

**BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION
MONTHLY MEETING – MINUTES, June 19, 2013
645 Pine Street
(DVD of meeting on file at DPW)**

COMMISSIONERS PRESENT: Bob Alberry, Tiki Archambeau, Nathan Lavery (Chair) and Solveig Overby

ABSENT: Matt Conger (Secretary), Asa Hopkins and Mark Porter (Vice Chair)

Commissioner Lavery called the meeting to order at 6:40 p.m.

ITEM 1 – AGENDA – No changes.

ITEM 2 – PUBLIC FORUM

Martha Lang – Distributed and read a one-page document which she compiled, “Residential Parking Sharing the Burden,” citing an overload in parking/parking passes issued on Colchester Avenue, more so than Fletcher Pl, Thibault Pkwy, Latham Ct and Nash Pl.

Christopher Leicht – Resident of Flynn Avenue, north side of street. He submitted a document at this meeting with 14 signatures, entitled, “Petition to stop the construction of a sidewalk on the north side of Flynn Avenue” and several e-mails from residents commenting on the issue.

ITEM 3 – CHAMPLAIN COLLEGE PARKING REQUEST

(John Caulo, Champlain College, and Shadde Rosenblum, RSG)

At its last meeting, the Commission requested that Mr. Caulo and Ms. Isler continue to reach out to the public through NPA meetings and contact with area residents. Mr. Rosenblum, who replaced Beth Isler, reported on responses received.

The College has revamped its on-campus parking regulations so that its off-street parking spaces will be managed by metered, short-term parking. The College will observe in the coming months the success of their newly-implemented plant. The proposal tonight is to *not* make any changes to *on-street* parking at this time. This issue will be revisited in approximately one year; in the meantime, DPW staff will continue to work with Champlain College and the DPW Commission on this issue.

ITEM 4 – NORTH AVE SIDE OF STRET – STOP SIGN ADDITIONS

(Joel Fleming, DPW Engineer)

Commissioner Alberry moved to accept staff recommendation: That the Commission adopt stop control at each of the following side streets where they meet with North Avenue: North Cove Rd, Derway Dr, Woods St, Morgan St, Dewey Dr, Algird St, Simms St, Pennington Dr, Browe Ct, West Rd, Loaldo Dr, Fairmount Pl, Birch Ct, Green Acres Dr, Cayuga Ct, Cross Pkwy, Edgemoor Dr, Woodlawn Rd, Gosse Ct, Dodds Ct, Poirier Pl, Leonard St, Lakewood Pkwy and Saratoga Ave. Commissioner Archambeau seconded. Unanimous.

Mr. Fleming will review the streets off North Avenue *south* of Institute Road and return at a future Commission meeting with staff recommendations for those streets.

ITEM 5 – ADDITION OF HANDICAP PARKING SPACE – MAIN ST.

(Joel Fleming, DPW Engineer)

Commissioner Alberry moved to adopt staff recommendation: That the Commission adopts a handicap parking space in the fifth (5th) space west of South Winooski Avenue on the north side of Main Street. Commissioner Archambeau seconded. Unanimous.

ITEM 6 – SO CHAMPLAIN ST - RESIDENT PARKING REQUEST

(Joel Fleming, DPW Engineer)

(Page 2, which was omitted from packet, was handed out at meeting)

South Champlain Street resident Declan Connolly collected signatures supporting this request. Mr. Connolly has also spoken to a nearby law firm (Primmer Piper Eggleston and Cramer) about the possibility of using space in their parking lot (not available). Staff recommendation: That the Commission adopts a resident parking prohibition form, 24-hours/day and 7 days/week on the east side of South Champlain Street starting at the driveway of #162, extending south to the intersection of South Champlain Street and King Street.

Because only four of the seven commissioners were present, and one of those commissioners is not in favor of staff recommendation, and more information is needed, Commissioner Alberry suggested that the issue be further reviewed and brought back at the next meeting. For the next Commission meeting, DPW staff will: 1) Identify eligibility of the corner parcel in terms of permits; i.e., does the building have a driveway that exits onto South Champlain St; and 2) Help facilitate a discussion between the owner of the lot (Primmer Piper Eggleston and Cramer) and the residents. Commissioner Lavery offered to draft a short memorandum to the law firm. Mr. Fleming will be in touch with Mr. Connolly.

ITEM 7 – NO WILLIAMS ST - ADD RESIDENT PARKING

(Joel Fleming, DPW Engineer)

Several members of the public were present to speak on the issue: Betsy Allen-Pennebaker, Jesse Paul, Andrew Allen, Mary Pierce and Dave Keelty of Fletcher Allen Health Care. Staff recommendation: That the Commission adopts a 24-hour/day, 7 days/week resident parking restriction on the west side of North Williams Street.

Commissioner Lavery suggested leaving this item open and working to find a resolution in the near future. This item will be put on either the July agenda or a future agenda. Mr. Fleming will stay in touch with the residents.

ITEM 8 – ARCHIBALD ST. – PARKING REMOVAL

(Joel Fleming, DPW Engineer)

The Commission agreed to allow the Code Enforcement office continue enforcing no parking on the greenbelt. Widening the road is financially prohibitive. No action is required because there is no recommendation for parking.

ITEM 9 – 200 CHURCH ST. – METER TIME CHANGE

(Joel Fleming, DPW Engineer)

Based on conditional approval, **Commissioner Alberry moved** to accept staff recommendation: That the Commission adopts a 15-minute parking meter in the first metered space south of King Street, on the east side of Church Street (converting the 3-hr. meter to 15-minutes). Further, on conditional approval, DPW will confirm with Burlington Telecom that they do *not* need the loading zone in front of their office and, if not, another 15-minute parking meter would be provided. Commissioner Archambeau seconded. Unanimous. Mr. Fleming will contact Burlington Telecom to confirm that they do *not* use/need the loading zone.

ITEM 10 – MOVE CAR SHARE ON NO. WINOOSKI AVE. TO OPPOSITE SIDE OF ST.
(Joel Fleming, DPW Engineer)

Rebecca Van Dyke, CarShare Vermont, further explained the reason for the request. **Commissioner Archambeau moved** to accept staff recommendation: That the Commission adopts a CarShare space in front of 189 North Winooski Avenue and to remove the CarShare space in front of #190 North Winooski Avenue leaving it unrestricted parking. Commissioner Overby seconded. Unanimous.

ITEM 11 – PROJECT SELECTION FOR VTRANS/BIKEPED GRANT – *Moved to Item 12*
(Nicole Losch, DPW Transportation Planner)

DPW staff has worked with other stakeholders to apply for the grant. They met with other City departments and got feedback on the projects. Two recommendations: 1) For scoping application: bicycle and pedestrian improvements; and 2) For construction application: Implement a recommendation from the Champlain Elementary School Safe Routes to School study: traffic calming for students trying to get to school from points north. This meeting is the public meeting required for the grant. Ms. Losch would like to hear from the public with suggestions for ideas for the grants. With the deadline of July 26th, Ms. Losch will accept suggestions as soon as possible.

ITEM 12 – PEARL/PROSPECT INTERSECTION UPDATES – *Moved to Item 11*
(Nicole Losch, DPW Transportation Planner)

Ms. Losch explained that the recommendation is now to restrict left turns from Pearl Street to North Prospect Street during the Pilot Project. No change is being recommended to the Commission's earlier approval to remove parking. Ms. Losch is asking the Commission to adopt this minor change to the Pilot, required in the event that the Pilot extends beyond 30 days. Councilor Sharon Bushor, Dave Keelty from FAHC and Charlene Wallace from LocalMotion came forward to speak on the issue. **Commissioner Archambeau moved** to accept this minor change to the Pilot Project. Commissioner Overby seconded. Unanimous.

ITEM 13 – RESIDENT PARKING PROGRAM CHANGES – UPDATE
(Nathan Lavery, DPW Commissioner)

Commissioners Lavery and Porter attended the Ward 6 NPA meeting with John King from Parking Enforcement. Word is starting to get out there regarding the proposed changes to resident parking. The program changes are just a proposal at this time. A timeline has not yet been set, as Mr. King is still

getting information out to the public. The Commission is not expected to vote on these changes until possibly October or November of this year.

ITEM 14 – MINUTES OF 5/15/13 & 6/05/13

Commissioner Alberry moved to accept the Minutes of 5/15/13 and 6/05/13. Commissioner Archambeau seconded. Unanimous.

ITEM 15 – DIRECTOR’S REPORT (Norman Baldwin, Assist. Dir. on behalf of Steven Goodkind)

- The late-May storm caused damage to the bank off Manhattan Drive east of the intersection of Route 127. The contractor, ECI has nearly completed the immediate work of replacing the drainage pipes and are working on long-term stabilization of the bank. DPW will then prepare for bidding out slope restoration and repaving the roadway.
- Building and Trades Appeal process and wording went into effect today, copies of which were left at commissioners’ tables.

ITEM 16 – COMMISSIONER COMMUNICATIONS - None offered.

ITEM 17 – ADJOURNMENT & NEXT MEETING DATE

Commissioner Archambeau moved to adjourn at 9:30 p.m. Commissioner Alberry seconded. Next meeting: July 17, 2013.