



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

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Steven Goodkind, P.E.
DIRECTOR OF PUBLIC WORKS
CITY ENGINEER

MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FM: STEVEN GOODKIND, DIRECTOR
DATE: JULY 5, 2012
RE: PUBLIC WORKS COMMISSION MEETING

Enclosed is the following information for the meeting on July 11, 2012 at 6:15 PM at 645 Pine St, Main Conference Room.

1. Agenda
2. Removal of A Handicap Space on Lafountain St
3. Removal of A Handicap Space on Crowley St
4. 237 North Avenue Temporary Handicap Sign
5. Jackson Terrace Apartments Parking Issues
6. Minutes of 6/20/12

An Equal Opportunity Employer

This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).



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CITY ENGINEER

M E M O R A N D U M

To: Martha Gile, Clerks Office
From: Steve Goodkind, Director
Date: July 5, 2012
Re: Public Works Commission Agenda

Please find information below regarding the next Commission Meeting.

Date: **July 11, 2012**
Time: 6:15 – 9:00 p.m.
Place: 645 Pine Street – Main Conference Room

A G E N D A

ITEM

- 1 Agenda
- 2 Public Forum – 5 Minutes
- 3 ^{5 Min} Organization Meeting – Set Regular Meeting Date
 - 3.10 Oral Communication , S. Goodkind
 - 3.20 Discussion
 - 3.30 Decision
- 4 ^{30 Min} Performance Report
 - 4.10 Oral Communication , S. Goodkind
 - 4.20 Discussion
- 5 ^{15 Min} Demonstration of New Customer Service System
 - 5.10 Oral Presentation, S. Goodkind
 - 5.20 Discussion

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- 6 5 Min Removal of A Handicap Space on Lafountain St
 - 6.10 Communication, J. Fleming
 - 6.20 Discussion
 - 6.30 Decision

- 7 5 Min Removal of A Handicap Space on Crowley St
 - 7.10 Communication, J. Fleming
 - 7.20 Discussion
 - 7.30 Decision

- 8 5 Min 237 North Avenue Temporary Handicap Sign
 - 8.10 Communication, J. Fleming
 - 8.20 Discussion
 - 8.30 Decision

- 9 10 Min Jackson Terrace Apartments Parking Issues
 - 9.10 Communication, J. Fleming
 - 9.20 Discussion
 - 9.30 Decision

- 10 45 Min Plan BTV
 - 10.10 Oral Communication, D. White
 - 10.20 Discussion

- 11 10 Min EPA Complete Streets Implementation
 - 11.10 Oral Communication, N. Losch
 - 11.20 Discussion
 - 11.30 Decision

- 12 5 Min Pedestrian Crosswalk Signal Timing
 - 12.10 Oral Communication, S. Goodkind
 - 12.20 Discussion

- 13 Minutes of 6/20/12

- 14 Chair's Report

- 15 Director's Report

- 16 Commissioner Communications

- 17 Committee Reports

- 18 Policy Update

- 19 Adjournment



MEMORANDUM

July 11, 2012

TO: Public Works Commission
FROM: Joel Fleming *JF*
RE: Removal of a Handicapped Space on Lafountain Street

Background:

Staff received a request to remove the handicapped parking space in front of 60 Lafountain Street. The residents of the street put together a letter asking for the removal of the Handicapped space because the previous owner of the house had moved out and the current owner does not have a use for a handicapped parking space. The space takes up two unrestricted parking spaces currently in a neighborhood where parking is hard to find.

Observations:

Staff received a call from resident, Chris Brown, asking to remove the sign that had been installed for the previous owner of 60 Lafountain Street. The neighborhood supports the removal of this handicapped parking space to free up valuable parking.

Conclusions:

This neighborhood is extremely tight with on street parking. This space is no longer used and is only taking up a valuable parking space.

Recommendations:

Staff recommends that the space in front of 60 Lafountain Street becomes an unrestricted parking space like the rest of the spaces on the street.



SERVICE REQUEST

Use this form to request services from the Department of Public Works.

Today is: 6/15/2012

Entered By Helen Plumley Request # 13372

Reminder 9/13/2012

Name and Address

First Name Christopher Last Name Brown Date 6/15/2012
Street Number 63 Street Address Lafountain Street
Phone Number 863-6024 e-mail

Request

Location of Request 59 Lafountain Street
Location Street Number 59 Location Street Lafountain Street
SR # 13372
Please describe the request. Use additional space on back of form, if necessary.
Per letter dated May 22, 2012, requests that the handicap parking sign in front of 59 Lafountain Street be removed, as the resident whom the parking space served, no longer needs it. See attached letter.

Resolution

For Office use only
Referred to Engineering Dept Staff Assigned Joel Fleming
Date Staff Contact 6/15/2012
Staff Assessment

Customer Service

Follow Up Date 6/30/2012
Comments

Status

Status Investigation Close out date 6/15/2012
Follow-up Pending

63 Lafountain Street

Burlington, Vermont 05401

22 May 2012

RECEIVED
MAY 23 2012
BURLINGTON PUBLIC
WORKS

Burlington Public Works

645 Pine Street

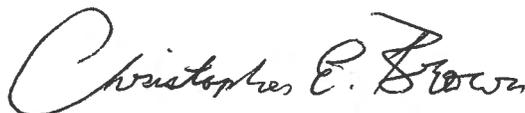
Burlington, Vermont 05401

Attn: Mr. Joel Fleming

Dear Mr. Fleming,

I'm writing this letter because of the Handicap Parking sign that sets in front of 59 Lafountain Street for Sandy Fortier, who previously owned and resided at 60 Lafountain Street. Her daughter now owns the home and no longer needs the benefit of a handicap parking sign. Also, duly noted, there is no one person living in the home in need of the sign. We that live on this street are in agreement that the sign should be removed as soon as possible. The parking spot would behoove as it is needed by the neighbors because of the size of it. It can easily accommodate two cars. I can be contacted at (802) 863-6024. Please call with any decision, so that I may communicate it with my neighbors. Thank you.

Sincerely,



Christopher E. Brown



MEMORANDUM

July 11, 2012

TO: Public Works Commission
FROM: Joel Fleming JF
RE: Removal of a Handicapped Space on Crowley Street

Background:

Staff received a request from Tom Carr to remove the handicapped parking space in front of 19 Crowley Street. He stated that the space was put in for former resident, Tom Duval. He no longer lives on the street and the space is no longer used.

Observations:

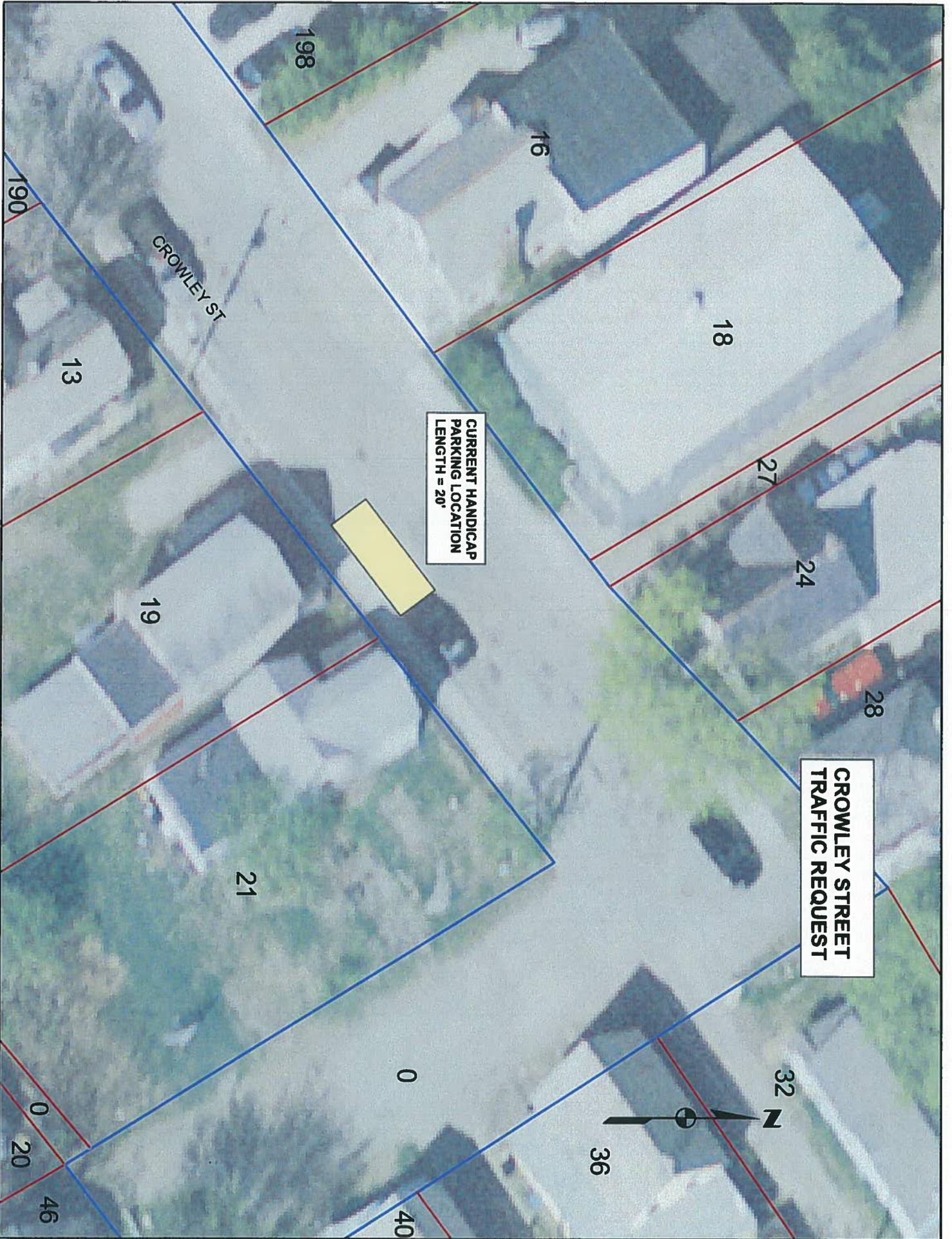
Staff received a call from resident, Tom Carr, asking to remove the sign that had been installed for the previous residents of Crowley Street. The neighborhood supports the removal of this handicapped parking space to free up valuable parking.

Conclusions:

This neighborhood is extremely tight with on street parking. This space is no longer used and is only taking up a valuable parking space.

Recommendations:

Staff recommends that the space in front of 19 Crowley Street becomes an unrestricted parking space like the rest of the spaces on the street.



CURRENT HANDICAP
PARKING LOCATION
LENGTH = 20'

CROWLEY STREET
TRAFFIC REQUEST



198

16

18

13

190

CROWLEY ST

27

24

19

28

21

32

36

0

0

20

46

40



CITY OF BURLINGTON - DEPARTMENT OF PUBLIC WORKS

SERVICE REQUEST

Use this form to request services from the Department of Public Works.

Today is: 6/6/2012

Entered By Helen Plumley Request # 13335

Reminder 9/4/2012

Name and Address

First Name Tom Last Name Carr Date 6/6/2012
Street Number Loaldo Drive Street Address
Phone Number 355-1366 e-mail

Request

Location of Request 19 Crowley Street
Location Street Number 19 Location Street Crowley Street

Please describe the request.
Use additional space on back of form, if necessary
SR #13335
Mr. Carr stopped in to DPW to request that the Handicap-accessible parking sign in front of this address be removed. He reports that Mr. Tom Duval (for whom the space had been) passed away, and Mrs. Shirley Duval moved on 6/01, so the dedicated space is no longer needed.

Resolution

For Office use only

Referred to Engineering Dept Staff Assigned Joel Fleming
Date Staff Contact 6/6/2012

Staff Assessment

Customer Service

Follow Up Date 6/21/2012

Comments

Status

Status Investigation Close out date 6/6/2012
Follow-up Pending



MEMORANDUM

July 11, 2012

TO: Public Works Commission
FROM: Joel Fleming *JF*
RE: Temporary handicapped sign in front of 237 North Avenue

Background:

Staff received a request from Karen Crosby asking for a temporary handicapped sign in front of 237 North Avenue. There is currently work being done on Berry Street so the handicapped space that they have been using had to be taken out during construction. This space will be brought back to the commission once construction is completed.

Observations:

The resident has agreed to use this proposed space during construction. The proposed parking space is the first space north of Berry Street on the west side of North Avenue. This is the closest possible parking space to the residence.

Conclusions:

The resident needs accessible close by parking for this construction and this space satisfies their needs.

Recommendations:

Staff recommends that the space in front of 237 North Avenue becomes a handicapped only restricted parking space.

Joel Fleming

From: Ronald Gore
Sent: Thursday, June 28, 2012 3:19 PM
To: Joel Fleming
Subject: HANDICAP SIGN

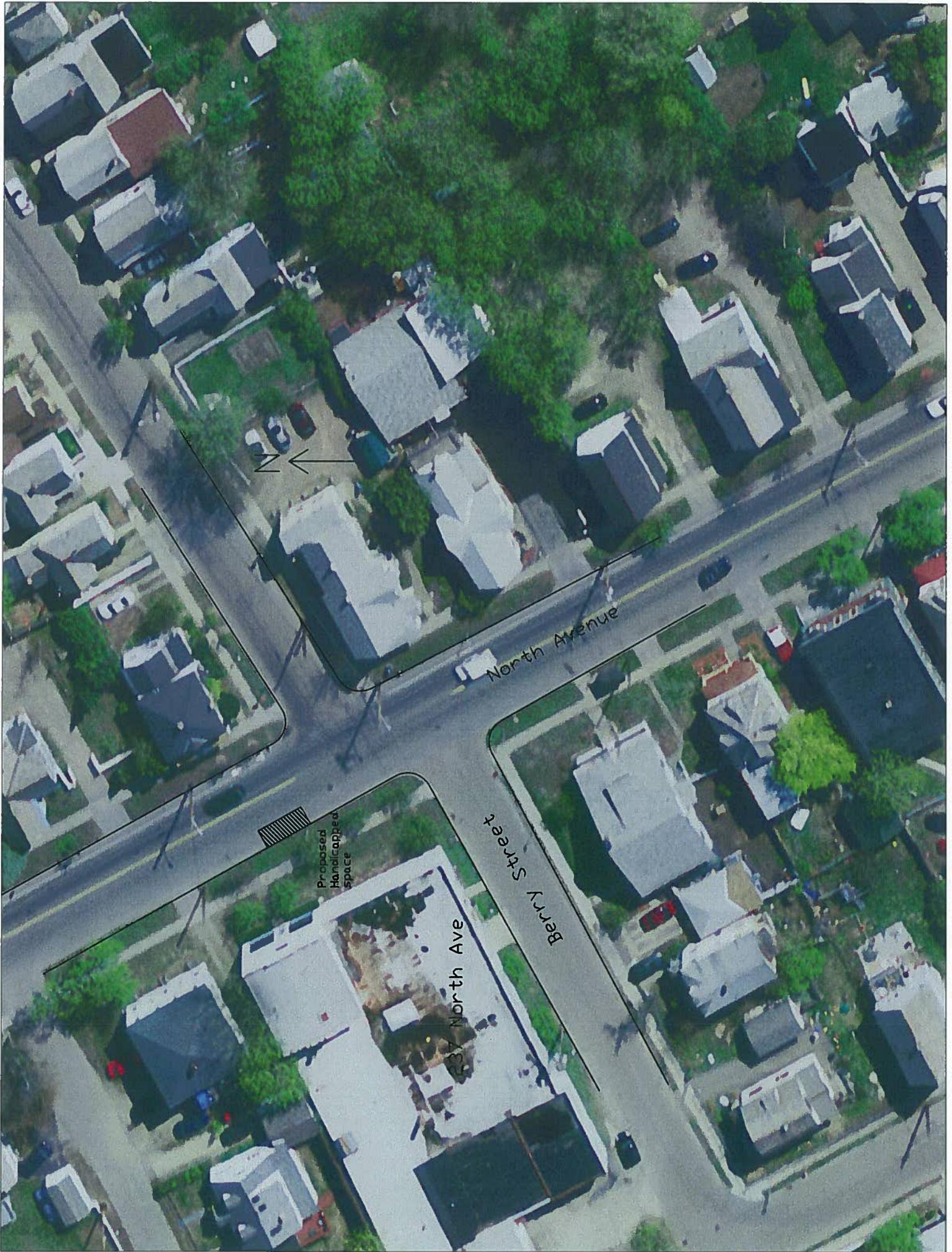
Joel,
I received a request fro a temporary handicap sign on the northeast corner of Berry St & North Ave.
The request is from Karen Crosby,
Residence @ # 5 Berry Street
Handicap registration # P29390

The location of the new handicap sign will be @ 237 North Ave.

Their is a major construction project on Berry St, the street is down to one way, single lane with no parking. She and her son have a disibility.
She is willing to use this space if made availalbe to her.

Joel is if you need any additional information, let me know.
Please put thus request on the next committee meeting for approval.

Thanks
Ron



North Avenue

Berry Street

North Ave

Proposed Handicapped Space



MEMORANDUM

July 11, 2012

TO: Public Works Commission
FROM: Joel Fleming JF
RE: Parking prohibition around the driveway to the Jackson Terrace Apartments

Background:

Staff received a request to prohibit more parking on both sides of the driveway to the Jackson Terrace Apartments parking lot. In November 2010, the commission voted to prohibit parking 50 feet north and south of the driveway. The commission supported a guideline that outlined prohibiting parking around residential and commercial driveways.

Observations:

Staff went out to the location and found out that the No Parking signs were not at the correct spot, 50 feet north and south of the driveway. The signs have been scheduled to be placed in the correct spot and may have been moved. Staff has attached the commission packet material that was used when the commission adopted the parking prohibition.

Pine Street is an arterial street that sees an average daily volume of 13000 vehicles per day. Dealer.com, located next door to the apartment complex, uses all of the on-street parking available. Parked Vehicles make it difficult to see when pulling out of the driveway.

Conclusion:

Parking in this area is extremely tight and every space is needed. It is difficult to get traffic out of the parking lot. Removing a space on each side of the driveway would clear up some of the sight distance but it may not solve the problem completely.

Recommendation:

Staff does not feel strongly about removing the parking or not to clear out some more sight distance. In the past 50 feet has been the typical distance for removing parking around driveways.

TRAFFIC ORDINANCE AMENDMENT –CONSENT ITEM

Request Description:

Prohibit parking for 50 feet north and 50 feet south of the driveway to Jackson Terrace Apartment Complex.

Customer Name:

Stephanie Hainley

Customer Address/Phone:

Date Received:

11/1/10

TRR#:

Date Replied:

-

Staff Conclusion:

Jackson Terrace Apartment Complex is located on the east side of Pine Street, North of Locust St. There is traffic in and out of the driveway all day long. As of right now there is not a parking restriction on either side of the driveway. Pine Street is an arterial street and sees an average daily volume of 13000 vehicles per day. In the past, in cases such as this, where heavily used driveways are located on arterial streets parking has been prohibited on both sides of the driveway.

Staff Recommendation:

Staff recommends prohibiting parking on the east side of Pine Street, for 50 feet north and 50 feet south of the driveway to Jackson Terrace Apartments.

Applicable Diagram Layout:

See Attached

P
i
n
e
S
t.

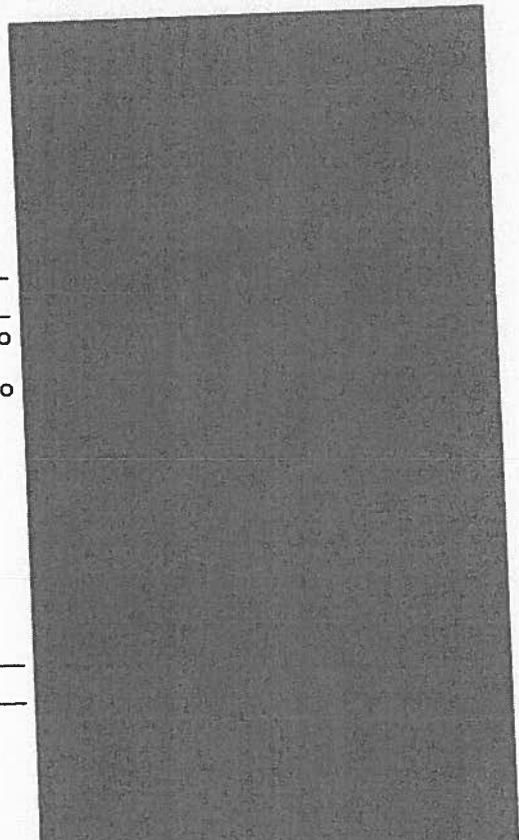
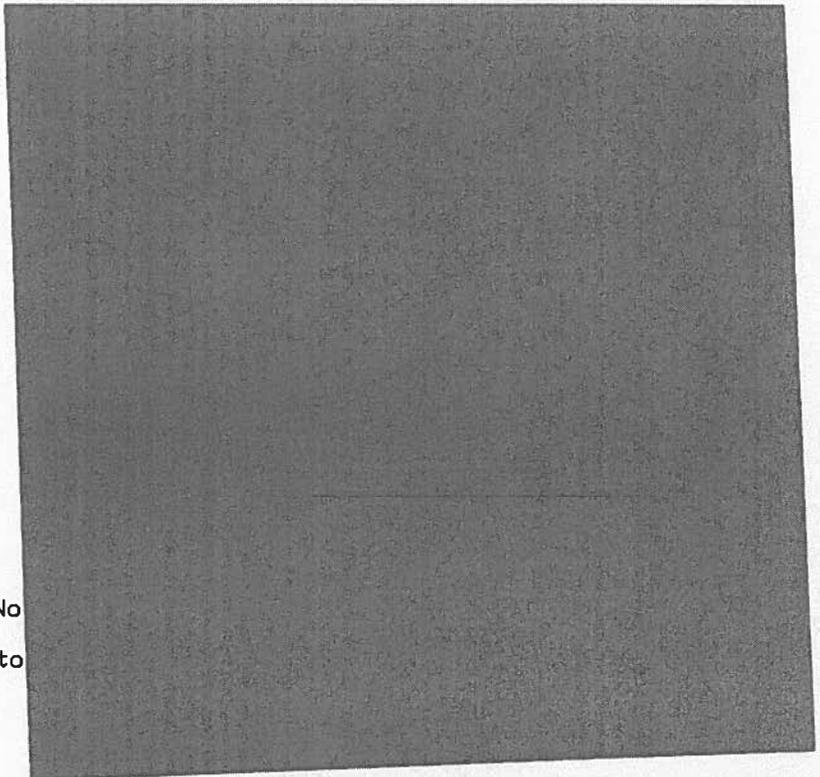
50'

Proposed "No
Parking
from here to
corner"

Jackson Terrace

50'

Proposed "No
Parking
from here to
corner"



**City of Burlington
Department of Public Works**

**Guideline for Prohibiting Parking
Around Heavily Used
Residential and Commercial Driveways**

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1.0 Introduction

1.1 Use of Guideline

The Purpose of this guideline is to ensure that driveways are treated consistently throughout the city of Burlington, by providing guidance on prohibiting of on street parking.

It must be recognized that not all situations can be adequately addressed in this guideline; therefore engineering judgment must be used at all times.

Before any parking is prohibited on any street, the engineer must review the plan of the proposed prohibition to ensure that it conforms to this guideline. Parking prohibitions shall only go into affect after they are passed by the Department of Public Works Commission.

2.0 Prohibiting Parking

2.1 Arterial Roadways

Arterial Roadways are moderate to high-capacity roadway that is immediately below a highway's level of service. They are main entry and exits to the city and have many intersections with collector and local roads. Vehicles travel faster on arterial roadways than on collector and local roads. Some examples of arterial roadways in the city of Burlington are Main St, Pine St and North Ave.

2.1.1 Prohibiting Parking

For all driveways on arterial roadways serving 20 or more vehicles during the peak hour, prohibit parking for 50 Feet on each side of the driveway.

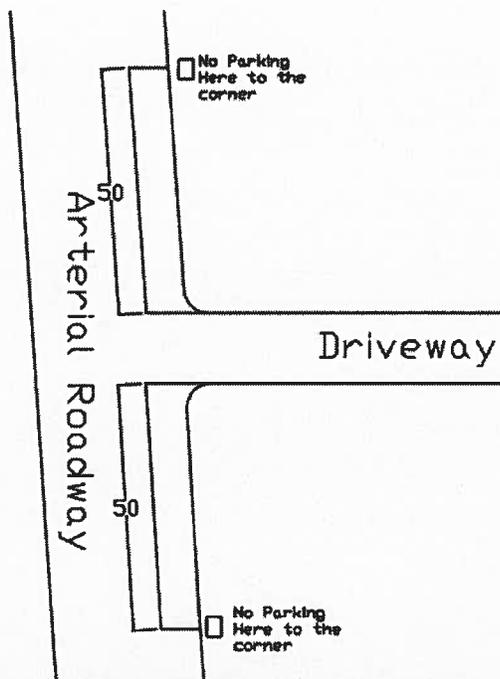


Figure 1: Prohibiting parking on arterial roadways

2.2 Collector Roadways

Collector roadways are low to moderate-capacity roadways which are below highways and arterial roadways in level of service. Collector roadways usually bring traffic from local roadways to arterial roadways. Some examples of collector roadways in the city of Burlington are Maple St, Loomis St and Ethan Allen Pkwy.

2.2.1 Prohibiting Parking

For all driveways on collector roadways serving 40 or more vehicles during the peak hour, prohibit parking for 20 Feet on each side of the driveway.

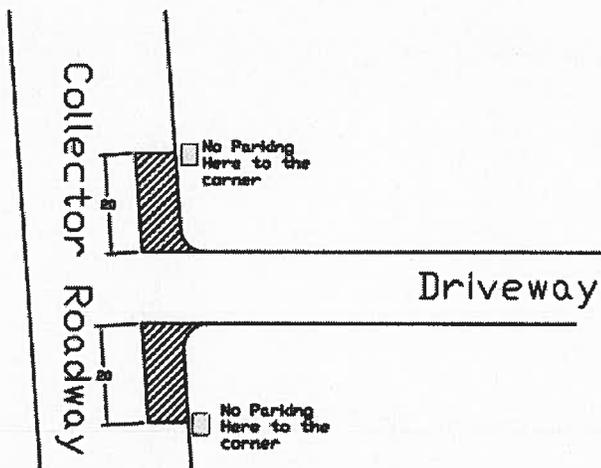


Figure 2: Prohibiting parking on Collector roadways

3.0 Exceptions

3.1 Downtown Corridor

This guideline includes all of the city of Burlington but the downtown corridor. This Section includes the interior of Pearl St, South Winooski Ave, Main St to Battery St. See the Figure Below.



Figure 3: The Downtown Corridor

The Parking guidelines described would be applied in all areas of the city except the downtown core described above. The streets bounding this area of exception will be included in these guidelines.

BURLINGTON PUBLIC WORKS COMMISSION
645 Pine Street
Minutes – June 20, 2012
DVD of this meeting on file at DPW

Commissioners present: Robert Alberry, Margaret Gundersen, Nathan Lavery, Solveig Overby, Mark Porter and Jared Wood

Commissioner absent: Marc Sherman

Commissioner Alberry called the meeting to order at 6:18 p.m.

Item 1: AGENDA: Commissioner Lavery moved to: advance Item 10 (Parking in Residential Neighborhoods) to Item 3.4; advance Item 11 (Pedestrian Crosswalk Signal Timing) to Item 3.5; and strike Item 4 (Performance Report) in order to postpone it until the July meeting (several new commissioners). No discussion. Unanimous approval.

Item 2: PUBLIC FORUM – No one presenting.

Item 3: REQUEST TO CHANGE NEXT MONTH’S – AND ALL FUTURE MEETING DATES – TO THE 2ND WEDNESDAY OF EACH MONTH (Steven Goodkind, Director)

Mayor Weinberger wants to attend the July meeting but can’t make it as scheduled on the 18th. Commissioner Lavery noted that two of the new commissioners are available on July 11th (the 2nd Wednesday of the month), but a challenge for another new commissioner. July 18th presents the same situation. Commissioner Porter noted that moving the meeting(s) to the 2nd Wednesday conflicts with NPA meetings. **Commissioner Lavery moved to reschedule the July meeting from July 18th to July 11th.** Commissioner Gundersen made a friendly amendment to allow the new Commission to determine future Commission meeting dates. Commissioner Porter seconded. Unanimous approval.

Item 3.4 (originally Item 10): PARKING IN RESIDENTIAL NEIGHBORHOODS
(Steven Goodkind, Director)

See Commission Packet: June 11, 2012 Memorandum from Director Goodkind and City Council Resolution.

The City Council’s Resolution entitled, “Improving Parking Management in Neighborhoods,” requests that the Commission consider remedies for parking challenges named in the Resolution and report back to the City Council no later than July 16th. John King, manager of the Parking Enforcement program, was present to answer questions about residential parking passes.

Director Goodkind:

- DPW will work with the police, parking enforcement staff and residents of Hungerford Terrace to produce possible solutions, with hopes to consider applying the same techniques to other streets with similar challenges. He noted that parking spaces would be lost if parking space lines are painted on the street, since vehicles differ in size. The increase in “residents only” parking on Hungerford is attributed to formerly single-family homes being converted into apartments,

housing several-family units (all of whom are entitled to a resident parking pass). While the conversion to apartments was approved by Zoning, the challenges of parking for the additional residents were not considered.

- DPW is in queue for the Chittenden County Metropolitan Planning Organization (CCMPO/MPO) to study residential parking. The MPO would do the legwork for DPW and work with them to come up with recommendations. If the CCMPO funding is available, their study would begin this year. The requests made by the City Council Resolution could be addressed within the MPO's study.
- Will contact the MPO to find out the status of funding and report back to the Commission.
- Met with Hungerford Terrace residents today on street congestion/parking. Residents suggested that DPW/Parking Enforcement consider the following: 1) Issue residential parking passes only to those with vehicles registered in VT; 2) Limit the number of parking passes to fit each property/frontage; and 3) Have a fee schedule which might discourage residents from asking for more passes.

Commissioner Lavery: It is not realistic for the Commission to make recommendations to the City Council on this point. This issue is best dealt with on a more comprehensive, policy level, not on a case-by-case level.

Commissioner Porter: Wants to ensure that a comprehensive plan (for parking City-wide) will be in place to handle future parking requests, with future parking requests coming before the Commission if they are considered exceptions to the overall plan. He wants to ensure that the MPO will not come to DPW with a final recommendation but will work *with* DPW and bring recommendations to the Commission for approval.

Assistant Director Norman Baldwin: The CCMPO merged with Regional Planning and acts as a resource within Chittenden County and provides support to different member communities (e.g., *Complete Streets*). This engineering planning function is provided at no cost to DPW, is a tremendous resource, and provides a valuable third-party perspective.

Commissioner Porter moved to have Commissioner Lavery respond to the City Council in writing concerning the Resolution, saying that the Commission will not be able to respond back by July 16th as requested. Commissioner Gundersen seconded. Commissioner Lavery further clarified that the letter he has been asked to write to the City Council would cover: 1) Acknowledgment of receipt of the Council's Resolution; 2) Informing the Council that what they are asking will be addressed as a part of a larger study; and 3) Informing the Council that the Commission will give occasional updates on the progress of the study.

Mr. King, Parking Enforcement manager: Explained the process of the distribution of neighborhood residential and guest parking passes.

Item 3.5 (originally Item 11): PEDESTRIAN CROSSWALK SIGNAL TIMING (Steven Goodkind, Director)

Update: Approximately 26 signals needed some kind of work on the timing to bring all signals up to MUTCD standards. About one-third have been corrected and the remaining signals will be completed in the next one-two months. He stressed that this is just the first phase in addressing some of the more challenging intersections. Director Goodkind will report back to the Commission next month on the progress.

Item 5: AUSTIN DRIVE RESIDENT PARKING REQUEST

(Joel Fleming, Public Works Engineer)

See Commission Packet: June 20, 2012 Memorandum from Joel Fleming and attachments.

The Austin Drive neighborhood (including South Cove Road and Dunder Road) has been working with DPW for a couple of years on improving parking and safety issues caused during the summer months by the neighborhood's proximity to Oakledge Park. Improvements have included lowering the speed limit and adding a crosswalk. Most recently, the neighborhood is requesting "Resident Only" parking from 4:00 p.m. to 9:00 p.m., Monday through Friday, from May 1st to October 1st. The section that would be affected: Austin Drive west of the Redrocks Apartments driveway to the western intersection of South Cove Road and Austin Drive; all of Dunder Road; and 200 yards south of Austin Drive on both entrances of South Cove Road.

Commissioner Gundersen: Referenced a letter from former Commission member John Ackerson, Austin Drive resident, voicing his opposition to the proposed "Resident Only" parking restriction. Copies of the letter were distributed at this meeting.

Michael Hennessey, resident and former past president of the homeowners' association at South Cove: At recent neighborhood association, only 2 or 3 people (Mr. Ackerson included) were opposed to the "Resident Only" parking restriction. Mr. Hennessey supports the request.

Jabez Boyd, Dunder Road resident, president of the South Cove Association. Despite efforts from DPW, The Burlington Police Department (BPD) and Parks and Recreation (P&R), this - and last - summer are noticeably worse than when the Association first approached DPW. Corrections to the document: 1) The Association is requesting the parking restriction on weeknights only; and 2) They have been working with DPW, BPD and Parks and Rec since May 2010 (not September 2012).

Assistant Director Norman Baldwin: Encouraged the Commission to determine before making a decision, on whether the changes already made are ineffectual or just not enforced. The Commission's questions around enforcement need to be addressed to the BPD.

Patty McShane, Dunder Road resident, secretary for the South Cove Association: In the past three summers, congestion in the Austin Drive neighborhood has worsened. The "Resident Only" parking granted to the condos on the other side of Oakledge Park has created displacement, shifting vehicles to the Austin Drive neighborhood.

Commissioner Gundersen: This Item should be tabled until a City-wide parking plan is in place. Strongly opposes what she feels are high parking rates in the parks' parking lots.

Commissioner Lavery: Would not support "Resident Only" parking at this time. There are already ordinances in place where enforcement could be improved, and the Commission is continuing to work toward an overall parking plan. Wants to avoid shifting the congestion to other areas by designating more areas "Resident Only."

Commissioner Porter: Would like to put a deadline on the Commission so that if the CCMPO is not able to work with DPW this year, the Commission would move forward in creating a City-wide parking plan.

Commissioner Overby: Does not support "Resident Only" parking and encourages better enforcement of the ordinances. Suggests asking P & R to have their staff get involved possibly by monitoring the South Cove neighborhood from 4 – 9 p.m.

Commissioner Wood moved to table Item 5 pending additional information; Commissioner Lavery seconded. Unanimous approval.

Assistant Director Baldwin: Recommended that staff gather information to ensure there is compliance and enforcement for the institutional methods already in place, and then report back to the Commission. Commissioner Gundersen asked Assistant Director Baldwin to forward copies of the plan DPW has submitted to the CCMPO prior to the July meeting.

Commissioner Gundersen announced the tendering of her resignation from the Commission. She still has ongoing issues as a result from the concussion she suffered in February. Her car was hit by an uninsured motorist while she was stopped at a Stop sign on Route 7 in South Burlington. She left the meeting at this point to spend time with her daughter, who is visiting from out of state.

Item 6: ADD HANDICAP-ACCESSIBLE PARKING AT 11 FLETCHER PLACE
(Joel Fleming, Public Works Engineer)

See Commission Packet: June 20, 2012 Memorandum from Joel Fleming.

Staff received a request from a Fletcher Place resident requesting one (not two, as Mr. Fleming's Memorandum states) handicap-accessible parking space in front of 11 Fletcher Place. Three of the four residents who responded with feedback to DPW staff supported the request. Mr. Fleming asked the resident to let him know if she moves. **Commissioner Alberry recommended** that the Commission accept staff's recommendation to add a handicap-accessible parking space in front of 11 Fletcher Place. **Commissioner Porter moved** to accept; Commissioner Lavery seconded. Commissioners Alberry, Lavery, Overby and Porter voted in favor; Commissioner Wood opposed due to the possible development in the area.

Item 7: ADD TWO, 2-HOUR PARKING SPACES IN FRONT OF INDIA HOUSE – EAST AVE.
(Joel Fleming, Public Works Engineer)

See Commission Packet: June 1, 2012 Memorandum from Joel Fleming.

The two, two-hour parking spaces in front of the India House restaurant are not supported by a traffic regulation that authorizes their posting and enforcement. Staff recommends that the two spaces remain as two-hour parking spaces. **Commissioner Lavery moved** to accept staff's recommendation to designate the two spaces as two-hour parking; Commissioner Wood seconded. Unanimous approval.

Item 8: MAIN STREET ELECTRIC CAR SPACE
(Joel Fleming, Public Works Engineer)

See Commission Packet: June 20, 2012 Memorandum from Joel Fleming

Staff is recommending that the first space east of Church Street on the south side of Main Street (already a car recharging station) is restricted for "Electric Car Use Only" and remain as a metered space. **Commissioner Lavery moved** to accept staff's recommendation to designate the space as "Electric Car Use Only." Commissioner Wood seconded. Discussion: Commissioner Porter will not support it because he feels it does not benefit a large enough population and contributes to the increasingly limited downtown metered parking.

Commissioner Lavery asked Director Goodkind to approach the Burlington Electric Department (BED) and ask if they can monitor the space's usage.

Commissioner Overby wholeheartedly supports staff's recommendation and the message it sends in dedicating the space to electric car users. Commissioners Alberry, Lavery, Overby and Wood voted in favor of the motion; Commissioner Porter was opposed.

Item 9: EPA COMPLETE STREETS IMPLEMENTATION WORKSHOP – JUNE

(Nicole Losch, Transportation Planner/Bicycle & Pedestrian Program Manager/Environmental Planner)

See Commission Packet: June 12, 2012 Memorandum from Nicole Losch

Will be finalizing some draft recommended actions and making a brief report, ready for review in early July. One recommendation: "City Council should pursue adoption of a resolution empowering the Public Works Commission to oversee complete streets implementation." Councilor Maxwell Tracy will lead the effort with a representative from the DPW Commission and Councilor Rachel Siegel. The Commission is being asked to identify a representative to work with the Transportation, Energy and Utilities Committee (TEUC) to develop the resolution.

Commissioner Porter: Wait until the July Commission meeting to choose a representative.

Item 10: See Item 3.4 – PARKING IN RESIDENTIAL NEIGHBORHOODS

Item 11: See Item 3.5 – PEDESTRIAN CROSSWALK SIGNAL TIMING

Item 12: MINUTES OF 5/16/12

Commissioner Overby asked Ms. Plumley to make changes/corrections to the last page under Commissioner Overby's communication, 2nd bullet: "...Briefly, it recounts the history of redevelopment in the primarily Italian neighborhood ~~and talks about "augmented reality."~~ **that was demolished in the 1960's to make room for the Burlington Square Mall, and Battery Street redevelopment. Also demonstrated was a project by Coby Brownell to develop a 3-D Smartphone app using "augmented reality" to show what the neighborhood looked like before it was lost."**

Commissioner Wood moved to accept the May 16, 2012 Minutes as amended; Commissioner Lavery seconded. Unanimous approval.

Item 13: CHAIR'S REPORT (Commissioner Robert Alberry) No report.

Item 14: DIRECTOR'S REPORT (Steven Goodkind, Director)

Director Goodkind:

- Expressed gratitude to the departing commissioners, especially Commissioner Alberry. Assistant Director presented the commissioner with a plaque.
- Doesn't anticipate any reduction in DPW programs;

- Rate increases of 5% for water/wastewater;
- Next year will continue to analyze and present DPW's performance for the public.

Item 15: COMMISSIONERS' COMMUNICATIONS

Commissioner Wood: Words of wisdom: "What if," and "And then what?" Encourages the Commission to continue to follow up on recommendations that have been made (e.g., a pothole called in by a resident).

Commissioner Overby: Asked if a policy exists to aid tour bus operators on where they may park their bus while he/she took a break. Assistant Director will look into it and get back to the Commission.

Commissioner Porter: Asked Ms. Losch for the status on traffic calming on North Street between Prospect Street and Mansfield Avenue. Ms. Losch: Waiting to hear about meeting with the neighbors, hopefully by the second week of July.

Commissioner Lavery: Pursuing having the City Attorney and the Mayor attend a Commission meeting to talk with the commissioners about what their duties and responsibilities are. Also reiterated the request to Assistant Director Baldwin to find out when the CCMPO expects to find out about the possibility of using some of this year's funds to work with DPW, and the CCMPO's anticipated time line.

Item 16: COMMITTEE REPORTS: No reports.

Item 17: POLICY UPDATE: No policy updates.

Item 18: ADJOURNMENT: Commissioner Wood moved to adjourn the meeting at 8:40 p.m.; Commissioner Porter seconded. Unanimous approval.