



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

DPW COMMISSION MEETING AGENDA
June 22, 2022
4:30 p.m.

Remote Only

To Join via Zoom: <https://us02web.zoom.us/j/83495330508>

To call into the meeting: 301-715-8592 Webinar ID: 834 9533 0508

Channel 17 also often livestreams this on their YouTube channel and airs it over the air at a later date.

Note that comments on YouTube are not monitored.

- 1 Call to Order – Welcome – Chair Comments
- 2 5 Min Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 5 Min Consent Agenda
 - A Approval of Draft Minutes of 5-18-22
 - B Summer Saturdays Parking Rate
 - C Parklet & Loading Zone on Oak Street
- 5 30 Min FY 23 Capital Budget Overview
 - A Presentation, C. Spencer; A. Parker
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested – Vote
- 6 10 Min Director's Report
- 7 10 Min Commissioner Communications
- 8 Adjournment & Next Meeting Date – July 20, 2022

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JUNE, 22 2022
DRAFT MINUTES**

Commissioners Present: Commissioner Barr, Commissioner Hogan (Chair), Commissioner Munteanu, Commissioner O'Neill-Vivanco (Vice-Chair)

Commissioner Absent: Commissioner Kennedy, Commissioner Bose, Commissioner Overby

ITEM 1 – CALL TO ORDER

Commissioner Hogan called the meeting to order at 4:37 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda
Commissioner O'Neill- Vivanco seconded
Unanimous Approval

ITEM 3 – PUBLIC FORUM

No attendees

ITEM 4 – CONSENT AGENDA

A – Approval of Draft Minutes 5-18-22
B – Summer Saturdays Parking Rate
C – Parklet & Loading Zone on Oak Street

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

ITEM 5 – FY 23 Capital Budget Overview

Director Spencer – originally looking at a more constrained FY23 Capital budget especially after the 40 million dollar bond was not approved by voters, but with the voter approval on town meeting day for the smaller budget 23.8 million dollar bond, we have been able to advance a number of timely smaller projects and reserve some of the funds for year FY23 & 25.

Capital Program Director Ashely Parker started off with the capital budget covers various projects across the board throughout the city – Parks, TIFF projects, Fleet, major capital projects within the Department of Public Works. We have been working on implementing a new tool called OpenGov to evaluate and access the budget throughout the fiscal year to help us track and forecast what our needs are overtime so we can do a better job of planning what are capital needs are in the future. The other piece of this software is to better connect us with members of the public. Goal is to have a platform for residents to have a better sense of projects.

Commissioner Munteanu is interested in OpenGov Platform. Would like to know if there is a place to communicate and leave comments like See Click Fix.

Capital Program Director Parker will check into this.

Commissioner Barr – Excited to see many projects underway and to see things moving forward.

Commisioner O’Neill-Vivanco – asked if we knew of any other cities that have used this platform and how it works for them. Once of the challenges of having comments in See Click Fix needs to be monitored due to inappropriate comments. The ability to communicate about a project to a person is key. Encourage the City to look at other Municipalities. Can we track the progress of projects to see where we are? Looks great and excited for the city to dig in on projects.

Chair Hogan – seconds Commissioner O’Neill-Vivanco on about not wanting to invite negative comments but want feedback in a structured scalable way. Can OpenGov host other budgets?

Director Spencer explained that just the city’s General Fund budget will be done for now.

ITEM 6 – DIRECTOR’S REPORT

No other updates to what was in the packet.

ITEM 7– COMMISSIONER COMMUNICATION

Commissioner Barr – Noticed a lot of construction going on around the city and it looks good. Glad to see things are being productive. Great job DPW.

Commissioner O’Neill-Vivanco – Ditto on Commissioner Barr’s comment. Didn’t realize about on Pine St. Excited about moving forward on the Champlain Parkway.

Chair Hogan - Eliana Fox will be joining next month as a new commissioner. Folks at The Walk/Bike Council have put together a progress report of the walk/bike Master Plan where we are at and what's in the works. Possibly a review at the July or September Commission meeting?

ITEM 8 – ADJOURNMENT & NEXT MEETING – JULY 20, 2022

Commissioner Munteanu made a motion to adjourn the meeting
Commissioner Barr seconded
Unanimous Approval

Meeting adjourned at 4:58 pm

**DEPARTMENT OF PUBLIC WORKS
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COMMISSION MEETING JUNE, 22 2022
FINAL MINUTES**

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