



CITY OF BURLINGTON, VERMONT  
CITY COUNCIL TRANSPORTATION, ENERGY &  
UTILITIES COMMITTEE

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**Councilor David Hartnett, Chair** WARD 4  
**Councilor Maxwell Tracy,** WARD 2  
**Councilor William “Chip” Mason,** WARD 5

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**Transportation, Energy and Utilities Committee of the City Council**

**Tuesday, November 20, 2012 at 5:00 – 7:30 PM**

**645 Pine Street, front conference room**

–MINUTES–

Members present: Chair, David Hartnett  
Maxwell Tracy (arrived at 5:23 pm)  
Chip Mason

Others present: noted below

Chair Hartnett called the meeting to order at 5:21 pm.

1. Agenda  
Mason moved to accept. All in favor.
2. Public Forum  
Matt Conger, Public Works Commissioner (PWC) and employee of UVM Transportation Research Center: Chittenden County Regional Planning Commission’s travel behavior report just released and bike/ped infrastructure is in high demand; Complete Streets principles and projects have changed his commute behaviors and he is excited for momentum.
3. Minutes of 8/20/2012  
Mason moved to accept. Tracy second. All in favor.
4. Complete Streets Implementation – draft project checklist  
Conger: offered to be PWC liason for TEUC, asked about need for resolution from Council.  
Tracy: spoke with PWC Chair Nate Lavery and sees clear PWC jurisdiction for complete streets oversight; no resolution needed for oversight, but can consider one for PWC liason.  
Losch: draft guidelines and checklist provided in packet; created to ensure compliance with local policy and state legislation; key language identifies exempt projects, as all others must utilize this checklist. Referenced State of Vermont policy for guidance on exempt projects.  
Charlene Wallace, Local Motion representative: can bicycle signal actuation be considered, even though traffic signal upgrades are listed as exempt? Can pedestrian signals be added with signal upgrades?

Losch: will consider how to include these as non-exempt considerations. Moving onto project checklist: copy provided in packet contained note that Neighborhood Streets and Truck Routes will be added; revised copy provided at meeting now includes these items, but no other substantive changes to checklist. Checklist is basically a list version of the Street Design Guidelines: provides instructions to city staff, starts by identifying type of street classification for project in question, and provides checklist of features to be considered for each street classification. Checklist will be kept in project file. If feature cannot be included, propose to have PWC approve decision. Form to be filed with Clerk/Treasurer office if exemption approved. To follow blanket exemption under Act 34 to determine cost is disproportionate to need or probable use: separate form, propose to always have approval from PWC, and to file with Clerk/Treasurer office as well as project file; Act 34 requires exemptions be filed with Clerk/Treasurer.

Wallace: Feature #10 can note 4' minimum allowed for bike lane?

Losch: new AASHTO guide lists minimum 5' but will re-check and will ask state for guidance.

Hartnett: consider re-naming checklist to guidelines to clarify flexibility in the process.

Conger: any feedback on city use of porous pavement, since listed in feature #19?

Steve Goodkind, Director of Public Works: difficulty with 3 porous parking lots already installed and will not use until fixes can be made for northern climates.

Conger: suggest note about future consideration and need for new product so excitement isn't generated about potential porous parking lanes.

Wallace: Feature #16 should also apply to Bicycle Streets? #17 to apply to Complete Streets?

Losch: will double check Street Design Guidelines and will reconsider.

Wallace: consider keeping bike lanes in Neighborhood Transition zones; school of thought has changed since Transportation Plan approved. Should NACTO guide be mentioned?

Losch: will revisit bike lanes in Neighborhood Centers. Complete Streets guide may not be appropriate place to list guidebooks used by staff. Planned presentation at December PWC though to address NACTO guidebook and city policy on use.

Conger: NACTO treatments need to carefully considered because of northern climate impacts and lack of durability; need to only reference treatments successfully used by other northern cities.

Losch: Minneapolis, Chicago, New York, and Philadelphia are all NACTO members and use treatments.

Hartnett: update on Downtown Transit Center?

Losch & Goodkind: currently in design but don't know exact schedule. Anticipate CCTA update at December TEUC meeting though.

Hartnett: would like updates at least quarterly.

Tracy: Booth Street traffic calming process?

Losch: received new traffic data but have not reviewed yet. Will compare this data to data from first speed bump installation to determine any change in behaviors since new speed bumps were installed to new standard with recent paving project.

Sidewalk patch happening at 43 or 46 School Street? Mixed addresses in emails.

Goodkind: may have address wrong, but clear site of missing sidewalk will be replaced. Tracy: Crosswalk signal plan and schedule for Archibald/Winooski?

Losch & Goodkind: project has begun and will continue until weather becomes too cold for construction.

Hartnett: work at bridge along Route 127?

Goodkind: access for repair of bike path failure adjacent to Rt. 127.

Goodkind: North Street project included fabrication of historic light poles to reproduce original 1920's light poles in use in Burlington. BED recently changed light fixture to LED head instead of adding LED fixtures to historic hardware. Under contract agreement to maintain hardware for 20 years as part of grant funding to complete project.

Tracy: heard of change but thought it was interim measure for energy efficiency.

Hartnett: asked Councilor Tracy to follow up with Barbara Grimes at BED and inform of grant agreement for 20 years of maintenance of historic hardware. Understands LED are much more efficient so may be interim fix. Should be clarified though. Any change should have been brought to the TEUC.

Hartnett motion to adjourn. Mason Second. All in favor.

Adjourned at 6:11 pm

DRAFT