Commissioners Present: Commissioner Archambeau, Commissioner Barr, Commissioner Bose (late), Commissioner Gillman, Commissioner Hogan (Chair), Commissioner O’Neill-Vivanco (Vice-Chair), Commissioner Overby.

ITEM 1 – CALL TO ORDER

Commissioner Hogan called meeting to order at 6:33 p.m.

ITEM 2 – AGENDA

Commissioner Archambeau made a motion to accept the agenda with pulling Item D off. Commissioner Barr seconded
Commissioner Overby asked to pull Item 4C off for discussion
Commissioner Archambeau was acceptable of removing 4C and 4D
Commissioner Barr was also acceptable
Approval was by Archambeau, Barr, Gillman, Hogan, O’Neill-Vivanco, and Overby.
Commissioner Bose abstained as he was late arriving to the meeting.

ITEM 3 – PUBLIC FORUM –

Yiota Ladas called in to express her concerns about the Burton Hub and the safety of the people in the neighborhoods, pedestrians, drivers and bicyclist. She cited lack of sidewalks and bike lanes.

ITEM 4 – CONSENT AGENDA

A – Proposed stop sign at Westernmost Hillside Terrace – Riverside Ave intersection
B – 192 Park Street accessibility parking change

Commissioner Barr made a motion to accept
Commissioner O’Neill-Vivanco seconded
Unanimous approval

ITEM 4.1 COVID Vaccine Parking Plan

Philip Peterson stated that this is proposed for Wednesdays only at the IAA on Archibald Street for COVID 19 vaccinations distributed to the senior population. We are utilizing the loading zones, bus stops and 15-minute parking space adjacent to Dot’s Market.
The Market’s one concern was the parking in the private lot on Wednesday for the vaccine clinic only. These concerns were not originally expressed during outreach.

Commissioner Overby stated she went in and talked with the owner of the store who expressed concern about taking away the 15 minutes parking spot as their customers use this space to run in and pick up needed items or lunch. The delivery truck drivers also use this spot. The parking in the private lot on Wednesdays was not a concern as long as it was for clinic parking only.

DPW Engineer Philip Peterson stated that if they had known the business was averse to using these spots we would have taken off the request for space.

Commissioner Barr stated we should remove allowing people to park there and continue to assess this situation.

City Engineer Norm Baldwin stated we are accommodating the vaccination process.

Philip stated we are working with the Health Department and they may move to another school but for the near future, this is it. Norm stated we would monitor this situation.

Commissioner Overby stated that if there is a person present at the site directing the traffic and feels it would not be a problem for that one 15 minute parking spot to be coned off for the patrons of the store to use.

Philip stated that Vermont Department of Health stated that it is a 30-minute vaccine. You go in, register, get the shot, go out, and sit in your car for 15 minutes and if there are no reactions you go on your way.

Commissioner Barr made a motion to approve staff’s recommendation minus the 15-minute spot.

Unanimous approval

Item 4.2 AMENDMENTS TO BURL. CITY ORDINANCES – CHAPTER 20, 6 AND APPENDEIX C

DPW Senior Planner Nicole Losch stated that she is recommending some changes to Chapter 20-1 definitions; Article 4 Section 20-121 traffic control signal legend; Article 4 Section 20-125 bicycle specific traffic control signals; Article 4 Section 20-126 Bicycle use of pedestrian control signals. Chapter 6 Section 6-1 Definitions and 6-3 riding on sidewalks, bicycle pedestrian pathway and in parks. Appendix C Section 2 traffic Control light locations. The purpose of this is to ensure traffic regulations relate to the current state of transportation system. This is to address a lack of clarity in the traffic regulations as modes of transportation continue to evolve.
Commissioner Bose asked about the process for communicating changes and was informed that it is published for a reviewing period, taken to the Walk/Bike Council and updates are shared at meetings. Commissioner Bose recommended some education on personal responsibility.

Commissioner O’Neill-Vivanco asked questions about motor assisted micro ability. Nicole stated this is a new term and represents the devices we are talking about.

Commissioner Hogan questions about signage, blanket regulation across the city, anything for motorists outreach in the key locations of people coming into the city..

Commissioner Barr made a motion to accept Item 4.2 as present by staff. Commissioner Archambeau seconded.

Unanimous approval

ITEM 5 – DOWNTOWN BURLINGTON HIGH SCHOOL PARKING PLAN

City Engineer Norm Baldwin stated that Marty Spaulding from the school department is here to help with this presentation. BHS is moving to the Macy’s building on Cherry Street.

DPW Associate Engineer Philip Peterson stated this was a very quick process given the unfolding situation, that there will be on street parking restrictions, establishing school zone. The purpose is to provide safe and efficient transportation and bus drop off. The school travel plan will include changes to the parking along Cherry Street, Bank Street and Pine Street. There are about 420 students to be in attendance at BHS on a daily basis. To ensure a safe and efficient transportation system DPW staff recommend on street operational changes; these changes will allow for pedestrian and bicyclist safety, vehicle drop off and pick up and bus drop off and pick up. The Burlington Police Department will enact the changes in the parking as described. DPW staff will monitor the situation once Downtown BHS begins operation. We will make observations and collect data on site during morning and afternoon commute.

Senior Engineer Laura Wheelock stated there would be short-term bike parking not inside the parking garage or the right of way.

Marty Spaulding from BSD stated that the primary entrance to BHS would be off Cherry Street. Doors to the school will be locked during the day and visitors will have to go to Cherry Street.

Commissioner O’Neill asked about the bike parking. Senior Engineer Laura Wheelock stated that the bike parking will be in the path that goes from Bank Street to Pine Street.
coming out by the People’s United Bank. Commissioner O’Neill Vivanco expressed concerns about if there will be appropriate lighting. Senior Engineer Laura Wheelock stated that there is light from the College Street garage and there has been some lighting added there.

Commissioner Hogan inquired if anything looked different if 900 students came back to the school system. Laura Wheelock stated that an impact study was done, anticipating a.m. drop off to be quick Spaces are provided and close to what they have. Marty Spaulding stated that the bus terminal is there and we are not making changes on the buses. He also stated that after school activities would happen at Institute Road.

Patrick Mulligan from the public called in and stated that the plan as a whole was a good one. He appreciates the bike parking spaces security and safety of area, camera. He stated Cherry Street north side drop off zone are still parking spaces and concerned about choke points there bag meters. Philip stated that there will be traffic calming and temporary curb extension. We will adjust things as we go forward.

Commissioner Barr made a motion to accept staff’s recommendation as presented Commissioner Bose seconded.

Unanimous approval.

ITEM 6 – BSD RATES – SPECIAL TEMPRARY RATE FOR BHS STAFF & STUDENTS AT LAKEVIEW GARAGE AND COLLEGE STREET GARAGE

Assistant Director Jeff Padgett stated this is to approve a special contract with the Burlington School District for parking in the Lakeview and College Street parking garages. This agreement goes through FY23, which will allow staff and student to park Monday through Friday at the garages. The rate proposed is $10.00 a month from March 1, 2021 through June 30, 2022 and then $40 a month from July 1, 2022 through June 30, 2023 and will stipulate that if the City expect to incur additional costs to provide safe parking environment the School District will be notified and the parties will negotiate an amendment to this agreement if necessary.

Jeff also stated that there will be two ambassadors on duty the first week and extra outside. They will not be giving tickets. Cameras in the garage go to the police department and are recording. There will be no bike parking in the garages and it is not a drop off and pick up site for students. No smoking signs are also being put up in the garages.

We are looking for approval to enter into this contract with the school district and for the special rate. Marty Spaulding stated that they are being charged as the District, the teachers are not going to be charged to park in the garage but he students will be paying for their parking.
Commissioner O’Neill-Vivanco expressed concerns about the single occupancy vehicles, and asked if there was consideration for public transit. She asked about a streaming monitor that goes to BPD. She also asked about communication to parents, training ambassadors to de-escalate events that should come up and what the role of the school district can have.

Marty Spaulding stated that there is a limited number of passes given to the kids, which in the last three years has been 100, and this is what the limit will be for the three years. Commissioner O’Neill-Vivanco asked if the taxpayers will be subsidizing for the teachers not paying and Mr. Spaulding stated that that by making change in the district did not want to ask the teachers to have to pay for parking. Commissioner O’Neill-Vivanco stated there should be some negotiations with teachers for parking. Jeff Padgett stated that the School Resource Officer would be out walking in the garage as well as school staff-patrolling garage. The increased cost in safety the costs will be passed onto the school district per the contract.

Commissioner Barr, Bose and Hogan expressed concerns about the free parking for teachers and do not want to pass the charges onto taxpayers but overall they are in favor of the plan.

Commissioner Archambeau made a motion to pass. Commissioner Bose seconded

Unanimous approval

ITEM 7 – APPROVAL OF DRAFT MINUTES OF 1-20-21

Commissioner Barr made a motion to accept the minutes
Commissioner Archambeau seconded

Unanimous approval

ITEM 8 – DIRECTOR’S REPORT

City engineer Baldwin stated offered to provide any updates based on Director Spencer’s submission

ITEM 9 - COMMISSIONER COMMUNICATIONS

Commissioner Overby stated that an Elmwood Avenue resident had questions about the two-hour parking section just before North Street. The resident wondered how parking enforcement knows if somebody has been there for 2 hours. There was also a concern about the price of the ticket, concern for discrimination. Commissioner Overby stated she contacted John King and he stated they could tell by the location of the valve stem.
She has more information if somebody wants to reach out for this. She stated that lower income should not have to pay so much for the ticket. An appeal process has to be gone through if a ticket is received through the City Attorney’s Office.

Commissioner Barr stated once again about what a great job the crews were doing on snow removal. He also stated that the school is where students come to learn and they should be learning the different alternative forms of transportation.

Commissioner Bose stated there were several people expressing their concerns for the intersection of Pine Street and Flynn Avenue. He stated that several people have wrote in or spoke at a meeting but nothing has been done. They stated that it was a dangerous intersection for pedestrians when trying to cross. A letter was written which Commissioner Bose read at the meeting.

City Engineer Norm Baldwin stated that there have been meeting with the Signal Technician and he stated to make the changes that is a significant capital investment. We have two signal project in the que and we can fit this project into them. So we are working on a solution for this issue.

Commissioner O’Neill-Vivanco stated that we have to revisit parking at BHS, agreed that the need is to get the high school open. Though, we should not have to subsidize teacher parking. Also a question about Overlake 4 hour parking. Contractor there from 8:00 to 4:00, contractor left, came back. How does parking qualify if they have been there four hours. Need a better system to track time, we need an explanation to tell people.

ITEM 10 – ADJOURNMENT AND NEXT MEETING DATE – MARCH 17, 2021

Commissioner Archambeau made a motion to adjourn.
Commissioner Barr seconded
Unanimous approval

Meeting adjourned at 9:40 p.m.