

**BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION MEETING  
DRAFT MINUTES, SEPTEMBER 16, 2015  
645 Pine Street  
(DVD of meeting may be on file at DPW)**

**COMMISSIONERS PRESENT:** Bob Alberry, Jim Barr, Tiki Archambeau, Solveig Overby, Chris Gillman, Tom Simon (arrived 7:30 p.m., Jeff Padgett.

**ITEM 1 - CALL TO ORDER/WELCOME/CHAIR COMMENTS** - Commissioner Chair Padgett called the meeting to order at 6:30 p.m. He explained the new agenda and how the minutes were to be set up. There are three goals of the Commission - operational excellence, exemplary customer service and innovation. Public Forum is for people to talk on any subject. The sign-up sheet now has you writing in what Ward you live in. There is a standard set up for each item as well as if action is requested. We are looking for clear communication so please comment clearly.

**ITEM 1 - AGENDA**

Commissioner Alberry requested that Item 4.E to be taken off consent agenda and added to 4.1.

**ITEM 2 - PUBLIC FORUM**

Maryann Lesik of 300 South Union Street stated she feels a flashing light for pedestrians is needed at the rotary - Shelburne Street and Locust Street, North Willard Street and St. Paul Street on the north side of the street. She is encouraging support of these lights.

Mr. Bren Shippe supported the idea of flashing lights near the rotary. He stated there was a van parked there which blocks sightlines for vehicle operators

Claire Gestner stated she sent in an application for a handicap parking sign in front of 79 Archibald Street and would like to see action soon as parking in this area is terrible. She has a hard time walking any distance from her car due to health issues. Commissioner Barr asked if there could be a temporary sign and was informed by Mr. Baldwin that it would not be enforceable as there was no ordinance for this sign.

Sharon Bushor, City Councilor, came and stated she was in support of Item 6. She hopes for support on the consolidated parking proposal.

Joan Shannon, City Councilor, came to talk about the parking on Sears Lane. She stated from the railroad to Sears Lane there is

a bend and there are no sightlines and parking at the bottom of the street is unrealistic. There are no sidewalks on the street and people walk in the road. Speed has increased since the road was repaved.

She is glad we are taking up the issue of the rotary and the possibility of flashing lights as there are many near misses of accidents and a lot of kids cross near here for school.

Bruce McDonald on Sears Lane -sees the kids and people going up and down the street all day when weather is nice as his shop's garage door is open. Parking on Sears Lane would narrow the traffic lane and jeopardize the people walking on the street especially the kids walking to and from school. People are driving faster on the street.

Karen Paul seconds Sharon Bushor's comments on Item #6. She stated that Martha Keenan, Capital Program Manager had a good presentation on the Capital Plan. Also rapid flashing lights at the rotary would be a great addition as it would also warn motorists of pedestrians in crosswalks.

#### **ITEM 4 CONSENT AGENDA**

- A. New Accessible Space at 7 Canfield Street
- B. New Accessible Space at 79 Archibald Street
- C. Accessible Space removal at 194 So. Champlain Street
- D. Accessible Space removal at 70 Rose Street
- E. State of RFS Backlog

Commissioner Alberry made a motion to accept  
Commissioner Barr seconded  
Unanimous Approval

#### **ITEM 4.1 RELOCATION OF THREE ACCESSIBLE SPACES FOR NEW CCTA TRANSIT CENTER**

Commissioner Alberry stated that the handicap parking space was gone next to the sporting goods store. Mr. Baldwin, City Engineer, stated he would check the ordinance to when this changed.

Commissioner Archambeau made a motion to accept.  
Commissioner Alberry seconded  
Unanimous approval

#### **ITEM 5 - UNRESTRICTED PARKING ON SEARS LANE**

Damien Roy, Engineer Technician, stated that Martin Corsell wants unrestricted parking on the north side. Businesses were contacted and most do not want parking on the street. There is

an eight foot parking lane open for pedestrians on the north side. Mr. Baldwin stated there was no prohibition of parking on the street. (See video)  
Commissioner Alberry made a motion to take no action on request.  
Commissioner Overby seconded  
Unanimous approval.

Commissioner Alberry stated to remove parking on both sides of Sears Lane until we can come up with a safe issue for pedestrians and vehicles. Until we can get some sidewalks in there, whatever is needed to make it safe for people to use that street.

Commissioner Simon seconded.

Commissioner Archambeau stated it is a safety issue and is accepting the motion. (See video for more discussion.)

Commissioner Padgett stated he likes the design but the issue is creating confusion. There is a motion to prohibit parking - like to see a sidewalk all the way and parking on the north side.

Commissioner Barr stated to add traffic calming devices.

Commissioner Padgett stated there is a suggested amendment to prohibit parking on Sears Lane and provide traffic calming and pedestrian safety amenities with finances in it.

Commissioner Archambeau stated this was a friendly amendment.  
Commissioner Alberry seconded.

Director Spencer asked for clarification to prohibit parking on both sides, traffic calming east end of street. Work is contingent on finances.

Commissioners Alberry, Barr, Gillmann, Simon and Padgett were in favor.

Commissioners Archambeau and Overby opposed.

**ITEM 6 - PROCESS FOR CONCLUDING DOWNTOWN AND RESIDENTIAL PARKING STUDIES** - Chapin Spencer

TDM action plan to report whether there will be any zoning changes made for downtown parking. City Council has asked for a presentation of the residential parking. (Please see attached timeline.)

Commissioner Simon stated that he feels there should be a meeting for input on the final plan and discussion. He also stated that he would like to see the history of what the Commission has done when the public has come forward for residential parking.

Commissioner Padgett has stated that the Commission has heard from the public case by case.

Commissioner Overby stated there were four elements to be dealt with, transportation for Burlington employees and the commission does not have the information needed for understanding zoning changes for downtown parking and the loss of parking when development happens and their concerns.

Nate Wildfire, Assistant Director of CEDO Economics suggested looking at the first three as there is concern about zoning changes.

Commissioner Simon wants a work session in addition to the October meeting which is open to the public. Nate stated to do a work session without public comment.

Jason from Local Motion stated there was no discussion concerning walking and biking in these plans. He stated at open streets there were a couple of bike protected lanes tested out on North Winooski Avenue and people seemed to like that idea of biking without worrying about getting hit by a car.

#### **ITEM 7 - FY 16 AND FY 17 CAPITAL PLANNING**

Martha Keenan, Capital Program Manager stated the FY 16 Budget found 1.3 million but the audit is not concluded. The repairs to the pavers at the Echo Center by the railroad tracks failed, repairs to Winooski Bridge failed and the flashing beacons. The surplus is much better than expected.

FY 17&18 has a projected shortfall of 24 million dollars. DPW's shortfalls is projected at four and a half million. Director Spencer stated they have to go in front of Board of Finance and is encouraging Commission members to attend the meeting for input.

#### **ITEM 8 - PEDESTRIAN CROSSWALK DESIGN GUIDELINES - Norm Baldwin**

Mr. Baldwin, City Engineer stated they have contacted five to six communities in the US for sidewalk policies and the federal and state standards. (See video for more details.) One of the biggest intersections for pedestrian crossing is by the rotary - St. Paul Street and So. Willard Street - this is also a high motor vehicle accident location.

Commissioner Alberry stated we need to educate children by going into the schools educating them of the importance of looking both ways before crossing a street and to cross at the crosswalk

areas. The public also needs to be educated to look both ways before crossing a street.

#### **ITEM 9 - MINUTES**

Commissioner Padgett stated that the tape is officially part of the minutes.

Commissioner Overby stated that 4.7 was not clear - confusing about the handicap spot provided proposed revision. It was stated the handicap spot would be requested another time.

Director Spencer handed out amended copies of the minutes.

Commissioner Archambeau stated #8 accept staff's recommendation with exception of double weave sign by Price Chopper exit onto Route 7.

(This is where tape ended and not sure who made the motion and seconded.)

#### **ITEM 10 - DIRECTOR'S REPORT - Chapin Spencer**

We recently had our Employee Appreciation Party which was held at Oakledge Beach and all went well. He congratulated Norm Baldwin on his 25 years of service to the city.

Projected completed or working on - Cliff Street sidewalk, Flynn Avenue sidewalk, and pedestrian wayfinding signs in downtown.

Regulation of phosphorous in Lake Champlain with the new regulations out and we have until October 15<sup>th</sup> for comments.

Norman Baldwin, City Engineer stated that Feldman's is not in line with Lakeside Avenue and Feldman's driveway will have signalization for pedestrians especially north and south. The cost of the project is \$400,000.00 for the changes which will be viable when the parkway comes through. This project is due to start on October 15 with a completion date of January 15.

Director Spencer stated that construction has started in the parking garages this week.

#### **11. COMMISSIONER COMMUNICATION**

Commissioner Archambeau wanted to congratulate Megan Moir for her presentation on storm water. Also asked about the dirt controversy from the Moran Plant. He was informed that the dirt from our project is not at Leddy Park and we are taking care of it.

Commissioner Overby is reading a book called Judicial Urbanism and suggested that others read it as well as there are some great ideas for trying various things.

Commissioner Simon stated he would like to see a work session meeting added in October for residential parking plan.

**12. MOTION TO ADJOURN**

Meeting ended at 9:46 p.m.