



**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A  
Post Office Box 849  
Burlington, VT 05402-0849  
802.863.9094 x 3 VOICE  
802.863.0466 FAX  
[www.burlingtonvt.gov/dpw](http://www.burlingtonvt.gov/dpw)

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**Chapin Spencer**  
DIRECTOR OF PUBLIC WORKS

**DPW COMMISSION MEETING AGENDA  
March 16, 2022  
6:30 – 9:00 p.m.**

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

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

**If you prefer to attend in a physical location, you may join us at 645 Pine St in the front conference room**

*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 2-16-22
  - B 343 North Street Reallocation of an Accessible Parking Space
  - C Shelburne Street Roundabout Traffic Regulations
  - D No Parking Zone at 12 Overlake Park
- 5 45 Min Clean Water Resiliency Plan and Integrated Permit Update
  - A Presentation, M. Moir, J. Olson, M. Lee
  - B Commissioner Discussion
  - C Public Comment
  - D Action Requested – None
- 6 40 Min Shelter Pod Proposal and Elmwood Avenue Surface Lot
  - A Communication, S. Dunn (CEDO), J. Padgett
  - B Commissioner Discussion
  - C Public Comment
  - D Action Requested – Action
- 7 20 Min Asset Management Update
  - A Presentation, G. Sexauer & R. Vogler
  - B Commissioner Discussion
  - C Public Comment
  - D Action Requested – None

8 10 Min Director's Report

9 10 Min Commissioner Communications

10 **Adjournment & Next Meeting Date – April 20, 2022**





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  - C Public Comment
  - D Action Requested – None

8 10 Min Director's Report

9 10 Min Commissioner Communications

10 **Adjournment & Next Meeting Date – April 20, 2022**

**DEPARTMENT OF PUBLIC WORKS  
645 PINE STREET  
BURLINGTON, VERMONT 05401  
COMMISSION MEETING FEBRUARY 16, 2022  
DRAFT MINUTES**

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

**ITEM 1 – CALL TO ORDER**

Commissioner Hogan called the meeting to order at 6:31 p.m.

**ITEM 2 – AGENDA**

Commissioner Barr made a motion to approve the agenda  
Commissioner O'Neill-Vivanco seconded  
Unanimous approval

**ITEM 3 – PUBLIC FORUM**

Michael Long commented on Ballot Item 4. DPW and the city are not allowed to advocate on a project just inform the citizens. Item 4 is advocated. There is a lot of misinformation on how TIF works and it does affect the taxpayers.

Caryn Long seconded what Michael Long stated and also stated that things can go wrong. City Place is supposed to pay for schools but who is going to pay for additional police protection and fire protection. TIF is robbing the education fund. TIF is the biggest sales pitch fund this with a bond.

Sharon Bushor stated that the process that changed regarding traffic calming. We got a notice about a preferred solution and the residents were not asked about the preferred solution. The process is too lengthy. The residents are not asked about the process. I am asking the Commission to reflect on the process you were involved in; there is a concern about parking being removed. There needs to be communication and dialogue.

**ITEM 4 – CONSENT AGENDA**

A – Approval of Draft Minutes 1-19-22

Chair Hogan stated there were proposed edits that were circulated earlier. Robert Goulding, DPW Public Information Officer, stated that he sent another copy of the minutes with some changes he made to spelling of names and a comment in public forum. Commissioner Overby had changes in the minutes as well.

Commissioner Hogan asked about the proposed edits

Mr. Goulding stated they involved the Main Street Great Street presentation and also the phrasing in Director Spencer's report about the COVID 19 operations.

Commissioner Munteanu made a motion to accept the minutes with the changes

Commissioner O'Neill-Vivanco seconded with the approved amended minutes.

Commissioner Barr abstained from voting, as he was not present at last month's meeting.

Unanimous approval.

#### ITEM 5 – ANNUAL LAKEVIEW/COLLEGE STREET GARAGE OCCUPANCY UPDATE

Division Director Jeff Padgett stated we have delegated authority to enter into monthly agreements with customers wishing to rent space in the parking garages.

The occupancy rates were still low in 2021 at 30-40% full and there were a couple of peak times where occupancy was at 85%. There are 700 workers who have permits for free parking and currently we see 125 parking on a daily basis, we will be evaluating this because we don't need to have this many spots for free parking when for the most part only 125 are being used take some away but will give them back if needed.

Starting in March 1<sup>st</sup>, we will be transitioning to Park Mobile in the garages. There are some issues with parking groups. The 100 Bank Street tenants nothing has changed there is still an allocation of 200 spots.

Commissioner Munteanu asked who was eligible for the free parking spots and asked if we are encouraging use of other means of transportation.

Division Director Padgett stated the businesses downtown are for the front line workers. This is part of the removal of the two hours free parking from the Marketplace Garage. This is not encouraging bike/ped but that is not my job but we do have bike racks in stock we just need to figure out where we can place them.

Commissioner Munteanu asked about the bike lockers in the Market Place Garage if they were being rented. Assistant Director Padgett stated that there are no bike lockers at Lakeview Garage.

Director Spencer stated that the bike lockers were used to store stuff long term we need to figure out how to provide secure bikes.

Commissioner Overby stated she never supported the free parking for employees and asked if switching to Park Mobile will, there no longer be cash or credit card payments will it have to be done through the app.

Division Director Padgett stated it would work the same as we have on the street now. There will be a kiosk for payment.

Questions about the 100 Bank Street and their 200 permits that are available and was informed that the allocation hasn't changed. How can we get more people to visit the garages? They are not attractive and we need to make more signage for people to know where the entrances to the garages are.

Commissioner O'Neill-Vivanco asked if they could track the employee parking and if 700 are used on a daily basis. Assistant Director Padgett stated with the use of Park Mobil we will know who is parking there.

Commissioner O'Neill-Vivanco asked how we are encouraging net zero energy while our department needs revenue. There are not ample transit options that run in the evening.

Division Director Padgett stated doesn't see job as generate more traffic we want to make the garages attractive and say let's go to that garage it is fast and efficient place to park.

Commissioner Hogan questioned the usage of the Marketplace Garage about encouraging pattern validation program worked. AD Padgett stated the program was too hard to use, too many avenues to pay and with Park Mobil you get a free hour of parking.

#### ITEM 6 – SOUTH END CONSTRUCTION COORDINATION PLAN UPDATE

DPW Engineer Cory Mims stated that we are going to give an overview and update on projects in the city. We have completed concrete crack repairs on 189 and Winooski Bridge. In 2022 VTRANS will have a Class 1 paving in Burlington and Winooski.

Vermont Rail and Amtrak project will be finished in the spring

The roundabout is a little behind but is scheduled to be finished in 2023

Champlain Parkway went out to bid and we had a mandatory pre-bid meeting. March 18<sup>th</sup> bids will be received and we will award it in April.

The first phase of the project will be Home Avenue to Lakeside to Pine and Pine to Kilburn, there will be a shared use path. This will start in 2022 and completed in the Fall of 2024.

Main Street Great Streets we have some designs on that. City Engineer Baldwin stated the scope of work is going for a TIF vote in March and we will be engaging stakeholders in conversations. This is one to two years before the design process.

The railyard project we will start the outreach with stakeholders in early March and we will provide an update. We are working on engaging the public and using different languages to get more people involved.

Commissioner Bose stated it would be helpful to outline public engagement several times and chart out construction with stakeholders. Make it very clear about the way the department is heading with the projects. The roundabout is a good example of getting updates.

Commissioner Overby asked about the Champlain Parkway require stoplights and not roundabout for safer intersection, does the current bid plan have any or are we required to spend money for stoplight at the intersections?

City Engineer Norman Baldwin stated we have to advance with the design as proposed, there is no option. Project has to be built as designed.

#### ITEM 7 – BRIGHT STREET TRAFFIC CALMING – PARKING ADJUSTMENT

We are making a parking change on Bright Street through traffic calming from requests from members of the neighborhood. Our recommendation is to moving to the west side from the middle of the street to end. This would slow down the traffic and we could rehabilitate the curb on the southwestern side of the street and add some new greening. This would provide traffic calming and more beautification of the street. There is an accessible parking space from 48 to 41 Bright Street.

Commissioner Overby had some concerns about moving the parking to the west side of the street. There is a fire hydrant on that side of the street as well as the Bright Street Coop has a walkway there where their recycling is put on their pick up day as well as the six foot parking away from fire hydrant. Commissioner Overby asked what the other alternative was and was informed that there would be two mid-block curb extensions.

Commissioner Barr stated the chicane is a good tool if it is in place properly. Need to address the ADA space moving as it might make it difficult for the person using it. Commissioner Hogan asked about the logic for traffic calming and City Planner Nicole Losch stated that City Council granted \$300,000.00 for traffic calming to make headway on all the requests that we have. We have three other streets as well as this one that we are planning for traffic calming – Birchcliff Parkway, East Avenue and Scarff Avenue.

Commissioner Barr mad a motion to accept staff's recommendation.

Commissioner O' Neill-Vivanco seconded

Commissioner Overby "Nay"; Commissioner Barr "Aye", Commissioner Kennedy "Aye", Commissioner Munteanu "Aye"; Commissioner Hogan "Aye"; Commissioner O'Neill-Vivanco "Aye"

Approved 5 Ayes – 1 Nay

#### ITEM 8 – DIRECTOR'S REPORT

Traffic calming program has evolved and we are working to get down the list. Have listened to concerns of Mrs. Bushor on the East Avenue traffic-calming project. We will have more updates for next month's meeting.

Kudo to staff working on the water main break at Overlake Park over the weekend.

Thanks to staff for winter plowing during the storm

#### ITEM 9 – COMMISSIONER COMMUNICATION

Commissioner Barr commented on snow removal the sidewalks and roads were clear, salted, and walkable. Asked if recycling bins could be placed back where they belong instead of left in road or bike lanes.

Commissioner Overby mentioned the flowerpots on Main Street and South Winooski Avenue people are being forced out into the street, not a good idea to have that particular flowerpot there.

Commissioner Kennedy commending staff- car was towed and everyone was really nice and helpful when called to see where car was. Was wondering if there could be something online so we can find out where car is. Director Spencer stated this was a privacy issue with the plate numbers.

Commissioner Kennedy asked about College Street and South Willard Street no signal for pedestrians.

Commissioner Munteanu stated the quality of the sidewalks after the storm was good. Also had concerns about College Street and South Willard Street. Traffic goes fast and there is a high volume of pedestrian traffic at this intersection.

Commissioner O'Neill-Vivanco stated she has a friend who lives on Catherine Street and she admitted that the parking change is working well. Also had a question about fining people who have private plow who plows the snow into the sidewalk. Director Spencer advised her to call Customer service, we will let the Excavation Inspector know, and he will contact the property owner.

Commissioner O'Neill-Vivanco stated the water main break on upper Cliff street was handled quickly, crews arrived within 45 minutes worked all night great job.

Commissioner Hogan also had issues with snow from private plowers. Appreciates work from storm clean up. What happens when there is a clear drainage issue?

City Engineer Norm Baldwin stated there is follow up with property owners. The biggest issue is sump pump issues that drain from yards and the water freezes on sidewalk making it slippery.

#### ITEM 10 – ADJOURNMENT –NEXT MEETING MARCH 16, 2022

Commissioner Barr made a motion to adjourn meeting.

Commissioner Overby stated she remembered her other comment she wanted to make. This was in regards to the remediation of sewer going under College Street. Stated there was some work done years ago at Fletcher Library was falling. Do we have access to that data when the library had problems with the ravine? City Engineer Baldwin stated Martha had done an extensive study on the library and what was done for work.

Commissioner O'Neill-Vivanco seconded the motion for adjournment  
Unanimous approval

Meeting Adjourned 9:10 p.m.





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Department of Public Works

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# Memo

*Date:* March 16<sup>th</sup>, 2022

*To:* Public Works Commission

*From:* Jad Kasti, Engineering Intern

*CC:* Phillip Peterson E.I., Public Works Engineer

*Subject:* 343 North Street Accessibility (ADA) Parking Change

---

**Staff recommends the DPW Commission remove:**

**7A Accessible spaces designated.**

*No person shall park any vehicle at any time in the following locations, except automobiles displaying special handicapped license plates issued pursuant to 18 V.S.A. § 1325, or any amendment or renumbering thereof:*

- On the north side of North Street in the first space east of School Street.

**Purpose & Need:**

The purpose of this request is to allow public parking at a no longer needed accessibility (ADA) space. This change will meet the needs of local North St Residents who no longer use this ADA space.

**Project Checklist:**

|                                                             | N/A | Yes | No | Reference                                                                                               |
|-------------------------------------------------------------|-----|-----|----|---------------------------------------------------------------------------------------------------------|
| Aligns with MUTCD standards and/or established City Policy? | X   |     |    |                                                                                                         |
| Aligns with City plans?                                     | X   |     |    |                                                                                                         |
| Followed Public Engagement Plan?                            |     | X   |    | These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP). |

**Summary and Conclusion:**

This ADA space was requested in 2017 to allow better access to 343 North St. The same resident has now requested to revert the space back to unrestricted parking because they no longer have a need for it.

**Public Engagement:**

In preparation for the 3/16/22 DPW Commission Meeting, Staff distributed flyers to residents in the vicinity of 342 North St on 2/16/22. Staff received no public comment.

**Site Map:**



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# Memo

*Date:* March 16<sup>th</sup>, 2022

*To:* Public Works Commission

*From:* Jad Kasti, Engineering Intern

*CC:* Phillip Peterson E.I., Public Works Engineer  
Laura Wheelock, P.E., Senior Public Works Engineer  
Olivia Darisse, P.E., Public Works Engineer

*Subject:* Shelburne Street Roundabout Project Regulation Changes

---

**Staff recommends the DPW Commission to remove:**

**3 Stop sign locations.**

*Stop signs are authorized at the following locations:*

- At the intersection of Ledge Road and Shelburne Street, causing traffic on Ledge Road to stop.
- At the intersection of Locust Street and Shelburne Street, causing traffic on Locust Street to stop.
- At the intersection of South Willard Street and Shelburne Street, causing traffic on South Willard Street to stop.

**Staff recommends the DPW Commission to adopt:**

**4 Location of yield-right-of-way signs.**

*Yield-right-of-way signs are authorized at the following locations:*

- At each entrance to the Shelburne Street Roundabout causing all traffic approaching the roundabout to yield.
- At the intersection of Ledge Road and Shelburne Street, causing westbound traffic on Ledge Road to yield.

**Staff recommends the DPW Commission to approve:**

**30 Speed Limits.**

*Speed limit on listed streets:*

(3) No motor vehicle shall be operated upon any of the following streets at any time at a rate of speed greater than thirty (30) miles per hour, and suitable signs stating this speed limit shall be conspicuously placed on such streets:

- c. Shelburne Street from the South Burlington town line north to ~~Ledge Road~~ Adams Court.

**Purpose & Need:**

The purpose of these recommended traffic regulation amendments is to allow for the proper use of a roundabout. The need is to ensure that the new Shelburne Street roundabout will be signed appropriately according to local, State, and Federal regulations.

**Project Checklist:**

|                                                             | N/A | Yes | No | Reference                                                                                               |
|-------------------------------------------------------------|-----|-----|----|---------------------------------------------------------------------------------------------------------|
| Aligns with MUTCD standards and/or established City Policy? |     | X   |    | AASHTO – Geometric Design of Highways and Streets                                                       |
| Aligns with City plans?                                     | X   |     |    |                                                                                                         |
| Followed Public Engagement Plan?                            |     | X   |    | These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP). |

**Summary and Conclusion:**

The purpose of these recommended traffic regulation amendments is to allow for the proper use of a roundabout, see Attachment-1. The stop sign locations listed above will no longer be needed once a roundabout is installed. DPW Staff are recommending yield-right-of-way signs at all Shelburne Street roundabout entrances allowing for traffic to flow through the roundabout.

The current traffic regulation allows motor vehicle operation at no speed greater than 30 miles per hour from the South Burlington town line to Ledge Road. Ledge road is a part of the roundabout thus keeping this regulation how it is will conflict with the roundabouts design speed. Changing the traffic regulation to Adams Court instead of Ledge Road will allow an appropriate amount of space to reduce motor vehicle speeds to no greater than 25 miles per hour. Consequently DPW Staff recommend vehicles may not travel at speeds greater than 25 mph starting at Adams Court going north.

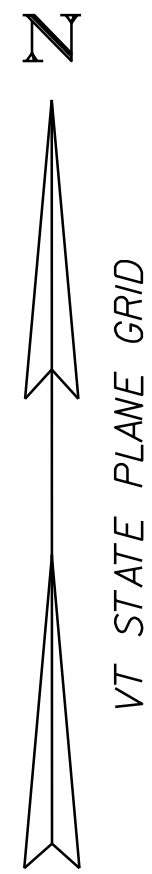
**Public Engagement:**

In preparation for the 3/16/22 DPW Commission Meeting, Staff distributed flyers to residents in the vicinity of Shelburne Street. Staff received one letter, no emails, and no phone calls in regards to this project. The letter does not support the Stop sign regulation changes, see Attachment-2.

**Attachments:**

1. Site Maps
  2. Public input correspondence
-





900.620 - SPECIAL PROVISION  
(REMOVAL OF SIGN-MOUNTED FLASHING BEACONS)  
STA. 67+03.23  
STA. 67+97.99  
STA. 40+70.22  
STA. 40+95.74  
  
675.50 - REMOVING SIGNS  
AS SHOWN - 36



NOTES:  
1. FOR PROPOSED SIGNS IN THIS AREA, SEE SIGNING PLAN 3.

| EXISTING SIGNAGE |               |
|------------------|---------------|
| PROJECT NAME:    | BURLINGTON    |
| PROJECT NUMBER:  | HES 5000 (I8) |
| FILE NAME:       | 09d078+sl.dgn |
| PROJECT LEADER:  | MBL           |
| DESIGNED BY:     | BJT           |
| SIGNING PLAN 2   |               |
| PLOT DATE:       | 1/27/2021     |
| DRAWN BY:        | MGD           |
| CHECKED BY:      | MBL           |
| SHEET            | 82 OF 168     |







PLEASE! SAFER CROSSWALKS FOR PEDESTRIANS  
3 ELEMENTARY SCHOOLS USE PARK FOR  
SPORTS! AND TO GO TO  
SCHOOL! BIKES AND  
WALKERS.

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Department of Public Works

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## Dear South End Residents,

The Department of Public Works (DPW) is involved in a roundabout project on Shelburne Street, with surrounding streets consisting of Ledge Rd, Locust St, and S. Willard St. Once the roundabout is installed DPW staff is recommending the following changes to the Public Works Commission.

- The removal of STOP sign locations at the intersections of:
  - Locust Street and Shelburne Street
  - Ledge Road and Shelburne Street
  - South Willard Street and Shelburne Street
- Installation of YIELD right of way signs at each entrance of the Shelburne Street roundabout and at the intersection between Ledge Road and Shelburne Street.
- Vehicles may not travel at speeds greater than 30 mph starting at Adam Courts, previously this began on Ledge Rd.

NO THESE NEED TO  
STOP SIGNS.

If you have any concerns surrounding the changes in regulations resulting from this project please reach out.

Please respond via email or phone so that your feedback may be considered during our evaluation.

Thank you!

Jad Kasti  
Engineering Intern  
Desk: 802-598-8356  
Email: [jkasti@burlingtonvt.gov](mailto:jkasti@burlingtonvt.gov)

\* STOP SIGNS  
CROSSING LID  
THAT KIDS C  
PUSH TO STOP  
AT LEAST 3 ELEM  
CROSS TO GO TO SCH  
AND FOR SPORTS  
ACTIVITIES. IVE S  
TOO MANY NEW TRAD  
LAKERS CAN IN ONE LANE

IVE LIVED ON S. WIMARD FOR OVER 50 YEARS  
AND IVE RAISED CHILDREN AND GRANDCHILDREN  
WHO USE THE CROSSING. WHEN I CALLED  
5 YEARS AGO I WAS TOLD THAT THEY WERE  
PLANNING ON MAKING IT SAFER!





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# Memo

*Date:* March 16<sup>th</sup>, 2022

*To:* Public Works Commission

*From:* Phillip Peterson E.I., Public Works Engineer

*CC:* Norm Baldwin P.E., City Engineer

*Subject:* No Parking Zone at 12 Overlake Park

---

**Staff recommends the DPW Commission approve:**

**7 No-parking area.**

*No person shall park any vehicle at any time in the following location:*

- On the west side of Overlake Park beginning 22 feet north of the driveway for 11 Overlake Park and extending north for 40 feet.

**Purpose & Need:**

The purpose of this request is to allow a resident at 12 Overlake Park to easily enter and exit their driveway. This need is to ensure the resident of 12 Overlake Park may conduct emergency response operations.

**Project Checklist:**

|                                                             | N/A | Yes | No | Reference                                                                                               |
|-------------------------------------------------------------|-----|-----|----|---------------------------------------------------------------------------------------------------------|
| Aligns with MUTCD standards and/or established City Policy? | X   |     |    |                                                                                                         |
| Aligns with City plans?                                     | X   |     |    |                                                                                                         |
| Followed Public Engagement Plan?                            |     | X   |    | These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP). |

**Summary and Conclusion:**

A traffic request from a resident at 12 Overlake Park was received in regards to vehicles parking across from the 12 Overlake Park driveway. The vehicles parked across from 12 Overlake Park posed a problem when pulling their pick-up truck from the driveway onto the street. It is important to note this pick-up truck is a Vermont owned State emergency response vehicle, see Attachment-1. The resident at 12 Overlake Park is an emergency

responder, and needs to respond from their home. DPW Staff conducted a turning template analysis, based on the geometry of the road and the vehicle and confirmed this is an issues in regards to emergency response, see Attachment-2. Based on emergency response needs, Staff recommend a no-parking zone on the west side of Overlake Park beginning 22 feet north of the driveway for 11 Overlake Park and extending north for 40 feet.

**Public Engagement:**

In preparation for the 3/16/22 DPW Commission Meeting, Staff distributed flyers to residents in the vicinity of 12 Overlake Park. Staff received four (4) emails in support of staff recommendation, see Attachment-3.

**Attachments:**

1. Vermont State Police Letter
  2. Site Map
  3. Public Input Correspondence
-

STATE OF VERMONT  
DEPARTMENT OF PUBLIC  
SAFETY  
VERMONT STATE POLICE



Headquarters  
45 State Drive  
Waterbury, VT 05671-1300  
802-878-7111

February 17, 2022

To whom it may concern,

I write on behalf of Detective Sergeant Benjamin Katz who has asked me to confirm that he is a member of the Vermont State Police Major Crimes unit and as such is on call and required to respond from his residence with his state assigned cruiser when called. In addition, Sergeant Katz is the Team Leader for the State Police Crisis Negotiation Unit which is responsible for responding to all areas of the state to assist people in crisis. He also covers on call for the Bureau of Criminal Investigations for Chittenden, Washington, and parts of Orange County one weekend a month. Additionally, he is a member of the recreational enforcement division and may be called to assist in search and rescue missions on Lake Champlain.

Should you have any questions I may be reached by email at  
[Todd.Baxter@Vermont.gov](mailto:Todd.Baxter@Vermont.gov)

Respectfully,

A handwritten signature in blue ink, appearing to read "Todd Baxter", is written over a horizontal line.

Lieutenant Todd Baxter  
Major Crimes Unit Northern Commander  
Vermont State Police

**"Your Safety Is Our Business"**





SCALE: 1" = 30'



12 OVERLAKE PARK  
PROPOSED  
NO PARKING ZONE



**BURLINGTON  
PUBLIC WORKS  
ENGINEERING DIV.**

645 PINE STREET  
BURLINGTON, VT 05401  
(802) 863-9094  
(802) 863-0466 (Fax)

|                  |                 |
|------------------|-----------------|
| DESIGNED<br>PMP  |                 |
| DRAWN<br>PMP     | SCALE<br>1"=30' |
| CHECKED<br>NB    | DRAWING NO.     |
| DATE<br>3/2/2022 | SHEET 1 OF 1    |



# Attachment 3

## Public input correspondence emails

Wed, Mar 2, 2022

Hello,

Thank you so much for helping me with this issue of entering and exiting my driveway with the state truck. I received your diagram today and I was hoping that we could meet in person to go over the turning radius. The truck length is 266.2 inches. It is a Ford F250 Crew Cab with an 8 foot bed. When I enter and exit the driveway it takes a considerable more amount of space than what is depicted in your diagram. That is why this is such a huge issue.

When backing in I have to basically put the right front passenger's side wheel at the edge of my neighbor's driveway across the street.

What should we do moving forward so that we get it right the first time with regards to turning radius?

Respectfully,

Ben Katz

Thu, Mar 3, 2022

Hello Ben,

Thanks for reaching out. I understand you are working with Phillip. We are planning to bring a solution forward next Commission meeting. Phillip will keep you posted.

Best,

Chapin

Wed, Mar 2, 2022

In response to the notice we received about the request to remove parking across from the driveway of 12 Overlake Park - we would like to say that we give this our whole hearted approval, without reservation. Thank you for ensuring that the resident at 12 Overlake Park will be able to respond to emergencies: a benefit to not just our neighborhood, but also to the entire city.

Thank you,

Anita and Tom Licata

Thu, Mar 3, 2022

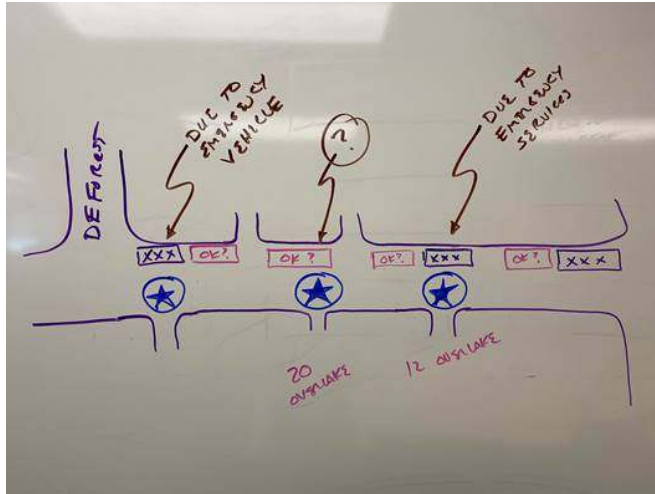
Phillip,

Thank you for including the residence of Overlake Park in your review of Ben Katz request. Please see our response from 20 Overlake Park, Burlington, VT 05401. We are Ben's immediate neighbor.

1 - We completely agree with this request and would welcome this change for all the reasons you have stated.

2 - We believe the street is unfit for visitor parking. We have been involved in 2 petitions to change the street to resident only and have never received a justified answer to this request.

3 - Recently the available parking spots on Overlake were removed due to hindrance to emergency vehicles as they navigate from Deforest. So the real picture looks something like this:



Why would we not make the spot in front of my house No Parking ?. As you can see, my house (20 Overlake) is now the only house on the street that is pinned in due to a parking spot. Again, I am 100% in favor of your proposal, but I suggest simply taking the next logical step; restrict the spot in front of 20 Overlake.

Thank you,

--

Ray Rouleau

Thu, Mar 3, 2022

Hi Ray,

Feel free to reach out to our Excavation Inspector Caleb Manna about expanded your curb cut; which would help with any of the issues you mentioned. I cc'd him to this email.

Best,

Phillip Peterson E.I.

Fri, Mar 4, 2022

Good afternoon Phillip

Thank you for reaching out to us, we really appreciate the efforts you are making to improve the situation on Overlake Park.

My wife and I and our two children reside at 11 Overlake Park and support the need for changes to the parking situation on the first section of Overlake Park between Cliff Street and the turn to DeForrest. We live directly across from #12 and the parking spot in question is immediately in front of our house.

We have witnessed the extreme difficulty our neighbor at #12 has when trying to leave his driveway, often at odd hours of the day and night for emergency response purposes.

In reviewing the image you provided we have two remarks:

1) it appears that the one parking space that would be eliminated would be insufficient to provide the radius required

2) the one parking spot on the south side of this location is pushed too close to our driveway which already has a very short curb cut. On days cars park that closely we already experience difficulty entering and leaving our driveway. We also have a serious safety concern as the line of sight is completely blocked, not just for cars leaving our driveway but more importantly our children, and our neighbors' - all young, 10 and under, crossing this section of the street from our driveway frequently every day, as kids do.

In our opinion, all three parking spots as portrayed in the image should be eliminated to provide for proper entering and exiting and provide for a safer traffic situation for our children.

This section of street is the only section in our neighborhood where street parking is allowed without permits. We see the same cars, mostly from University students, move their car daily just after 12 noon (to stay within the 4 hour parking limit) to be left overnight until the next morning before parking enforcement makes its rounds by 8am.

This is also the narrowest portion of Overlake Park and of streets in our neighborhood, and it is a busier than expected thoroughway, not only for residents of Overlake Park but also for those of DeForest Road and DeForest Heights and their side streets. Parking and safety in this area are problematic.

We appreciate your consideration of changing the specific parking situation but also the parking and safety situation in general.

Hans van Wees

All

Sat, Mar 5, 2022

Attached are some photos which accurately depict the tightest turning radius of the truck.





I would happy to meet to show you in person. I hope this helps.

Ben

Sun, Mar 6, 2022

Hi Philip -

We live at 28 Overlake Park. Thank you for the information regarding the proposal for a no parking area across from the 12 Overlake Park driveway.

My husband Matt and I support the proposal.

Thanks.

Celia Daly



Mon, Mar 7, 2022

Thanks Ben. We received the pictures. Phillip will be working on drafting staff's recommendation to the Commission this week. Stay in touch with him if there is any additional information.

Best,  
Chapin

Good Morning,

I ran through several turning template analysis, given the geometry of the location and your vehicle. Here is a visual of the results.



Given this information, DPW Staff will adjust our recommendation to the Commission.

Best,

Phillip Peterson E.I.

Good morning

Did you receive our comments? Thanks

Hans van Wees

Good Afternoon,

I did receive your comments; and they will be included in the Commission packet. The Commission meets next Wednesday at 6:30 pm, here is a link which will have all of the meeting particulars <https://www.burlingtonvt.gov/DPW/Commission/Agendas>.

Best,

-

Phillip Peterson E.I.



## COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

149 CHURCH STREET • ROOM 32 • CITY HALL • BURLINGTON, VT 05401  
(802) 865-7144 • (802) 865-7024 (FAX)  
[www.burlingtonvt.gov/cedo](http://www.burlingtonvt.gov/cedo)

To: Public Works Commission

From: Brian Pine, CEDO Director  
Samantha Dunn, Asst. Director for Community Works, CEDO

Date: March 7, 2022

Subject: Temporary Decommissioning of Elmwood Avenue Parking Lot & Proposed Parking Agreement

---

### Background

The number of people experiencing houselessness and housing insecurity continues to be almost triple those pre-pandemic, and access to emergency housing is restricted from the levels available during the Winter of 2021. On December 16<sup>th</sup>, 2021, Mayor Weinberger released an action plan to fulfill the promise of housing as a human right. The ten-point plan included a number of initiatives including the creation of a new low-barrier shelter pod community in Burlington. In response, CEDO was tasked with developing an in-depth plan to procure shelter pods and associated infrastructure, find a suitable location within the City, and engage a trusted community partner to manage the project and ensure the delivery of social services.

The shelter module approach has proven effective in acting as a bridge to permanent housing in cities across the United States and is a time and cost-effective tool for sheltering the most vulnerable in the near future. The proposed shelter modules range in size from 60sf to 120sf and are designed to provide heat and electricity (no plumbing), a place to sleep and space to store belongings. Some modules are designed to accommodate a single person while others could accommodate partners and pets. On February the City Council approved an allocation of \$2.975M in ARPA funds for addressing the acute homelessness crisis in Burlington; this allocation included \$1.47M for the construction and operation for a new low barrier emergency shelter pod community with services. Contracts for the shelter pods have been signed and they are in production.

After analyzing ten potential sites, the Elmwood Avenue Parking lot has been identified as the location that will best meet the needs of the project because of its proximity to transportation, services and amenities and its ease of connection to municipal power, water and sewer. The City is proposing is proposing to use the parking lot for up to 36 months to serve as a location for this emergency shelter.

CEDO has been working directly with DPW to understand the current use and condition of the Elmwood Avenue parking lot where there are currently 70 permitted parking spaces for use Monday through Friday for \$55 per month. DPW has verified that the Lakeview and College Street Garage has the capacity to house the current permit holders at the Elmwood Avenue Lot. As a courtesy, we would like to request that the current Elmwood Avenue permit holders a reduced rate at the Lakeview and College Street Garage of \$55 per month.

Because DPW anticipates moving the lessors from Elmwood Ave to the Lakeview and College Street Garage, no loss of revenue is expected.

## **Attachments**

Attachment A: Appendix C, Section 18 Draft Changes: The temporary decommissioning of the Elmwood Avenue Lot

Attachment B: Appendix C, Section 19 Draft Changes: Special Rate for Elmwood Avenue Lot permit holders at Lakeview/College Street/Westlake Facility

Attachment C: Draft Parking Agreement

## **Motions**

1. To authorize and adopt the proposed changes outlined in Attachment A to Appendix C, Chapter 18, which would temporarily decommission 51 Elmwood Avenue ("Elmwood Avenue Lot" the city-owned lot on the west side of Elmwood Avenue near the intersection of Grant St) as a designated parking lot within the City of Burlington for the period inclusive of May 1, 2022 to April 30, 2025, conditioned upon the City Council's designation of the property as the location for temporary, emergency shelter from May 1, 2022 to April 30, 2025; and
2. To authorize and adopt the proposed changes outlined in Attachment B to Appendix C, Section 19 of the Burlington Code of Ordinances, which would allow the Department of Public Works to enter into parking agreements with current Elmwood Ave parking lot permit holders at a reduced rate of \$55 dollars per month for use of the Lakeview and College Street Garage beginning May 1, 2022 and ending April 30, 2025, conditioned upon the City Council's designation of the property as the location for temporary, emergency shelter from May 1, 2022 to April 30, 2025.

# CITY OF BURLINGTON

**In the Year Two Thousand Twenty Two**

## **A Regulation in Relation to**

Rules and Regulations of the Traffic Commission—  
Section 18, Parking facility designations—  
Temporarily suspending use of 51 Elmwood Avenue (Elmwood Lot) as a parking lot within the City of Burlington.

Sponsor(s): Department of Public Works

Action: \_\_\_\_\_

Date: \_\_\_\_\_

Attestation of Adoption: \_\_\_\_\_

**[STAFF SPONSOR]**

Published: \_\_\_\_\_

Effective: \_\_\_\_\_

**It is hereby Ordained** by the Public Works Commission of the City of Burlington as follows:

1 That Appendix C, Rules and Regulations of the Traffic Commission, Section 18: Parking  
2 facility designations, of the Code of Ordinances of the City of Burlington is hereby amended as  
3 follows:

### 4 **Section 18: Parking facility designations.**

5 **(a) As written.**

6 (b) Leased lot locations:

7 **(b)(1)** The city-owned lot on the west side of Elmwood Avenue near the intersection of Grant  
8 Street, known as the Elmwood lot.\*

9 **(b)(2)-(5) As written.**

10

11 \*The designated use of the Elmwood lot is hereby suspended until April 30, 2025, at which  
12 time such suspension will cease to exist.

13

14 \*\* Material stricken out deleted.

15 \*\*\* Material underlined added.

16

17 JP/hm: BCO Appx.C, Ch. 19, Sec.(b)&(c)  
18 03/16/2022

# CITY OF BURLINGTON

**In the Year Two Thousand Twenty Two**

## **A Regulation in Relation to**

Rules and Regulations of the Traffic Commission—  
Section 19, Parking Rates—  
Special Rate for Former Elmwood Avenue Lot Monthly Permit Holders at the College Street/Lakeview/Westlake Parking Garage Facility

Sponsor(s): Department of Public Works

Action: \_\_\_\_\_

Date: \_\_\_\_\_

Attestation of Adoption:

**[STAFF SPONSOR]**

Published: \_\_\_\_\_

Effective: \_\_\_\_\_

**It is hereby Ordained** by the Public Works Commission of the City of Burlington as follows:

1 That Appendix C, Rules and Regulations of the Traffic Commission, Section 19: Parking rates,  
2 of the Code of Ordinances of the City of Burlington is hereby amended as follows:

### 3 **Section 19: Parking Rates**

4 **(a) As written.**

5 **(b)(1)-(b)(7) As written.**

6 **(b)(8) College Street/Lakeview/Westlake Parking Garage Facility.**

7 **(b)(8)a.-b. As written.**

8

9 **(b)(8)c. Monthly Permit Rates.** Eighty dollars (\$80.00) for a five (5) day per week monthly  
10 permit; the five (5) days per week shall be Monday through Friday (“standard work-week  
11 permit”). Ninety-six dollars (\$96.00) for a seven (7) day per week monthly permit (“standard  
12 calendar-week permit”). Twenty dollars (\$20.00) for a five (5) day per week monthly permit  
13 for city employees when paid for by a City of Burlington department. Zero dollars (\$0.00) for a  
14 restaurant/retail/service worker seven (7) day per week monthly permit with eligibility  
15 determined by the department of public works within policy approved by the public works  
16 commission. Fifty-Five dollars (\$55.00) for a five (5) day per week monthly permit for  
17 individuals who held valid monthly parking permits at the Elmwood Lot as of April 30, 2022,  
18 for the period inclusive of May 1, 2022 through April 30, 2025, after which such rate will  
19 increase to the standard work-week permit rate. The director of the department of public works  
20 or his or her designee may prorate monthly parking permit fees at times of sale and termination.

21 **(b)(9)-(16) As written.**



**A Regulation in Relation to** Special Rate for Former Elmwood Avenue Lot Monthly Permit Holders at the College Street/Lakeview/Westlake Parking Garage Facility

(c) The rate of charge for parking in leased lots shall be as follows, and those vehicles without a vehicle tag displayed in the proper position will be removed by wrecker at the owners' expense:

**Location Rates**

- (1) Elmwood Avenue and Grant Street:  
Per month \$55.00\*
- (2) Main Street adjacent to the metered parking lot located on the N.E. corner Main and Winooski:  
Per month 60.00

*\*This rate shall be suspended and not chargeable for the period inclusive of May 1, 2022 through April 30, 2025.*

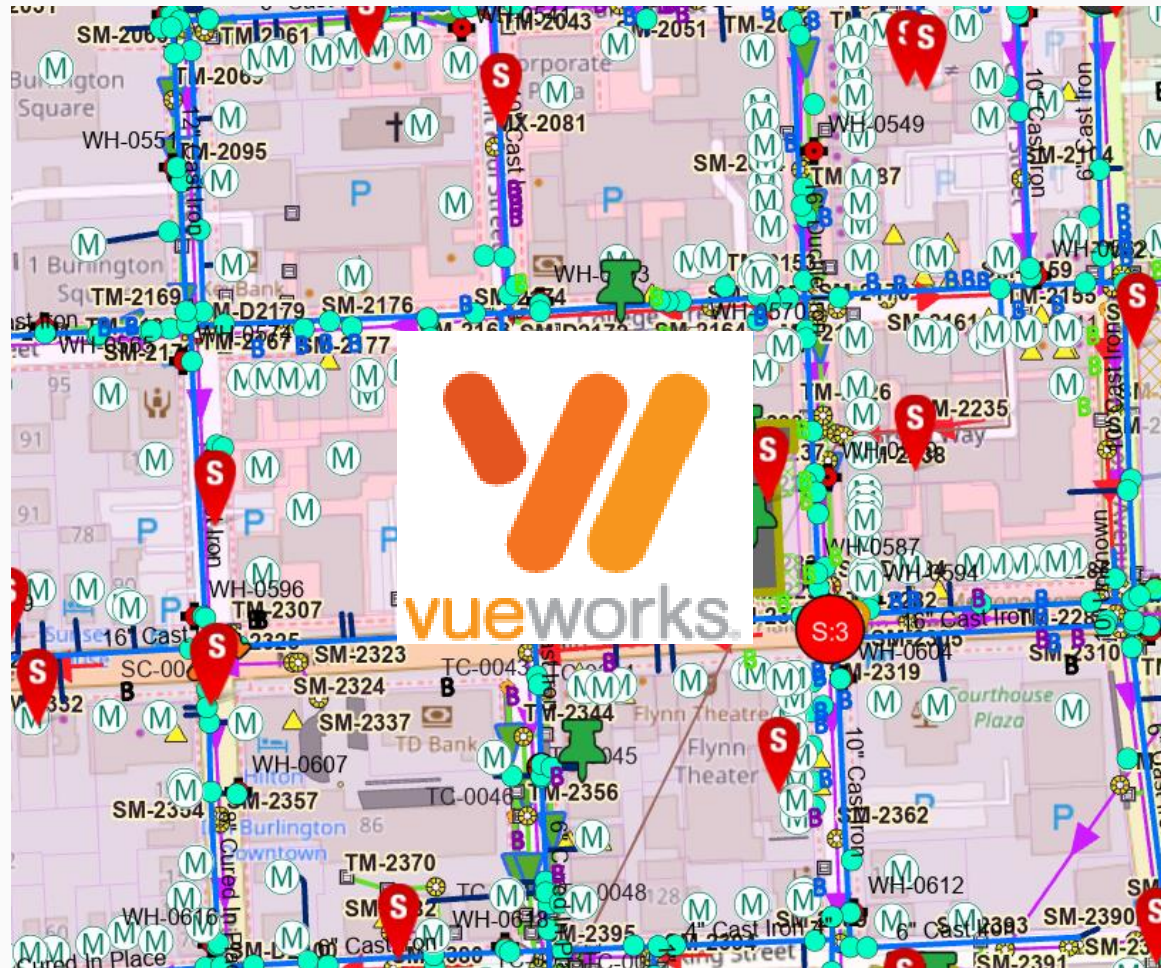
**(d)-(f) As written.**

\*\* Material stricken out deleted.

\*\*\* Material underlined added.

## Asset Management: Why are we doing this?

- Highest Level of Service for Least Cost
- Informed Decision Making
- Uniform Data Capture and Storage



# Asset Management: Implementation

- Configuration
- Historic Data
- Technology Upgrades
- Training

| ID             | Status | Location        | Description                                |
|----------------|--------|-----------------|--------------------------------------------|
| DPW-T-FY22-367 | Closed | Park St         | Removed obsolete pole                      |
| DPW-T-FY22-366 | Closed | Police Station  | replaced 2 faded signs                     |
| DPW-T-FY22-365 | Closed | Grant St        | Straightened pole                          |
| DPW-T-FY22-364 | Closed | N Champlain St  | Straightened pole                          |
| DPW-T-FY22-363 | Closed | Main St         | Sleeve was reconcreted into sidewalk       |
| DPW-T-FY22-362 | Closed | Downtown        | Meter Collections                          |
| DPW-T-FY22-361 | Closed | Pearl St Lot    | Installed new Park Mobile App signs        |
| DPW-T-FY22-360 | Closed | Hyde St         | Repainted accessible parking stall and rer |
| DPW-T-FY22-359 | Closed | Riverside Ave   | Replaced missing bolts on fasten           |
| DPW-T-FY22-358 | Closed | S. Prospect St  | Replaced mis                               |
| DPW-T-FY22-357 | Closed | Spruce St       | Replaced pole                              |
| DPW-T-FY22-356 | Closed | S. Winooski Ave | Oiled locks                                |
| DPW-T-FY22-355 | Closed | Main, Pine St   | Oiled locks                                |
| DPW-T-FY22-354 | Closed | St. Paul St     | Replaced batt                              |
| DPW-T-FY22-353 | Closed | College St      | Replaced coir                              |
| DPW-T-FY22-352 | Closed | College St      | Replaced don                               |
| DPW-T-FY22-351 | Closed | Pine St         | Tightened me                               |
| DPW-T-FY22-350 | Closed | Cherry St       | Straightened j                             |
| DPW-T-FY22-349 | Closed | Pearl St Lot    | Replaced don                               |
| DPW-T-FY22-348 | Closed | College St      | Replaced doo                               |
| DPW-T-FY22-347 | Closed | Main St         | Replaced don                               |
| DPW-T-FY22-346 | Closed | South Union St  | Replaced met                               |
| DPW-T-FY22-345 | Closed | Pearl St        | Replaced doo                               |
| DPW-T-FY22-344 | Closed | Bradley St      | Straightened j                             |
| DPW-T-FY22-343 | Closed | Cherry St       | Relocated pol                              |

Activities

Tasks

Resources

Department:

DPW-Maintenance

▼

Group:

Streets ROW

Default Activity:

-- Sel

| +  | ID  |                                                                                                                                                                           | Activity                      | Inactive                 |  |
|----|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------|--|
| 1  | 394 |     | Catch Basin Repair-Replace    | <input type="checkbox"/> |  |
| 2  | 154 |     | Confined Space                | <input type="checkbox"/> |  |
| 3  | 102 |     | Curb Repair/Installation      | <input type="checkbox"/> |  |
| 4  | 144 |     | Dead Animal Removal           | <input type="checkbox"/> |  |
| 5  | 103 |     | Greenbelt/Treebelt Excavation | <input type="checkbox"/> |  |
| 6  | 393 |     | Manhole Repair-Replace        | <input type="checkbox"/> |  |
| 7  | 91  |     | Paving                        | <input type="checkbox"/> |  |
| 8  | 97  |     | Plowing                       | <input type="checkbox"/> |  |
| 9  | 99  |     | Pothole Repair                | <input type="checkbox"/> |  |
| 10 | 149 |     | Property Damage               | <input type="checkbox"/> |  |
| 11 | 98  |   | Recycling Cart Sale           | <input type="checkbox"/> |  |

# Asset Management: Integrations

- SeeClickFix
- GraniteXP
- PAVER
- Dig Safe
- CivicRec

**Manage Service Requests**

Filter is ON - Current list contains 1748 out of 1913 Service Requests

-- Select Field --

**Form View** | Table View | Filter | Reports | Assets

ID: [SR-030822-9](#) Logged By: [See ClickFix](#) 03/08/2022 02:18 PM  
Ref ID: 11977020

Type \* General  
Department \* DPW-Mainten...  
Group Streets ROW  
Issue\* Trash or Illegal Dumping  
Location: 136 N Winooski Ave, Burlington, VT, 05401, I  
Assigned To: Role: Streets Maintenance Manager 03/08/2022 2:18 PM  
Form: SCF Standard Form - No Response

Status: Open Priority: Low  
Date / Time Occurred: 03/08/2022 2:18 PM  
Date / Time Responded To:   
Now   
☐ Send Email to Notification List on Save

**Details** | Linked Calls | Documents | Work Orders | Assets | Comments

Description:  
Several Cars were hit at this location. Debris has been stacked on Green belt. Please remove  
Q: Is it on public or private property? A: Public

\* Required Fields

Save Delete New Print... Close

1 of 1748

# Asset Management: GIS

- Server Migration
- Data Cleanup
- ArcGIS Pro



ArcGIS Enterprise



ArcGIS Pro



ArcMap

# Asset Management: How VUEWorks Works

- Asset Inventories
- Service Requests
- Work Orders
- Condition

Create Service Request

Type\*  
General

Department\*  
DPW-Maintenance

Group  
Streets ROW

Issue\*  
Street Pavement Condition: Pothole

Location

Point:  
Asset:

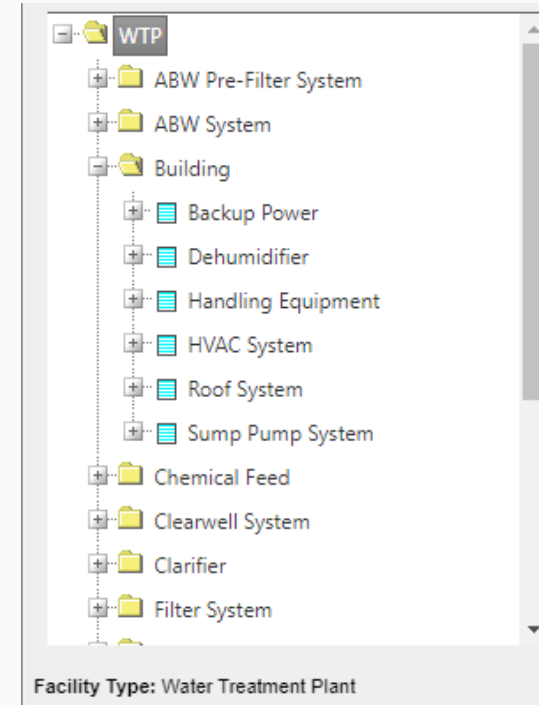
\* Required Fields

Create Cancel



Bridges-Pedestrian 9

|                |    |
|----------------|----|
| Deck           | 5  |
| Superstructure | 10 |
| Substructure   | 10 |
| Railings       | NR |





## Asset Management: Early Wins

- Cross-team collaboration
- Robust reporting
- Quick responses

Public Buildings: BLD-190

W Work Orders

Set as Selection List New

|   | ID                            | Date                | Activity            | Status |
|---|-------------------------------|---------------------|---------------------|--------|
| 🗑 | <a href="#">WO-030922-011</a> | 03/09/2022 08:00 AM | Climate Control     | Open   |
| 🗑 | <a href="#">WO-030822-005</a> | 03/08/2022 08:00 AM | General Maintenance | Open   |
|   | <a href="#">WO-020122-011</a> | 02/02/2022 08:00 AM | Equipment Service   | Closed |



1. Resident  
makes SCF  
Request



2. Customer  
Service/Care  
recategorizes to  
integrated category



3. Manager  
receives  
request

4. Manager  
creates work  
order



5. Field staff  
fill out work  
order

6. Manager reviews  
and closes work  
order/service request

7. Integration  
sends info to  
SCF/Requestor



# VUEWorks Implementation: Standard Workflow



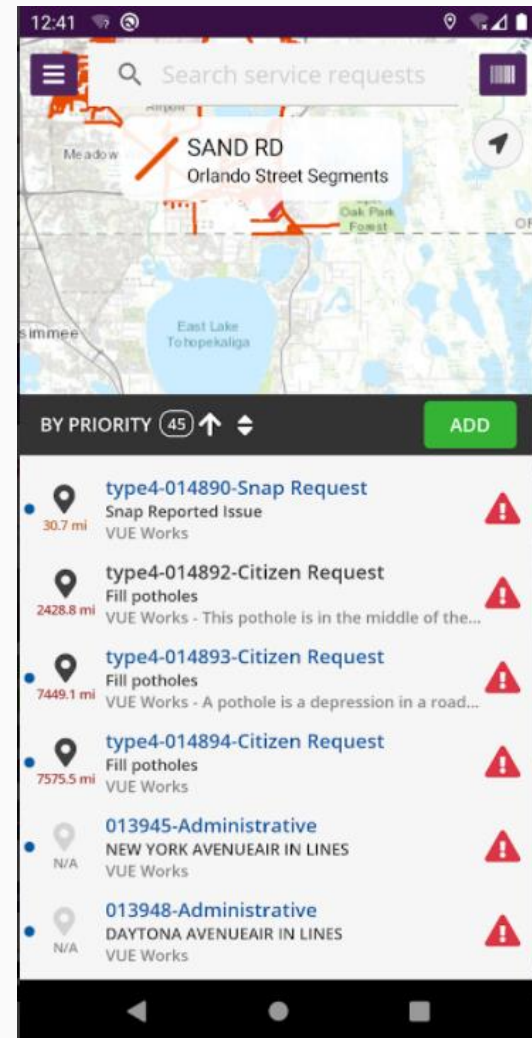
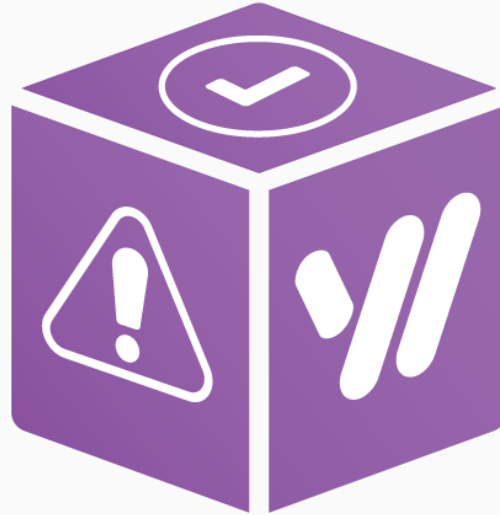
**BURLINGTON  
PARKS  
RECREATION  
WATERFRONT**



**VUEWorks Implementation: Who's involved?**

## Asset Management: VUEWorks Next Steps

- ServiceRequest VUE
- Implementation Closeout
- Full utilization for RMs



**Asset Management:  
Contacts**

Thank you!

Gustave Sexauer  
[gsexauer@burlingtonvt.gov](mailto:gsexauer@burlingtonvt.gov)

Rocky Vogler  
[rvogler@burlingtonvt.gov](mailto:rvogler@burlingtonvt.gov)



## CITY OF BURLINGTON DEPARTMENT OF PUBLIC WORKS

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Burlington, VT 05401  
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802.863.0466 FAX  
802.863.0450 TTY  
[www.burlingtonvt.gov/dpw](http://www.burlingtonvt.gov/dpw)

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To: DPW Commissioners  
Fr: Chapin Spencer, Director  
Re: **DPW Director's Report**  
Date: March 16, 2022

### **Town Meeting Day Ballot Items & Upcoming Construction Season**

DPW was pleased to see that the capital project related items on the Town Meeting Day ballot passed to enable the City to continue its generational reinvestment in the City's aging infrastructure:

- \$23.8M General Fund Capital Bond (Question #3)
- Downtown TIF-funded Main Street Great Streets Project (Question #4)

For the General Fund Capital Bond, we are quickly working to see what work can be added into the 2022 construction season. We will plan on a 2022 construction season overview at the April or May Commission meeting. The challenge we are now facing is putting together a FY'23 operating budget given that the municipal tax increase was not approved by voters – but while giving staff the necessary resources to deliver on the enhanced capital work that was approved by voters.

### **Asset Management Progress**

We are pleased to include in this month's packet a presentation on our progress with implementing Asset Management for the City of Burlington. It has been a multiyear effort with multiple City departments. We are making great progress and yet there is much more to do. I wanted to take a moment to thank the City's Asset Management Coordinator Gustave Sexauer who has accomplished a so much during his two years in this position. Unfortunately, Gustave is preparing to head out West and will sadly be leaving us. Gustave has done a tremendous job working with all our divisions and other City departments on formalizing our AM systems, implementing VUEWorks software, and supporting staff with training and coaching. Gustave's last day will be April 1 – no foolin'. Water Resource's asset management guru Rocky Vogler will be working hard to cover the gap while the position is refilled. Thank you Gustave and Rocky!

### **North Winooski Avenue Parking Management Plan and Next Steps**

The City Council's March 2020 resolution related to the implementation of the Winooski Avenue Transportation Study called on the City to develop a Parking Management Plan (PMP) along North Winooski Avenue. COVID-19 delayed the initiation of the Plan, but work got underway in late winter 2020. The City, in partnership with the CCRPC and a consultant team from RSG, coordinated the work. An advisory City Councilor – Stakeholder Committee met 6 times over a 12-month period to provide feedback, hear from stakeholders, and ultimately weigh in on the final Plan. The PMP and the materials from the meetings can be found here: <https://www.ccrpcvt.org/our-work/transportation/current-projects/technical-assistance/north-winooski-avenue-parking-management-plan/#public-participation>. After a robust discussion at the Committee's February 17, 2022 meeting, the Committee voted 4-3 on a motion that included: "The N. Winooski Avenue Parking Management Plan Steering Committee finds that the plan fails to meet essential parking needs for residents, business and service providers..." We will be going to upcoming Transportation, Energy & Utilities Committee and City Council meetings to seek updated guidance given the competing directions from the PMP City Councilor – Stakeholder Committee and the City Council.

Thank you all. Please don't hesitate to reach out with any questions.



# BURLINGTON CLEAN WATER RESILIENCY



Martin Lee, Water Resources Engineer

Jenna Olson, Water Resources Policy and Programs Manager

Megan Moir, Division Director of Water Resources

**Burlington DPW | Water Resources Division**



# THREATS TO LAKE HEALTH

---

Aging Wastewater  
and Stormwater  
Infrastructure

"Burlington orders close of two  
beaches after wastewater releases..."

VTDIGGER | 2018

Replace &  
modernize existing  
infrastructure

Excess Phosphorus  
from Wastewater  
and Stormwater

"Cyanobacteria blooms close all of  
Burlington's public beaches..."

VTDIGGER | 2021

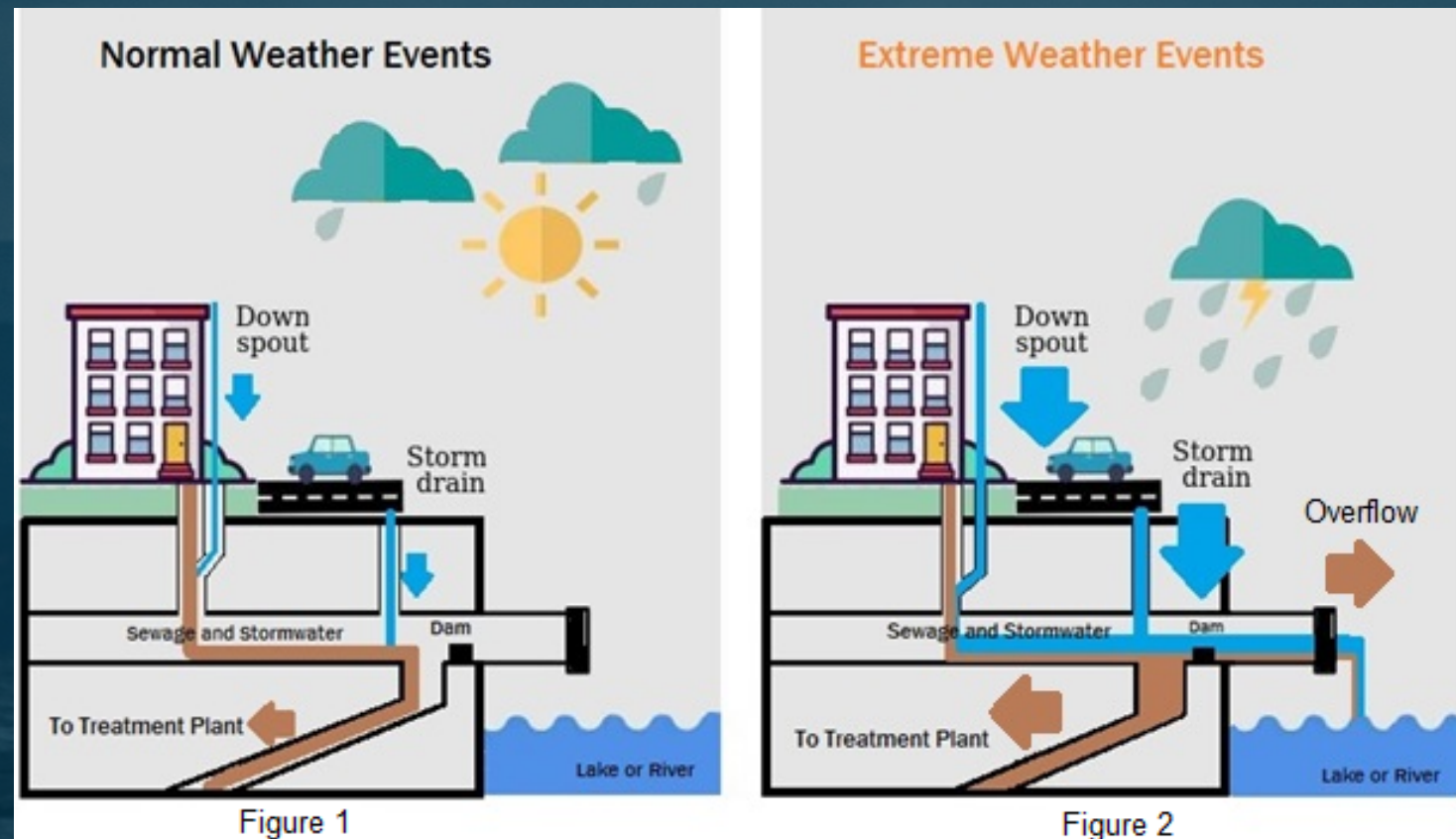
Implement  
Phosphorus  
Reductions



# OTHER WATER QUALITY GOALS

Combined Sewer  
Overflows

Erosion and habitat  
impacts to urban streams



Remove or store  
stormwater to reduce  
frequency of CSOs

Reduce excess  
stormwater inputs



# CLEAN WATER RESILIENCY

---

Improving the resiliency of our Clean Water systems through 7 key strategies in Wastewater and Stormwater:

1. Investing in Wastewater Treatment Plans
2. Updating Wastewater Pump Stations
3. Relining and Rehabilitating Sewer and Stormwater Pipes
4. Repairing Stormwater Outfalls
5. Implementing Industrial Pollution Prevention Programs
6. Constructing Green Infrastructure
7. Integrated Planning to meet this generation's water quality challenges

**2018 Bond Vote for \$30M to start this work - 92% approval**



# THREATS TO LAKE HEALTH

---

Aging Wastewater  
and Stormwater  
Infrastructure

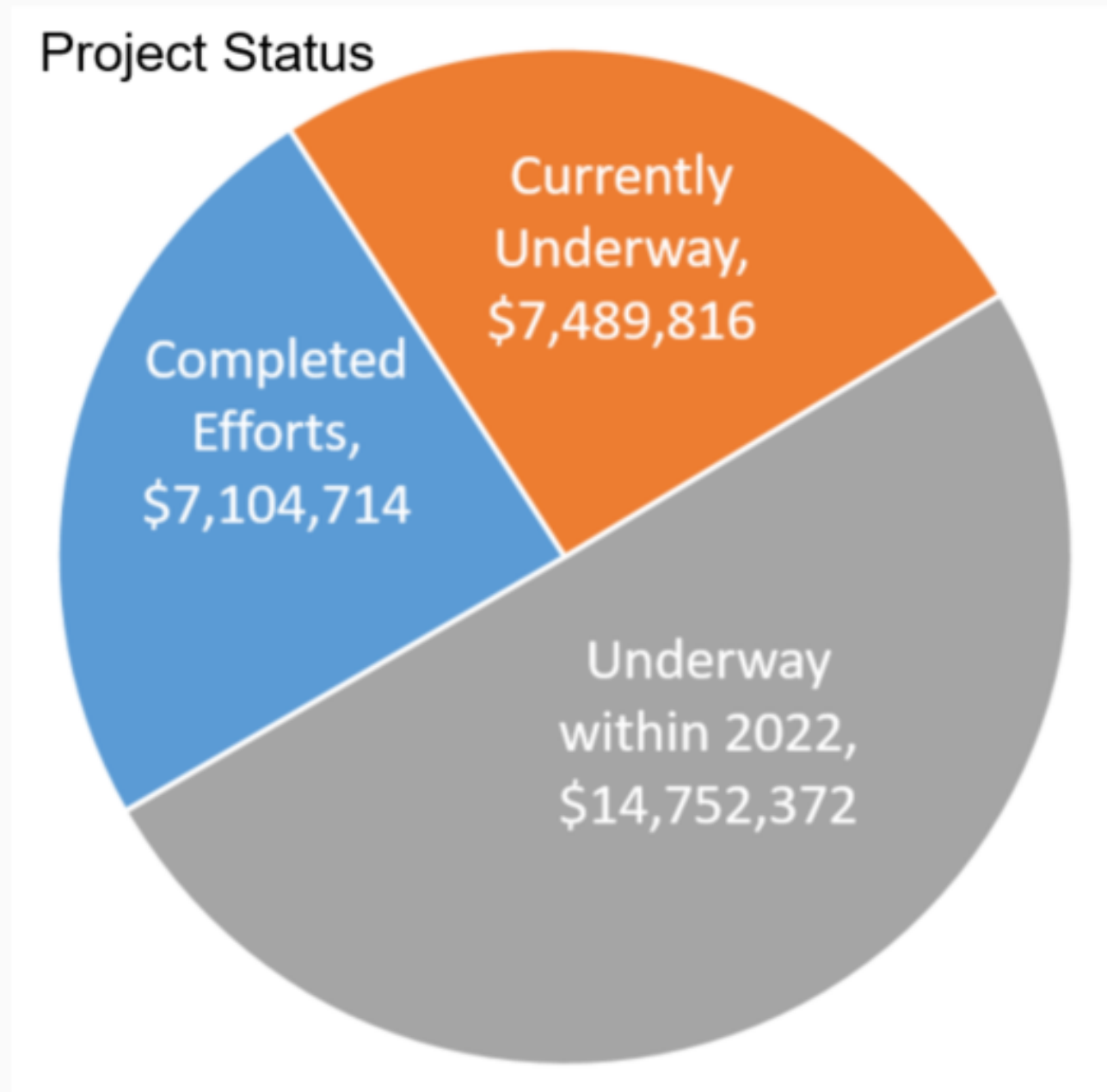
"Burlington orders closure of two  
beaches after wastewater releases..."

VTDIGGER | 2018

Replace &  
modernize existing  
infrastructure



# TACKLING AGING INFRASTRUCTURE



Voters approved \$30 M in 2018

2018 Bond \$ will be > 80% programmed by end of 2022

## Clean Water Resiliency Plan Status

### List of Clean Water Resiliency Projects

updated 3/9/22

#### Funding Type

Clean Water Resiliency **Bond** (includes project costs that will be forgiven)

Project Development Loan (includes project costs that will be forgiven)

Grant

*italics indicate estimate*

| Type         | Completed Efforts                       | Expense      |
|--------------|-----------------------------------------|--------------|
| Construction | SCADA (computerized controls)           | \$ 425,000   |
| Construction | Disinfection Systems (all three plants) | \$ 2,689,600 |
| Planning     | WWTF Planning                           | \$ 463,000   |
| Planning     | Integrated Water Quality Plan           | \$ 1,272,910 |
| Construction | Pump Station Upgrades Flynn & Fletcher  | \$ 1,663,802 |
| Construction | CSO-GSI South End                       | \$ 590,402   |

| Type         | Currently Underway                              | Expense      |
|--------------|-------------------------------------------------|--------------|
| Design       | CSO-GSI Old North End                           | \$ 117,628   |
| Planning     | Industrial Pollution Prevention Program         | \$ 398,881   |
| Planning     | Remaining Pump Stations Preliminary Engineering | \$ 350,000   |
| Construction | Collection System Relining (Wastewater)         | \$ 3,336,190 |
| Construction | Collection System Relining (Stormwater)         | \$ 2,091,417 |
| Design       | Phase II Wastewater Upgrades                    | \$ 1,095,700 |
| Design       | Manhattan Drive Outfall Repair                  | \$ 100,000   |

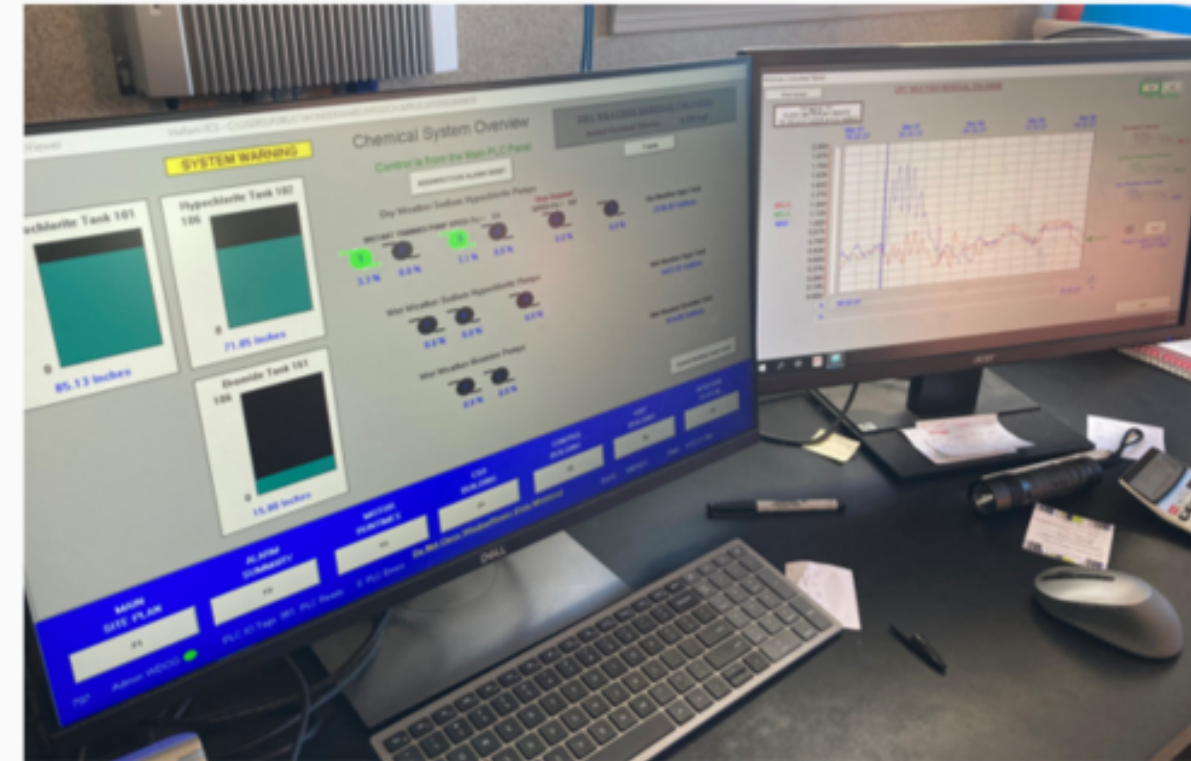
| Type               | Underway within 2022                                 | Expense       |
|--------------------|------------------------------------------------------|---------------|
| Construction       | Phase II Wastewater Upgrades                         | \$ 12,000,000 |
| Construction       | Manhattan Drive Outfall Repair                       | \$ 1,132,000  |
| Construction       | CSO-GSI Old North End                                | \$ 322,479    |
| Planning           | Hydraulic/Hydrologic (Sewer Capacity) Phase II Study | \$ 751,391    |
| Preliminary Design | Tertiary Phosphorus Removal Treatment Pilot Study    | \$ 298,832    |
| Preliminary Design | CSO Storage Tank                                     | \$ 247,670    |

|                                                  |               |
|--------------------------------------------------|---------------|
| Total Work Completed or Programmed               | \$ 29,346,902 |
| Total work under voter authorized bond           | \$ 24,214,709 |
| Bond Authorization Remaining from 2018 \$29.958M | \$ 5,743,291  |



# TACKLING AGING INFRASTRUCTURE

Completed key upgrades at all 3 wastewater treatment plants. At all 3 plants, we replaced the disinfection system with modern equipment. At Main plant, we replaced the central computer system. These were areas of our older system that led to Plant disruptions in 2018.



**Clean Water Resiliency Plan – Wastewater Work Completed**



# TACKLING AGING INFRASTRUCTURE

Flynn Ave Pump Station



Fletcher Place Pump Station

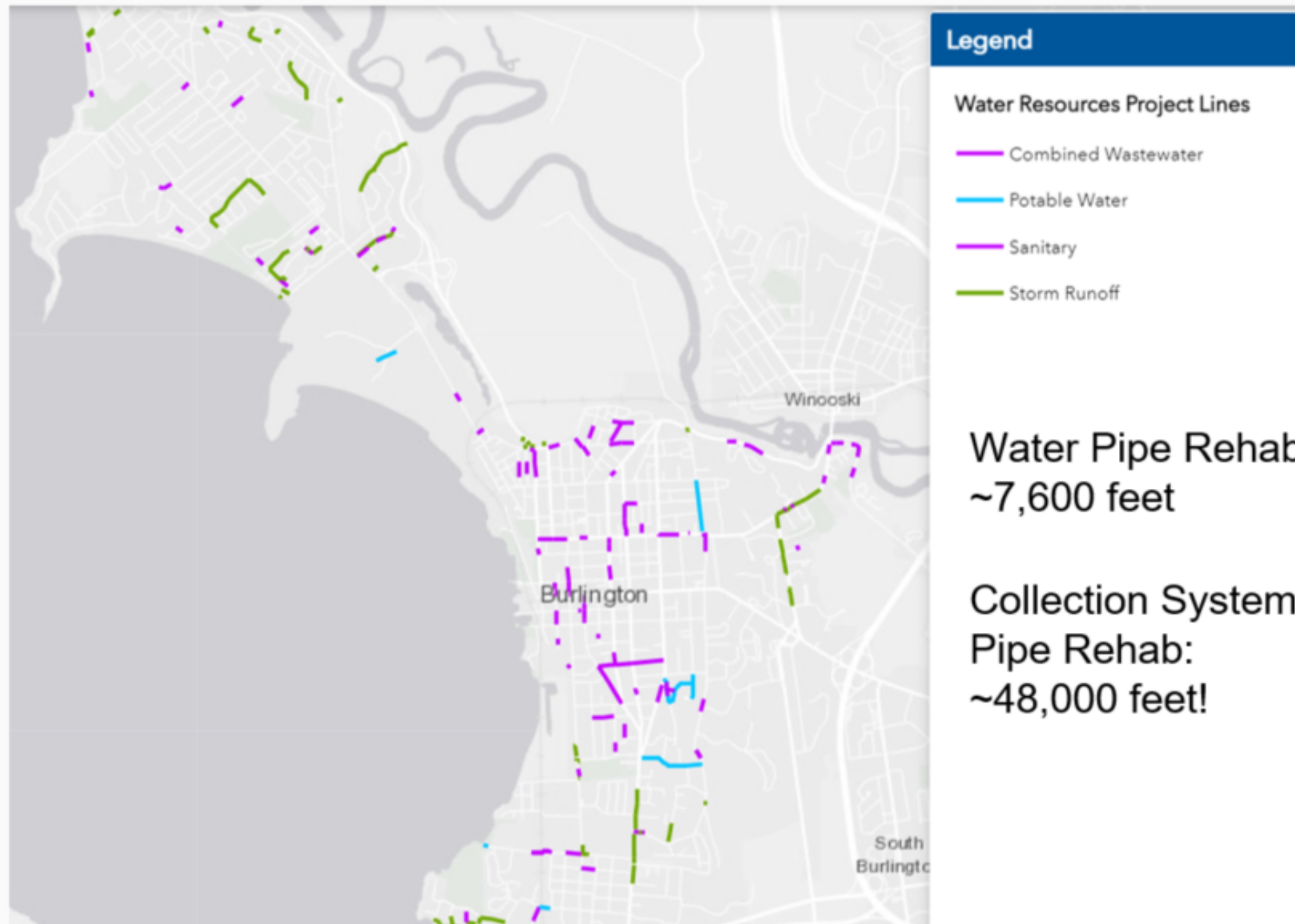


Replaced 2 old pump stations which have in the past required emergency repairs - costing time and money. The risk of failure of a pump station is significant and these have been critical upgrades.

**Clean Water Resiliency Plan – Pump Station Work Completed**



# TACKLING AGING INFRASTRUCTURE



## Distribution and Collection System Improvements Project:

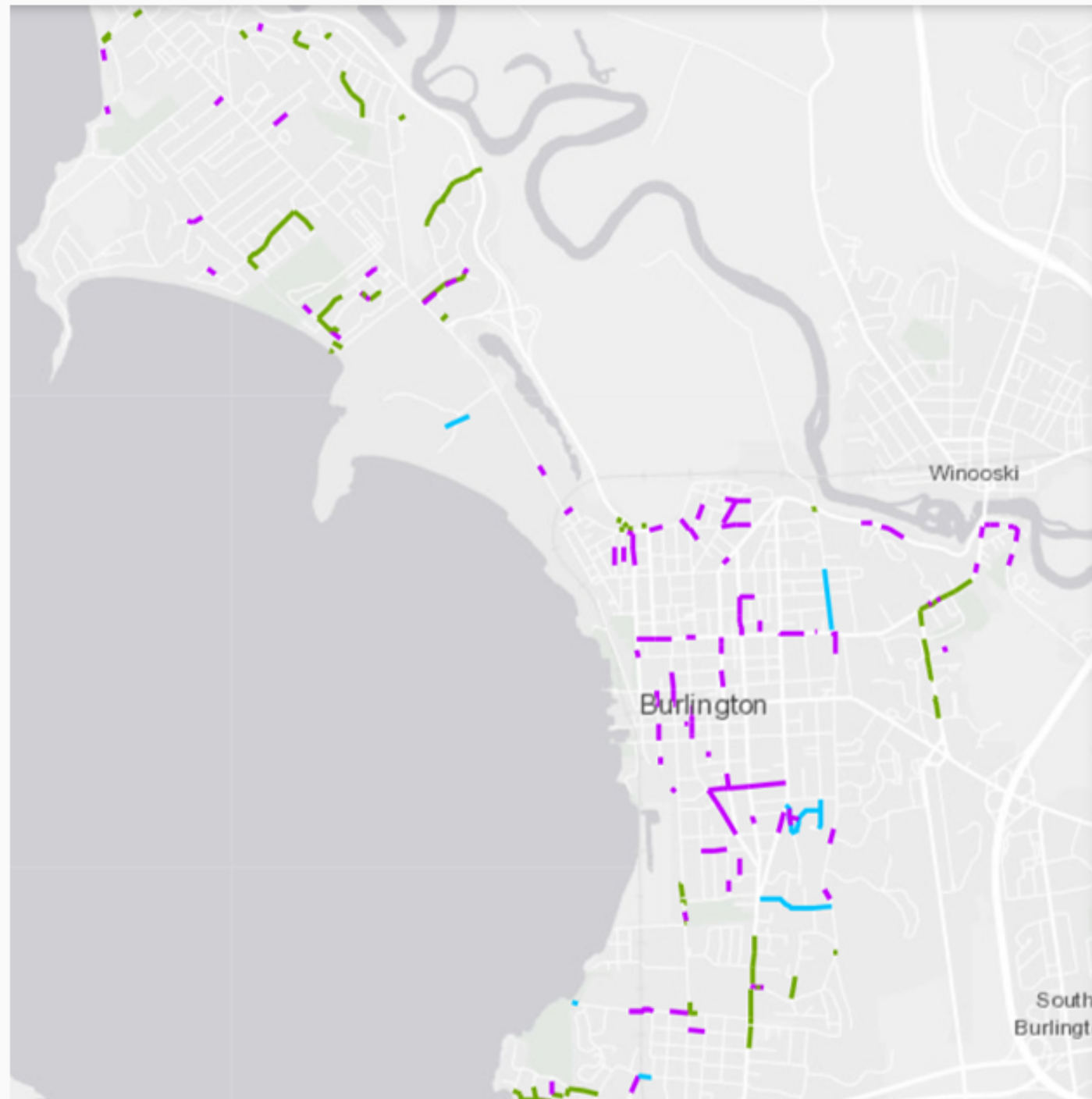
- Schedule: fall 2021 to fall 2022
- Scope: water, collection system, paving
- Contractor: Granite Inliner
- Designer: DPW
- Resident Engineer and Project Management: DuBois & King
- Funding Sources: State Revolving Loan Program (SRF), Remaining 2018 Water Bond Proceeds, Water Capital, Paving Capital



**Clean Water Resiliency Plan – Distribution & Collection System Improvements Project**



# TACKLING AGING INFRASTRUCTURE



## Legend

### Water Resources Project Lines

- Combined Wastewater
- Potable Water
- Sanitary
- Storm Runoff



## Higher impact project locations for 2022:

- Water Relining: Home Ave, North Prospect Street, Ledge Road, Deforest Road, and Overlake Park (if funding is available)
- Sewer Replacement: Deforest Road, North Avenue, Riverside Avenue, Greene Street, Pine Street, Lakewood Parkway, Tallwood Lane, and West Road
- Full width paving is part of work in these locations: North Prospect, Lakewood Parkway, and Tallwood Lane

**Clean Water Resiliency Plan – Distribution & Collection System Improvements Project**



# TACKLING LEGACY INFRASTRUCTURE

Using Green Infrastructure to Reduce CSOs:

Installed 15 stormwater gardens with \$1M of grant funding to capture and slow a significant amount of runoff above the Pine St Combined Sewer Overflow.



**Clean Water Resiliency Plan – CSO Reduction Work Completed**



# TACKLING AGING INFRASTRUCTURE

**Wastewater Phase II Treatment Plant Improvements:**



**Pump Station Improvements:**



**Additional Green Stormwater Infrastructure:**



**Stormwater Outfall Improvements:**

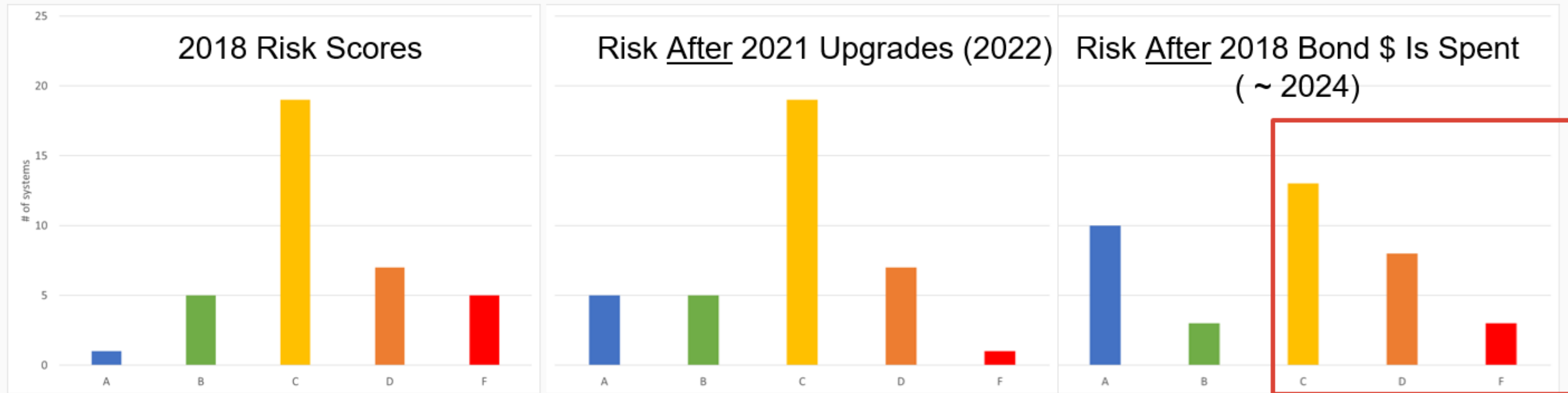


**Clean Water Resiliency Plan – Next Steps 2023-2024**



# TACKLING AGING INFRASTRUCTURE

## Risk Score Distribution For Systems at Burlington Wastewater Treatment Plants

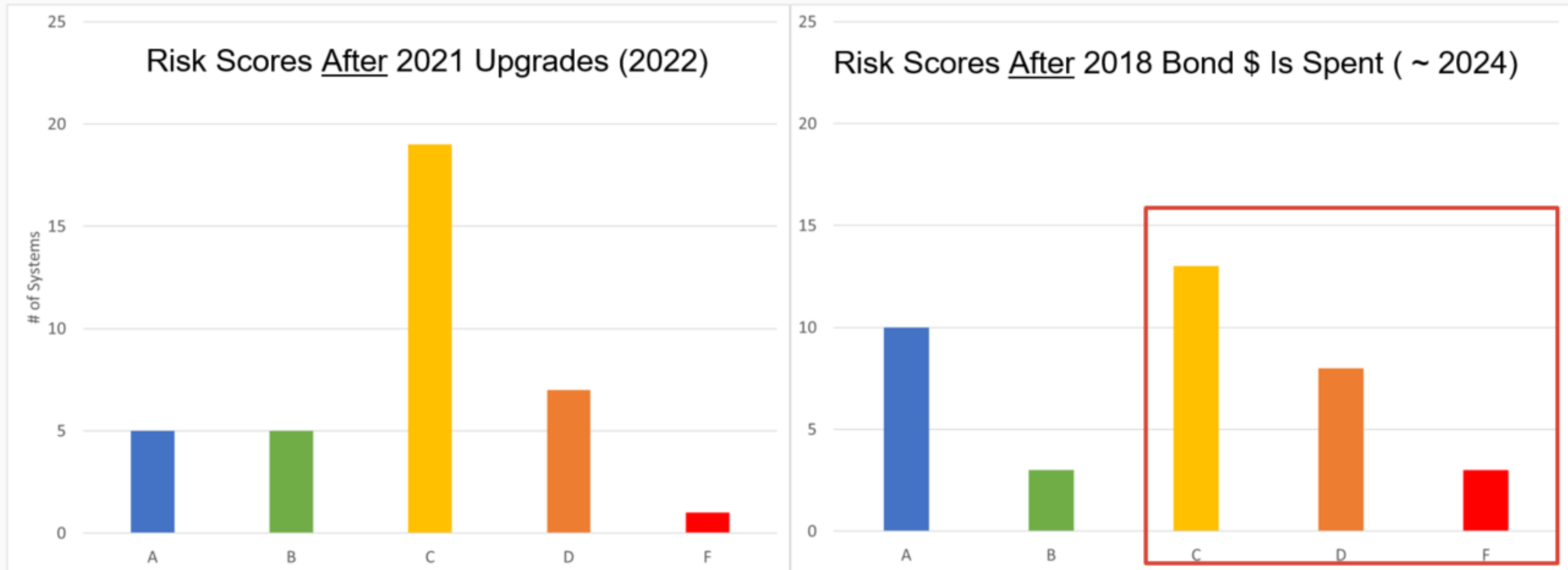


- 1) Replacement cost of each system varies
- 2) Risk scoring is dynamic over time - systems continue to age (i.e. something in C grade in 2022 that doesn't get replaced turns into D by 2024)

**Clean Water Resiliency Plan Status – Improving our Risk Portfolio**

# TACKLING AGING INFRASTRUCTURE

## Risk Score Distribution For Systems at Burlington Wastewater Treatment Plants



Note: Replacement cost of each system varies

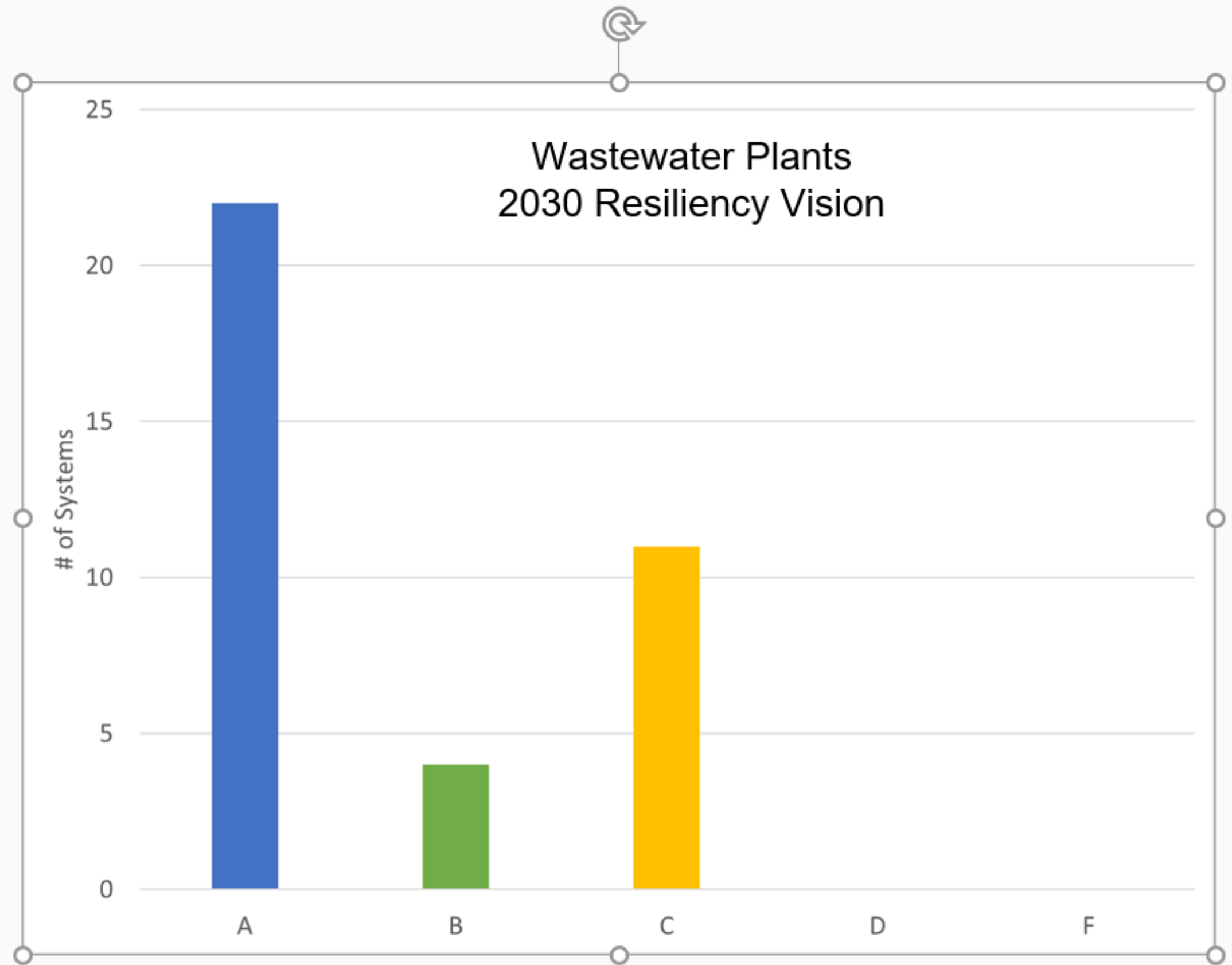
**Clean Water Resiliency Plan Status – Improving our Risk Portfolio**



# TACKLING AGING INFRASTRUCTURE

## Beyond the 2018 CWRP Bond \$

- Additional \$150MM+ needed for WWTFs alone
  - On-going analysis to determine magnitude of November 2022 Bond
  - Consider availability of Federal Funding (loan forgiveness?)
  - Consider longer term bonds (35-50 year)
  - Possibility of East Plant consolidation with Main
- Consider other infrastructure \$\$ needs too (WW, SW and Drinking Water)





# THREATS TO LAKE HEALTH

---

Aging Wastewater  
and Stormwater  
Infrastructure

"Burlington orders close of two  
beaches after wastewater releases..."

VTDIGGER | 2018

Replace &  
modernize existing  
infrastructure

Excess Phosphorus  
from Wastewater  
and Stormwater

"Cyanobacteria blooms close all of  
Burlington's public beaches..."

VTDIGGER | 2021

Implement  
Phosphorus  
Reductions



# WHY DO BLOOMS HAPPEN?



**TOO MANY NUTRIENTS**  
(CYANO FOOD)

+

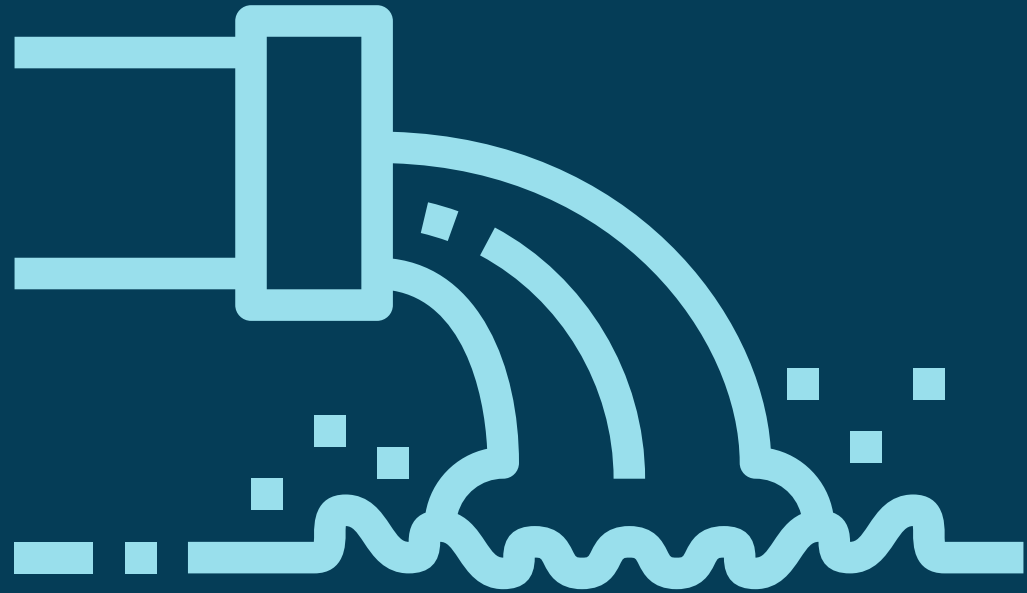
**CALM, WARM WATER**

=

**CYANOBACTERIA BLOOM**



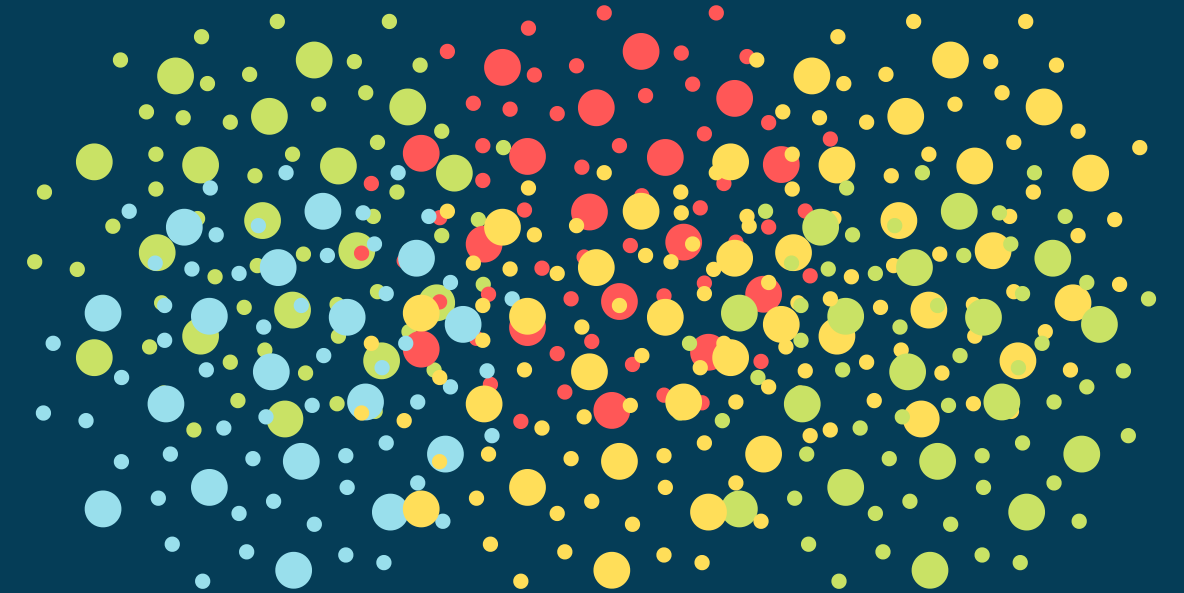
# WHAT IS LOAD?



## FLOW

how much treated wastewater  
**or** stormwater runoff enters a  
waterbody each year

X



## CONCENTRATION

(how much **phosphorous** is  
in that water)

=

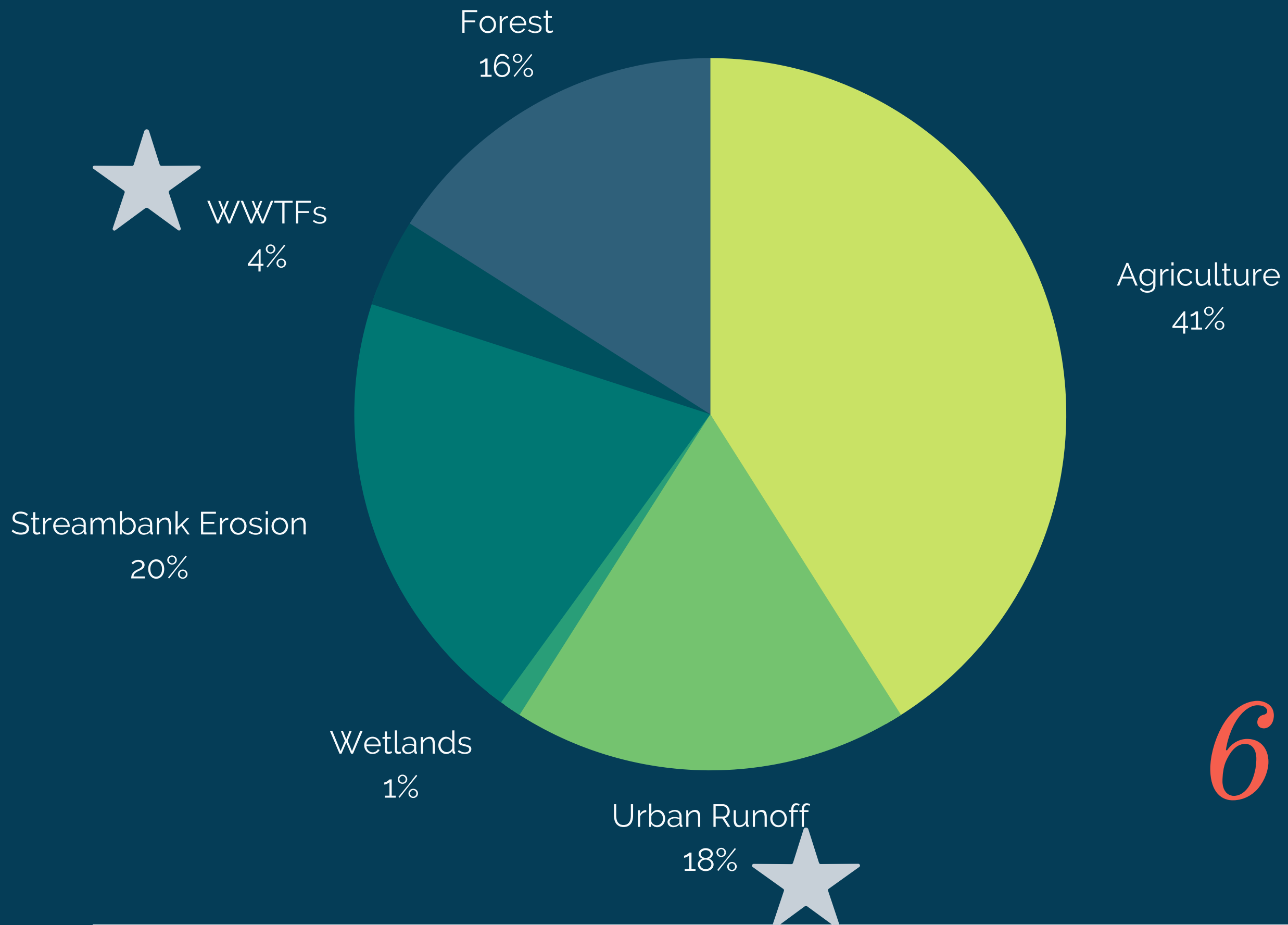


## LOAD

(how many pounds of  
phosphorous is **delivered**  
to the waterbody)



# Sources of Phosphorus in Lake Champlain



**VERMONT =**  
*69%* of the total phosphorous load to Lake Champlain

# Burlington's Annual Phosphorous Contribution



3.8%

of total phosphorous  
load to Main Lake and  
Burlington and  
Shelburne Bay  
segments of Lake Champlain



---

"Cyanobacteria conditions vary significantly among lake segments, and **warm weather blooms continue to present a challenge to recreation and public health.**"

*Lake Champlain Basin Program, 2021 State of the Lake Report*



# The Economics of Lake Champlain



**IN THE U.S.,  
STUDIES ESTIMATE**

***\$2.2 billion***

in total economic losses annually  
due to eutrophication

**LAKE CHAMPLAIN  
GENERATES**  
***\$300 million***

in VT tourism revenues each year





# Economics & Lake Water Quality

---

**IN THE U.S., STUDIES ESTIMATE**

*\$2.2 billion*

in total economic losses annually  
due to eutrophication

PROJECTED FINANCIAL IMPACT OF **DOING NOTHING** | 2016 - 2050

**Property Values**

(\$6.4 million)

**Tourism Revenues**

(\$14.5 million)

PROJECTED FINANCIAL IMPACT OF MEETING **BASE TMDL GOALS** | 2016 - 2050

**Property Values**

\$7 million

**Tourism Revenues**

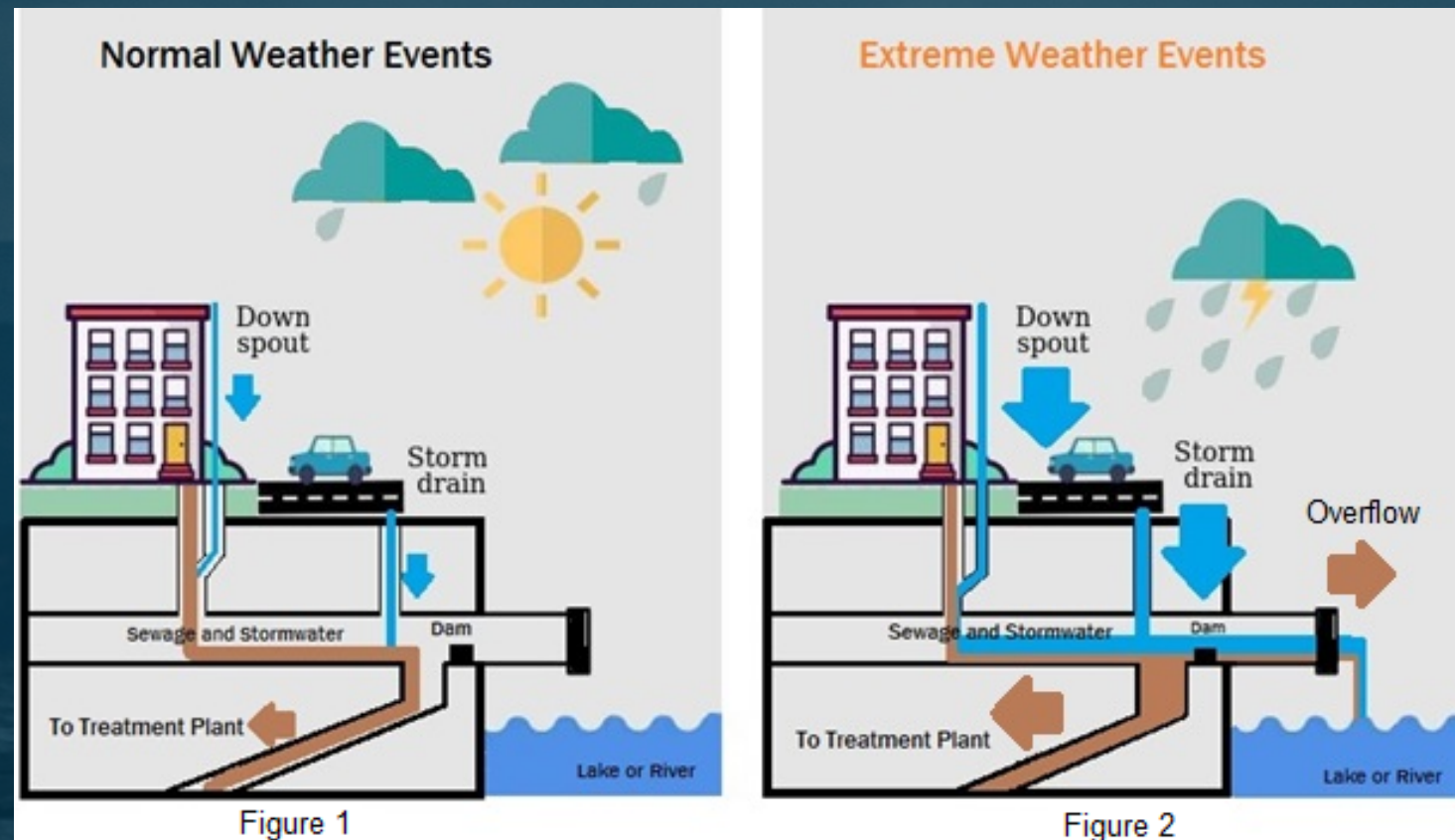
\$16.9 million



# OTHER WATER QUALITY GOALS

Combined Sewer  
Overflows

Erosion and habitat  
impacts to urban streams



Remove or store  
stormwater to reduce  
frequency of CSOs

Reduce excess  
stormwater inputs



# What is Integrated Planning?

JUNE 2012  
U.S. EPA INTEGRATED  
MUNICIPAL PLANNING  
FRAMEWORK



- Examine all **water quality obligations** as a whole while recognizing the need for **on-going investment in existing infrastructure**
- Identify & address community health and water quality priorities by sequencing and scheduling work with the **highest cost-benefit** and **most community support** up front
- Implement **water quality solutions** more **efficiently**, and more **cost-effectively**.

## Other Northeast States utilizing IP:

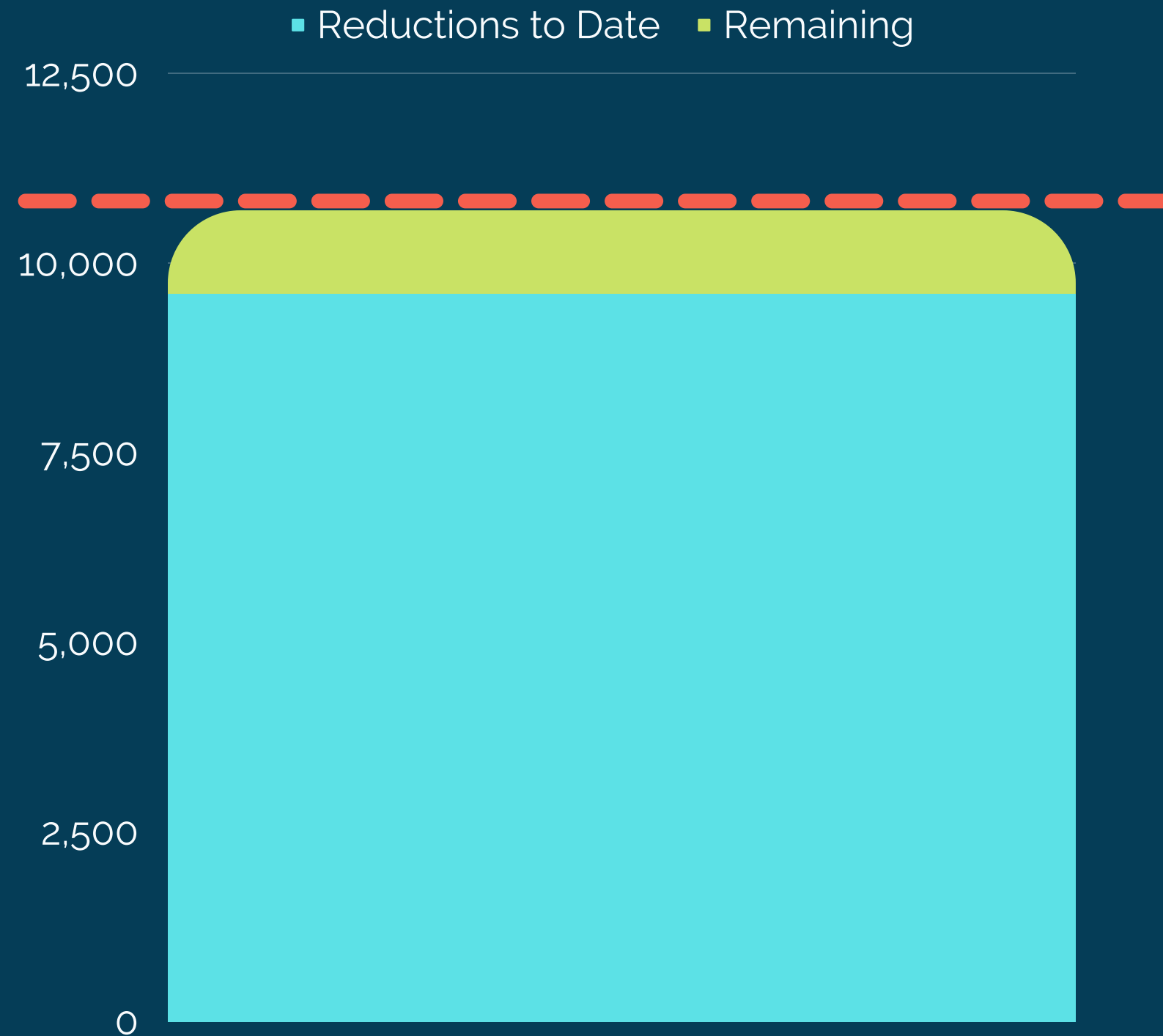
- Connecticut
- Maine
- Massachusetts
- New Hampshire

# TIMELINE & PROGRESS TO DATE





# Burlington's Phosphorous Reduction Goal



**BASELINE GOAL=**

**10,684** lbs/year

**PERFORMANCE TO DATE=**

**9,582** lbs/year

**REMAINING TARGET\*=**

**1,102** lbs/year

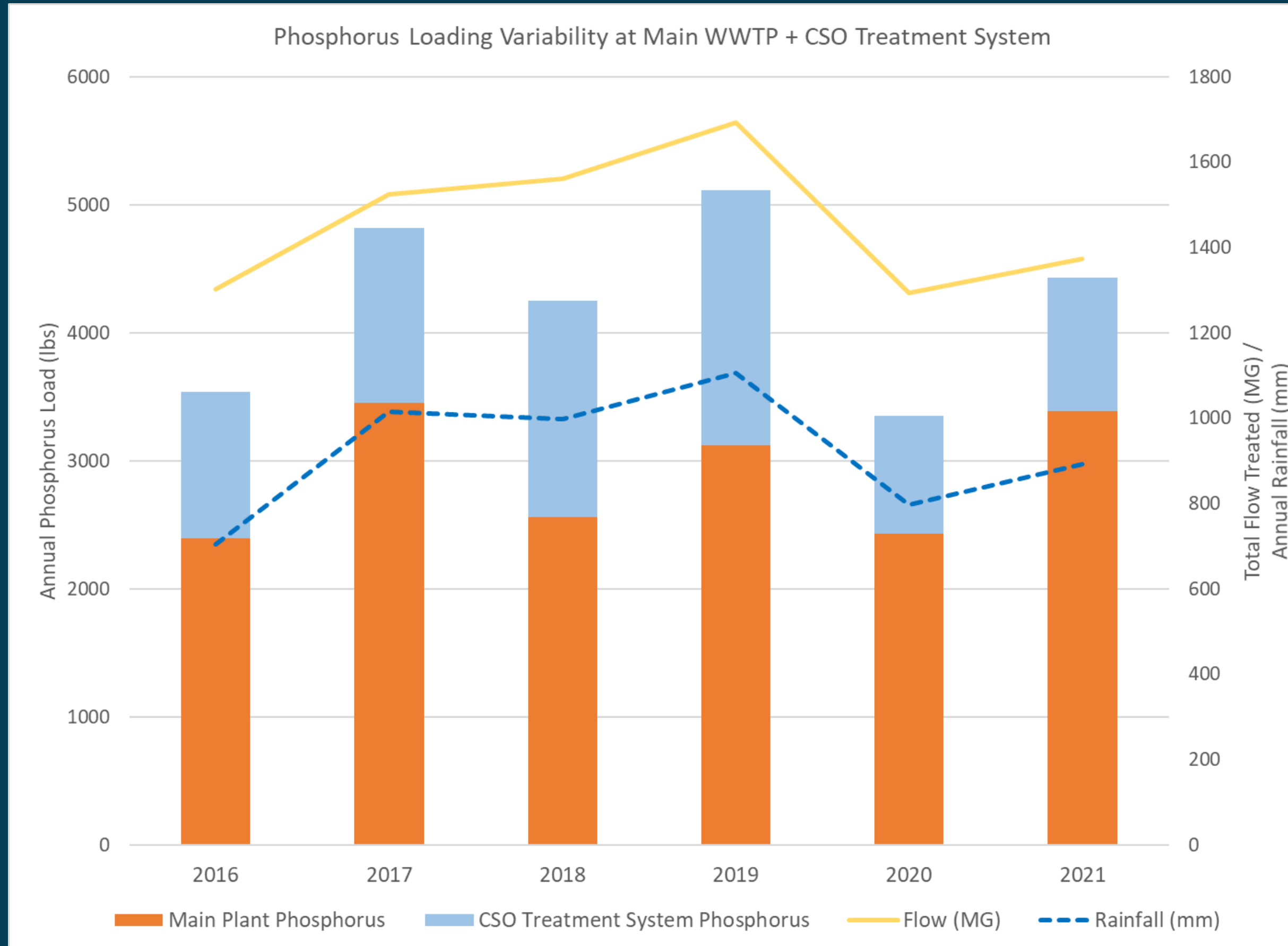
\*Annual Average

- Wastewater Treatment Facilities (including Wet Weather)
- Developed Lands





# Why the reduction target is "annual average"...



# CREATING **PROJECT** PORTFOLIOS

- **Engineering & Technical Analysis**
  - Watershed characterization
  - System characterization & modeling
  - Evaluating program effectiveness
  - Project-specific cost estimates
- **Combining projects** into Project Portfolios
- Developing an **Evaluator Tool** to assess the benefits and impacts of portfolio options
- Completing a **Financial Capability Assessment (FCA)** for each Portfolio



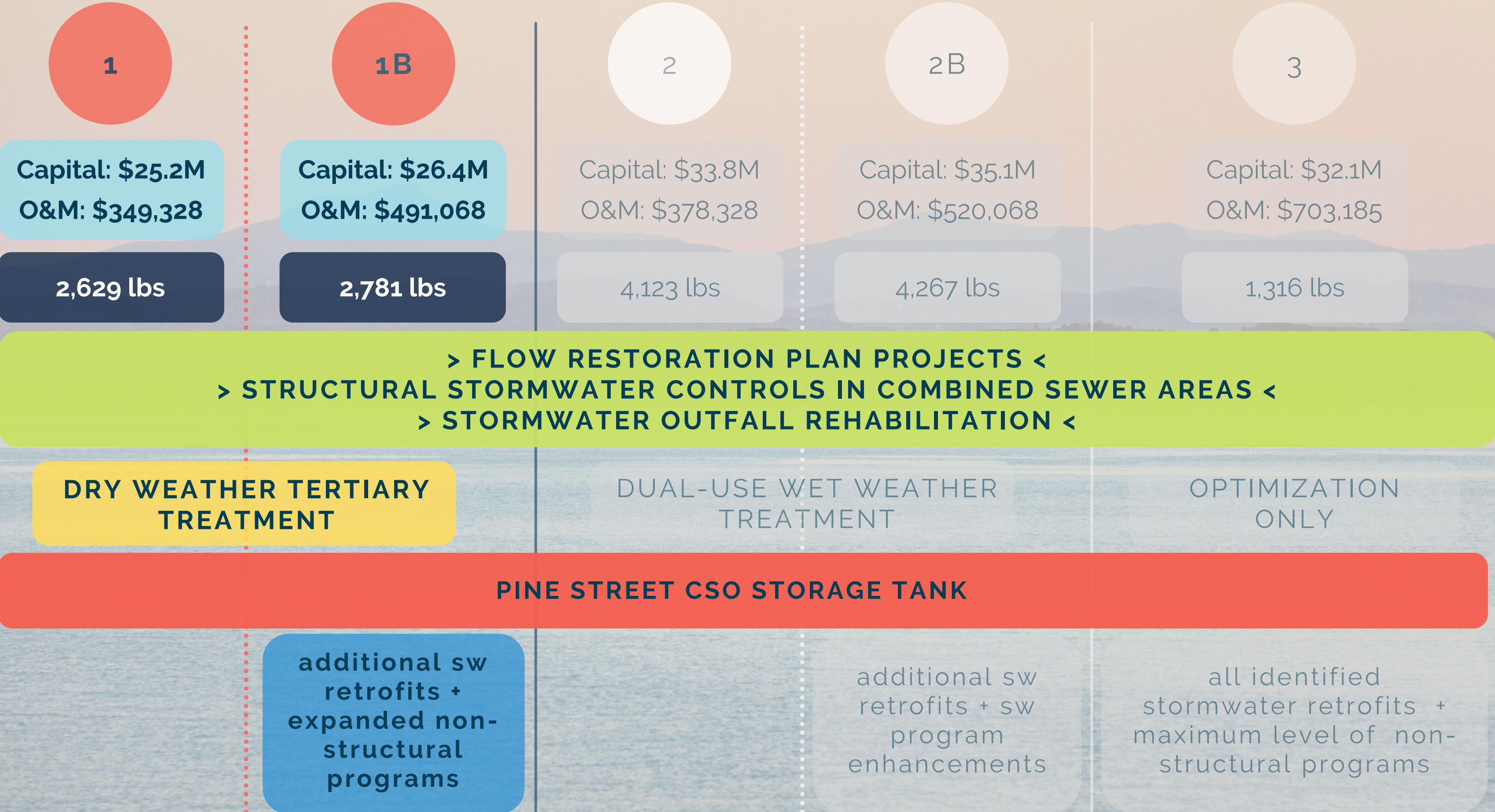


# PORTFOLIO OPTIONS OVERVIEW

| 1                                                                                                                                                                        | 1B                                                         | 2                                  | 2B                                                | 3                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------|---------------------------------------------------|--------------------------------------------------------------------------------|
| Capital: \$25.2M<br>O&M: \$349,328                                                                                                                                       | Capital: \$26.4M<br>O&M: \$491,068                         | Capital: \$33.8M<br>O&M: \$378,328 | Capital: \$35.1M<br>O&M: \$520,068                | Capital: \$32.1M<br>O&M: \$703,185                                             |
| 2,629 lbs                                                                                                                                                                | 2,781 lbs                                                  | 4,123 lbs                          | 4,267 lbs                                         | 1,316 lbs                                                                      |
| <div>&gt; FLOW RESTORATION PLAN PROJECTS &lt;<br/>&gt; STRUCTURAL STORMWATER CONTROLS IN COMBINED SEWER AREAS &lt;<br/>&gt; STORMWATER OUTFALL REHABILITATION &lt;</div> |                                                            |                                    |                                                   |                                                                                |
| ★ DRY WEATHER TERTIARY TREATMENT                                                                                                                                         | DUAL-USE WET WEATHER TREATMENT                             |                                    | OPTIMIZATION ONLY                                 |                                                                                |
| PINE STREET CSO STORAGE TANK                                                                                                                                             |                                                            |                                    |                                                   |                                                                                |
|                                                                                                                                                                          | additional sw retrofits + expanded non-structural programs |                                    | additional sw retrofits + sw program enhancements | all identified stormwater retrofits + maximum level of non-structural programs |



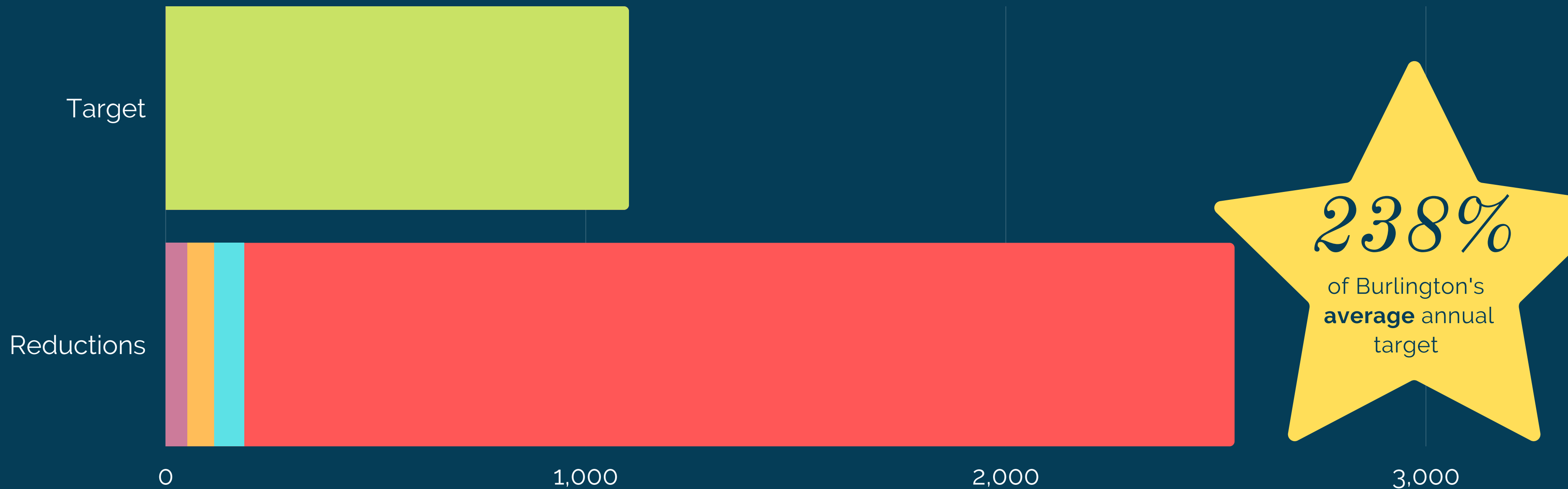
# PREFERRED PORTFOLIO





# Proposed Phosphorous Performance

■ FRP Projects ■ SW Volume Control in the CSS ■ MS4 Outfalls ■ Tertiary Treatment





# BEYOND PHOSPHORUS CONTROL: **CSO REDUCTIONS**

Near term:

- Pine Street CSO Storage Tank (5 year level of control)
- Additional flow metering to refine H/H model in areas with capacity concerns
- Basement Surcharge Prevention Program





# BEYOND PHOSPHORUS CONTROL: **URBAN STREAM FLOW RESTORATION**

- Prioritize Flow Reduction Projects that have high Phosphorus removal
  - Gravel wetland for Price Chopper Plaza
- High Cost Benefit projects
  - "Smart" valve retrofit for existing detention pond
- Projects with grant support





# Next Steps

WHAT TO EXPECT



2022-2023

## **DESIGN & ENGINEERING**

WWTP Tertiary Pilot  
Pine Street CSO Tank  
H/H Work



2022

## **DEC PERMIT APPROVAL**

Following Public  
Notice Process



2023-2024

## **CONSTRUCTION OF PRIORITY PROJECTS**

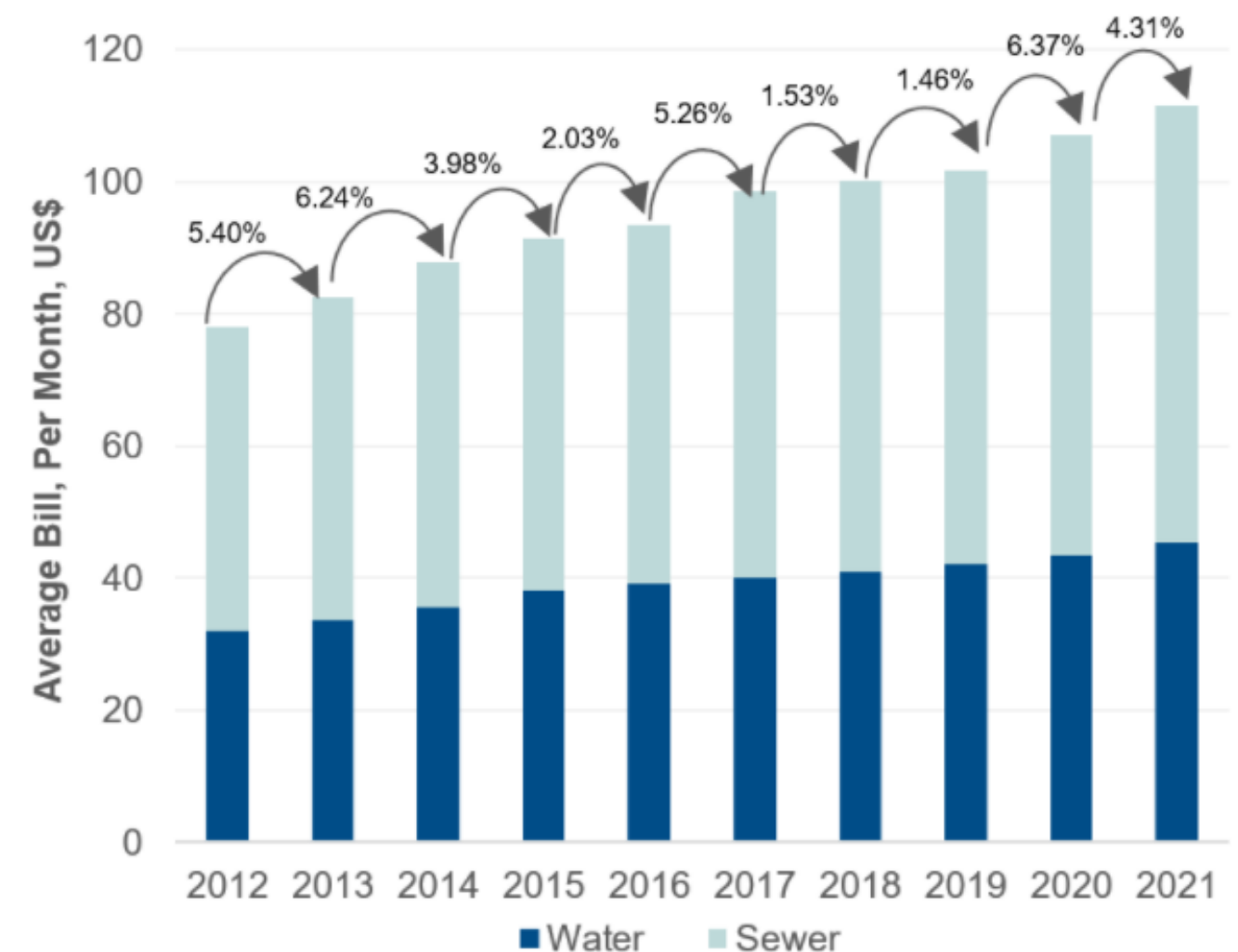
Main WWTP Tertiary  
Pine Street CSO Tank



# Funding Challenges

- \$200 M of WW/SW need
- Ratepayer affordability
- Financing vs. Funding
- Federal Infrastructure Bill will increase...
  - availability of financing
  - availability of loan forgiveness (not guaranteed)
- Drinking Water also has deferred capital needs

**Exhibit: Household Water and Wastewater Utility Bills for 50 U.S. Cities, 2012-2021**



Source: Utilities, Bluefield Research

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# QUESTIONS?

**MARTIN LEE, P.E.**

Water Resources Engineer

[mlee@burlingtonvt.gov](mailto:mlee@burlingtonvt.gov)

**JENNA OLSON**

Water Resources Policy & Programs Manager

[jolson@burlingtonvt.gov](mailto:jolson@burlingtonvt.gov)

**MEGAN MOIR**

DPW Division Director - Water Resources

[mmoir@burlingtonvt.gov](mailto:mmoir@burlingtonvt.gov)

[burlingtonvt.gov/water/integratedplan](https://burlingtonvt.gov/water/integratedplan)





Questions re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.

From: [Solveig Overby](#)

Sent: Tuesday, March 15, 2022 4:32 PM

To: Brian Pine; [Samantha Dunn](#)

Brian,

I am not persuaded that the location will be attractive to the population CEDO plans to move there. The effort is well intentioned but I don't think it will meet the needs that CEDO hopes it will.

I'm disappointed that this proposal has not been vetted by the intended population expected to move there for up to three years. The homeless services agencies should have been able to assist the City in that effort. That CEDO didn't ask them to do that is problematic.

This proposal might look good on paper but in reality it doesn't do any better than the homeless options that have been provided for decades. It merely kicks the can down the road. What's needed is more SROs like St. Josephs on Elmwood. Why has no one been planning for developing this sort of housing? Because these are not profitable to developers and no one wants them located on their street. That's pretty clear from my perspective.

Agencies serving homeless folks have been in the business for years. They have not been successful in finding ways to house the % of the population that just don't function well within our standard social expectations, for a variety of reasons. Perhaps these well-meaning agencies don't want to face the unfortunate fact that what they offer does not work or feel safe for many people living on the street.

Sadly, CEDO is taking the same path, expecting a different result. I suggest you ask the homeless services agencies to help you collect information from homeless folks about where the Pods should be located and what services they need co-located with them: bathrooms and showers, laundry facilities, community kitchen, etc. Do it right.

Solveig

---

From: Brian Pine

Sent: Tuesday, March 15, 2022 3:42 PM

To: Solveig Overby; Samantha Dunn

Subject: RE: Question re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.

Hi Solveig:

Your point about who has been consulted about the location is well taken. We are facing constraints in terms of time pressure and staff capacity to undertake this type of outreach. The location options are limited by many factors and we weighed those against the need to move rapidly. Given the fact that the State motel voucher program is coming to an end and most congregate shelters are not re-opening, the

need is so acute that location becomes somewhat less important. We focused on city-owned sites with easy access to all of the utilities and to services needed by residents.

None of the housing or homeless service agencies have expressed concerns about the location being unattractive to those experiencing homelessness. We consider them to be subject matter experts who know the population and their needs.

I wanted to add that one former Sears Lane resident recently asked Councilor Tracy how to get on the list for living here, and Rita Markley said that at least 2 residents expressed interest.

Thanks,

Brian

RE: Question re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.  
[Solveig Overby](#)

Sent: Tuesday, March 15, 2022 3:16 PM  
To: Brian Pine; [Samantha Dunn](#)  
Brian,

I'm concerned by your answers to my first two questions. They sound like well-intentioned housed people deciding how unhoused people should want to live without actually consulting them. This happens too frequently.

I will read through the other material you provided from the downtown business owners/managers questions.

My fourth question seems to have been missed.

Q4. Was there consideration of splitting the Shelter Pods up into different locations?

*(Answer was located in Q&A with downtown business owners and managers)*

Solveig

---

From: Brian Pine  
Sent: Tuesday, March 15, 2022 2:36 PM  
To: Solveig Overby; Samantha Dunn  
Subject: RE: Question re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.

Hi Solveig,

Your questions will be addressed first and then, I will share the other replies below that were discussed in a meeting with downtown business owners/managers:

Q1: Can you tell me which homeless services agencies were involved in the selection of the proposed location? Can you give me the names of a couple of the folks you worked with on this proposal so I can



check in with them before the Wednesday meeting? We have been in consultation with all pertinent City department and with multiple organizations that comprise the Chittenden County Homeless Alliance. While we did not involve homeless service organizations in the City's site selection process, many have expressed support for the location and have already heard interest from among their clients.

Q2: Can you tell me how many of the homeless people whose "shantys" were removed from the Sears Lane encampment and other homeless folks have been consulted about this new proposed location? We have not consulted with residents of the former Sears Lane encampment but at least one has expressed interest in living in a shelter pod at the proposed location.

Q3: Where are the other nine locations that were considered for location of the shelter pods?

These sites were all considered by City staff: (description of locations added)

305 Flynn Ave – church at the corner of Flynn and Pine St.

195 Flynn Ave - Across the railroad tracks from City Market South End store

220 Main Street – municipal parking lot at Main and S. Winooski (location of underground ravine sewer)

345 Pine Street – former Vermont Transit property where Farmer's Market is held-

51 Elmwood Ave – unclear where this location is

585 Pine / Electric Ave- Burlington Electric Dept. parking lot

70 Pearl Street – municipal parking lot behind old Bove's restaurant and Dunkin Donuts

901 North Ave – church parking lot at intersection of North Ave. and 127

BHS Parking Lot

Sears Lane

Community Meeting Model:

The development of this project will be guided by best practices from other communities across the country. By bringing together a community group around the site we can lower barriers, fear and conflict, and humanize our responses, as a community. This community meeting model operates at a number of other shelter sites around the country. It brings together stakeholders; site guests, staff and volunteers, community members, neighbors, faith groups, local businesses, local gov etc. By meeting and discussing questions or issues on site and identifying opportunities to collaborate the connections built help to reduce tensions, suspicion and conflict. We hope that our partners on Church Street agree to contribute to support this model.

Initial Shelter Pod questions from downtown business owners/managers:

1. What are the benefits of a the proposed location?

The CRC and Shelter Village are being co-located for efficiency of service provision and access. Many other services that the community experiencing homelessness need to access are located in our downtown. Our transport hub is downtown. This is a central site, city owned, accessible, and close to services.

2. Why is this location chosen and not using several sites?

After analyzing ten potential sites, the Elmwood Avenue Parking lot was identified as the location that will best meet the needs of the project because of its proximity to transportation, services and

amenities and its ease of connection to municipal power, water and sewer. There would be increased capital and operational costs of creating pod communities at more than one location.

3. “What behaviors might be discouraged or prohibited?” This is a low barrier emergency shelter. The definition of Low Barrier varies but essentially means that requirements for entry are limited or minimal. Focused on Harm Reduction, a low barrier shelter encourages participants to move closer to services and seek resources by removing obstacles to access. Folks are welcomed, barriers that may exist at other sites are removed. This does not mean that there are no limits on behaviors. There is an expectation that our community members obey the law and behave in a manner that is non-threatening and respectful. Illegal activity will be prohibited, as will weapons. The site operations will include written standards to meet needs of special populations, expectations of guests will be clearly communicated and easily accessible to guests and all staff and volunteers should receive training in trauma informed care.

4. What are grounds for being removed? – The site will be managed with operational policies and procedures that include formal processes for voluntary and involuntary discharge, and a required appeals process. These will comply with statewide standards for Emergency Shelter, be client centered, and recognize the rights of the individuals affected.

5. May guests consume alcohol and cannabis on the premises? The site proposed is for a low barrier shelter. Illegal activity is prohibited. There might be restrictions on outdoor activity (open container law etc).

6. How will hard drug use be handled? Illegal activity is prohibited on the site. Services will be available to all community members and the site will operate on harm reduction principles. Narcan will be available and staff trained on use.

7. What is the criteria for living there? Following statewide emergency shelter guidelines the prioritization might be as follows:

- a. Literally Homeless (Category 1) - Unsheltered
  - b. Literally Homeless (Category 1) – Staying in a motel not paid for by self, including those fleeing domestic or sexual violence
  - c. Literally Homeless (Category 1) – Staying in a place other than a motel, including those fleeing domestic or sexual violence
  - d. Imminently Homeless (Category 2) – Including those fleeing domestic or sexual violence
- Intake will be coordinated with other shelters, economic services and 211 to emphasize ease of access for those seeking emergency shelter.

8. What does a "managed site" involve?

The site will be managed by an operating partner organization. The site will be operated in accordance with statewide guidelines for Emergency Shelter. Operating partner will be responsible for overall site management and physical services. Other partner organization will contribute to human and social services for guests.

9. Will the CRC be co-located with the pods? Yes.

10. Timeline for Opening – July 1st is target date and this aligns with expected changes to the GA Emergency Shelter program that are expected to make hundreds of individuals ineligible for the program.

11. How can you assure us this will be well managed? The site will be managed and operated in accordance with statewide guidelines for Emergency Shelter. In addition actively pursuing a partnership with organizations experienced with similar operations, we are hoping for acceptance and partnership



from the wider community. We look forward to working with all stakeholders since we all have a part to play in supporting these vulnerable community members to stabilize their lives and return to safe and secure housing. We hope that we can rely on this generous business community to contribute their time and ideas to support this community wide effort.

Thanks and we can certainly discuss these issues further if you would like to talk by phone.

Brian

Brian Pine  
CEDO Director  
Community & Economic Development Office  
City Hall, 149 Church St., Room 32  
Burlington, VT 05401  
(802) 578-6953  
[www.burlingtonvt.gov/cedo](http://www.burlingtonvt.gov/cedo)

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act. CEDO (including the Community Justice Center), as part of the City of Burlington, is bound by the Vermont Public Records Act. There are exemptions to this Act for certain personal and confidential information, and we will take steps to protect your privacy. If you have any questions, please ask us.

-----Original Message-----

From: Solveig Overby <soverby@burlingtonvt.gov>  
Sent: Monday, March 14, 2022 5:40 PM  
To: Brian Pine <bpine@burlingtonvt.gov>; Samantha Dunn <sdunn@burlingtonvt.gov>  
Subject: RE: Question re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.

Brian,

OK. Thanks.

Solveig

---

From: Brian Pine  
Sent: Monday, March 14, 2022 5:01 PM  
To: Solveig Overby; Samantha Dunn  
Subject: RE: Question re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.

Hi Solveig,

We got both of your emails regarding the location of the shelter pods. I will circle back with you as soon

as possible but no later than tomorrow mid-morning.

Thanks,

Brian Pine  
CEDO Director  
Community & Economic Development Office  
City Hall, 149 Church St., Room 32  
Burlington, VT 05401  
(802) 578-6953  
[www.burlingtonvt.gov/cedo](http://www.burlingtonvt.gov/cedo)

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-----Original Message-----

From: Solveig Overby <[soverby@burlingtonvt.gov](mailto:soverby@burlingtonvt.gov)>

Sent: Monday, March 14, 2022 4:02 PM

To: Brian Pine <[bpine@burlingtonvt.gov](mailto:bpine@burlingtonvt.gov)>; Samantha Dunn <[sdunn@burlingtonvt.gov](mailto:sdunn@burlingtonvt.gov)>

Subject: Question re: proposed Elmwood lot for shelter pod shanty town on PWC agenda for Wed.

Brian or Samantha,

I'm reviewing Agenda item 6, the proposal to site the 30 Shelter Pods in the Elmwood Ave parking lot. I have some questions.

Can you tell me which homeless services agencies were involved in the selection of the proposed location? Can you give me the names of a couple of the folks you worked with on this proposal so I can check in with them before the Wednesday meeting?

Can you tell me how many of the homeless people whose shantys were removed from the Sear's Lane encampment and other homeless folks have been consulted about this new proposed location?

I'd like to confirm that the intended residents have weighed in and would choose to move to this parking lot location if it's constructed there.

Solveig



Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.



**PARKING PERMIT AGREEMENT**  
**City of Burlington**

This Parking Agreement ("Agreement") is entered into by the City of Burlington ("City"), by and through its Department of Public Works ("DPW") doing business as the ParkBurlington brand, and

\_\_\_\_\_ a corporation registered to conduct business in the State of Vermont  
located at \_\_\_\_\_ ("Permittee")

OR

\_\_\_\_\_ an individual  
with a mailing address: \_\_\_\_\_ ("Permittee").

The Permittee and the City agree to the terms of this Agreement.

**1. EFFECTIVE DATE AND NOTICE OF NONLIABILITY**

This Agreement shall not be valid or enforceable until the Effective Date. The City shall not be bound by any provision of this Agreement before the Effective Date and shall have no obligation to pay Permittee for any performance or expense incurred before the Effective Date or after the expiration or termination of this Agreement.

**2. RECITALS**

- A. Authority.** Authority to enter into this Agreement exists in the City Charter. Required approvals, clearance, and coordination have been accomplished from and within each Party.
- B. Consideration.** The Parties acknowledge that the mutual promises and covenants contained herein and other good and valuable consideration are sufficient and adequate to support this Agreement.
- C. Purpose.** Permittee seeks to utilize \_\_\_\_\_ parking permits at the College Street and Lakeview parking garages owned by the City for their use or users that they employ/manage.

**3. DEFINITIONS**

- A. "Parking Structures"** means the City-owned parking structures known as the College Street Parking Garage (located at located at 60 College Street) and the Lakeview Parking Garage (located at 41 Cherry Street) that function as a single facility.



B. “Effective Date” means the date on which this Agreement is approved and signed by the City, as shown on the signature page of this Agreement, whichever date is later.

C. “Party” means the City or Permittee and “Parties” means both the City and Permittee.

#### 4. TERM AND EARLY TERMINATION

A. **Term.** This Agreement and the Parties’ respective performance shall commence on the **first day of the month** following the Effective Date and shall continue subject to termination in accordance with §4.B until April 30, 2023.

B. **Termination.** Either Party may terminate this Agreement for any reason upon written notice to the other Party with 60 day notice. The notice shall specify the date of the effective termination. Permits may be suspended for use pursuant to the provisions set forth in Section 6 (B) and Section 7 below.

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#### 5. GRANT OF PERMIT

A. **Use of Facilities.** The City shall provide Permittee with parking permits to be used by Permittee and its authorized permit users at the Parking Structures for the term of this Agreement as set forth in §4.A.

B. **Timing Restrictions.** The parking permits granted under this Agreement shall be as follows and defined by Appendix C of the City of Burlington Ordinance:

Parking Permit Product 1: Elmwood 5 Day Fee Per Product  
\$ 55 —

Parking Permit Product 2: \_\_\_\_\_ Fee Per Product \$ \_\_\_\_\_

Parking Permit Product 2: \_\_\_\_\_ Fee Per Product \$ \_\_\_\_\_

Parking duration is limited to 2 weeks of continuous parking on all products.

C. **User Restrictions.** Only currently registered vehicles that are legally allowed to be operated on public streets may be issued a parking permit and utilize the Parking Structures privileges granted in this Agreement. Motorcycles, scooters, electric or motorized bicycles, bicycles of any other kind, or other similar light-weight vehicles are not allowed.

D. **Permit Credentials.** All persons possessing parking permit granted under this Agreement must utilized the appropriate credentials via the automated entry/exit point to utilize the parking privileges granted herein. Such credentials may include a card, decal, hangtag, entry on a license plate registry, bar code, or other means as provided by the city.

#### 6. PAYMENT

A. **Permit Fee.** Permit shall pay the City the fee(s) shown in 5.B per month as defined by Appendix C of the City of Burlington Ordinance for each parking permit product granted under this Agreement. The City may change the fee for each parking permit by providing 60 days advanced notice to Permittee.

B. **Billing.** The billable term of each issued permit shall begin on the day the permit is issued to Permittee, and no earlier than on the first day of the month following the Effective Date. Permittee shall be issued an invoice on the last day of the month with payment due within a grace period of

25 days of the invoice. The City reserves the right to suspend use of any parking permit for non-payment at any time after the grace period. There is no proration of permit fees.

## 7. PARKING CONDITIONS

- A. Use of Parking Structures.** The monthly parking permits issued under this Agreement authorize permit users designated by the Permittee to self-park (and lock) one vehicle for each permit in an available (i.e. not being used) parking space located within the Parking Structures. If a permit user is unable to park in the Parking Structures due to full occupancy, the City may, at its sole discretion, offer parking to permit users at a different City-owned parking structure. Notwithstanding the foregoing, the City **does not guarantee** the availability of parking spaces under this Agreement nor will it cover costs associated with obtaining alternative parking if the facility is full. The City will operate in good faith to maintain available capacity in the structure.
- B. Management of Parking Structures.** The City reserves the right to manage parking in its facilities in the best interests of the City. Permittee acknowledges and agrees that management of City facilities may require the users of the parking permits granted under this Agreement to use another parking structure or be relocated.
- C. Emergency Removal.** In the event of an emergency (a threat of imminent danger to life or property created by a problem with the Parking Structures or permit user's vehicle), the City may move the vehicle to another space in the Parking Structures or remove the vehicle to a space outside the Parking Structures without notification to the permit user. If the emergency derives from the condition of the Parking Structures, the City will notify the Permittee of the location of the removed vehicle after removal, and the City shall pay for removal expenses. If the emergency derives from the permit user's vehicle, the City will notify thereafter the Permittee of the location of the removed vehicle, and the Permittee/permit user may have to pay for removal expenses at the City's discretion. The City will determine what constitutes an emergency.
- D. Burlington Police Department Enforcement.** Permittee and permit users understand that the Burlington Police Department ("BPD") polices the Parking Structures and enforces all traffic laws, posted signs, striping, gates and other directions and markings provided in the Parking Structures. Parking Structures staff may issue warnings to assist permit users with compliance or call BPD to ensure enforcement of compliance with said directions and markings.
- E. Acceptance of Risk.** Parking is at the Permittee and its designated permit users' sole risk. The City shall not guard, assume care, custody, or control of any vehicle or its contents. The City shall not be responsible for any loss or damage caused to vehicles or their contents utilizing the City's Parking Structures including fire, theft, damage, or loss directly resulting from the negligence of the City. No bailment is created under this Agreement.
- F. Reporting.** Permittee shall require that as a condition of issuing a parking permit granted herein, the permit user shall report any damage to the Parking Structures caused by the permit user's vehicle. Such damage includes, but is not limited to, the leaking of any chemicals, oil, gas, or antifreeze.
- G. Leaks.** If a vehicle is discovered to be leaking any chemical, oil, gas, or antifreeze, the City may temporarily suspend the parking permit privileges of the permit user until the permit user provides the City with written proof that necessary repairs were made to prevent further leakage. Any suspension issued under this §7.F. shall not suspend Permittee's obligation to pay the fee set forth in §6.A.
- H. Limitation on Use.** The parking permits granted herein are for the exclusive use of the Permittee and its authorized permit user(s). Parking permits shall not be loaned, altered, transferred or sold.



Permittee agrees that misuse of a permit may be deemed as theft of services and the permit user may be locked out and that parking privileges in the Parking Structures may be rescinded/suspended. Permit users are limited to natural persons who can and will provide a legal name, a valid and active email address, and a license plate number to the City in order to create an account. Permittee must provide the City with a legal name and a valid and active email address to create an account with the City. Other information may be asked for by DPW to facilitate proper administration.

- I. Compliance.** Permittee shall inform its permit users that compliance with instructions for the use of a permit is a condition of its use. If a permit user fails to properly comply with use instructions the permit user's parking privileges in the Parking Structures may be rescinded/suspended.
- J. Insurance.** Permittee shall ensure that all permit users possess minimum levels of vehicle insurance as required by law. If a permit user fails to properly comply with use instructions the permit user's parking privileges in the Parking Structures may be rescinded/suspended.

#### **8. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter of this Agreement. All prior representations and understandings of the Parties, oral or written, are merged into this Agreement. Prior or contemporaneous additions, deletions, or other changes to this Agreement shall not have any force or effect whatsoever, unless embodied herein.

#### **9. THIRD PARTY BENEFICIARIES**

This Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Agreement and all rights and obligations hereunder are reserved solely for the Parties. Any services or benefits which third parties receive as a result of this Agreement are incidental to the Agreement and do not create any right for such third parties.

#### **10. WAIVER**

A Party's failure or delay in exercising any right, power, or privilege under this Agreement, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

#### **11. CHOICE OF LAW**

Vermont law shall be applied in the interpretation, execution, and enforcement of this Agreement. Any provision included or incorporated herein by reference which conflicts with Vermont law shall be null and void. Any provision rendered null and void by operation of this provision shall not invalidate the remainder of this Agreement, to the extent capable of execution.

#### **12. JURISDICTION**

All suits or actions related to this Agreement shall be filed and proceedings held in the State of Vermont.

#### **13. ASSIGNMENT**

Permittee's rights and obligations under this Agreement are personal and may not be transferred or assigned without the prior written consent of the City. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of Permittee's rights and obligations approved by the City shall be subject to the provisions of this Agreement.

— *Signature Page Follows* —



**SIGNATURE PAGE**

Persons signing for the Parties hereby swear and affirm that they are authorized to act on behalf of their respective Party and acknowledge that the other Party is relying on their representations to that effect.

**The Parties hereto have executed this Parking Agreement**

**PERMITTEE**

Permittee Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF BURLINGTON  
Department of Public Works**

Signature: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF PUBLIC WORKS  
645 PINE STREET  
BURLINGTON, VERMONT 05401  
COMMISSION MEETING MARCH 16, 2022  
FINAL MINUTES**

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

Commissioner Absent – Commissioner Munteanu (*Note: Commissioner Barr needed to depart the call early at approximately 8:05 p.m.*)

**ITEM 1 – CALL TO ORDER**

Commissioner Hogan called the meeting to order at 6:31 p.m.

**ITEM 2 – AGENDA**

Commissioner Barr made a motion to approve the agenda.

Commissioner O'Neill-Vivanco seconded

Director Spencer stated there was a request for edits in the minutes you can approve with draft or move to item 4.1.

Commissioner Barr was in agreement with the motion

Commissioner Hogan stated we could also move them to next month meeting.

Commissioner Barr stated he was amendable to moving them to next month.

Commissioner O'Neill-Vivanco seconded

Mr. Goulding stated the changes to the minutes were circulated late so he takes responsibility for the Commissioners not receiving them earlier.

Commissioner Barr stated he accepts the agenda with removal of draft minutes to April.

Commissioner O'Neill-Vivanco seconded

Unanimous approval

**ITEM 3 – PUBLIC FORUM**

Scotia Jordan stated she was against the homeless pods on Elmwood Avenue. She would like to see the list with the nine other locations that were under consideration for this project.

Mary Abair Albarelli also stated she was here to speak about the homeless pods on Elmwood Avenue. She owns an eight apartment house on Monroe Street and states that there is already many problems in the neighborhood with the homeless there during the day. What is going to happen? Who is going to supervise this area and what about cooking and bathroom facilities? I am concerned that the neighborhood will be



downgraded. Please put the pods in another area of the city, somewhere other than the Old North End.

Nicholas \_\_\_\_\_ is a landowner in the neighborhood. He has received several phone calls over safety and fear in their residential neighborhood. This is going to be a wet development where drinking will be allowed. What about drugs? Why weren't we homeowners notified about where this location was going to be?

Sharon Bushor called and wanted to first thank the Public Works staff for reaching out to the residents of East Avenue in reference to the work that will be done in their neighborhood. She also expressed her support of the homeless pods. She stated that there was no notification to the neighbors and neighborhood about what was happening. There should be a meeting to hear from the neighbors not having everything laid out. Should identify other sites so the public can be informed.

#### ITEM 4 – CONSENT AGENDA

- A – Approval of Draft Minutes 2-16-22
- B – 343 North Street Reallocation of an Accessible Parking Space
- C – Shelburne Street Roundabout Traffic Regulations
- D – No Parking Zone at 12 Overlake Park

Commissioner Hogan stated that Item 4a has been removed from the agenda. We will be voting on Items 4B, 4C and 4D.

Commissioner Barr made a motion to approve the consent agenda  
Commissioner Bose seconded  
Unanimous approval.

#### ITEM 5 – CLEAN WATER RESILIENCY PLAN AND INTEGRATED PERMIT UPDATE

Assistant Director Megan Moir did a review of the aging Wastewater and Storm Water infrastructure.

- Excess phosphorous from wastewater and storm water
- Sewer overflows – excess soil erosion
- Explain clean water resiliency
- Where we are presently at.

Voters approved \$30 Million in 2018 – 2018 bond money will be 80% programmed by end of 2022.

Engineer Martin Lee spoke about the aging infrastructure stated that key upgrades at all three wastewater treatments plants is done. All three plants we replaced the disinfection system with modern equipment. Main plant were replaced the central computer system.

Flynn Avenue replaced two old pump stations

Fletcher Place pump station

Water pipe rehab 7600 feet

Collection system pipe rehab 48,000 feet

Higher impact project locations water relining on Home Avenue, North Prospect Street, Ledge Road, Deforest Road and Overlake Park (if funding available)

Sewer replacement at several locations in the city.

There will be full width paving is part of the work at North Prospect, Lakewood Parkway and Tallwood Lane.

Division Director Moir went on to explain about the risk scores for systems at the Burlington Wastewater Treatment Plants. There has been some progress but still a lot to do. We need an additional \$150 Million for these plants alone; we will consider the availability of federal funding; consider long term bonds (35-50 year); a possibility of east plant consolidation with the main plant. We also have to consider other infrastructure money for wastewater, storm water and drinking water.

Jenna Olson is in charge of the Stormwater Program at the Water Resources Division and she went into an explanation of what are the threats to the lake health. She went onto explain how the blooms happen in Lake Champlain and explained what is a load - which is how much treated wastewater or storm water runoff enters a water body each year which would equal how many pounds of phosphorous is delivered to the water body.

Project Portfolios

Portfolio Options

Preferred portfolio

CSS mitigation efforts

Urban Streamflow Restoration

And the next steps that need to happen.

Commissioner Kennedy asked about rain gardens and how locations are determined. What model is being used for that?

Jenna explained that the series of gardens that we installed last summer in the south end were sited in those areas because they are within an area of the collection system that contributes to Pine Street CSO and they have appropriate soil conditions to promote infiltration. Looking for sandy soils to a decent depth and looking for a good separation to ground water and things like that.

Director Moir stated that we take any sort of large scale road reconstruction as an opportunity for our staff to look and see what are the opportunities.

Vice Chair O'Neill-Vivanco – Martin you had mentioned 7600 feet of water pipe rehab and 48000 feet of collection pipe rehab. What percentage of the total is that? What percentage of the total is that and how much more do we need to do?



Engineer Lee stated we have roughly 110 miles of water and something of that magnitude is about one percent.

Director Moir is recalling it is roughly 57 miles of sewer and maybe 56, it's roughly the same because it's largely based on the streets. It is roughly 48 miles, it is a chunk, we went through a whole map of; we filmed 20% of the system based on our risk or consequence of failure and of the ones we filmed, we are tackling those pipes.

Commissioner O'Neill-Vivanco stated she liked what she said that we are dealing with those first. You also talked about the storm water outfall improvements so with having that help the slope stabilization, especially along Manhattan Drive, because that bang for the buck affects more of the infrastructure. You also mentioned six other high-risk areas. Is there a priority list how to tackle those? Is it based on a funding risk?

Jenna Olsen explained that there is a scoring framework that has been developed over the last several years and has recently been updated by our new Asset Manager Rocky Vogler. The next round of outfalls is based on a number of criteria specifically surrounding risks.

Commissioner Overby asked what is the CSO? GSI Old North End item that was on your slides? Is that one of the outfalls areas along Manhattan Drive?

Jenna Olsen explained that that is actually the next phase of projects that we came to you guys about last spring. That was a millions dollar grant that we got at the end of 2018. The next phase is two sub surface systems on Rose and School Street in the Old North End.

Commissioner Overby asked what the protocol was when the rain gardens were put in for keeping them cleaned out. I've had a comment from somebody who lives on Grant Street about the one that is there is not well maintained.

Jenna Olson stated that there is a contractor that takes care of the gardens. IF there is an issue with the one on Grant Street they should contact us.

Commissioner Overby one of your slides talks about the risk systems what is the definition of a system that you're using.

Division Director Moir stated that was more of a clarifier it's a cursor quick way to kind of try to quantify it. I wanted folks to know that not all systems call the same amount. Commissioner Overby you mentioned a basement surcharge prevention program what was that?

Division Director Moir stated that it is when there is a basement that has any plumbing fixtures in the basement and when there is large rain events water/sewage comes into the basement per code they are supposed to have a device that prevents that from happening. We would like to help people who have inherited old houses that do not have that device help them bring it up to code.

The rebate to help people scope their sewer system. Can you just discuss what that is. You're talking about when the company actually puts a camera through their system you have a program where people can maybe get a rebate on that? Jenna Olsen explained people can get up to \$250.00 for their sewer inspection back. They can also get up to \$75.00 back for purchasing water sense on certified fixtures that save water.

Commissioner Bose - I appreciate the fact that you lay out the short and medium term cost of doing this work but also the cost of not doing this work. We are paying for decades of underinvestment so I think it's really good that you continue to emphasize that. I also like in your report that you are laying out there are other points where we are seeing more of the problem being produced in terms of lake health but I like the fact that you zeroed in on okay this is what we need to focus on.

Commissioner Hogan raised a question on risk scores. Looking what we did in the last couple years and looking at what we're doing in the next couple years could you elaborate on that?

Director Moir stated that the bars are slipping because things are getting that are in the C category right now that we can't have enough money to tackle keeps escalating down it gets older. Being old is obviously one of our measured risks.

Engineer Lee added that the infrastructure at the water plant is a lot more mechanical. Director Moir stated the consolidation of East Plant and Main Plant would turn a lot of the assets at East Plant into potentially longer life assets and convert some of it's value into an actual force main.

Commissioner Hogan the proposed masters performance chart.

## ITEM 6 – SHELTER POD PROPOSAL AND ELMWOOD AVENUE SURFACE LOT

In December 2021 the Mayor released an action plan to fulfill the promise of housing as a human right. This included the creation of a low barrier shelter pod community in Burlington. CEDO was tasked with developing a plan to procure shelter pods and associated infrastructure, a suitable location and engage a trusted community partner to manage the project and ensure delivery of social services.

The pods are designed to provide electricity, heat, and a place to sleep and a space to store belongings. Contracts for the pods have been signed and are in production. We have analyzed ten potential sites and the Elmwood Avenue Parking lot has been identified as the location that would best meet the needs of the project because of its proximity to transportation services and amenities and ease of its connection to municipal power, water and sewer. We are proposing to use the parking lot for 36 months to serve as a location for this emergency shelter.



There are 70 permitted parking spaces for use Monday through Friday and DPW has verified that the Lakeview and College Street Garage has the capacity to house the current permit holders at the Elmwood Avenue lot. DPW anticipates moving the lessors from Elmwood Avenue to Lakeview Garage with no loss of revenue expected.

Marcella working with CEDO for six years. Working on projects for folks experiencing homelessness. Established the resource center during the pandemic and it has become more than that and is now the Community Resource Center. Working with various outreach teams working around the city for the emergency program. Lots of different reasons why people want to come to this shelter and do not want to go to the hotels. Looking to have a community that is around the shelter, this is a model that has been used around the country.

Samantha Dunn the site was selected as the top priority site and this Commission has jurisdiction over the use of that parking lot and we're really here to make a request of this Commission to temporarily decommission this parking lot for parking for up to 36 months to support this project. I have been working with Jeff to make sure the city can accommodate the people who are currently using the parking lot in other facilities. We know that is the case. There is also another request to this commission to be able to accommodate them in the garage with the existing rate that they are paying for their permits.

Commissioner Hogan stated that the Commission's role here is to deal with the parking.

Commissioner O'Neill-OVivanco there are concerns of community members around the homeless and mental health issues already there. When will the community have a better oversight of what this community? Communication between the residents of the pods and the residents who live there and the property owners need to be key. People in the pods are in essence our neighbor. Do they have to follow the city standards of no fires, noise and safety as well.

Director Pine stated there is an oversight plan we are in the process of developing, we want this to be operation by July 1<sup>st</sup>. We are in discussion with organization to monitor this site, there will be a code of conduct, I do not have details yet but we have a commitment to develop a management plan.

Marcella stated the state has shelter staff and we are seeking funding from OEO for staffing of the site. There are very strict requirements around discharge. There are standards and we will be working with that.

Samantha Dunn stated that following the same rules and regulations as all the other neighbors in the neighborhood follow that is absolutely the intent of this project. The site will be staffed 24 hours a day and there will be a process of community meetings before this project opens for operations. Marcella was talking about a project of

engaging with neighbors and others in the community throughout the operation of this temporary facility. We can all learn from one another when we all engage with one another and that's the intent with how this facility would be operated.

Commissioner O'Neill Vivanco the need for responsiveness and underscoring the safety of the residents. What kind of reporting do we need to see how this project is going again if we are stewards of the infrastructure.

Director Pine this is a temporary approach and we need to establish what part of matrix do we need to report on. Reporting will be done in a fully transparent way at the City Council. We will certainly share that with the Commission.

Commissioner had extensive communication with CEDO Director Pine and shared that in a document which was obviously distributed to you late today. Commissioner Overby asked who was consulted about this location. We are making a decision about houseless people being in these pods. There was no conversation with the folks evicted from Sears Lane. We need to have more information about this. My primary concern people who are homeless have an unusual way to live. Downtown businesses and owner why not space out? There were nine other locations asked about in the paperwork. Will the Community Resource Center be relocated?

Director Pine stated they CRS was operating out of the VFW since the pandemic. The lease is coming up and they deserve to have a high quality facility on Elmwood Avenue that is staffed. This is a connection to housing and meals. To operate in multi locations will cost a lot more money.

Paul Dragon of CVOEO stated the VFW is coming to an end. They provided daily hot meals and there are advocates there daily. The new resource center will have hot showers and washers and dryers available, counseling services and private offices for the people who will be working there.

Commissioner Overby asked about the management and how there are no commitments from anybody and Director Pine stated that CVOEO staff resource are speaking with organizations.

Commissioner Bose this is a challenge we need to focus on the question at hand. No place no connection with. Hard to move forward. There is a sense of urgency of this. Would appreciate having conversations with people. Resource Center could be located somewhere else. Short term emergency effort. Is there a time limit on the decommission, move people back to the site?

Division Director Padgett stated that it is a three year decommission and they will be in the Lakeview/College Street garage for three years.

Commissioner Kennedy will there be any cost to the residents of these pods to stay there?



Director Pine stated no the costs are covered by federal funds as part of the American Recovery Plan Act.

Commissioner Padgett do you have a rough breakdown on the cost between acquiring pods versus administering staff.

Samantha Dunn stated this breaks out the capital costs for the infrastructure, the 30 shelters, the bathhouse unit will provide six full bathrooms is estimated at about \$750,000.00; operating costs estimated at about \$850,000.00 over three years. All these funds are through the ARPA funds.

Nicholas Pena, Janelle Pina, Scotia Jordan and Mary Abair Albarelli were all opposed to the pods being located in Elmwood Avenue. They shared concerns about it being a wet encampment and the safety of the residents in the area.

Damon Lane also owns property near the Elmwood Avenue lot and he is in full support of this project. Does not feel that the noise level will be any different than if college kids were around having a party

Vice Chair O'Neill-Vivanco (*from chat log*): "For the record, my comments were about the challenge of first securing the site before engaging in any outreach."

Commissioner Hogan stated they were to vote on this decommissioning of the parking lot.

Commissioner Bose – Aye  
Commissioner Kennedy – Aye  
Commissioner O’Neill-Vivanco – Aye  
Commissioner Overby – No  
Commissioner Hogan – Aye

#### ITEM 7 – ASSET MANAGEMENT UPDATE

Asset Manager Gustave Sexauer stated that we have implemented Vue Works for a little over a year now and stated it will give highest level of service for least cost, several departments are working together with this. We are configuring historic data, tech upgrades, training integration, data clean up, ARC G.

Vue works has asset inventory, service requests, quick responses.

Rick Vogler also made a presentation with Vue Works on how the Water Division is using this for inventory and work orders. Mr. Vogler will also be taking over for Mr. Sexauer after he leaves his position in April.

#### ITEM 8 – DIRECTOR’S REPORT

Thank you to the citizens of Burlington for approval of the General Fund Capital Bond as well as the Downtown TIF-funded Main Street Greats Streets Project.

Pleased with how the Asset Management is working for the city.  
The Park Management Plan for North Winooski Avenue

#### ITEM 9 – COMMISSIONER COMMUNICATION

Commissioner O’Neill-Vivanco wanted to say thank you for the signs on South Union Street in front of Edmunds School. Thank you to the staff for dealing with this project.

Commissioner Overby stated there was concern about Intervale Road potholes along the railroad tracks. The city says the condition of the road by the railroad tracks is the responsibility of the rail company. There is a lot of traffic going down to the farms and the condition of the road by the railroad tracks needs to be repaired before someone gets hurt. We need to make an escalated effort to repair this. There is a lot of frustration in trying to contact VTRANS about fixing the road by the railroad tracks.

Commissioner Hogan also expressed his appreciation for the signage in front of Edmunds.

#### ITEM 10 – ADJOURNMENT –NEXT MEETING MARCH 16, 2022

Commissioner O’Neill-Vivanco made a motion to adjourn  
Commissioner Bose seconded  
Unanimous Approval

Meeting Adjourned 9:30 p.m.