

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

COMMISSIONERS PRESENT: Bob Alberry, Jim Barr, Asa Hopkins, Solveig Overby, Jeff Padgett. **COMMISSIONER ABSENT:** Tiki Archambeau and Tom Simon.
Commissioner Hopkins called the meeting to order at 6:35 p.m.

ITEM 1 - AGENDA

Commissioner Hopkins suggested we move Item 8 to 4.5.
Commissioner Padgett motioned for agreement
Commissioner Barr seconded.
Unanimous approval

ITEM 2 - PUBLIC FORUM

Rory Malone lives at 1143 Pine Street has an issue with parking on Pine Street and South Crest Drive. Most of the parking there is from employees of the Baird School making the street very congested and unsafe; it is hard to see vehicles coming on Pine street pulling out of driveways and the cars are partially blocking driveways.

There are three other residents that live in the same area making the same complaints about the parking of cars in this area. One resident stated there should be no parking on South Crest. There is a parking lot for the employees of Baird School on the premises and an overflow where the old Champlain Parkway was that is blocked off for parking.
Director Spencer explained that Damien Roy will review these requests and get an analysis done and then will make a recommendation to the commission.

Barbara Headrich of South Prospect street is seeking a parking ordinance and has suggested that Commissioner Barr excuse himself from the vote as he in the manager of parking at the University of Vermont and she stated that people who work at UVM are the one parking in this area. She stated that Redstone Circle has a bus transporting students and her and her neighbors counted that this bus ran 100 times a day around the circle. She stated the students should be encouraged to walk or ride bikes. She stated that UVM has created zones and they own no property in the area.

Dawn Dorey is a resident at 205 North Winooski Avenue and her driveway is constantly blocked by patrons of the bakery and she

is unable to get out of her driveway. It would be appreciated if No Parking signs could be put in place. Her driveway is narrow and she has a hard time seeing when backing out of driveway. She stated there is a 15 minutes parking space at the furthest door of the bakery which is no longer a parking space. There should be a Do Not Block Driveway sign on the greenbelt in front of the bakery. This has been an issue for many years.

Jason Van Driesche stated he felt that the first meeting of the Technical Commission for Walk/Bike went well.

Project Champlain School funding for improvement at Birchcliff Parkway.

How does the city approach cars slowing down and two of three streets are not included in the complete street. Caroline Street and Locust Street walk is being taken out. Bump outs and curbs which are broader than the existing curbs make no sense in these neighborhoods as there is no truck traffic and we want to keep the neighborhood the way it is as an older one.

There is no connection of sidewalks made to Callahan Park and would like to see the connection carried through as lots of people walk to the park on a daily basis.

Karen Paul stated driveways are a significant issue as they are narrow, long, short driveway entrances/exits. If cars are parking too close and encroaching on the driveways signage would be appreciated. She also stated that any parking talks should be open to the city residents to keep them informed on what is going on with these issues. Resident only parking needs to be decided on on a street by street basis.

Commissioner Hopkins proposed to move Item 4.5 to 3.5.

Commissioner Alberry made a motion to second.

Commissioner Padgett Seconded.

Unanimous approval.

ITEM 3.5 DRIVEWAY ENCROACHMENT

City Engineer Norm Baldwin stated that nine out of ten requests in the RFS system are request for driveway issues. I would like to suggest we suspend any decisions until we look for and find a better solution. There are meetings set up with police, public works, traffic operations to figure out a solution to these issues.

Ms. Dorey stated she has called cops on numerous occasions to have cars towed from her driveway and it is a forever process.

Maria Scianalger - Resident of North Williams Street and stated that they did petition to have their street for residents only but this petition was denied.

Cathy Cain is a resident of Maple Street and stated that she bought her own sign for not blocking driveway. She feels that people need to be educated - there is no common courtesy for other people. She has one spot in front of her house and the house is next to Handy's Lunch which means that space is usually taken for people going to Handy's Lunch. Parking is random and the street is busy with traffic.

ITEM 2 - CONSENT AGENDA

Commissioner Alberry motioned for acceptance of the Consent Agenda.

Commissioner Hopkins seconded.

Unanimous acceptance.

ITEM 4 - FISCAL YEAR 16 BUDGET (Director Spencer)

(See video)

Laurie Adams presented a slide show for water, waste water and storm water rates for 2016. The aging meters need to be replaced, reinvest into system, healthy funds for wastewater. Water Capital Plan (see charts).

We would like to prioritize the improvements to the system and we would also like to add another engineer to the staff.

Commissioner Overby stated that all of this does not have to be done in one year but is on a 30 year plan and we will be updated periodically.

Laurie Adams shows a chart for average increase in rates. (See video)

Martha Keenan stated that there is a 2.3 million dollar shortfall for the FY16 budget and that there are two potential revenues - when audits are done may show a surplus and the sale of Brown's Court Lot to Champlain College. There is a possibility of 1.3 million dollar deficit but we will not know until December.

Commissioner Overby made a motion to accept the increase for the water as proposed.

Commissioner Alberry seconded.

Commission Padgett stated he believes it needs to be done but wants feedback on the sense of the impact.

Unanimous approval.

Commissioner Padgett made a motion to agree with the approach that staff is taking and endorse the staff's plan.

Commissioner Alberry seconded.

Commissioner Hopkins proposed that the commission be kept in the loop for revenue and they can weigh in on the prioritization piece for recommendation.

Unanimous decision.

ITEM 5 - DRIVEWAY ENCROACHMENT (D. Roy)

257 North Winooski Avenue - Mr. Smith states there are inadequate site lines as he lives next door to the Senior Center. As per the department's policy I went over to the scene and did a vehicle count. He noted that more than twenty vehicles were exiting the premises - thresholds were met.

Suggestion is to remove two parking spots which would create 105 feet of site distance southbound and 120 feet of sight distance northbound. This is an adequate solution for sight distance.

People use the driveway of the senior center to drop off and pick up.

Motion for acceptance.

Seconded

Unanimous approval.

ITEM 6 - DRIVER AWARENESS OF YIELD CONDITIONS

The issues is while existing the Price Chopper shopping center to get onto Shelburne Street heading south that the drivers are not yielding to the oncoming traffic on Shelburne Street. This area supports the yield sign.

Commissioner Hopkins stated that the signage is conflicting.

Mr. Baldwin stated that Shelburne Street in this area is a high volume traffic area and dominates the merge lane from Price Chopper. I suggest we keep the yield signs and merge signs. Commissioner Padgett made a motion to keep W4-3 signs but no yield sign.

Commissioner Alberry stated that you would see a yield sign, a stop sign would be dangerous they need to slow down.

Mr. Baldwin stated that he could come back with a merge ahead and solid white line.

Commissioner Hopkins stated that he would like to see investigation on a merge ahead sign with the line. The motion has not been seconded.

Commissioner Padgett withdrew his motion for re-evaluation.

ITEM 7 - CHAMPLAIN PARKWAY

Mr. Baldwin stated that the speed limits are inconsistent.

Commissioner Padgett stated the speed limit before 35 be brought down to 30 and then 25.

Commissioner Padgett motion to accept speed change and accept 55 to 35 to 25.

Commissioner Hopkins seconded.

Unanimous decision.

ITEM 9 - REVIEW DRAFT (Director Spencer)

(See video)

Develop goals for FY16 draft was added and the blue matrix I recommend to include commission managed activities. Asset management plan.

For the June meeting I hope to have this adopted.

ITEM 10 - APRIL MINUTES

Commissioner Alberry moved for approval

Commissioner Barr seconded.

Unanimous approval

ITEM 11 - DIRECTOR'S REPORT

- Clean Sweep produced 57 cubic yards of debris
- Groundbreaking for the new CCTA Transit Center - we have a 40 year easement deal with them
- Parking updates
- Parking convention I will be attending this Thursday and Friday
- Hired a new engineer Martin Lee who will start on June 8th.

ITEM 12 - COMMISSIONER'S COMMUNICATION

Commissioner Overby stated that she attended Wards 2 and 3 NPA meetings and talked a little bit on the adopt a drain program and most of the residents were unaware of this program.

Commissioner Overby feels this needs to be publicized more.

They also wanted to know the status of the sidewalk assessment.

Edmunds School is looking to put in an amphi-theater in their side yard but there are some issues with storm water elements.

They are also going to be looking to do some fundraising for this project.

Commissioner Padgett asked Jim about his excusing himself from the parking vote and Commissioner Barr stated that he would not on the residential side as he lives in a residential area where there are a lot of college kids living. He stated he has no parking jurisdiction off campus.

Commissioner Padgett also feels the Baird School issue would be taken care of through the RFS system.

Commissioner Hopkins feels that the South Crest Drive issue also has to be put in the RFS system. The downtown parking pieces -

in about six weeks a steering committee will be developed to oversee this project.

He also stated he would not be returning to the commission next year as he is expecting his second child in August and feels he needs to be home helping with the two young children.

Commissioner Barr stated the traffic lights on Colchester Avenue, Riverside Avenue, and Barrett Street need to be rest on the timers to go off earlier in the morning an later at night as there is still a lot of traffic in this area.

The hill section of Colchester Avenue need to be paved the road is uneven.

Commissioner Hopkins stated he would also like to see the lights at the intersection of Pine Street and Flynn Avenue timing for blinking changed as well.

Commissioner Barr motioned for the meeting to end.

Commissioner Alberry seconded.

Unanimous decision.