



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

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Councilor Maxwell Tracy, Chair, WARD 2
Councilor, Tom Ayres, WARD 7
Councilor William “Chip” Mason, WARD 5

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Transportation, Energy and Utilities Committee

DRAFT MEETING MINUTES:

Wednesday, October 8th - 2014 at 4:45 PM

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

Members present: Chair, Maxwell Tracy (TEUC)
 Tom Ayres (TEUC)
 Chip Mason (TEUC)

Others present: Norm Baldwin, DPW
 Nicole Losch, DPW
 Chapin Spencer, DPW
 Laura Wheelock, DPW
 Steve Carlson, CCTA
 Paul Bohne, CCTA
 Charlene Wallace, Local Motion
 Margaret Roddy, Vermont Community Alliance for Public Transportation (VCAPT)
 Charles Norris-Brown, VCAPT
 Pam Scanlon
 Molly Cameron

Chair Tracy called the meeting to order at 4:45 pm.

1. Agenda

Chair Tracy moved to approve the agenda. All in favor

All in favor

2. Public Forum

Scanlon (owner of Radio Deli and Pearl Street Diner): Here as a business owner near the project. My two businesses are on Pearl Street. From what was in the documents, there are six parking spaces that are part of the easement. This would leave six parking spaces left along Pearl Street (4 metered, 1 loading and 1 time restricted). None of the remaining spaces are handicap spaces. I don't oppose the easement, but I want to make sure the remaining spaces get the best use. My businesses are handicap-accessible, and it is very important for me to continue to provide this access.

Baldwin: Public Works deals with the management of parking spaces. We have a process, through the Public Works Commission, to deal with these types of situations. There are no guarantees for the Commission to rule in favor of one way or the other, but this is something that we will be able to address through the Commission. I will leave you my contact information, as well as the name of Damien Roy, one of our new staff members, who will be the point of contact. There is also a scoping study initiating soon. The first public meeting for this study will be sometime in November.

Carlson: Our goal is also to make the spaces available when CCTA doesn't need them.

Norris-Brown: I am here as part of VCAPT. We are here to promote better public transportation. We want to represent the public, advocating for better public transportation service. We fully support this project.

3. Minutes of 9/10/14

Councilor Ayres moved to approve the minutes from the 9/10/14 TEUC Meeting.

All in favor

4. Adoption of NACTO Street Design Guide – Nicole Losch, DPW

Ayres: I move to adopt the NACTO Street Design Guide.

All in favor.

Baldwin: This is something that I fully support.

5. Bicycle Master Plan Process

Tracy: This is something that I requested to be added to the agenda now that the North Avenue Corridor Study is complete. We now should address connectivity with all the other corridors.

Losch: We applied for, and were awarded a grant for bike/ped planning. The funding through this grant is for scoping. The intent of this project was to find streets that could have bike/ped

improvements to make them better for the community. We decided to put the scoping on hold until we got additional funding for planning. We recently received some additional funding, so this project is now fully funded. Next month we will start looking for consultants.

Baldwin: We will need \$15,000 of carry-over funds from Street Capital, so we may need your support to get these funds to be fully funded.

Tracy: When do you expect to come to Board of Finance with this item?

Losch: Most likely in December.

6. Project Selection for the 2014 Transportation Alternatives Program – Nicole Losch, DPW

Losch: The applications for the selection of projects through the Transportation Alternatives Program are due next week. This program provides grants for scoping (50% match required) or design-construction (20% match required) for transportation related projects. The grants will be awarded this year, but due to the processes and reporting requirements, construction can be expected in 2-3 years. We went through our list of candidates and concluded that our best candidate is the construction of 5 new pedestrian crossings along the North Avenue Corridor. There are multiple very specific criteria involved in the ranking of projects.

Wallace: What is the grant amount?

Losch: We don't know at this time.

7. Construction Recycling Material

Tracy: This item was deferred to the TEUC by Councilor Blais. We need to develop a resolution that requires that construction material needs to be recycled. How does that fit into the local regulations?

Losch: Chapter 14 in the Ordinance deals with recycling. There would probably need to be an ordinance change. We can look for reference to other communities and see what they are doing.

Mason: There are currently state regulations in place that could serve as guidance.

Tracy: How would we monitor compliance?

Baldwin: One option could be through demo permitting.

Mason: I will be happy to look at the statute between now and next meeting.

Baldwin: CEDO has been working on a star rating for sustainability. Jen Green is leading this effort. She might be a good resource on the topic.

Mason: I will follow up with Councilor Blais for clarity on the resolution.

8. Update on Street Paving and Sidewalk Repairs – Laura Wheelock, DPW

Wheelock: Street paving is essentially finished for the season. There is still some striping left to be completed. Foster Street was moved for next season due to utility work that needed to be completed before paving. We can either do it in the spring, or add it to next year's paving list. For sidewalks, we have an RFP that is due this Friday for short repairs.

Baldwin: Additionally, we had Micropaver training. This is the software that we use to assess the condition of the roads and plan repairs. We currently have interns doing data collection. This year, we worked on roads managed by the Department of Parks and Recreation (DPR). In the future, we can partner with parks to maintain the parks roadway system; however, DPR needs to find additional funding to cover this. In the sidewalk program, we are working on a sidewalk inventory. We are hiring a consultant, who will be doing an assessment of the entire sidewalk network, and will be developing a Transition Plan, to identify all the barriers the city has to become ADA compliant. The sidewalk RFP for short repairs is for approximately \$50,000 worth of sidewalk repairs.

Tracy: How much does sidewalk construction cost?

Wheelock: Currently it costs about \$73 per linear foot of sidewalk.

Baldwin: Our objective with this \$50K contract is to target the most problematic areas.

Wheelock: There are other sidewalk segments that need to be engineered. These segments will not be included in this project.

9. Authorization to grant easement to CCTA for Downtown Transit Center – Steve Carlson, CCTA

Steve Carlson from CCTA made a presentation to the TEUC. See supporting documents for PDF file of the presentation. Discussion and Q & A followed after the presentation:

Carlson: On weekdays, all bus bays will be needed at least until 7 pm. On the weekend, we can free up more spaces. On Sundays, most spaces will not be needed by CCTA. CCTA's plan is to make these parking spaces available when they are not needed. The proposed bus bays on

Pearl & Cherry Street are intended to be used for mid-day and for drivers to leave the buses while on break.

Mason: Could you talk about the Memorandum of Understanding (MOU)?

Carlson: It is intended to be a 3 part agreement (City, State and CCTA).

Mason: Has all this information been vetted by the drivers?

Carlson: We have broad support from the drivers. There are items in the design that were included in response to drivers' requests.

If we don't hear back from the State about the MOU, it will have to be a 2 part agreement between CCTA and the City.

Mason: I move to refer to the City Council to accept the agreement in the terms explained and recommend approval by the City Council. (all in favor)

10. Councilors Updates

Ayres: As we have concluded work on the North Avenue Corridor Study, people have been asking about the next steps and what the timeline is to have the Task Force appointed.

Losch: We don't have a timeline for this right now. This is not likely to happen this calendar year, but it seems reasonable to have this task force by the end of the winter.

Ayres: The way the resolution reads, a representative from each ward would go to the task force. Since we will be having redistricting, it would be good if we complete this before March.

Meeting adjourned at 6:05 PM

The next TEUC meeting will be on Wednesday, November 12 at 4:45 PM.