

DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JUNE 17, 2025
DRAFT MINUTES

See video for full meeting – link below

<https://www.youtube.com/watch?v=z3h2iHjrCZc>

Commissioners Present: Commissioner Barr, Chair Damiani, Vice Chair Fox, Commissioner Davis, Commissioner Munteanu, Commissioner O’Neil-Vivanco (Zoom), Commissioner Munteanu (Late arrival)

ITEM 1 – CALL TO ORDER

Commission Chair Damiani called the meeting to order at 7:00 p.m.

ITEM 2 – AGENDA

Commissioner Munteanu moved to adopt the agenda with one edit. Strike #6 the Green Acres Drive pedestrian pilot and anticipate it on the July agenda instead. Commissioner Barr seconded.
Unanimous approval

ITEM 3 – PUBLIC FORUM

Kelly Devine

ITEM 4 – CONSENT AGENDA

4.1 Approval of Draft Minutes 5-21-25

ITEM 5 – DAILY PLANET METER SPACE REDUCTION

ITEM 6 – GREEN ACRES DRIVE PEDESTIRAN PIULOT

ITEM 7 – CAPITAL PROJECT STATUS AND PRIORITIZATION

Information

ITEM 8 – ANNUAL REPORT - DRAFT

Commissioner Barr made a motion to send the report
Commissioner Munteanu seconds

Unanimous approval

ITEM 9 – PARKING PROMOTION

Commissioner Barr would like to make a motion to approve staff's recommendation with the edit of only doing the Main Street and South Winooski Avenue for the surface lot, the requested dates all the way through. And if we get reports back at the next meeting that it's working really well then maybe we can retain the second phase of it. My motion is that we approve staff's recommendation for only the two hours of free parking in the Main Street and South Winooski Avenue surface parking lot every day Monday through Saturday, Sundays still remaining free, through to Black Friday and with data, that we receive data and updates on how it's being used.

Commissioner O'Neil-Vivanco seconds

Commissioner Damiani stated from his perspective it's less on meeting the data in a month and more of what the strategy is. I would like for the Commission to review what are the questions being asked of folks because I don't know if we would have enough on just usage. I would like to see at the next meeting a strategy that outlines how we're going to ask people their feelings with the data at some point in the future. I want to make sure we're capturing the right information to make decisions in the future.

Commissioner Barr will accept that

Commissioner Munteanu would like to make another amendment to accept the staff's recommendation and full amending Appendix 6, section 19 to give both the free two hours of parking Monday through Saturday at the Main Street and South Winooski lot as well as sub section 9 one hour of free parking at the Marketplace Garage on Mondays through Fridays also sunseting on November 26th. So essentially the essence of the amendment is to accept staff's recommendation in full. The Marketplace would be as written in the packet Monday through Friday.

Commissioner Damiani asked if there was a second on Commissioner Munteanu's proposal. Commissioner Munteanu's motion does not carry. There is the original motion and friendly amendment that was accepted on the table.

Director Spencer stated that as best as I understood is to approve the staff's recommendation for two hours parking free at the Main and South Winooski surface lot through Thanksgiving and include data reports to the commission including a discussion on strategy on how to get user perceptions on the effectiveness of this promotion.

Unanimous approval.

ITEM 10 – GMT SERVICE CHANGES

Information

ITEM 11 – DIRECTOR'S REPORT

Information

ITEM 12 - COMMISSIONER ITEMS

Information

ITEM 13 – ADJOURNMENT AND NEXT MEETING DATE JULY 16, 2025

Commissioner made a motion to adjourn
Commissioner Munteanu seconded
Unanimous approval – adjourned at 9:30 p.m.