

DEPARTMENT OF PUBLIC WORKS  
645 PINE STREET  
BURLINGTON, VERMONT 05401  
COMMISSION MEETING September 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 Hays, Commissioner Munteanu, Commissioner O’Neill-Vivanco

**ITEM 1 – CALL TO ORDER**

Commission Chair Damiani called the meeting to order at \_\_\_\_\_ p.m.

**ITEM 2 – AGENDA**

Commissioner Barr made a motion to approve the agenda  
Commissioner O’Neil-Vivanco seconded  
Unanimous approval

**ITEM 3 – PUBLIC FORUM**

**Jenevieve Mascena** to talk about the speed humps put in by Flynn School. Need crossing guard back at Barley Road, flashing lights for crosswalks.  
**Elizabeth Post** of North Avenue also speaking of the speed humps by Flynn School. Concerns about speeding after the last light by Plattsburg Avenue.  
**Janis Caruso** South Union and Maple. Parking meters put in or changes to parking for Champlain College.  
**Elizabeth Saylor** and lives on Browe Court also speaking about the speed bumps on North Avenue.  
**Barbara** ordinance concerns for parking. Concerns have been addressed.  
**Sharon Bushor** parking ordinance.  
**Erik Ramakrishnan** City Attorney’s Office 20-7 confirm this is the section. Sharon 20-71.  
**John** speed bumps on North Ave  
**Jenevieve Mascena** flashing crosswalks next one north Pennington Drive is another one where there are lots of families.

**ITEM 4 – CONSENT AGENDA**

- 4.1 – Approval of Draft Minutes 7-16-25
- 4.2 – Champlain Parkway Final Construction Traffic Regulations
- 4.3 – Pearl St Taxi Space Removal – Bus Space Change
- 4.4 – North St Parking Change
- 4.5 – Clarke St Stop Sign
- 4.6 – Champlain Elementary School Traffic Safety

Commissioner Barr made a motion to approve Consent Agenda.

Commissioner Munteanu seconded.

Discussion regarding Clarke St stop sign.

### **Unanimous approval**

## **ITEM 5 – PARKING ORDINANCE**

**Philip Peterson** overview of the plan.

**Chair Damiani** is looking for a motion in reference to the e mail Director Spencer sent out today regarding the Car Share and staff discretion – looking for a motion on the adjusted motion that was provided by staff.

**Commissioner Barr** made a motion to accept staff's recommendation for this step in the process.

**Commissioner O'Neil-Vivanco** seconded the supplemental language in the amended motion that Director Spencer sent out.

**Commissioner Davis** would like to make a friendly motion to remove the payment processing element from the amended motion. I think that is what I'm doing.

**Commissioner Barr** I don't want to be unfriendly but having been in the parking world I understand that because there are several options available to anybody who wants to park somewhere the convenience of using a credit card or debit card is their choice. I agree that if the fees are then encumbered by the traffic fund or the department or the city versus the person using it then it could become a challenge for the budget and future parking rates. I am not willing to accept the friendly amendment.

City Attorney Ramakrishnan \_\_\_\_\_ or move to amend the main motion. We have a request and it is rejected the person who rejected can now say well \_\_\_\_\_ and to also strike this language.

**Commissioner Davis** making a motion to amend the amended motion.

**Commissioner Damiani** stated that you are now making a motion on the amended motion that partially with this staff update from earlier today. Which I'm assuming we are striking the section that you cited earlier? Commissioner Davis stated yes.

**Commissioner Damiani** asked if there was a second on this amended motion.

**Commissioner Munteanu** seconded. Commissioner Davis added his comments.

Commissioner Damiani second on the amended motion? Commissioner Fox seconded.

Director Spencer this is an amended motion to give the city discretion as when we require the person to have to cover the processing fees.

Commissioner Damiani all those in favor?

6 Ayes – 1 Nay

City Attorney \_\_\_\_\_ so now you go back to main motion which now incorporates this.

So the motion is recommend this to council with the changes in the supplemental memo plus this additional change that 2084.c will now reflect optional language rather than making it mandatory.

All in favor? Unanimous approval.

## **ITEM 6 – PLAN BTV 2050 TRANSPORTATION PLAN**

Information

**ITEM 7 – FALL CLEAN SWEEP & LEAF PICKUP**

Information

**ITEM 8 – PARKING OCCUPANCY REPORT**

Information

**ITEM 9 – DIRECTOR’S REPORT**

Information

**ITEM 10 – COMMISSIONER ITEMS**

Information

**ITEM 11 – ADJOURNMENT 7 NEXT MEETING DATE – OCTOBER 15, 2025**

**Commissioner Barr** made a motion to adjourn

**Commissioner Munteanu** seconds

Unanimous approval

Meeting adjourned at \_\_\_\_\_