

COMMISSION MEETING SIGN IN SHEET

Date: 10/23/19

| NAME - (PRINTED) | ITEM # | EMAIL ADDRESS | PHONE # | WARD |
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| EVAN KEETCH ✓ | | | | 3 |
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| Willa Saunders ✓ | | | | 3 |
| Sharon Bushor | Narrow Streets Street Seats + | | | 1 |
| May Tracy | 127/manhattan | mtracy@burklingford.gov | | 2 |
| Missa Nigdi ✓ | Manlyhattan | | | |

Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

I live on Mansfield Ave. and drive into the city on a daily basis. I'm concerned about the safety of the intersections where N. Prospect, N. Willard, and N. Union cross Pearl Street as I've recently had several bad experiences at those corners.

The worst was while turning right onto Pearl at North Willard. I was reluctant to turn on red because I'd had difficulty there before. Unfortunately, the pressure of other cars coming up behind prompted me to cautiously edge my car into the intersection. I carefully looked right and left for cars, and simultaneously, for pedestrians on all four corners, including any on foot approaching from the part of the sidewalk that was now behind my car. As I turned right, (it was 3 PM) the afternoon sun blinded me even though I had sunglasses on. By the time I took all the potential obstacles into account and glanced back, UVM students were in the roadway I was entering (I drive VERY slowly so the students now in front of the approaching car were easily able to step aside), but I had a good scare. And, not to be forgotten, there was also a school crossing guard present. I now assiduously avoid this intersection after 8 AM in the morning.

The second hazard area, and almost as bad, is just before Pearl is crossed by Union. There are numerous issues there. 1) The lanes split into three, but the westbound right hand lane in front of the liquor store is not usable when cars are parked at the meters, or buses stop at the GMT sign. 2) The crossing signal indicates pedestrians have the right of way at the same time cars have a green light allowing them to turn right or left off Pearl. There is a 'no turn on right' sign on Union as it crosses Pearl, which is very helpful when going straight across, but even then, pedestrians on the far side of the intersection have the right of way when the car has a green light.

Third, where Prospect crosses Pearl. I patiently waited for the crossing signal to change off 'no right turn on red', which is the indication when students are given the right of way. Then, looking carefully in all three directions, I slowly pulled forward. But the no right turn on red had come on again, and a student was stepping into the roadway (I was able to stop in good order). I had mistakenly thought the pedestrian crossing signal would only activate once in the light cycle, something that is mostly so at other intersections in the city. The intersection is also very hazardous taking a left onto S. Prospect from Pearl/Colchester as there is no visibility of the crossing signals, and both pedestrians and cars go to green at the same time.

I've concluded that the above intersections are not safe when there is both heavy foot and vehicular traffic. To get downtown, I now drive straight down North Street, and take a left onto N. Willard, with similar precautions when returning. There are no pedestrian walk signs that have poor visibility (meaning I can see the crossing countdown from my car). But I don't think I should need to take an alternative route to avoid one of the main thoroughfares. To address the problem in the short term, please put no right or left turn on red signs on the offending corners, and then, as a longer-term solution, put in roundabouts. Some of our intersections are not safe because they have exceeded the amount of traffic they can support. They need a more effective solution than what is in

place now. All three of these intersections are on the high crash list of VTRans, and this makes Pearl Street between Prospect and No. Winooski a very dangerous stretch.

My name is Lynn Martin and I live on Mansfield Ave. and drive into the city on a daily basis. I'm concerned about the safety of the intersections where N. Prospect, N. Willard, and N. Union cross Pearl Street as I've recently had several bad experiences at those corners.

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Chapin Spencer
DIRECTOR OF PUBLIC WORKS

To: DPW Commission
Fr: Chapin Spencer, Director
Re: **Minute Taking at DPW Commission Meetings**
Date: October 23, 2019

Following up from the conversations at recent Commission meetings about the format of the Commission's minutes, we have checked in again with the City Attorney to confirm the proper minute taking approach. Staff plans to provide monthly minutes consistent with this approach unless the Commission provides additional direction.

Vermont law requires that minutes contain the following:

- Names of all members of the public body present (and who is not present)
- Names of all active participants
- A record of any motion, proposal or resolution made—that is, anything the body takes actions on (this includes routine actions such as adopting the agenda, approving prior minutes, or moving to adjourn)
- The disposition of any such motion, proposal or resolution—tabled, postponed, etc.
- The results of any vote taken—unanimous or who voted in favor or against

The City Attorney also recommends that the minutes state when the meeting convened and adjourned and that they should track the agenda. The City Attorney also offers the following contextual guidance:

- Minutes are not intended to be a transcript of the meeting and are not intended to record everything that was said. The purpose is to have a general sense of the meeting and a record of actions taken by the public body. General summaries of what occurred can be helpful: "Public comment was taken on the new plan to revise the bike path route." Or "Director Bridges made a presentation on the three options available for surfacing materials."
- If a meeting is recorded (video or audio), the minutes should be kept to the matters noted above and should not attempt to record all the statements made by every person present. Minutes are not a transcript. The recording is the full record, and the minutes are legally intended to be just the record of the matters noted above. If anyone wishes to know more about what was said, they should be referred to the recording.
- If a meeting is not recorded, so that there is no full record of comments made, then statements by the members of the public body that give context to the action or that explain why they are taking an action or voting for or against an item can be useful additions to the minutes. But trying to capture the details of a presentation or specific questions asked by the public or members of the public body, much less creating a record of the statements of all members of the public who speak, are not what minutes are intended to do.