

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

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

Commissioner Lavery called the meeting to order at 6:30 p.m.

ITEM 1 – AGENDA

Commissioner Alberry moved to remove Item 3.20 (Colchester Ave Taxicab Stand Removal) from the Consent Agenda. The original requestor had asked for a delay. This item will appear on the April 2014 agenda. The motion was seconded and the vote unanimous.

ITEM 2 – PUBLIC FORUM – No one came forward.

ITEM 3 – CONSENT AGENDA (Refer to Commission Packet)

3.10 28 King St Parking Meter Addition

- “Staff recommends that the Commission approves the installation of a parking meter on the north side of King St in the parking space in front of 28 King St.”

3.30 Spring St at Intervale Ave Parking Request

- “Staff recommends the Commission adopt a parking prohibition on the west side of Intervale Ave starting at the corner of Spring St and extending 53 feet south on Intervale Ave.”

3.40 North Champlain St 15-Minute Parking Request

- “Staff recommends that the Commission: 1) Adopt a 20-foot abbreviated “No Parking Here to Corner” on the east side of No Champlain St just north of Peru St; and 2) Adopt 2, 15-minute parking spaces, 8:00 am and 8:00 pm every day, just north of the revised “No Parking Here to Corner” restriction proposed above.”

Commissioner Alberry moved to accept staff recommendations; Commissioner Porter seconded. Unanimous.

ITEM 4 – CLIFF STREET SIDEWALK PROJECT UPDATE

(Communication, Guillermo Gomez, Engineer) (Refer to Commission packet)

Construction of a sidewalk along Cliff Street and small bump-out at Summit Street for pedestrian crossing are expected to take place during the 2014 construction season. Mr. Gomez presented and explained the details of the proposed concept in this second of two public meetings. The design presented tonight was different from the design presented at the Ward 6 NPA meeting.

Several residents were in attendance to give input. (The sign-in sheet will be kept with the meeting’s documents. To listen to public comments, go to the following link: www.cctv.org.)

Due to the thoroughness of Mr. Gomez’s presentation and additional comments and concerns, the Commission and DPW staff agreed to extend the proposed deadline for public comments (initially set for today), to Monday, March 31, 2014.

Members of the public requested a meeting with the city arborist Warren Spinner who is working with Mr. Gomez in the area of tree/limb removal and tree replacement for this project. Mr. Gomez will forward this request to Mr. Spinner.

Mr. Gomez added that the grant does not include funds for future traffic calming needs.

Concerns raised by the commissioners include the 1-on-1 slope on a 16% grade, and maintenance on the 2-on-1 slope between the sidewalk and side of the road (Commissioner Padgett); storm water

(Commissioners Padgett and Overby); maintenance and maneuverability of the slope in inclement weather (Overby). The Commission took a short break while the public left.

ITEM 5 – PARKLET PILOT PROJECT

(Communication, Chapin Spencer, Director) (Refer to Commission packet)

2014 BTV Goal: Operate a parklet pilot project for the 2014 season to test the viability of, and the community support for, seasonal parklets in the City of Burlington. The concept would be to transform a few on-street parking spaces into public spaces for pedestrian activity for a one-year pilot project (mid-May to mid-October).

Additional steps recommended by the City Attorney’s office will be included in “Appendix C.” Attorney Gene Bergman is directing DPW in determining the selection of the parklets’ locations and how to charge for the lost parking spaces.

Director Spencer is asking for the Commission’s conceptual approval to support further development of the pilot project. The pilot project would then be brought before the City Council in April for approval, then return to the April Commission meeting to determine the exact language needed for Appendix C in the Ordinance (the Commission has authorization to change Appendix C).

Comments/concerns voiced by the commissioners: Location of the parklets; parklets being utilized more by businesses than the public; suggestion to start with only one (1) parklet this year; constraints that the parking study may present once the study is completed; clarification of wording around table service; possible impact on parking availability; businesses next door to the parklets in favor of their neighbor’s parklet; loitering; assuring geographic diversity in parklet placement; avoiding parklet placement at accessible parking spaces or loading zones; suggestion of using a designated symbol (art? an object?) for easy public identification/marketing.

Commissioner Overby moved to allow the continued exploration/development of the Parklet Pilot Project; Commissioner Hopkins seconded. Commissioner Alberry added that DPW’s questions and concerns be considered.

Six (6) commissioners voted in favor; one (1) was opposed (Commissioner Archambeau; he is concerned about private interests with public space and not knowing where the parklets would be located). The motion carries.

ITEM 6 – FINALIZE COMMISSION WORKPLAN (Communication, Chapin Spencer, Director) (Refer to Commission Packet)

The workplan will help the Commission focus on their vision when addressing the issues that come before them. By meeting their objectives, their goals (standards) will be met.

The Commission will utilize the Workplan at their April meeting and requested that the appropriate goal(s) be matched up with each Agenda item.

Commissioner Lavery suggested replacing the word “each” for “one” under Goal #1, Objective 1-C.

Commissioner Archambeau moved to adopt the Commission statement and workplan; Commissioner Alberry seconded. Unanimous.

Objective 1-A under Goal #1 (Finalize Commission workplan for FY’14-FY’15) has been met!

ITEM 7 – MINUTES: DECEMBER 18, 2013 & FEBRUARY 19, 2014 (Refer to Commission packet)

Minutes of December 18, 2013: **Commissioner Porter moved** to accept the minutes; Commissioner Alberry seconded. Commissioners Alberry, Lavery, Overby and Padgett, who had been at the December meeting, concurred.

Minutes of February 19, 2014: **Commissioner Hopkins moved** to accept the minutes; Commissioner Archambeau seconded. Commissioners Alberry and Overby abstained from voting; the other Commissioners voted in favor.

ITEM 8 – DIRECTOR’S REPORT (Chapin Spencer, Director)

(Refer to Commission packet)

DPW staff is preparing for a sidewalk project on Flynn Ave. The Commissioners determined that a DPW Commission meeting would not be the most appropriate forum for a public meeting on this project. Director Spencer recommended that the commissioners review the Memorandum he e-mailed to them concerning the Commission’s authority.

ITEM 9 – COMMISSIONER COMMUNICATIONS

Commissioner Hopkins: Last month’s discussion of sidewalk capital planning was supposed to have been continued at this meeting but was not on this month’s agenda. Director Spencer stated that the discussion will be continued at the April meeting.

Commissioner Overby: Commended DPW for the Pine St flashing pedestrian signals.

Commissioner Alberry: Asked whether DPW is considering installing a flashing beacon crossing at Willard and Cliff St during the Cliff St Project. Director Spencer said that that is not in the plan, as there is already a stop-controlled intersection. The flashing beacons are used for mid-block crossings where there is no other signage or traffic light to stop traffic.

Commissioner Porter: Commended DPW staff for snow removal efforts over last week’s storm.

Commissioner Archambeau:

- Requested that the intersection of College and South Union St be studied and considered for possible additional signage to alert drivers to the activity particularly around the YMCA;
- Manhattan Dr/Ward St intersection. Numerous drivers heading west on Manhattan Dr increase their speed when entering the north end of Ward St;
- North Champlain St between North and Manhattan Dr, approaching the newly-configured intersection, drivers not heeding directions in the right lane;
- Pearl St crosswalk near No Champlain St – would like DPW to revisit, as the light is always blinking and drivers may not realize pedestrians try to cross at that intersection;
- Battery St/Pearl St intersection. Northbound traffic turning onto Pearl St - difficult. Director Spencer stated that this intersection is going through redesign through the Pearl St corridor study.

Commissioner Padgett: In consideration of Objective 3-D of the Workplan, requested design guidelines and ordinances to support them, for the Pine St crosswalks and flashing beacons. He has observed some pedestrians press the button activating the flashing lights and immediately begin to cross before giving drivers ample opportunity to stop. He is concerned that there are no rules for these crosswalk signs, and no state guidelines.

Commissioner Lavery: Expressed appreciation for staff’s hard work on snowfighting efforts. Director Spencer requested a motion or resolution recognizing staff’s efforts.

For future Performance Reports, he would like to see more performance indicators other than financial (e.g., in the Fiscal Year 2008 Performance Report).

Commissioner Porter proposed the following Resolution: I propose that we congratulate the snowfighting crowd and staff involved, by having a “Wicked Good Job” resolution passed and pass on our thanks for what a great job they have done. The Commission unanimously passed the resolution.

ITEM 10 – NEXT MEETING DATE & ADJOURNMENT

The next DPW Commission meeting is scheduled for Wednesday, April 16, 2014 at 6:30pm.

Commissioner Alberry moved to adjourn at 9:15 p.m.; Commissioner Padgett seconded. Unanimous.

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