

Burlington Department of Public Works Commission Meeting
Draft Minutes, November 20, 2019
1 North Avenue, Burlington Police Department Community Room
Meeting video link: <https://www.cctv.org/watch-tv/programs/burlington-public-works-commission-147>

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

Commissioners Absent: Pablo Bose; 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

Commissioner Overby requested to remove Item C - Henry Street Parking Allocation off from the Consent Agenda and move it to Agenda Item 5.1.

Chair Archambeau requested to remove Item B – Proposed Adding 1 Hour Parking Zone on Intervale Ave. and move it to Agenda Item 5.2.

ACTION: Commissioner Barr moved to accept the amended agenda with the proposed changes requested by Commissioners Overby and Archambeau. Commissioner O’Neill-Vivanco seconded. Unanimous approval.

Item 3 – Public Forum

- Liz McDonnell – Requested more protected bike lanes in the City.
- Richard Orabie – Spoke of Parking issues on Henry St.
- Dave Hartnett – Spoke of meeting at St. Joseph’s regarding North Winooski Ave and looking for a better way for improvement.
- Luca Kolba – Discussed organics collection and VT’s composting law.
- Cindy Cook – Requested more traffic calming on East Ave and repairs to damaged sidewalks on East Ave.
- Caryn Long – Requested more walking & bicycle safety measures.
- Rebecca Mcknight –requesting better safety measures.
- Michael Long – Wanted protected bike lanes and additional crosswalk safety and spoke about Henry Street parking allocation.
- Russell Fawley– Requested a better solution on Russell St than the proposal to eliminate parking.
- City Councilor Sharon Bushor – Requested crosswalk improvements and flashing beacon at East Ave & Bilodeau Ct and East Ave & University Rd.

Item 4 – Consent Agenda

- A No Parking Zone on St. Paul St. Adjacent to Decker Towers
- B Proposed Adding 1 Hour Parking Zone on Intervale Ave.
- C Henry Street Parking Allocation
- D Single Vehicle Only Parking Space on North Willard St.

Consent Agenda item C pulled and made as Item 5.1.
Consent Agenda item B pulled and made as Item 5.2

ACTION: Commissioner Barr made a motion to pass the consent agenda with items B & C removed. Commissioner O’Neill-Vivanco seconded. Unanimous approval.

Item 5 – Water Resources Rate Affordability Study

Division Director – Water Resources Megan Moir presented an overview of Water Resources and the rate affordability study currently underway. City Council directed a study be completed prior to FY’21 budget approval. Raftelis is the consultant leading the effort. The study will evaluate potential rate structures, fees, affordability and conservation programs. Commissioners asked questions about efficiency audits and the use of more rain barrels. The Commission requested the opportunity to review the proposed recommendations in early 2020. Rebecca McKnight a resident of Burlington would love more resources on consumption reduction. No formal action was taken.

Item 5.1 – Henry St. Parking Allocations

Associate Engineer Maddy Suender reviewed the Henry Street traffic request regarding parking, delivery and noise concerns, the work undertaken, and staff’s recommended ordinance changes to allow for safer, more effective use of on-street parking. In parallel with these recommended traffic regulation amendments, DPW staff has also 1) installed “NO PARKING” stencils painted on the north side of the street, 2) requested additional enforcement from the Burlington Police Department and 3) received a verbal commitment from the Henry St Deli owner to communicate the implications of illegal parking to their customers.

Commissioners and residents discussed the recommendations. There was interest in starting time-limited parking at 7AM instead of 6:30AM as was recommended by staff.

ACTION: Commissioner Barr moved to modify City ordinance and remove of the loading zone and replace with a 15-minute space from 7AM-6PM and keep the start time of the other adjacent 15-minutes spaces to 7AM. Commissioner Overby seconded. Unanimous approval.

Item 5.2 – One Hour Parking Zone at 1 Intervale Ave.

Associate Engineer Phillip Peterson reviewed the traffic request from a local business to create a one hour parking zone on the west side of Intervale Ave. to better manage the parking and to stop the parking in the greenbelt and on the sidewalk.

Commissioners Archambeau and Overby asked about placement of regulatory signs, preventing sidewalk obstructions, and access to and from businesses.

ACTION: Chair Archambeau makes the motion to approve staff’s recommendation to create a one-hour parking zone adjacent to 1 Intervale Avenue. Commissioner Barr seconded. Unanimous approval.

Item 6 – Seasonal Parking Restriction Recommendation for Russell St. & Charles St.

Associate Engineer Phillip Peterson reviewed staff’s recommendation, in accordance with DPW’s Narrow Streets Policy, to restrict the parking on the South side of Charles St. from January 1st to March 1st, restrict parking on the west side of Russell St. from January 1st to March 1st, and relocate the ADA parking at 21 Russell St. during this time. The ADA parking space would revert back to 21 Russell St. from March 2nd to December 31st. The Narrow Streets Policy aims to improve minimum clearance widths for emergency and street maintenance services especially during winter months when snow banks further constrain narrow streets.

Commissioners O’Neill-Vivanco, Hogan, Overby and Archambeau asked about resident feedback, data collection, ADA signage, and why the proposed two-month duration was different from the other four-month seasonal parking restrictions.

Charles St. resident Jane Knodell said that DPW has done a good job with public engagement on this item, that there are homes such as hers that do not have a driveway and therefore minimizing the impact to on-street parking is critical, and she is willing to supports the two-month parking restriction – but not a four-month restriction.

ACTION: Commissioner Barr made the motion to implement the seasonal parking restriction described above as a one-year pilot, request staff collect data on parking occupancy, effective street width, and resident feedback for the report back to the Commission before a decision is made on future winter seasons. Commissioner O’Neill-Vivanco seconded. Unanimous approval.

Item 7 – Refinancing of Existing Loan for the City Parking Facilities

Bond counsel Thomas Melloni of Paul, Frank & Collins and Director Spencer are requesting Commission approval for the issuance of notes or bonds in the amount of \$3,779,850.00 to refinance the existing term loan with Northfield Savings Bank for parking improvements. This is estimated to save the City approximately \$400,000 over the period of the loan.

Commissioner Overby asked for an explanation of a spring loan, the cost to refinance the loan, and whether the appropriate charter-required process was being followed.

ACTION: Commissioner Barr made the motion to approve the loan refinancing. Vice Chair Hogan seconded. Unanimous approval.

Item 8 – Street Seat/Parklet Draft Program Guide

Associate Planner Elizabeth Gohringer & Engineering Intern Kim Furtado requested that the Commission endorse the Street Seat and Parklet Pilot becoming a permanent program as generally described in the draft program guide.

Commissioner Overby and Archambeau asked about drainage issues, assisting applicants with State wastewater permits, and ways to ensure the public has clear access to the parklets and associated seating during hours when the parklet is public.

ACTION: Commissioner O’Neill-Vivanco made the motion to endorse into a permanent program. Commissioner Barr seconded. Unanimous approval.

Item 9 – Approval of Draft Minutes of 9-18-19 & 10-23-19

September 18, 2019 Draft Minutes

Commissioner Overby requested a sentence to the Commissioner Communications section be added clarifying her comments evaluating the intersections on the Pearl Street corridor N. Winooski Ave. and N. Champlain St.

ACTION: Commissioner Barr made the motion to accept the September minutes with the changes noted above. Vice Chair Hogan seconded. Unanimous approval.

October 23, 2019 Draft Minutes

Commissioner Overby stated that she was not late for the October meeting and requested the minutes be revised accordingly.

ACTION: Vice Chair Hogan made the motion to accept the October Minutes with changes noted above. Commissioner Barr seconded. Unanimous approval.

Item 10– Director’s Report

Director Spencer updated the Commission on the following items:

- Winooski Avenue Corridor Study
- Traffic calming status and program overhaul
- Manhattan Drive safety efforts
- Update on construction at 645 Pine St

Item 11 – Commissioners Communications

- Vice Chair Hogan and Commissioner Barr asked about East Ave and how to prioritize a review and consideration of additional safety measures including rapid flashing beacons? Staff reported that we’ve reviewed the Bilodeau Ct. intersection and have engaged Burlington Electric and Burlington Police. Assistant Director of Technical Services Norm Baldwin stated that we need to do additional review.
- Commissioner O’Neill-Vivanco asked whether residential parking permits could be issued for the Henry St Deli? Director Spencer stated that permits can only be issued to businesses that are located in a residential permit parking area and currently the business is outside the designated area.

Item 12 - Adjournment

Commissioner Barr made motion to adjourn meeting. Commissioner O’Neill-Vivanco seconded. Unanimous approval.

Meeting ended at 10:22 p.m.