



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

c/o Department of Public Works
645 Pine Street, Suite A
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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 of the City Council

Wednesday, November 12th, 2014 at 4:45 PM

Burlington Department of Public Works – Front Conference Room

645 Pine Street – Burlington, VT

–AGENDA–

1. Agenda
 - a. DISCUSSION
 - b. ACTION
2. Public Forum
3. Minutes of 10/08/2014
 - a. DISCUSSION
 - b. ACTION
4. Bicycle and Pedestrian Master Plan (Experience from other cities) – UVM Students
5. Update on Sidewalk Inventory and Sidewalk Repairs – Guillermo Gomez, Laura Wheelock, DPW
6. Feedback from Parking Changes in Downtown – Pat Buteau, DPW
7. Burling Electric Updates – Neal Lunderville
8. Councilors’ Updates
9. Adjourn



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Transportation, Energy and Utilities Committee

DRAFT MEETING MINUTES:

Wednesday, November 12th - 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: Pat Buteau, DPW
Guillermo Gomez, DPW
Nicole Losch, DPW
Laura Wheelock, DPW

Chair Tracy called the meeting to order at 4:53 pm.

1. Agenda

Chair Tracy moved to approve the agenda with the removal of item # 7. Mr. Lunderville is unable to attend the meeting.

All in favor

2. Public Forum

3. Minutes of 10/08/14

Councilor Ayres moved to approve the minutes from the 10/08/14 TEUC Meeting.

All in favor

4. Bicycle and Pedestrian Master Plan – UVM Students

UVM students and bike advocates gave a presentation about Bicycle Master Planning.

Students: We are UVM students and bicycle advocates. We support the development of a better bicycle network for the City and equal access to roads. We are here to share some information based on our participation in community events, personal experience and research in what is being done in other cities.

We recently attended a City Council meeting where residents showed up and gave their opinion, mostly supporting the North Avenue Corridor study. Our major takeaway from this meeting was the concern from lack of safety for riding bicycling, and how protected lanes would significantly improve this. There are also safety concerns at intersections. We have personal experience from observing how many vehicles don't look before turning. This has caused many accidents, including a bike-vehicle collision from a friend. And from what we have observed, there is definitely demand for improved bicycle infrastructure in the City.

Some of the improvements that we envision include providing protected bike lanes and bike paths. Bike boxes could be implemented at intersections.

We saw common elements in what has been done in other cities for success:

- Significant citizen outreach.
- Use of multiple funding sources
- Significant data collection efforts
- Applying for grants from multiple government agencies and organizations
- Some cities opted to create networks to connect with adjacent municipalities

There is a vast array of options for funding: FHWA's bike initiative, TIGER grants, EPA sustainable transportation grants.

Ayres: How have other cities gained support for bicycle infrastructure, in particular from opponents?

Students: Framing the issues in terms of safety.

Ayres: Bike safety instruction is key to help with opponents.

Students: Many bike riders feel left out of their say on what happens on roads.

Enforcement is also important. Many municipalities impose fines for not following the rules.

5. Update on Sidewalk Inventory and Pedestrian Improvements – Guillermo Gomez & Laura Wheelock, DPW

Gomez: Sally Swanson Architects (SSA) is the name of the firm that was retained to do the sidewalk inventory for the entire city. Staff members from SSA have been surveying sidewalks in the city for the past few weeks. So far they have completed data collection on the South End, Downtown and the Old North End. A total of 55 miles of sidewalks have been surveyed, as well as features at 363 intersections and 1,214 curb ramps and 182 pedestrian push buttons and crosswalks at signalized intersections. They will be completing data collection in the next couple of weeks. After that there is a significant post processing effort. SSA is on track to have a deliverable for the end of January 2015 for the inventory. After this, work will continue in the development of a Transition Plan for the City, where they will identify the deficiencies in accessibility and will develop a long term plan to correct these deficiencies.

Wheelock: An additional \$50,000 was added to the sidewalk program to hire a contractor to complete short run sidewalk repairs at multiple locations throughout the City. This work was recently completed.

Gomez: With the hard data that we collect with the inventory, we will be able to have the hard data to know the state of our pedestrian infrastructure. We will be able to have a more transparent way to plan our sidewalk projects. Additionally, we will have the data to better identify our funding needs to have a sustainable pedestrian network.

Tracy: Could you tell us about the Mayor's 10-year Capital Plan?

Spencer: We should have a draft of the plan by late November/December for Bob Rusten. This committee should review the plan and guide the final form of the Capital Assessment.

Tracy: This item should be in next month's agenda.

6. Feedback from Parking Changes in Downtown – Pat Buteau, DPW

Buteau: Parking changes came into effect in Downtown Burlington on November 1. We chose not to issue tickets during the first three weeks after implementation of these changes. We have been issuing warnings. Based on the feedback received, people in general are thrilled about the new payment options. Currently, up to 50% of the revenue is being generated by credit cards. There has been also an increase of almost 100% in revenue, although the slower months are coming ahead. We are now on the trial period of the payment kiosks, where payments are made using the license plate number, without the need to go back to the vehicle and putting the ticket on the window.

Mason: Is the holiday shopping season parking program happening?

Buteau: It will happen this year, but we will need to have a conversation about what is going to happen in the future.

Spencer: We will follow the recommendations from the parking study.

Ayres: Have you received any feedback from businesses or restaurants?

Buteau: Haven't heard much. Most restaurants and businesses understand the changes needed and how these changes would benefit them. With the new changes, most employees end up parking outside the downtown core, opening up spaces for customers. We are seeing more turnover. We will develop more statistics. All these changes are part of Phase I. We will be reviewing the price of parking tickets and we will roll out the pay by cell phone option in Phase II.

7. Councilors Updates

Ayers: Can we briefly discuss the formation of the Task Force for the North Avenue Corridor?

Spencer: We are looking at late winter/early spring for the selection and appointment of the Task Force for the North Corridor, so the City Council can appoint this Task Force.

Tracy: One constituents has contacted me regarding the time when the signals start flashing mode and he is having trouble crossing Colchester Avenue (at Mansfield & Prospect)>

Spencer: We can look at the option of having the lights go flashing at a different time to deal with this issue.

8. Adjourn

Meeting adjourned at 5:45 PM

The next TEUC meeting will take place on Wednesday, December 17th at 4:45 PM



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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.