

Burlington Department of Public Works Commission Meeting  
Draft Minutes, January 15, 2020  
645 Pine St. – Main Conference Room

Meeting video link: <https://www.cctv.org/watch-tv/programs/burlington-public-works-commission-149>

**Commissioners Present:** Tiki Archambeau (Chair); Brendan Hogan (Vice Chair); Solveig Overby; Peggy O’Neill-Vivanco; Pablo Bose; Jim Barr

**Commissioners Absent:** Chris Gillman

**Item 1 – Call to Order – Welcome – Chair Comments**

Chair Archambeau calls meeting to order at 6:30 pm and made opening comments.

**Item 2 – Agenda**

ACTION: Chair Archambeau suggested to remove Item C from the Consent Agenda for more discussion making it 4.1. Commissioner Barr moved to accept the agenda with Item C being removed and making it 4.1 Commissioner O’Neill Vivanco seconded. Unanimous approval.

**Item 3 – Public Forum**

- Camilla Vivanco requested that the pedestrian signal phase at the Main Street and South Union intersection be lengthened as more people are crossing this intersection to go to the YMCA after school. She also requested right turns on red be prohibited due to high pedestrian traffic.

**Item 4 – Consent Agenda**

- A Main St. & S. Union St. Parking Reallocation Adjacent to Memorial Auditorium
- B Resident Parking Zone Designation for Bilodeau Ct. Bilodeau Pkwy.

Commissioner Overby asked what happens when a resident moves out who has a resident permit parking (RPP) pass and the next tenant requests a new pass. Director Spencer stated that Parking Enforcement at Burlington Police Department manages those issues and we can seek a definitive answer from them.

ACTION: Commissioner Barr made a motion to pass the consent agenda as presented. Commissioner O’Neill-Vivanco seconded. Unanimous approval.

**Item 4.1 – Reallocate an Accessible (ADA) Parking Space on North St. to a 30-minute Time Limited Parking Space**

Commissioner Archambeau asked if the proposed time limited parking would prevent overnight parking. Staff said that the proposed ordinance language maintained the 30-minute regulation at all times. Commissioners discussed the benefit of only having time-limited parking when adjacent retail entities were open.

Commissioner Archambeau made a motion for 30-minute parking from 8:00 a.m. to 6:00 p.m. with the space being unrestricted beyond those hours. Commissioner Barr seconded. Unanimous approval.

#### **Item 5 – Semiannual Traffic Request Status Report**

DPW staff summarized the 33 outstanding traffic requests and stated that the bulk of the requests are crosswalk requests. These requests take longer due to the need to collect data, analyze site conditions and secure construction funding. Commissioners asked about project prioritization and public education. Staff said that a specific webpage for crosswalk requests and projects was under development. The site will be up this spring.

No public comment. No formal action was taken.

#### **Item 6 – Shared Use Path Design Considerations**

At Commission Chair Archambeau’s request, Senior Transportation Planner Nicole Losch and Associate Planner Elizabeth Gohringer presented on the differences between shared use paths, side paths and protected bike lanes / cycle tracks – and where each are most appropriate. The Commission discussed how the type of facility is determined on a particular corridor and the various projects under development in the city for these various facilities.

Public Comment – Resident Dave Hartnett of Ward 4 highlighted the challenge of accommodating bike facilities and the frequent impacts to parking. He is currently most concerned about such impacts downtown and suggests there be a joint meeting between the DPW Commission and the Church Street Marketplace Commission to engage downtown businesses on parking issues in Burlington. No formal action was taken.

#### **Item 7 – Proposed FY’21 Unified Planning Work Program**

Senior Transportation Planner Nicole Losch provided a summary of planning projects that City staff is proposing for FY’21. To minimize impact to the General Fund, City staff is proposing to apply for federal planning funds through the Chittenden County Regional Planning Commission. Before we apply, a public forum must be held and this agenda item fulfills this requirement.

Commissioners asked whether crosswalk data collection and Winooski Avenue signal timing are included and whether the School Travel Plans will have a multimodal focus. Staff responded in the affirmative to all these questions.

ACTION: Commissioner Barr made a motion to accept staff’s recommendations. Commissioner O’Neill-Vivanco seconded. Unanimous approval.

#### **Item 8 – Approval of Draft Minutes of 12-18-19**

Commissioner Overby requested three modifications to the December 2019 minutes:

- Adding “and the change of policy to do small segment replacements in addition to long runs” after “2020 sidewalk plan” under Item 3

- Correcting spelling of “Director” under Item 8
- Adding “an afternoon” after “the lack of a” under Item 11

ACTION: Vice Chair Hogan made the motion to accept the December with changes requested by Commissioner Overby. Commissioner O’Neill-Vivanco seconded. Commissioner Barr abstained. All other Commissioners voted to approve the minutes.

### **Item 10– Director’s Report**

Director Spencer updated the Commission on the following items:

- 645 Pine Street Renovations completed
- Traffic Requests
- Waterfront Rail & Bike Path Relocation
- Green Mountain Transit General Manager Hiring & FY’21 Budget
- Sewer Main Relining
- Water Resources Rate Study
- Champlain Parkway
- Holiday Parking Promotion

### **Item 11 – Commissioners Communications**

Commissioner O’Neill asked whom to get in touch with in regards to request made during Public Forum. Director Spencer said Associate Engineer Phillip Peterson would be the point of contact. Are the early deliveries on Henry Street still happening? Director Spencer has heard that deliveries are still periodically occurring during early hours, the Commission approved regulatory signs are up, and enforcement concerns should be directed to the Burlington Police Department.

Commissioner Barr thanked the department for the new Colchester Ave crosswalk at Chase Street and said the residents involved in the Old East End group are pleased with all the changes to the neighborhood this past year. He reported on the Main and University Heights intersection study with UVM and noted a public meeting would be upcoming. Director Spencer concurred.

Commissioner Hogan expressed support for the public forum comments regarding the Main and Union intersection now that the YMCA is open and more traffic than normal. There may also be a need for traffic calming on College Street adjacent to the YMCA.

Commissioner Overby shared the DPW overview document that she has personally developed and shares at the Ward 2/3 NPA meetings. She highlighted a sidewalk service request for North Champlain Street. Director Spencer has requested more specifics on the type of deficiency and the location of the deficiency. She asked questions about the pending NEA grant application seeking to add art on the alleyway between Church Street and the Marketplace Garage – what specific area would be improved, would it involve removing the “Everyone Loves a Parade” mural, and how much is DPW contributing. Director Spencer stated that the grant proposes to improve the south side of the alleyway and the garage, the application does not address removal of the existing mural and DPW

Traffic would contribute up to \$40K to support beautification efforts up to and inside the Marketplace Garage.

Commissioner Bose thanked DPW staff for keeping residents updated through Front Porch Forum and he called out a recent post in the Five Sisters' neighborhood for sewer relining work.

Commissioner Archambeau updated the Commission on permit reform efforts and expressed appreciation for everyone's efforts to develop a one-stop permitting center. He would like to set up meeting with Church Street Marketplace about parking and will coordinate this with Director Spencer.

**Item 12 - Adjournment**

Commissioner Barr made motion to adjourn meeting. Commissioner Bose seconded. Unanimous approval.

Meeting ended at 8:45 p.m.