

BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION
MINUTES, February 19, 2014
645 Pine Street
(DVD of meeting on file at DPW)

COMMISSIONERS PRESENT: Tiki Archambeau, Asa Hopkins, Nathan Lavery (Chair), Jeffrey Padgett and Mark Porter (Vice Chair) **ABSENT:** Bob Alberry & Solveig Overby

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

ITEM 1 – AGENDA

Commissioner Porter requested that item 3.30 be withdrawn from the Consent Agenda (Handicap Parking Space at 523 North St) & **Commissioner Padgett requested** that item 3.10 also be withdrawn from the Consent Agenda (Pearl St Crosswalk Installation). **Unanimous.**

ITEM 2 – PUBLIC FORUM:

Sharon Bushor – City Councilor, Ward 1, voice support regarding the Pearl/Prospect Pilot Project – Feels change was successful, overall was cost effective and safer. Signage needed to be looked at and adjusted and would like the project to continue.

Kelley Devine – Executive Director of the Burlington Business Association voiced support for the parking meter ordinance changes and multiple forms of payment.

ITEM 3 – CONSENT AGENDA

- 3.20 Pearl St at George St Parking Request
- 3.40 South Union St & Shelburne St Parking Request
- 3.50 Howard St, St. Paul St & S. Winooski Ave Crossing Guard Parking Request
- 3.60 FY2015 Street Reconstruction Program – Approval of Street List

(Refer to Commission Packet)

The commissioners were unanimous in adopting the Consent Agenda as amended.

ITEM 3.1 - PEARL ST CROSSWALK INSTALLATION

(Communication, J. Fleming & N. Baldwin Engineer)

(Refer to Commission packet)

Staff was asked to put a cross walk at Peal St and North Williams St. because it is a long stretch of road with no crosswalk at this location. In order to provide adequate sightline parking would also need to be removed.

Commissioner Padgett noted that this would be a midblock crossing, which are challenging to design appropriately. Having cars stop in the middle of the road may cause more rear end accidents with drivers not paying attention. Feels it warrants more data. Pearl Street intersections were recently improved.

Mr. Fleming stated that he does not have a pedestrian count because there is no current crosswalk. There is 1200 Foot section without a crosswalk. He has observed many students jaywalking in the area.

Mr. Baldwin stated that it is used for students crossing for housing and to and from school.

Commissioner Padgett stated he has gone across but doesn't see a lot of people crossing there. Residents would use it from Brooks Ave or North Williams. He would like to see more evidence. City Councilor, Sharon Bushor also concerned and uncomfortable with a midblock crosswalk installation, unless you make it very visible to notify the motorist. Needs more data.

Commissioner Padgett moved to deny installation of crosswalk. Commissioner Porter seconded. Unanimous.

ITEM 3.3 – HANDICAP PARKING SPACE AT 523 NORTH ST.

(Communication, J. Fleming, Engineer)

(Refer to Commission packet)

This item was originally presented late last fall. Resident has one off street parking space. They have two cars. Mansfield Ave, parts of North St & parts of North Prospect St. is residential parking. Resident is handicap and elderly and has difficulty getting to residence if they have to park far away.

Commissioner Porter pulled item from consent agenda to make sure we aren't setting precedence.

Mr. Fleming states that there are no handicap spaces in or around this neighborhood.

Commissioner Padgett moved to approve. Commissioner Hopkins seconded. Motion carries with one no vote (Commissioner Porter).

ITEM 4 – SIDEWALK CAPITAL FUNDING

(Oral Communication, N. Losch, Engineer & C. Spencer, DPW Director)

(Refer to Commission Packet)

Our goal is to secure sufficient annual capital to maintain our sidewalk system. We need to understand the state of our current system and reach a collaborative work plan to reach these goals. Our program goals are acceptable sidewalk conditions, increase quality and quantity, target alternative funding, be proactive instead of reactive, and meet ADA goals. 80% of current funding is focused on long runs which are more efficient, 10% to patching for smaller work & 10% for curb and greenbelt repair. The rate of repair can't keep up with the rate of deterioration. Our goal is consistent concrete sidewalks of a sufficient width throughout the city.

Commissioner Padgett summarized that there are a number of sidewalks in good shape but a big chunk that are bad and getting worse faster. Does sidewalk plowing shorten the life of the sidewalk?

Commissioner Lavery would like to see some of the alternatives presented to commission as a menu of options in order to make decision. Commissioner Porter asked if there is any other option out there. How do we make this easier on ourselves? Greg Roy, resident states that streets that don't have sidewalks are a priority, then ones that have spalling and drainage issues. Commissioner Archambeau asked if there is coordination with Parks regarding tree issues, damaging sidewalks. Commissioner Hopkins feels curbing is an important issue and streets without sidewalks need them.

Item to be revisited next month.

ITEM 5 – PARKING METER ORDINANCE CHANGES

(Communication, P. Buteau)

(Refer to Commission packet)

Mr. Buteau would like to update the 1962 ordinance in order for DPW to try out the pilot program to allow the use of smart meters that accept multiple forms of payment in order to move our department into the 20th century. Smart meters would have to be PCI compliant and card encrypted.

Commissioner Archambeau asked about the city taking on additional infrastructure dealing with installation and maintenance. Commissioner Hopkins states that the Downtown Parking Advisory supports this change.

Commissioner Porter moved to adopt proposed changes. Commissioner Hopkins seconded. Unanimous.

ITEM 6 – COLCHESETER/PEARL/PROSPECT INTERSECTION PILOT PROJECT – RESULTS & RECOMMENDATIONS

(Communication, N. Losch, Engineer & E. Churchill , Chittenden County Reginal Planning Commission)

(Refer to Commission packet)

Fall of 2012 study was initiated due to VTrans stating that this intersection was a high crash location. August 2013 DPW implemented signs, striping and signal changes at the intersection of Colchester Avenue/Pearl St and S. Prospect St. Removal of 18 on street parking spaces, prohibiting left turns for east bound vehicles, adding left turn lane for northbound vehicles, changing pedestrian crossing timing and signal cycles. Online survey was completed by 102 people. Across all respondents, the majority said the intersection changes provided more benefits than problems. The intersection felt safer by bicyclists. 50% of pedestrians had fewer conflicts with right turning vehicles. Larger scoping will be done in the next couple of months and staff will be seeking final approval.

Commissioner Padgett moved to accept proposed changes. Commissioner Hopkins seconded. Unanimous.

ITEM 7 – COMMISSION GOALS LIST

(Oral Communication ,Chapin Spencer, Director)

(Refer to Commission packet)

Director Spencer handed out a draft commission work plan based on a prior meeting with Commissioners Padgett, Porter & Archambeau. Three goals are Operational Excellence, Exemplary Customer Service, & Culture of Innovation. Director Spencer is looking for revisions so we can adopt the operation of the commission at the next meeting in March.

The commission feels it is a good start. Would like to see the mission and goals finalized and then presented as a one page document. The Commission wants to clarify whether this will be for calendar year 2014 or through FY'15.

ITEM 8 – MINUTES OF 12-18-13 & 1-15-14

(Refer to Commission packet)

Commissioner Lavery requested that the December 18, 2013 minutes be approved with Commissioner Porters Amendments to the Car Share item, but there were not enough commissioners present at this time from the December meeting for final vote.

Commissioner Porter moved to accept the January 15, 2014 minutes; commissioner Padgett seconded. Unanimous.

ITEM 9 – DIRECTORS REPORT (Chapin Spencer, Director)

(Refer to Commission packet)

- ROW Street Dept. loaned out our first pump for flooding issues. They are ready and waiting for the spring thaw.
- Beginning the process of interviewing for 2nd Building Inspector Position – 17 Applicants, 15 of them met minimum requirements. We have narrowed to 6 top candidates with the hopes of choosing 2 candidates that Director Spencer and Mr. Baldwin will interview.

ITEM 10 – COMMISSIONER COMMUNICATIONS

Commissioner Hopkins: Downtown Parking Initiative Advisory Board: RFP due March 7, 2014. Review will begin prior to our next commission meeting.

Commissioner Porter: The snow is not getting pushed back far enough on streets that have parking on one side.

ITEM 10 – NEXT MEETING DATE & ADJOURNMENT

The next DPW Commission meeting is scheduled for Wednesday, March 19, 2014 at 6:30pm.

Commissioner Porter moved to adjourn at 8:36 p.m.; Commissioner Archambeau seconded. Unanimous.

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