

Burlington Department of Public Works Commission Meeting
Draft Minutes February 20, 2019
645 Pine Street – Main Conference Room

Commissioners Present: Commissioner Archambeau, Commissioner Alberry, Commissioner Barr, Commissioner Hogan, Commissioner Overby

Commissioner Absent: Commissioner Gillman

Item 1 – Call to Order – Welcome – Chair Comments

Meeting called to order at 6:30 p.m.

Item 2 – Agenda

Commissioner Barr made a motion to approve the Agenda

Commissioner Alberry seconded

Unanimous approval

Item 3 – Election of Vice Chair

Commissioner Barr nominated Commissioner Hogan for Vice Chair

Commissioner Alberry seconded

Unanimous Approval

Commissioner Hogan gladly accepted his new position on the Public Works Commission

Item 4 – Public Forum (3 minute per person time limit)

RJ Lalumiere, resident of Ward 7, stated that the snow clearing efforts in the bike lanes has been poor this year. Plows are not pushing the snow all the way to the curbs leaving a mess in the bike lanes. He would like to see more snow clearing efforts in the bike lanes.

Patty Hampton commented about the Residential Permit Parking. She has been unable to renew her permit due to being on a corner lot. She does not understand why she can't have a residential pass because she is on the corner lot. Director Spencer stated that staff would promptly follow up with her.

Item 5 – Consent Agenda

A. Parking Agreement With ICV for 100 spaces in Lakeview Garage

B. Parking Agreement with IMarket Solution for 10 Spaces in Lakeview Garage

C. Killarney Drive Bike Path Access Parking Prohibition

Commissioner Barr made a motion to accept Consent Agenda

Commissioner Alberry seconded
Unanimous approval

Item 6 – Snow and Ice Control Plan – R. Green

DPW Assistant Director Rob Green presented a Power Point summarizing the key points in the City's Snow and Ice Control Plan that was included in the Commission's Packet. It has been another challenging winter with freeze/thaw conditions. Mr. Green reported additional challenges of blocked sidewalks, access down narrow streets due to cars parking off the curbs, and an aging sidewalk tractor fleet. Per Council direction, staff has experimented with liquids on the sidewalk – even applying it before snow arrives. The liquids do not appear to work as well as the rock salt and with residents requesting clear sidewalks, we are considering ending the use of liquids. We will provide more or an update at the end of the winter. Mr. Green states that he sees opportunity for improvement in how the department plows handicap parking spaces and bike lanes. Mr. Green stating that the plowing operation relies on help from other DPW divisions and departments, but it can be challenging to fully staff multiple shifts for around the clock operation.

Commissioner Hogan stated that the sidewalk plows need to pay more attention to the bike lanes.

Commissioner Archambeau stated that he appreciated having this topic on the agenda and acknowledged staff's solid efforts with the resources that we have.

Mr. Green stated we could use more resources as well as more staff. He stated that the main roads are plowed first when the plow drivers come in around midnight. Our sidewalk plow drivers are coming in around 2:00am to plow sidewalks - the first area of concern is the downtown area and the sidewalks around the schools.

Public Comments: Steve Goodkind stated that when he was Director they had used treated salt on the sidewalks and nothing does work better than salt on the sidewalks to clear and make them safer for pedestrians. Mr. Goodkind also stated that there used to be a plan to go 24/7 during a major snowstorm but we need people to be able to work during these prolonged storm events.

No action was taken.

Item 7– Parklet Pilot Introduction – W. Clavelle, N. Losch

Will Clavelle from CEDO and Nicole Losch from DPW provided a presentation on the proposed Parklet pilot. City staff are proposing a seasonal pilot project that would allow businesses and organizations to apply for and install adjacent parklets for customer and resident use. The application period is underway and Parklets can be proposed along

North Street and North Winooski Avenue in the Old North End as well as in the downtown area. A one-week demonstration Parklet was organized last fall by BBA and AARP.

Commissioner Archambeau asked what the amount of parking spaces that would be proper. Mr. Clavelle stated that the thought ten would be a good number to start with which would give us five parklets with two spaces each or 10 parklets with one space each. Commissioner Archambeau also asked about the vision for downtown parking. Nicole stated that they want to strike a balance between maintaining on-street parking and other needs within the City's rights-of-way. We are looking to go to places where there is more pedestrian traffic.

Commissioner Overby stated that the areas that have more depth to the sidewalk this would make a good sidewalk extension for these parklets.

No action was taken.

Item 8 – Public Engagement Plan 1-Year Review – R. Goulding and N. Losch

Staff provided a one-year review on DPW's Public Engagement Plan. DPW's Public Information Manager Robert Goulding went through the Power Point explaining how we are reaching out to the public on projects and other priorities. Staff highlighted different forms of online and in person engagement, and presented different metrics and anecdotes on how the Public Engagement Plan has been implemented.

Commissioner Overby stated this was a great plan and to keep explaining why the different levels exist. Robert Goulding is a great asset to the Public Works Department and to keep doing the great job that you are doing.

Commissioner Hogan asked why there was a spike in the web traffic. Robert Goulding stated that quite possibly a preview of the City's construction efforts and also Operation Clean Sweep is coming up.

Commissioner Barr is excited with all that has been accomplished in the first year.

Commissioner Alberry stated to keep going the City hasn't had anything like this at all. Good Job.

Commissioner Archambeau stated excellent job and thank you. Thank you Rob and Nicole.

No action was taken.

Item 9 – Approval of Draft Minutes 12/19/18 & 1/16/19

Commissioner Alberry made a motion to accept minutes of 12/19/18.
Commissioner Hogan seconded
Unanimous approval

Item 7 suggestion to reword parking changes (hand out_
Commissioner Barr made a motion to accept the minutes of 1/16/19
Commissioner Alberry seconded
Unanimous approval

Item 10 – Director’s Report

Director Spencer summarized the topics in his Director’s Report in the packet. He stated that Peggy O’Neill-Vivanco was recently appointed by the City Council to be the new Public Works Commissioner. Director Spencer provided information to the Commission on municipal garage occupancy rates following up on Commission Overby’s questions. Finally, Director Spencer updated the Commission on staffing changes. Assistant Director Patrick Mulligan resigned from his position and Jeff Padgett has come on board as Interim Assistant Director, working 20 hours a week.

Item 11 – Commissioner Communications

Commissioner Barr stated that potholes are emerging on many streets but DPW is doing the best they can to fix them. The communications efforts are good.

Commissioner Hogan thanked the Street Department for their work. He stated that city infrastructure is in need of improvements.

Commissioner Overby stated that the alignment of lanes at the North Avenue and Shore Road intersection should be evaluated. Consider removing an additional parking space to make travel onto Shore Road better.

Commissioner Archambeau asked about clearer signage for parking in front of Champlain Elementary School. Commissioner Archambeau asked about any recent Grove Street traffic calming work. Director Spencer replied that some calming features were installed by Bayberry Commons developers and some additional features may be installed this coming season. Commissioner Archambeau asked about the parking along Intervale Avenue by the Elmwood Avenue intersection. Director Spencer said staff would evaluate the parking situation. Commissioner Archambeau discussed the North Union Street bike lane bollards. A police officer has stated there are issues if there is an emergency as cars are just stopping and not moving over due to not being sure if they can drive over them. Police are having to get out of their cars to ask people to move over. They are finding alternate routes to go on calls. Need to evaluate and maintain buffered bike lanes.

Item 12 – Adjournment and Next Meeting Date – March 20, 2019

Commissioner Barr made a motion to adjourn.
Commissioner Alberry seconded
Unanimous Approval