

BURLINGTON PUBLIC WORKS COMMISSION
Planning Meeting
645 Pine Street
Minutes – September 11, 2012

Commissioners present: Robert Alberry, Matt Conger, Asa Hopkins, Nathan Lavery, Solveig Overby (via phone), Mark Porter, Kevin Worden

Commissioner Lavery called the meeting to order at 6:30 p.m.

The Public Works Commission met for the sole purpose of discussing ideas and priorities for the remainder of the term. No action items were scheduled. The following topics were discussed:

Customer service: Commissioners discussed the implementation of the new customer service system, and considered the need for monthly updates on progress toward implementation, followed by monthly reporting of customer service data from the new system.

Residential parking program: The Commission may investigate revisions to the current program that would enhance the effectiveness of the program and reduce abuses.

Bicycle infrastructure: Commissioners expressed an interest in a comprehensive understanding of the city's current bicycle infrastructure, as well as plans for future enhancements to bicycle amenities and this infrastructure.

Long term planning and resource allocation: The Commission hopes to create a list of the most pressing long term issues facing the Department of Public Works, and to work with the Department to identify opportunities to make strategic investments that will generate long-term savings for the city. Examples discussed: the age and lifespan of the city's water, wastewater, and stormwater infrastructure; the condition of city sidewalks; parking (and park & ride) infrastructure.

Permitting: Commissioners expressed a desire to learn more about the current process for permitting, and work with the Department and other stakeholders to enhance the transparency and predictability of the process.

Data driven analysis: Commissioners spoke of the value of performance metrics rooted in data collected by the Department (including the annual performance report), and discussed opportunities to increase the use of data in the decision making process.

Adjournment: The meeting adjourned at 8:30 p.m.