

**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 - Commissioner 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 departmental goals - operational excellence, exemplary customer service and culture of innovation.

Public Forum is for people to talk on any subject. The sign-up sheet has been updated. There is a standard set up for each item and it is indicated whether if action is requested.

ITEM 1 - AGENDA

Commissioner Alberry requested that Item 4.E to be taken off consent agenda and added to the deliberative agenda as 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 and St. Paul on the north side of the street. She is encouraging support of these lights.

Mr. Bren Shippe came and supported the idea of flashing lights near the rotary. He stated there was a van parked there with 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 right away as there is a required notice period before the ordinance change goes into effect.

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 sidewalk son 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 ear here fore schools.

Bruce McDonald on Sears Lane - he sees kids and people going p 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 had a good presentation on the Capital Plan. Also rapid flashing lights at the rotary would be a great addition 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 St.
- 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 and doesn't recall the Commission acting on this change. Mr. Baldwin stated he would look into this and get back to the Commission.

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

ITEM 5 - UNRESTRICTED PARKING ON SEARS LANE

Martin Corsell requested 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 explained that based on further review staff review there was no current parking prohibition on the street. (See video)

Commissioner Alberry made a motion to take no action on request. Commissioner Overby seconded. Unanimous approval.

Commissioner Alberry moved to remove parking on both sides of street until the department can construct a continuous pedestrian facility along the 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 the east/west 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 suggested traffic calming devices be added.

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

Director Spencer asked for clarification that the motion would prohibit parking on both sides and direct staff to advance efforts to construct a sidewalk and/or install traffic calming features contingent on securing funding.

Chair Padgett concurred.

Commissioner Padgett asked for a vote on the amended motion.

Commissioners Alberry, Barr, Padgett, Gillman and Simon voted affirmatively.

Commissioners Archambeau and Overby opposed.

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

Chapin Spencer reviewed the proposed process for the four studies underway - a Downtown Parking Study, a Residential Parking Study, a TDM Action Plan and a report on parking requirements for downtown development. City Council passed a resolution at their last meeting calling for presentation of the residential parking study. Responding to public input requesting to know how all the studies interrelate, and to the Council resolution, staff has put together the draft timeline to make clear how these studies will be brought to conclusion. (Please see attached timeline.)

Commissioner Simon stated that he feels there should be a Commission meeting for public input on the draft plan and the

Commissioner's discussion. He also stated that he would like to see the history of what the Commission has done to date on the residential parking study.

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

Commissioner Overby expressed a desire to see the full draft. Director Spencer said that the timeline showed that the full draft plans would be provided for public comment in mid-October.

The Commission also discussed having more time for public comment. Two weeks is short.

Jason from Local Motion stated at walking and biking should be amplified in these plans. He stated at Open Streets event 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 reported that the remaining \$1.3M GF capital funding gap will likely be closed with carry forward funding from a positive FY'15 (once the audit for FY'15 is completed). Additional capital needs have come up including repairs to the brick pavers in front the ECHO Center, repairs to Winooski Bridge and flashing beacons.

The FY 17&18 capital plan shows has a projected shortfall of \$24 million dollars. DPW's shortfall in FY'17 is projected at \$4.5M. Director Spencer stated the Council has charged the Board of Finance with recommending ways to close the FY'17 funding gap by December 2015 and he encouraged Commission members to be active in this process moving forward.

ITEM 8 - PDESTRIAN CROSSWALK DESIGN GUIDELINES - Norm Baldwin

Mr. Baldwin gave an overview of staff's work to develop policies for mid-block crossings and enhanced treatments such as rectangular rapid flashing beacons (RRFBs). The commission discussed the staff's recommendation to adopt the state's guidelines at next month's meeting. (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. The Commission was supportive of staff advancing the RRFB installation at the

rotary if staff put in writing how it is consistent with the state's guidelines.

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

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. We stated it was okay for one handicap spot.

Director Spencer handed out amended copies of the draft minutes from the Commission's July meeting.

Commissioner Archambeau clarified the 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.

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 and thanked Commission Chair Padgett for attending.

Director Spencer updated the Commission on projects including the - Cliff Street sidewalk, Flynn Avenue sidewalk, pedestrian wayfinding signs in downtown, garage capital improvements. He also drew attention to his printed report on the expanded regulation of phosphorous in Lake Champlain with the new TMDL document. We have until October 15th for comments and the City will be submitting comments.

Assistant Director Baldwin provided an update on the Pine and Lakeside intersection improvements. This project is due to start on October 15 with a completion date of January 15.

11. COMMISSIONER COMMUNICATION

Commissioner Archambeau wanted to congratulate Megan Moir for her Integrated Planning presentation. Also asked about the dirt pile at Leddy Park. Staff replied it was a result of the

waterfront bike path project and Parks, their consultants and VT DEC are working on it.

Commissioner Overby is reading a book called Tactica 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 study. Chair Padgett said he would send out a Doodle poll to Commissioners to see if they could make this happen.

12. MOTION TO ADJOURN

Meeting ended at 9:46 p.m.