

BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION
MONTHLY MEETING – MINUTES, September 18, 2013
645 Pine Street
(DVD of meeting on file at DPW)

COMMISSIONERS PRESENT: Bob Alberry, Tiki Archambeau, Asa Hopkins, Nathan Lavery (Chair), Solveig Overby (via conference phone) and Mark Porter (Vice Chair)
Matt Conger has officially resigned due to relocation.

Commissioner Lavery called the meeting to order at 6:32 p.m.

ITEM 1 – AGENDA

Commissioner Alberry moved to remove Item 13.30; Commissioner Hopkins seconded. Unanimous.

ITEM 2 – PUBLIC FORUM

John Drake and John Caine commented and offered suggestions on residential parking.
Martha Lang: As of February 2014, none of her 4 houses on Colchester Avenue will have on-street parking; requesting that some accommodation be made.
Ward 1 City Councilor Kevin Worden commented on sewage back-ups, particularly on South Willard St.

ITEM 3 – BURLINGTON’S ADVISORY COMMITTEE ON ACCESSIBILITY
(Ralph Montefusco, Co-Chair)

Mr. Montefusco introduced himself and DPW Building Inspector Ned Holt, and explained the Committee’s goal of inclusion in the schools, parks, parking and sidewalk accessibility. Co-Chair Montefusco has invited Director Spencer and Assistant Director Baldwin to the Advisory Committee on Accessibility’s next meeting.

ITEM 4 – SOUTH CHAMPLAIN STREET & MAPLE STREET PARKING REQUEST
(Joel Fleming, DPW Engineer)

(Refer to Commission packet) This Item was added to this month’s Agenda due to a lack of a quorum at the July meeting.

Mr. Handy submitted to Director Spencer a petition signed by over 500 people in support of providing additional customer parking on Maple and South Champlain Streets for Handy’s Lunch and area businesses. Earl Handy and resident Catherine Cain spoke to the Commission.

Commissioner Alberry moved to: 1) move the handicap-accessible space, creating two (2) new parking spaces with 30-minute restrictions between 8 am–4 pm; 2) change signage from “truck-“ to “vehicle-loading zone”; and 3) change three (3) unrestricted spaces to 3, 2-hr. restricted spaces between 8 am–4 pm. Commissioner Archambeau seconded. Commissioners Alberry, Archambeau, Hopkins, Lavery and Overby voted in favor; Commissioner Porter voted against. The motion carries.
Mr. Fleming will contact Ms. Cain and two other residents in this area about the possibility of residential parking.

ITEM 5 – NORTH WILLIAMS STREET RESIDENT PARKING REQUEST

(Joel Fleming, DPW Engineer)

(Refer to Commission packet) Due to low Commissioner attendance at the June meeting and lack of a quorum at the July meeting, this Item was added to this month’s Agenda.

Commissioner Porter moved to deny the request; Commissioner Alberry seconded. Commissioners Alberry, Hopkins, Lavery, Overby and Porter voted in favor; Commissioner Archambeau voted against. The motion carries.

ITEM 6 – NO PARKING ON NORTH AVENUE ADJACENT TO EXISTING BIKE LANES

(Nicole Losch, Transportation Planner)

(Refer to Commission packet) **Commissioner Porter moved** to accept staff recommendations; Commissioner Overby seconded. Commissioners Archambeau, Hopkins, Lavery, Overby and Porter voted in favor; Commissioner Alberry voted against. The motion carries.

Director Spencer requested that **ITEM 13** be addressed at this point in the meeting. **Commissioner Alberry** moved to move Item 13 to Item 6.5; Commissioner Hopkins seconded. Unanimous.

ITEM 6.5 – SOLID WASTE LICENSING

(Nicole Losch, Transportation Planner)

Ms. Losch handed out Director Spencer’s recommendations for solid waste collection licenses and early pick-up requests for FY 2014 seeking feedback and questions from the Commission. Though the DPW Commission has historically approved hauler licenses, the decision is actually up to the DPW Director per Chapter 14 of the Code of Ordinances. Jane Gauthier of Gauthier Trucking spoke to the Commission regarding renewal of their hauling license.

Director Spencer consulted with Eugene Bergman from the City Attorney’s Office today. They will meet again and make a decision on staff recommendations.

ITEM 7 – EXTENDING A LOADING ZONE AT MAIN STREET AND CHURCH STREET

(Communication, Joel Fleming, DPW Engineer)

(Refer to Commission packet) **Commissioner Hopkins moved** to accept staff recommendation; Commissioner Alberry seconded. Unanimous.

ITEM 8 – STOP SIGN REQUEST – ST LOUIS ST AT WILLOW ST

(Communication, Joel Fleming, DPW Engineer)

(Refer to Commission packet) **Commissioner Alberry moved** to accept staff recommendations; Commissioner Archambeau seconded. Unanimous.

ITEM 9 – PARKING REMOVAL ON WARD ST AT DREW ST

(Communication, Joel Fleming, DPW Engineer)

(Refer to Commission packet) **Commissioner Alberry moved** to accept staff recommendations; Commissioner Hopkins seconded. Unanimous.

ITEM 10 – MAIN ST SIDE STREET STOP CONTROL

(Communication, Joel Fleming, DPW Engineer)

(Refer to Commission packet) **Commissioner Archambeau moved** to accept staff recommendations; Commissioner Porter seconded. Unanimous.

ITEM 11 – SOUTH CHAMPLAIN ST TOUR BUS PARKING

(Communication, Joel Fleming, DPW Engineer)

(Refer to Commission packet) **Commissioner Alberry moved** to accept staff recommendations; Commissioner Hopkins seconded. Unanimous.

ITEM 12 – 110 RIVERSIDE AVE PROPOSED RAPID FLASHING BEACON

(Communication, Guillermo Gomez, DPW Engineer)

(Refer to Commission packet) Mr. Gomez’s explanation was informative only; no action by the Commission was required.

ITEM 13 – SOLID WASTE LICENSING - See Item 6.5

ITEM 14 – STORMWATER UPDATE: CITYWIDE AND NO WILLARD ST

(Communication, Norman Baldwin, Assistant Director)

Assistant Director Baldwin talked about proactive steps taken by DPW to educate, prepare and assist residents for future high intensity storms such that were seen in May, June and July.

ITEM 15 – RESIDENT PARKING UPDATE

(Communication, Commissioner Lavery)

Commissioner Lavery recommended making *no* changes at this time to the existing ordinance and the rules governing it. A lot of mixed feedback was received resulting in no consensus. Also, a number of issues were identified that indicate that the administration of the ordinance as written had not been consistent. Commissioner Lavery recommends following the ordinance rules as they have been written and seeing if problems resolve themselves. This includes limiting guest passes/residence to two (2). The city attorney is waiving violations of residential parking ordinances for guests of resident parking permit holders.

Commissioner Lavery further recommended that this Item be added to the upcoming October or November Agenda and the Commission will take any action at that meeting.

ITEM 16 – MINUTES OF 6/19/13 & 7/17/13

Minutes of 6/19/13: **Commissioner Archambeau moved** to accept the Minutes; Commissioner Alberry seconded. Unanimous.

Minutes of 7/17/13: Commissioners Alberry, Lavery and Porter agreed to pass the Minutes as recorded.

ITEM 17 – DIRECTOR’S REPORT

(Chapin Spencer, DPW Director)

- Would like to meet with each commissioner prior to the next meeting;
- Livable Wage: DPW may be impacted if passed, with a cost of approximately \$20,000/year;
- Hyde Street Update: Ms. Losch has begun monthly communication updates.
- Brown’s Court lot at the corner of King and St. Paul Streets: The City Council has authorized the sale of the lot for \$1.1 million to Champlain College. The \$30,000 revenue to the Traffic Division is in question. Director Spencer will convey to City officials the Commission’s concern of the possible loss of revenue. He and Assistant Director Patrick Buteau continue to follow this issue.

ITEM 18 – COMMISSIONER COMMUNICATIONS

Commissioner Porter

- Good job trimming back brush at the Lake Street pedestrian crossing;
- On behalf of Chris Pierson, 11 Brookes Avenue: Is it possible to paint a line stripe for parking vehicles to guide the cars to stay. This request would have to be determined by the Traffic Division if Mr. Pierson wishes to pursue this;

Commissioner Archambeau – requested - and was given a brief explanation of - the process of paving (milling or reclaim, adjusting structures, base course and final course).

ITEM 19 – ADJOURNMENT & NEXT MEETING DATE

Due to conflicting schedules, the next meeting date will not be held on October 16th. The next meeting date will be announced.

Commissioner Hopkins moved to adjourn at 10:15 pm; Commissioner Porter seconded. Unanimous.