

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING FEBRUARY 21, 2024
DRAFT MINUTES**

For video of the meeting, please visit Town Meeting TV's YouTube Channel:
<https://www.youtube.com/watch?v=k0r9VW6DgXY&t=978s>

Commissioners Present: Commissioner Barr, Commissioner Fox, Commissioner Hogan, Commissioner Munteanu; Commissioner O'Neill-Vivanco (Chair) Commissioner Sears (Video)

COMMISSIONER ABSENT – Commissioner Damiani (Vice Chair)

ITEM 1 – CALL TO ORDER

Commissioner O'Neill-Vivanco called the meeting to order at 6:31 p.m.

ITEM 2 – AGENDA

Commissioner Barr made a motion to accept the agenda
Commissioner Fox seconded
Unanimous approval

ITEM 3 – PUBLIC FORUM

Andrea Todd called in to talk about the EV vehicles and was happy to see that the evaluation for the pilot project was included

ITEM 4 – CONSENT AGENDA

- 4.1 Approval of Draft Minutes 12-20-23**
- 4.2 North Williams Street RPP Request**
- 4.3 Fines for Food Report**
- 4.4 Robinson Parkway Stop Sign**
- 4.5 172 North Willard Street ADA Space**
- 4.6 BHS Monthly Permits**
- 4.7 Eclipse Event Rate**

Commissioner O'Neill-Vivanco wanted to take off 4.2 North Williams Street RPP Request for discussion.

Commissioner Barr made a motion to approve the agenda with the removal of Item 4.2
Commissioner Fox seconded
Unanimous approval

ITEM 4.8 – NORTH WILLIAMS STREET RPP REQUEST

Associate Engineer Dora Bean stated this was an initiative that started in 2013 in which staff at the time recommended this be a Resident Only Parking street and was not approved. Residents reached out again this past summer as there were parking issues. A study was conducted at different times of the day and this does qualify for a resident only parking street. There has been no public opposition to this proposal.

Chair O'Neill-Vivanco stated she pulled this off because it is not good policy to go street by street and this will push parking onto Brookes Avenue and Adsit Street, which is no parking during winter months. We need to look at how we manage parking. Associate Engineer Bean stated there are internal conversations and we are looking at updating the resident parking plan as a whole. We still recommend resident only parking on North Williams Street

Commissioner Barr made a motion to approve staff's recommendation
Commissioner Hogan seconded.
Unanimous Approval

ITEM 5 – GMT Fare Resumption

Clayton Clark from GMT gave an explanation on why there is going to be a return to fares for riding the buses. There is a delay in getting the app for the Apple phones and Android phones at this time. Return to fares was enacted by the governor and legislatures. Most people use smart phones now but there will be smart cards available for people not wanting to use their phones or the app. The new system is account based and there is no monthly purchase but we are setting caps.

Questions on whether college students were required to have IDs and was informed that college IDs would be accepted.

A new bus schedule will be enacted on March 18th as we are finding we will have to make adjustments and we won't be as fast.

There was a question on the difference from local service to longer routes, cost more favorable in town. We have some federal funding for these longer routes.

ITEM 6 – BED EV CHARGING SPACES

Associate Engineer Madeline Suender stated that this is an informational on EV charging spaces in the city. We have 5 sites for charging locations and would like input from the Commissioner. The locations are Murray and Front Streets, Rose Streets in which residents voiced concerns and would like to have an alternative space somewhere else. These locations were chosen per the grant criteria which BED receive.

Caleb Manna, Excavation Inspector stated these spots were chosen as they would be easy to pull in and there would be ample parking space to plug in the cars.

James Gibbons of BED gave an overview on how the EV charges would work that we are going to put in, this is a pilot program only and we have only five spaces available to us. BED will be managing the project and collecting all the data. MR. Gibbons stated there are no charging stations in the Old North End of Burlington. The charging stations will be placed on BED poles and we will not be taking any no limited parking spaces. This is a pilot program. Rose Street cancelled so we are looking at Intervale Avenue and Spring Street for the new location.

Questions on if this would affect green space in the areas of the charging stations and they were informed that no the charges will be on the poles with retractable cords, if signed up for charging there is an app to download on phone and when you sign in the cord will retract to be able to plug in. There are no specific time limits but there will be signs of.

We at BED are learning new things with this, we are wandering into new areas.

Taylor Evans asked if there was fire suppression in these areas in case the cars caught on fire, that was a concern from his previous employment.

Andrea Todd stated that we should experiment in all areas of the city and all communities. She wished that the outreach could have been better. The apartment building she owns has four apartment and there was only one flyer on the door, all residents in the apartment house did not receive the flyer.

ITEM 7 – ANNUAL DOWNTOWN PARKING REPORT

Assistant Director Jackie Esperti stated that the occupancy for the downtown garage has not changed much in the past year – occupancy is 40-50 percent. Do not have good data on the hotels as a new program with them started. The free employee parking is actively used. In future if there is someone that owes money they will no longer be offered the employee program until all tickets are paid.

We are working to get plate recognition. There will be a few issues that we will have to figure out before this is fully implemented.

ITEM 8 – MARKETPLACE GARAGE MONTHLY PARKING

At the marketplace garage there are 135 permits available. There are 40 more permits to use in the upper portion of the garage. We have seven permits for the city employees who work at the garage.

Taylor Evans stated he was in favor of the 40 spots being added. Downtown employees are aware of several parking spots that are not being used . There are crime threats made against several downtown businesses. Parking should remain free on Sundays as the weekends are the busy time for the downtown businesses.

Commissioner Barr made a motion to accept staff's recommendation
Commissioner Hogan seconded
Unanimous approval

ITEM 9 – COURTHOUSE PLAZA PUBLIC PARKING- ORDINANCE CHANGE

Director Spencer stated that the Great Street Main Street parking in the garage is going to be lower cost parking at Courthouse Plaza. The commission oversees and regulates and cost approval will be by City Council. There are 85 spots available and the charge will be \$1.50 per hour. This is for the construction phase for two years only.

Andrea Todd asked if there has been any consideration for busing solution to bring people to Burlington, like if parking is available at the Staples Plaza.

Commissioner Barr made a motion to accept staff's recommendations
Commissioner Munteanu seconded
Unanimous approval

ITEM 10 – DIRECTOR'S REPORT

Review of the south end construction schedule for Champlain Parkway
Final construction is out to bid later this spring
Final phase will be done in August
E- bikes Staff is recommending that we use the same vendor as last year. Bird was solid and responsive when called
Battery Street scoping study is underway.
Rob Goulding stated that DPW is not the prime agency organizing the Eclipse but stated there is expectations of a big influx of tourists coming in. We are planning on a variety of road closures – residents in the affected areas will be notified.

ITEM 11 – COMMISSIONER COMMUNICATIONS

Commissioner Barr stated he had kudos once again to the street guys for their plowing in the streets and sidewalks as well. Appreciates DPW staff working with police on traffic calming measures.

Commissioner Hogan

ITEM 12 – ADJOURNMENT – NEXT MEETING DATE MARCH 20, 2024

Commissioner Barr made a motion to adjourn
Commissioner Munteanu seconded
Unanimous approval

Meeting adjourned at 8:48