



**CITY OF BURLINGTON, VERMONT**  
**CITY COUNCIL TRANSPORTATION, ENERGY & UTILITIES COMMITTEE**

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**Councilor Maxwell Tracy, Chair** *WARD 2*  
**Councilor Richard Dean,** *East District*  
**Councilor Ali Dieng,** *WARD 7*

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**Transportation, Energy and Utilities Committee of the City Council**  
**Tuesday, October 17th, 2017 at 6:30 PM**

**Department of Public Works – Front Conference Room**  
**645 Pine Street – Burlington, VT**

Members Present: Councilor Max Tracy, TEUC Chairperson Councilor Richard Deane, TEUC Member  
Councilor Ali Dieng, TEUC Member

Other Councilors Present: None

City Staff Present: Chapin Spencer, DPW Nicole Losch, DPW Phillip Peterson, DPW Robert Goulding, DPW Laurie Wheelock, DPW Kirsten Shapiro, CEDO Meagan Tuttle, Planning and Zoning

Residents Present: See Attendance Sheet

**1. Agenda**

- a. Councilor Tracy called the meeting to order at 6:30 pm

**2. Public Forum**

- a. No residents spoke

**3. Minutes of 09/13/2017**

- a. Councilor Tracy moved for a motion on the minutes, Councilor Deane moved to approve the minutes and Councilor Dieng seconded. All in favor.

**4. Public Engagement Plan for DPW Projects – 30 minutes**

- a. Nicole Losch, Rob Goulding and Chapin Spencer presented, see attached
- b. 30-minute duration
- c. General discussion,
  - i. Councilor Deane question on approach with polling.
  - ii. Councilor Deane, what are the thresholds for road signs? Chapin Spencer, changes in traffic patterns; we should limit the use to traffic changes.

- iii. Councilor Deane, what is the timeline for capital projects GIS and other social media notifications? Robert Goulding, we are rolling out our construction capital projects website tomorrow. Chapin Spencer, here is the website (shows new web based tool)
- iv. Councilor Dieng is very pleased with the work. What is DPW doing to identify equity and engagement processes, specifically are there any tools? Robert Goulding, we are developing specific resources, especially with language barrier issues.
- v. Councilor Dieng what kind of information will be available for private projects? Robert Goulding, the online portal will give some information on private projects, however any detailed information can be obtained through DPW. Chapin Spencer, add language as it relates to see click fix.
- vi. Councilor Tracey, I don't see the different project types. Nicole Losch, we can look at where different projects would fit into the different categories. Chapin Spencer, we don't want to break it into too many different projects.
- vii. Councilor Tracey, can we put language in there that involves NPA presentations? Chapin Spencer, we can look at them on a case by case basis. Add NPA presentation under collaborate.
- viii. Resident Laurie Smith, traffic requests in the public engagement plan do not discuss property owners, even with the quick build; is there a way for all stakeholders to be notified further in advanced? Alternatives can be discussed sooner rather than later, when stakeholders are involved at the beginning. Nicole Losch, each situation is different and we will look at what tools are appropriate.
- d. Action: The TEUC recommends Councilor Knodell review the Public Engagement Plan with a memo from DPW Staff, there will be a check-in in one year with the TEUC and DPW Commission.

**5. DRAFT Great Streets Standards – 40 minutes**

- a. Laurie Wheelock, Meagan Tuttle, and Kirsten Merriman Shapiro presenting, see attached.
- b. 40-minute duration
- c. General discussion,
  - i. Councilor Deane what's the goal for a final document? Megan Tuttle, Hartford Connecticut is a great example of what we are trying to create. There are many details that have not been covered. We are constantly looking at more specifications and details.
  - ii. Councilor Deane have other design professionals been able to review your work? Laurie Wheelock, yes and no. There are many elements that have been looked at, while others have not. There has been a tremendous amount of internal review.

- iii. Councilor Deane is there a list of consistent materials for design consideration? We are creating a list of options within a list of elements. Specifications are always changing, based on newest technology and available materials.
  - iv. Councilor Dieng, why are you focused on the downtown core? The consistency of the downtown core and the. Kirsten Shapiro, our standards are driven by the current city vision, Plan BTV.
  - v. Councilor Dieng, are there any streets which contain all the street elements you discussed? There are elements all over the downtown core; however there is not an entire street that gets all of the elements.
  - vi. Councilor Tracey, let's make sure we are being true to using sustainable material, no tropical hardwoods. Where do you see public art being a design element? There is a section on public art, however we cannot create specifications on public art.
  - vii. Councilor Deane is there a density of planting standards? Having planted areas and different plant species that are native which will survive the environment.
  - viii. Resident Laurie Smith, this document is stunning. I am 2000% behind this. We need a parking commission or some kind of parking group. Chapin Spencer, we have been working with Burlington Business Association. There is a Downtown Parking Committee.
- d. Action: No action required.

**6. Councilors' Update**

- a. Councilor Tracey, the Greene Street pothole has not been fixed.
- b. Councilor Tracey, we need to schedule our November meeting. BED utilities update, Great Streets. November 29<sup>th</sup> and 30<sup>th</sup> at 5:30pm are both potential dates.

**7. Adjourn (8:03 pm)**

- a. Councilor Tracy motioned to adjourn and Councilor Deane seconded. Meeting was adjourned at 8:03 PM.