

**BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION MEETING
DRAFT MINUTES, July 15, 2015
645 Pine Street
(DVD of meeting may be on file at DPW)**

COMMISSIONERS PRESENT: Bob Alberry, Tiki Archambeau, Jim Barr, Chris Gillmann, Tom Simon, Solveig Overby, Jeff Padgett

ITEM 1 - CONSENT AGENDA

Commissioner Archambeau proposed to move Item 4.4 to 4.6. Consent agenda reviewed. Jeff Padgett moved forward there was no formal motion, no formal vote.

ITEM 2 - ELECT CHAIR, VICE CHAIR AND CLERK

Commissioner Alberry made a motion to elect Commissioner Jeff Padgett as Chair and Commissioner Tiki Archambeau as Vice Chair. Director Spencer suggested the Commission appoint Valerie Ducharme and Holly Lane as Clerks or designate. Commissioner Barr seconded
Unanimous approval

Commissioner Padgett welcomed new Commissioner Chris Gillman on board.

ITEM 3 - PUBLIC FORUM

Nic Anderson - 4.10 Champlain College Temporary bus stop - made a request that one of the five unrestricted parking spots be designated handicap spot as this is mid-block which will give people easier access to the courtyard and surrounding buildings.

Commissioner Overby made a motion to pull this off the consent agenda.

Commissioner Alberry seconded.

Unanimous approval.

Phil Merrick - owner of August First Bakery stated that the brown meters on Main Street should be removed as people who work downtown are all parking there during the day as it is cheaper than the garage. Blue meters need to be put in place there as this area of Main Street has more shops now than when the brown meters were installed and shoppers need better access to the businesses.

Caryn Long - The water department did an amazing job in the area as when it rained last night the green space is getting greener

and now disappearing. She feels that there has to be more enforcement on the green space. Commissioner Padgett stated that the green space is not our issue.

Chris Hadsel - Willard Street needs a flashing pedestrian light north of the rotary as people can't cross safely. This would be an interim solution until the rotary is fixed.
(See video for further information)

Laura Massel - Lives on Kingsland Terrace which is a residential only parking area. She suggested the city go to the different wards in the city and get the extent of the information from people on parking. People living in residential parking areas should not have to search for parking in the neighborhood.

ITEM 4 - CONSENT AGENDA

- 4.1 Champlain College Temporary bus stop moved to 4.7.
- 4.2 - three way stop at Shore Road and Balsam Street
- 4.3 439 College Street shuttle stop request
- 4.4 Relocation of three handicap accessible spaces on St. Paul Street for new CCTA transit center moved to 4.6.
- 4.5 Driveway encroachment/loading zone requests for North Winooski Avenue.

Commissioner Barr made motion to accept consent agenda.
Commissioner Alberry seconded.
Commissioner Archambeau stated he lives next door to requestor and donated \$100 to a Bush & Babe's Kickstarter campaign. There is no conflict of interest per the City Attorney.
Unanimous approval.

ITEM 4.6 - RELOCATION OF THREE ACCESSIBLE SPACES ON ST. PAUL STREET FOR NEW CCTA TRANSIT STATION

Damien Roy, Engineer Technician stated that three representatives from the city, state, and CCTA visited the Zampieri Building which is a disabled residence which serves the south side of St. Paul Street and there are two spaces on Cherry Street. We need to bump out the first meter and two accessible spaces are proposed near the ramp adjacent to the spaces for the building. On the north side of Pearl Street next to Papa John's the first space is available. The commission asked staff review of PROWAG and other applicable standards before committing to a handicap space. Staff will review as part of a normal request

process. Staff recommendation without a handicap space was approved.

(See video for further information.)

Commissioner Archambeau expressed a concern with the rear loading handicap vehicles going in the street to access the closest ramp.

Mr. Baldwin, City Engineer, stated they would keep it as close to the ramp as possible.

Commissioner Archambeau made a motion to pass this onto the Accessibility Committee.

Commissioner Simon seconded.

Unanimous approval

ITEM 4.7 CHAMPLAIN COLLEGE TEMPORARY BUS STOP

Commissioner Overby asked to have a handicap spot, moving the bus stop, and putting in four unrestricted parking spaces and one handicap space.

Nic Anderson of Champlain Collee stated that the nearest spot was a block away. There is a huge demand for parking in the courtyard and they have two more requests for them at the MIC parking lot.

(See video for more information)

Commissioner Archambeau made a motion to accept staff's recommendation.

Commissioner Barr seconded

Unanimous approval.

ITEM 5 - RESIDENTIAL PARKING MANAGEMENT STUDY - Nicole Losch

Director Spencer stated that this is a draft plan for parking in residential areas. The review is because this has not been reviewed for several years. The public has expressed concern with the guest passes, paying of tickets, issuing of tickets and several other issues.

Nicole Losch, Transportation Planner stated that we are using a universal approach to best manage what we feel is using a data driven approach. We are looking at many different city needs with financials which is only a small part of the consideration. There is a good size advisory committee and we have held two public meetings, attended NPA meetings and have come to a previous Commission meetings for the introduction to this

program and we will be back in September. We have compared parking with other cities about the same size as Burlington, collected data in three areas and found parking over utilized, more meters are needed in the downtown area. The Hill section has the most restrictions and lowest density.

There was a question of conflict of interest with Commissioner Barr voting on the residential parking as he is the Director of Transportation and parking for the University of Vermont. Gene Bergman, Assistant City Attorney, stated he reviewed the information and found nothing that should prevent Commissioner Barr from voting on this study.

Many citizens had comments on the draft Residential Parking study. .

Please review the video of the public comments on the residential parking issue as there were numerous people there for this issue.

ITEM 6 - DOWNTOWN PARKING REVIEW

Kelly Devine stated that this a complex two year study and a plan that retains authority over policy and pay. This plan has to be presented to the city council. There are three goals with this plan: management Vibrant Downtown, great customer service, a sustainable system.

DPW will continue to manage the parking meters and garages. The Burlington Business Association will manage the communications and other functions during the pilot period.

Director Spencer stated that the Commission's approval is not addressed by the Council's November 2013 resolution but it will be presented to the City Council on August 10th and brought back to the council for a vote later this year.

ITEM 7 - VTRANS BICYCLE AND PEDESTRIAN PROGRAM GRANT CANDIDATES

Staff summarized the projects that they are advancing for the upcoming Vermont Bicycle & Pedestrian Program grant round. They include a scoping study of possible improvements for the Howard Street, St. Paul Street and Winooski Avenue intersection and pedestrian improvements along Colchester Avenue.

The application requires a public forum before submitting the application. The agenda items serves as that public forum.

Commissioner Padgett stated he does not support mid-block crosswalks and feels there needs to be a policy for this issue.

Please see the video for more information

ITEM 8 - INCREASING DRIVER AWARENESS OF YIELD CONDITION

Damien Roy, Engineer Technician, stated this was referring to Shelburne Street at Price Chopper where vehicles are exiting the shopping center to get onto Shelburne Street or I189. There is a lot of traffic congestion here especially during rush hour. Drivers are not yielding when exiting the shopping center. . The suggestion of DPW is to maintain the yield sign and to increase driver awareness of yield sign by installing the weave sign.

Commissioner Alberry suggested a new yield sign.

Commissioner Simon made motion to go with staff's recommendation.

Commissioner Barr seconded.

Commissioner Padgett opposed.

Commissioner Archambeau made a motion under Item #8 was to accept staff's recommendation with exception that the Commission selected the double weave sign to be installed by Price Chopper exit onto Route 7.

Commissioner Padgett opposed this idea of the signs at the exit of Price Chopper. All other commissioners were in favor of putting the weave sign at the exit of Price Chopper onto Shelburne Road.

Approval of minutes were tabled for a future meeting.

Commissioner Padgett opposed.

Other commissioners were in favor of this.

Damien Roy also handed out paperwork showing the open request for services for traffic issues he is dealing with and also parking issue requests.

ITEM 9 - MINUTES OF JUNE 17, 2015 MEETING

Commissioner Alberry made a motion to approve

Commissioner Simon seconded

Unanimous approval

ITEM 10 - DIRECTOR'S REPORT

Director Spencer wished to thank Pat Buteau for 33 years of service as he is retiring. Commissioners also thanked Pat.

ITEM 11 - ADJOURNMENT AND NEXT MEETING DATE

Commissioner Alberry stated that we have always taken the month of August off to give staff a well-deserved rest. Next meeting will be September 16, 2015.

Commissioner Barr motioned for adjournment
Commissioner Archambeau seconded
Unanimous approval
Meeting ended 10:30 p.m.