and stated she had calls from a constituent with a business in the downtown stating that two no parking signs were posted in front of his business, without his knowledge, as there was no communication that this was going to occur, for bus parking. There is a wish from downtown businesses that when no parking signs are asked for that there is communication with the business that it can affect. We need better communication on this.

Also on Rose Street where was talk of putting up an EV charger on the street with no communication to the Rose Street residents.

When there are projects that are going to occur we need better communication with the residents of the affected areas.

Commissioner O'Neill-Vivanco stated that the Rose Street is was spearheaded by the Burlington Electric Department. There is not going to be any EV charger on Rose Street.

Director Spencer stated there is an public engagement plan that is used when we are doing project, especially major projects where we have hired consultants to help with the public engagement.

Jake Schuman of North Cove Road called and stated that Public Works did drop off some fill for the road, which is private and not maintained by DPW. He stated they put the fill

down but after a week the road is bad again and that a plan to maintain the dirt roads in Burlington needs to be developed.

Director Spencer stated that the condition of the dirt roads is a struggle to keep and there are a number of unaccepted street in Burlington. We can have a conversation about providing minimal level of service to these areas.

ITEM 4 – CONSENT AGENDA

- 4.1 Approval of Draft Minutes 4-17-24
- 4.2 Temporary Construction Parking

Commissioner Barr made a motion to approve the agenda with the removal of
Commissioner Munteanu seconded
Unanimous approval

ITEM 5 – DPW FY 24 GOALS & OBJECTIVES STATUS REPORT

Director Spencer stated that the Leadership team put together this list of goals and objectives for FY24. Many of the issues on the list were brought to a successful conclusion. However, the paving and sidewalk repair work is not as much as we had hoped, we are doing one mile of paved roadways and two miles of sidewalk repair. There were questions about the private roads which are not the city's responsibility and Director Spencer stated that there was a process that the individuals who live on the roadway have to do to be brought up to the engineering stands before they can be accepted as a street The process of what needs to be done can be laid out.

Commissioner Damiani asked about the Maintenance Department and was informed that maintenance consists of fleet maintenance, street maintenance and recycling. We have no sustainable revenue source to replace the fleet so we are not getting any new vehicles to the fleet this year. Recycling is now fully staffed and we will increase the recycling tax 20% of which will bring what customers pay to six or seven dollars a month.

Commissioner Sears stated that North streets has asked for years about traffic calming and getting speeds reduced and nothing has happened but then EV chargers shows up in neighborhood. Commissioner Sears also asked about traffic calming stating to move to standard traffic on residential street. Director Spencer stated that we need to overhaul the program and we don't have much money and we need to prioritize what streets need to be done first and this year East Avenue will be getting done.

ITEM 6 – DIRECTOR'S REPORT

Director Spence made mention of the retirement of City Engineer Norm Baldwin after 34 years of service. He will be going to Colchester to be the Director of Public works

there. His last day is May 24th. Over the years he has worked and helped on many projects. He will be missed.
The budget process should be on line by Friday.

ITEM 7 – COMMISSIONER COMMUNICATIONS

Commissioner Munteanu kudos to staff for response to water break on Ledge Road. Director Spender stated that are boil water orders out which will affect approximately three dozen properties. The contractor is fixing Ledge Road and our crew was at Lakeside Avenue this morning for a water main replacement. Commissioner Munteanu asked about having a conversation on the role of the Public Works Commission. We have authority for changes, such as parking changes when needed; we set the rules in this area.

Commissioner Hogan asked about the 13 Public Works position listed. Director Spencer stated we are going through the process and we can only post one, City Engineer. All are positions for hiring are on freeze. Our second City Planning position is also on a hiring freeze, leaving one available right now.

Commissioner O'Neill-Vivanco stated the communication and getting out a synopsis of the meeting to the resident.
Commissioner Barr stated we should attend NPA's and give a summary of the meeting at the NPA for interested residents.

ITEM 8 – EXECUTIVE SESSION – DIRECTOR ANNUAL REVIEW

Commissioner Barr made a motion to end executive session
Commissioner Damiani seconded
Unanimous approval

ITEM 9 – ADJOURNMENT & NEXT MEETING – JUNE 19, 2024

Commissioner Munteanu made a motion to adjourn
Commissioner Barr seconded
Unanimous approval