



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
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www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

DPW COMMISSION MEETING AGENDA
July 21, 2021
6:30 – 9:00 p.m.

To attend the meeting in person:

DPW Front Conference Room, 645 Pine St, Burlington, VT 05401

To join or watch the meeting remotely, including to submit public comment:

Join via Zoom, <https://us02web.zoom.us/j/83495330508>

To call into the meeting, including to speak during public comment:

301-715-8592 Webinar ID: 834 9533 0508

Channel 17 also often livestreams this on their YouTube channel and airs it over the air at a later date. Note that comments on YouTube are not monitored.

- 1 Call to Order – Welcome – Chair Comments
- 2 5 Min Agenda
- 3 5 Min Election of Chair, Vice Chair and Secretary
- 4 10 Min Public Forum (3 minute per person time limit)
- 5 5 Min Consent Agenda
 - A No Parking Zone on Lakeside Ave
 - B Cherry Street – Add 15 Minute Parking Space
 - C Shelburne Street Roundabout Temporary Ordinance Changes
- 6 20 Min Sustainable Infrastructure Plan 2.0
 - A Communication, M. Keenan
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested –None
- 7 30 Min Draft FY'22 Goals and Objectives
 - A Communication, C. Spencer
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested –None
- 8 5 Min Approval of Draft Minutes of 6-16-21

- 9 10 Min Director's Report
- 10 10 Min Commissioner Communications
- 11 **Adjournment & Next Meeting Date – September 15, 2021**



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City of Burlington
Department of Public Works

Technical Services Engineering Division
645 Pine Street, Suite A
Burlington, VT 05402
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Memo

Date: July 15, 2021

To: Public Works Commission

From: Phillip Peterson E.I., Associate Public Works Engineer *PCP*

CC: Norm Baldwin P.E., City Engineer

Subject: No Parking Zone on Lakeside Avenue

Recommendations to the DPW Commission:

7 No-parking area.

No person shall park any vehicle at any time in the following locations:

- On the south side of Lakeside Avenue Street beginning at Conger Avenue and extending east to the driveway for 115 Lakeside Avenue.
- On the north side of Lakeside Avenue Street beginning at the driveway for 128 Lakeside Avenue and extending west to the driveway for 50 Lakeside Avenue.
- On the north side of Lakeside Avenue Street beginning at the crosswalk at the intersection of Conger Avenue and the driveway for 50 Lakeside Avenue and extending west for 30 feet.

Purpose & Need:

The purpose of these recommended traffic regulation amendments is to be in compliance with the Vermont Agency of Transportation (VTrans) guidelines. The parking prohibition adjacent to crosswalks is based on the VTrans "Guidelines for Pedestrian Crossing Treatments." This need will improve sight lines between pedestrians and motorists, increasing safety for those using the crosswalk. The recommended parking prohibition under the bridge will meet effective travel width for emergency service's needs, and ensure appropriate sight lines.

Project Checklist:

	N/A	Yes	No	Reference
Aligns with MUTCD standards and/or established City Policy?		X		Vermont Agency of Transportation "Guidelines for Pedestrian Crossing Treatments"
Aligns with City plans?		X		PlanBTV Walk Bike

Followed Public Engagement Plan?		X		These Traffic Regulation changes are defined as an INVOLVE project in the Public Engagement Plan (PEP).
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Summary and Conclusion:

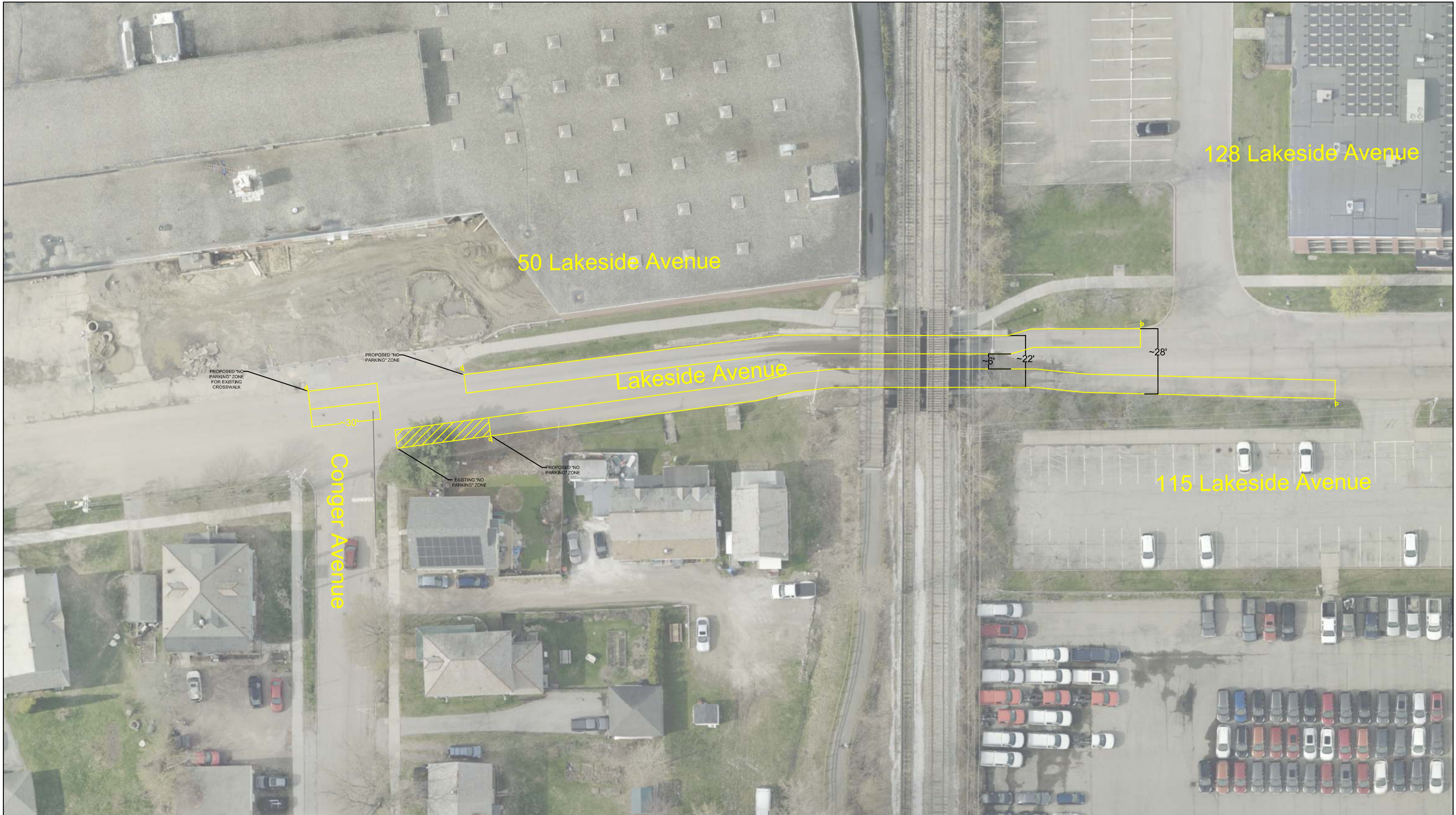
The issue of curb parking restrictions concerning pedestrian and vehicle safety is related to the level of congestion within an urban area, the type of roadway, and the land use. Low volume areas are usually not considered due to the low number of parked cars and the low number of pedestrians present in such areas. The increased volume of vehicles and traffic on Lakeside Avenue has increased the need for parking; especially in proximity of the new Hula Building at 50 Lakeside Avenue. Given this increased parking need, some vehicles have been parking on Lakeside Avenue adjacent to the rail bridge; however this cross-section of the street was not designed to allow for parking. Due to the limited space DPW Staff is recommending the Public Works Commission approve a parking restriction underneath the rail bridge on Lakeside Avenue. Additionally, to facilitate safe crossing and meet required standards, parking must be removed adjacent to the crosswalk at the Conger Avenue and the Hula parking lot driveway. This would increase sight distance and improve safety at the crosswalk, (see Attachment-1).

Public Engagement:

In preparation for the 7/21/21 DPW Commission Meeting, Staff placed flyers at each property along the block adjacent to the proposed parking restrictions. Staff received one (1) email and one (1) phone call in regards to this matter, both the email and phone call support the proposed no-parking zones along Lakeside Avenue, (see Attachment-2).

Attachments:

1. Site map.
 2. Public Correspondence.
-



SCALE: 1" = 40'



LAKESIDE AVENUE
NO PARKING ZONES



**BURLINGTON
PUBLIC WORKS
ENGINEERING DIV.**

645 PINE STREET
BURLINGTON, VT 05401
(802) 863-9094
(802) 863-0466 (Fax)

DESIGNED PMP	
DRAWN PMP	SCALE 1"=40'
CHECKED NB	DRAWING NO.
DATE 7/14/2021	SHEET 1 OF 1

Attachment 2

Public input correspondence emails

Thu 7/8/2021

Thank you for reaching out to hear our thoughts! We would also like to thank you all for the great job you do for us, we know it's not easy.

Although the ideas presented are great and should be enacted, my family and I think they are of the lowest priority. Speed bumps, children at play signs, and speed limit signs to curb the onslaught of cars doing 30-40 mph (often more) on Lakeside is imperative before someone gets injured or killed. The encroachment of driveways is also a common refrain and source of stress and anger among my neighbors and me. It is especially egregious in front of 51-53 Lakeside where people think they can park 2 vehicles in a space that only accommodates one. Lines designating all parking spaces on Lakeside are needed! Actual crosswalks with designations and flashing lights are desperately needed at Lakeside and Conger as well as Lakeside and Central.

The Act250 board decided that none of this was needed at a few meetings regarding parking for HULA, claiming they have enough spaces for everyone. Unfortunately, that really doesn't matter as most people feel the need to park as close as possible and that means cramming their cars into any space near the front door, AKA Lakeside Ave.

Lakeside Avenue has been turned into a one-way street for the most part. Taking care of people not parking by the bridge seems like a no-brainer. However, I have very rarely ever seen anyone park in the areas of question. The real, consistent problem is speed, lack of signage, and the street is too narrow to accommodate people parking on both sides. This is exacerbated by the sometimes large gatherings at the St. John's Club.

Why not stop ALL parking on the south side? What would you be losing, 5 maybe 6 spaces? Please consider doing the job that the ACT250 board decided wasn't more important than saying no to big money across the street at Hula.

Thanks for your time and consideration!
The Wallace family

Public input correspondence phone calls

Wed 7/14/2021

Associate engineer Phillip Peterson received a phone call from a local resident in support of the DPW Staff recommendation.



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Memo

Date: July 21, 2021

To: Public Works Commission

From: Laura Wheelock, P.E., Senior Public Works Engineer
Olivia Darisse, P.E., Public Works Engineer

CC: Chapin Spencer, Director of Public Works
Norm Baldwin, P.E., City Engineer/Asst. Director – Technical Services

Subject: Shelburne Street Roundabout Temporary Ordinance Changes

Recommendations:

Staff requests DPW Commission approval to give the Shelburne Street Roundabout project manager authorization to effect temporary ordinance changes related to parking restrictions, traffic regulations, and designated truck routes within the project area during construction.

Purpose & Need:

Construction activities for the Shelburne Street Roundabout project are expected to begin in late July. These activities will interrupt access to driveways and on-street parking facilities on residential streets, as well as designated truck routes within the project area. The contractor may also need to establish temporary stop conditions as part of the project's traffic control plan. The purpose of staff's request to authorize temporary ordinance changes is to:

- Accommodate residents who lose access to driveways and on-street parking during construction by temporarily authorizing the use of parking on nearby resident-only streets.
- Designate alternate trucking routes around the project area, as necessary during certain traffic control phases.
- Authorize the establishment of temporary three-way stop conditions as necessary per the contractor's proposed traffic control plan.

Summary and Conclusion:

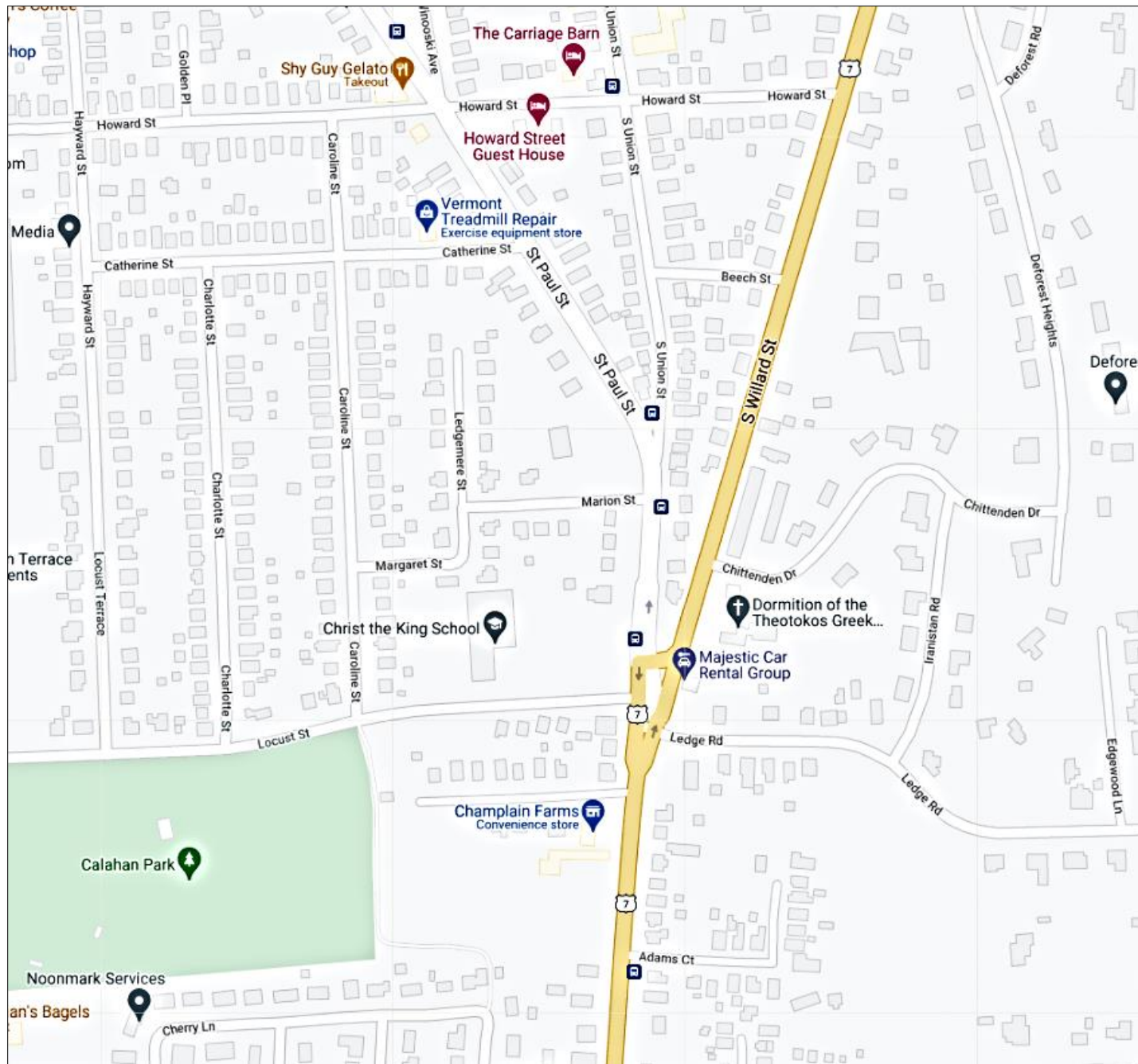
Access to driveways and on-street parking facilities will be impacted on South Willard Street, St. Paul Street, Ledge Road, Gove Court, Locust Street, Adams Court, and Shelburne Street. Throughout various phases of the project, the existing truck routes on Shelburne Street and St. Paul Street may be detoured or limited to one-way travel. Staff requests authorization from DPW

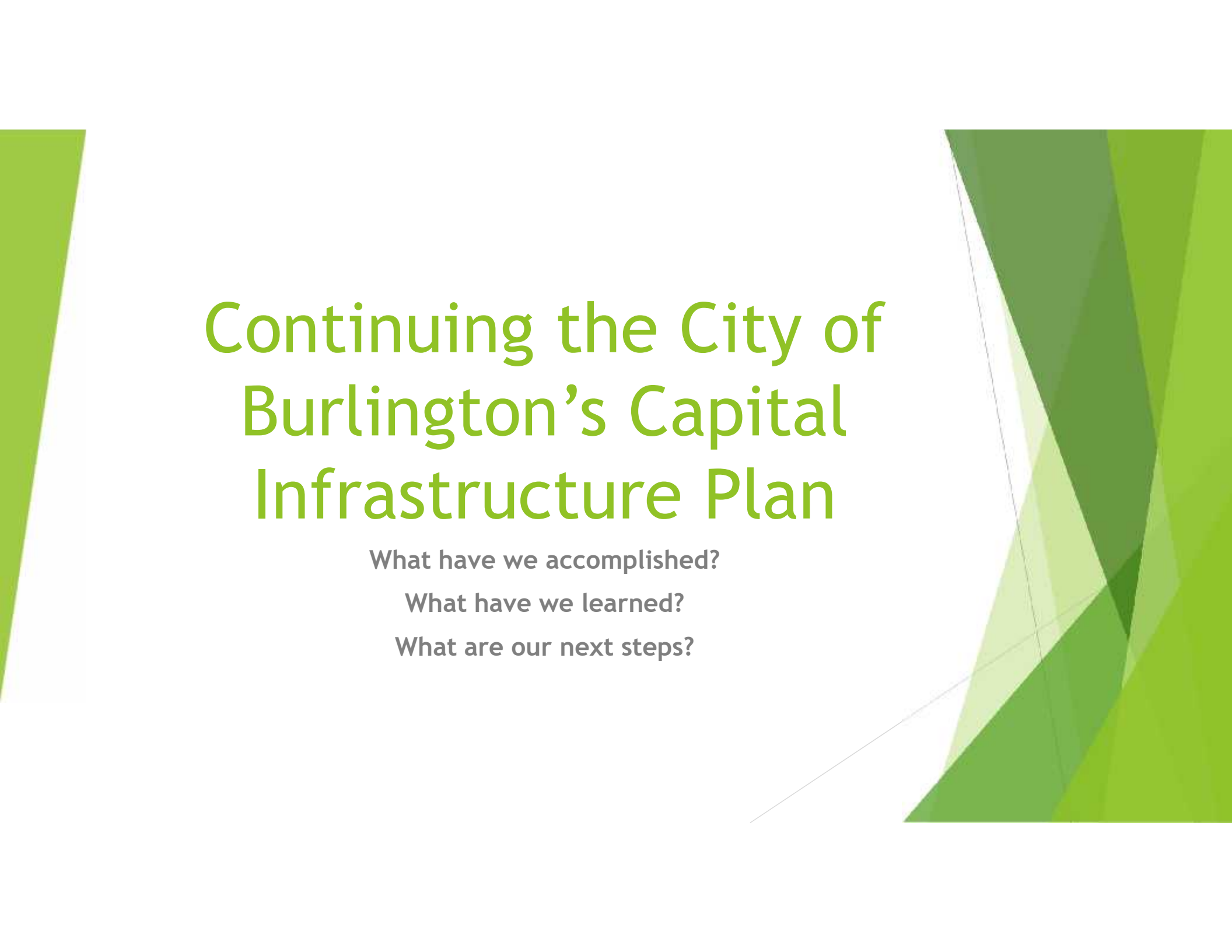
Commission to implement the following temporary ordinance changes as needed throughout the duration of project construction:

- Authorize residents who lose access to driveways and on-street parking facilities within the project area as a result of construction activities to utilize any of the resident-only on-street parking facilities on Gove Court, Adams Court, as well as time-restricted parking on Locust Street. Unrestricted on-street parking is also available on Caroline Street, Charlotte Street, Marion Street, and the south side of Locust Street from Shelburne Street to Callahan Park.
- Designate Locust Street and Howard Street as temporary truck routes as necessitated by detours implemented as part of the contractor's proposed traffic control plan.
- Authorize the contractor to establish a three-way stop condition at Howard Street and South Willard Street, per the contractor's proposed traffic control plan.

Attachments:

1. Site Map
-



The background of the slide features abstract, overlapping green geometric shapes, primarily triangles and polygons, in various shades of green, creating a modern and dynamic visual effect.

Continuing the City of Burlington's Capital Infrastructure Plan

What have we accomplished?

What have we learned?

What are our next steps?

What have we accomplished?

- ▶ Created a Capital Committee with policies, and procedures to aid in prioritization of projects
- ▶ Set up and implemented a Fleet Maintenance Policy, committee and strategy for long term sustainability
- ▶ Improved over 14 miles of sidewalks
- ▶ Doubled our street reinvestment
- ▶ Created an Asset Management Committee, implementing a software platform to better manage our assets
- ▶ Implemented electronic door systems, improving security in city buildings
- ▶ Replaced the old city video security systems with a new single system tied to the city dispatch team
- ▶ Improved our IT infrastructure and services
- ▶ Created a new Parks Facilities maintenance building
- ▶ Improved our plan to include more infrastructure for Public Safety
- ▶ Rehabilitated 90% of the bike path
- ▶ Major renovations to 645 Pine Street and City Hall
- ▶ Improved multiple city building envelopes with insulation, new roofs, and new HVAC systems

Slide 2

- CS1** Great summary. Can we follow it with a slide with a bunch of pictures of the improvements? People want to see pictures.
Chapin Spencer, 7/15/2021
- CS2** I think it is clearer to list total miles of sidewalk reconstructed (I believe 14 or 15 miles). 'Additional' is confusing as people don't know the baseline.
Chapin Spencer, 7/15/2021
- CS8** Rob may have some compelling charts on the Sustainable Infrastructure Plan's success. Charts tell a compelling story.
Chapin Spencer, 7/15/2021



Fleet



What have we learned?

- ▶ The Capital needs are evolving with the City
- ▶ Our initial understanding of our assets was not complete
- ▶ We have decades of deferred maintenance to catch up on
- ▶ Having an overall understanding of all the competing needs helps to prioritize and create better strategies
- ▶ The FY22 Budget survey showed strong support of our infrastructure



Capital Planning is like owning a car

Preventive Maintenance: Changing the oil, rotating tires, checking fluids, changing brake pads

Long term maintenance: fixing dents, changing the rotors, complete brake jobs

Capital planning: saving to replace the car, knowing when it will need replacement and being prepared

Slide 5

- CS3** I like the evolving in the first bullet and instead of growing, should we say something about -- needing decades to catch up on years of deferred reinvestment?
Chapin Spencer, 7/15/2021
- CS6** Another item we learned was a very strong support of infrastructure from the Mayor's FY'22 Budget survey. You may want to reference that for background support.
Chapin Spencer, 7/15/2021

What are our next steps?

- ▶ Present the next five year Capital Plan (FY'22 - FY'26)
- ▶ Prioritize our needs
- ▶ Strategize to utilize all funding opportunities as they come available
 - ▶ ARPA funds
 - ▶ State Infrastructure Funds
 - ▶ State Climate Change Funds
 - ▶ Federal Infrastructure Bill
- ▶ Work to build an understanding of what a sustainable Capital Plan is and what it will entail to maintain

Continuing our Infrastructure Plan

- Funding needs over 3 years

Annual Investment:

- ▶ Sidewalk reinvestment - \$1,700,000
- ▶ Streets reinvestment - \$ 700,000
 - ▶ This is above & beyond the Street Capital annual tax allotment
- ▶ IT infrastructure - \$ 300,000
- ▶ Transportation Planning - \$ 460,000
- ▶ Capital Project mgmt. - \$ 800,000
- ▶ Facilities
- ▶ Parks Projects -
- ▶ Fleet -
- ▶ Public Safety -
- ▶ Total annual need ^{CS4} \$3,960,000

Three year Need:

- ▶ \$5,100,000
- ▶ \$2,100,000
 - ▶ Street Capital funds \$1.6M/year for an overall investment of \$6M +
- ▶ \$ 900,000
- ▶ \$1,480,000
- ▶ \$2,400,000
- ▶ \$4,500,000
- ▶ \$3,000,000
- ▶ \$5,250,000
- ▶ \$5,700,000
- ▶ Three Year Need: \$30,330,000

Slide 7

CS4 Total ANNUAL need? Continuing need sounds ill defined and confusing.
Chapin Spencer, 7/15/2021

Other Capital Needs

- ▶ We have numerous large grant projects requiring a local match
 - ▶ Railyard Enterprise
 - ▶ Champlain Parkway
 - ▶ Shelburne Street Roundabout
 - ▶ Rail re-alignment
- ▶ Masterplans to implement
 - ▶ Bike Ped Master plan
 - ▶ Parks Master plan
- ▶ There are large revisioning projects to consider:
 - ▶ Fletcher Free Library
 - ▶ Fire Station Consolidation
 - ▶ Memorial Auditorium
 - ▶ Consolidated Collection

Considerations

- ▶ Debt Policy cap
- ▶ Other Funding opportunities
- ▶ Request a new General Obligation Bond in November to voters
- ▶ Strategy to create a sustainable plan to maintain a vibrant downtown
- ▶ The longer we defer our repairs, the more it will cost

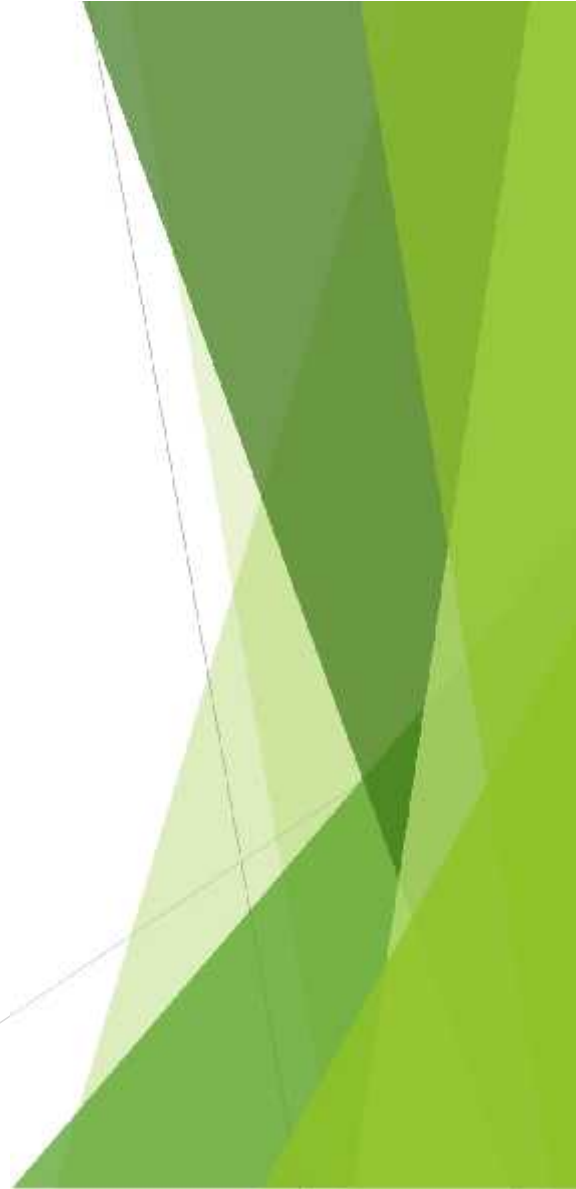
Slide 9

- CS5** Need a slide that details out the specific steps through November vote. Need to show special Aug 18 DPW Commission meeting. Sept Council meeting, etc.
Chapin Spencer, 7/15/2021
- CS9** At the end of the timeline, we need to show Water bonds coming to the 2022 Town Meeting Day ballot. Need to make clear that this is for GF, but Water is preparing for March.
Chapin Spencer, 7/15/2021
- CS7** Another consideration is the longer we delay reinvestment into failing systems, the more expensive the fix becomes. It is a necessary, though tough, issue to work through.
Chapin Spencer, 7/15/2021

Schedule

- ▶ July 21 - DPW commission - introduction
- ▶ July 21 - Library commission
- ▶ July 27 - Police Commission
- ▶ July 28 Ward 4 & 7
- ▶ August 1 - Parks commission
- ▶ August 5 - Ward 6
- ▶ Board of Finance - August 9th
- ▶ August 11 - Ward 1 & 8
- ▶ August 12 - Ward 2 & 3
- ▶ August 18 - Church St. Marketplace
 - ▶ Fire Commission
 - ▶ DPW commission
- ▶ August 19 - Ward 5
- ▶ September 13 - Council approval to go to voters
- ▶ November 9th - special election

Questions?



**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JUNE 16, 2021**

Commissioners Present: Commissioner Archambeau, Commissioner Barr, Commissioner Bose, Commissioner Hogan (Chair), Commissioner O'Neill-Vivanco (Vice-Chair), Commissioner Overby.

Commissioner Absent: Commissioner Gillman

ITEM 1 – CALL TO ORDER

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

ITEM 2 – AGENDA

Commissioner Barr made a motion to approve agenda
Commissioner Bose seconded
Unanimous approval

ITEM 3 – PUBLIC FORUM

Zoe Kennedy: Ms. Kennedy stated that she is a new commissioner and will be starting at the July meeting. She spoke in support of protected bike lanes that were presented as part of the Colchester Avenue study, and circulated a petition for support of the redesign.

Isabella Dekluyver spoke in support of the separated bike lane especially in the narrow spaces where it is not safe to travel in road. A separated and raised bike lane is needed.

Tony Redington stated that we need to improve pedestrian and bicycle travel and spoke in support of roundabouts, including the option presented in the Colchester Ave study.

Monica of Ward 2 is an advocate for the raised bike lanes. She is happy to see more bike lanes but cars still park in the bike lanes. She spoke for the need to change our culture for more biking and make it more accessible. She urged the City to invest in raised bike lanes.

Martin Wolf lives on Colchester Avenue and is in support of the bike lanes. With a raised bike lane going over the edge creates a hazard. Would like to see the bike lanes with pylons like what is on North Union Street.

Jason Stuffle is an advocate for bike transportation and would like to see a dedicated bike lane separated from the road. Burlington can be a real showcase for what can be done. And as far as youths on board is in full support feeling that a younger member's viewpoint would be good for the Commission.

David Sidel is in full support for Colchester Avenue changes. The transportation sector is trapped in single occupancy cars. He feels that a raised and separated bike lane is a good option.

Gail Rose is pleased with all the bike lane lanes and uses her bike more. She rides on the sidewalks on Colchester Avenue as she feels it is not safe for bicyclists to be on the roadway. People will use the bike lanes when they are in place.

ITEM 4 – CONSENT AGENDA

A – Remove ADA space at 54 Pitkin Street

B – Proposed ADA space at 181 South Union Street

Commissioner Barr made a motion to accept the Consent Agenda

Commissioner Bose seconded

Unanimous approval

ITEM 5 – COLCHESTER AVENUE/EAST AVENUE SCOPING

DPW Senior Planner Losch presented along with Jason Charest from the Chittenden County Regional Planning Commission. The goal of this study was to identify transformational, long-term improvements along the Colchester Avenue corridor and at the intersection of Colchester Avenue and East Avenue that re-envision the multimodal gateway corridor following years of incremental change outlined in previous planning and design efforts. The study focused on consistent, multimodal improvements for the one-mile long corridor from the connection with Pearl Street at the intersection of North and South Prospect Streets, east to the Green Mountain Cemetery, then north to Barrett Street and the Winooski River crossing. In addition, the study pursued safety improvements for the intersection of Colchester Avenue and East Avenue.

The purpose of the study was to identify and prioritize improvements along the corridor, which will enhance bicycle mobility and improve parking management while supporting local businesses and at the intersection of East Avenue, which will improve safety for all modes of transportation.

The corridor is a major corridor for transit in the city. VTrans have identified this corridor as a priority for safety improvement with three high crash locations and one HCL segment. A highway safety improvement program location review conducted at

Colchester Avenue and East Avenue intersection included recommendation to realign East Avenue and update signal equipment to improve safety.

Public outreach revealed some the desire for consistent and protected pedestrian and bicycle accommodations, improved accommodations at intersections for pedestrians and bicyclists, curbside access to transit and neighborhood based solutions to on street parking while supporting the high turnover parking needs of businesses.

There were plans developed to reflect the preferred corridor concepts and intersection alternative which consisted of a combination of raised and separated bike lanes along the corridor segments with targeted on street short term parking and pull outs for transit stops, delivery vehicles or other short term uses as well as new equipment, striping, a crossing on a western leg of the intersection and a dedicated bike signal for the intersection with East Avenue.

Commissioner Archambeau stated that in summery the sentiment of the community is that they are in support of the raised bike lanes on Colchester Avenue.

Jason Charest stated the we need to find the path of least resistance or design. When looking at the cost analysis there is the safety benefits with the roundabout. Roundabout do cot more than a signalized intersection. There is less maintenance with the roundabout and there is traffic calming 24/7 as vehicles cannot fly through roundabouts.

Senior Planner Losch stated that this is the better design, there was a community process to take into consideration, the cost and safety factors. Both concepts are sound and viable at this location.

Commissioner Archambeau stated that this is on us as a community and you have done a thorough work as possible. Asked if we have data around crashes in this whole corridor.

Nicole Losch stated that VTrans has all the information on crashes but we can get this information for you.

Commissioner Barr stated he believes roundabouts are safe but that it may not be right in this intersection for cyclists. Referenced that Jeff Speck, renowned urban planner, recently spoke in Burlington, believes that modern roundabouts are not right for areas where pedestrian/cyclist vitality is desired.

Commissioner Bose stated he is in favor of the raised bike lanes. Wants broader sense of what the local residents think about this. Need more surveys from the local residents and get more data on what people think about roundabouts.

Vice Chair O'Neill-Vivanco stated that finding ways to increase engagement is always a challenge. Why are emergency vehicles, ambulances not in favor of a roundabout?

Jason Charest stated the concern with the ambulance drivers is the amount of jostling through the signalized intersection necessary rather than going straight through.

Commissioner Overby is also in support of the raised bike lanes. She is a proponent of roundabouts. She feels people are not well educated on roundabouts and that people will learn to want different things. Not a well educated public on roundabouts and safety. Does not feel Advisory Committee had all the right information to make informed decision. Feels like financial figures are not accurate and that we don't have enough information to make the roundabout option clear enough as a better option. The information presented needs to be accurate and complete, rather than dealing with generalities. Commissioner Overby stated that a roundabout should be considered for this location; also supports separated bike lane.

Commissioner Bose asked for an answer to the cost benefit question. Senior Planner Losch stated that this was developed by VTrans as they have projects that they compare with. The annual cost and benefits are developed by VTrans. Senior Planner Losch also stated that the signalized cost estimate is by our staff, \$6,000 in capital costs per year which includes replacing the equipment down the road.

Jason Charest confirmed the preliminary costs are annualized construction costs.

Commissioner Overby stated it would helpful to more specifically label the data it would be clarifying.

Commissioner Hogan asked about the left turn procedure of a person on a bike pull over or push pedestrian signal, if this was installed whether or not the bike would have to push the button to get across. Commissioner Hogan also asked about consideration for protection at the East Avenue intersection. Senior Planner Losch stated there is not enough space for a protected/dedicated bike signal. Commissioner Hogan asked about implementation of a time frame. Losch stated they were not sure yet it has to be added onto the Capital Plan, general community priorities, funding is still a challenge. Commissioner Hogan stated that if we could get more input from operators of emergency vehicles would be more helpful.

Tony Redington stated that Jason promised for second of delay during driving travel times; that data was not available online. Spoke about queues at roundabouts are far less. Recommends using stop-delay to measure fuel consumption. Conducted before/after survey for Montpelier residents who live near roundabout and 85% were favorable/neutral.

Sharon Bushor stated that she does not favor roundabouts but hear people saying they want to keep exploring this. One area to focus on is ambulance driver concerns, impacts to patient and to the hospital. On East Ave – off of University - BED has a substation with massive trucks that turn on. Not sure how roundabouts handle oversized vehicles and if anyone spoke with BED about this. Next point is that even though there were public meetings, the bike community is very well organized and out in force. Drivers are losing parking, it is very congested and not enough room for parking. Rental properties will be forced to park in backyards, taking up grass area and which creates more storm water runoff problem. Not an inclusive city for older people, renters or those with cars.

Councilor Jack Hanson stated he thinks this is a big step forward. This can be a game changer. As for the roundabout, it disrupts the level of comfort and security for cyclists to need.

Zoe Kennedy conducted public outreach about this project and there was public support from people on this corridor and they were aware of this. We have promoted petitions in the area and they are in support of the project. We want bike lanes and improvements to the intersection. Does not agree with roundabout in that intersection.

Dave Cawley stated he sent a memo out for parking management. Cemetery and East Avenue, Thibault Parkway there is room on the street for parking, I have only seen 14-16 cars on Colchester Avenue, solutions parking in neighborhoods but there is also a corner from the neighbors about parking on the streets in their neighborhood.

Jason Stuffle stated that the conversation comes down to money versus safety. Can't put a price on safety, which should be main focus. Studies show that roundabouts are safer, slow traffic down, change people's perception of the road. Also supports raised bike lanes study around the intersection. Does not agree with intersection being signalized.

Commissioner Barr made a motion to accept staff's recommendation with more discussion of the East Avenue and Colchester Avenue intersection.

Commissioner Bose seconded. Shared that this is a model for something we want to see across the City, but most of tonight's comments were focused narrowly on the roundabout.

Commissioner Archambeau is concerned with the language in the motion as it leaves an impression that things will be paused to focus on the intersection.

Commissioner Barr rephrased his motion to make a favorable recommendation to move the project forward. Recognizes debate will continue at TEUC, Council, etc.

Commissioner Bose seconded amended motion

Commissioner Overby stated she would like to have a separate motion on raised bike lanes from the intersection. Supports protected bike lanes, but not motion as worded. Wants Commission to be clear whether to move forward with a signalized intersection or roundabout.

Commissioner Archambeau – Yeah

Commissioner Barr – Yeah

Commissioner Bose – Yeah

Vice Chair O'Neill Vivanco – Yeah

Commissioner Overby stated no for reasons specified.

Commissioner Hogan – Yeah

Motion passes 5 to 1.

ITEM 6 – CONSOLIDATED COLLECTION STUDY UPDATE

Current collection of residential trash, recycling and compost in the City of Burlington is fragmented, inefficient and costly. A fully consolidated collection system will improve convenience, reduce environmental and community impacts, and save residents money. We suggest the Public Works Commission move to recommend the City Council approve a resolution that:

- Advances implementation of a fully consolidated collection system for at least 1 to 4 unit residential properties in Burlington;

- Proposes implementation of a hybrid consolidated collection model where the City continues to collect recycling and franchised private haulers collect trash and organics;

- Requests City staff initiate a resident engagement process to determine the specific service levels and options that will be initially offered and return to the City Council by March 2022 with the service level recommendations and an updated timeline.

Problems with the current system include:

- Confusing pick up schedules with households managing pick-ups of the various waste two or three different days a week;

- More truck traffic, emissions and road damage from multiple haulers servicing the same streets.

- More costly service due to multiple trash and compost haulers servicing the same streets

- Current city recycling program is under resourced which has put burden on existing recycling staff and the overall street maintenance team.

Studies have identified significant consolidated collection benefits.

- Reduce costs to residents and haulers through more efficient collection routes

- Reduced environmental costs of excess truck traffic
- Reduced infrastructure impacts and excess truck traffic
- Reduced litter using wheeled carts by all residents
- Reduced noise in neighborhoods
- Better compliance with State and local mandates

There are four major consolidated collection options for consideration

- Franchise Model
- Franchise model with city bid
- Municipal Operation Model
- Hybrid Municipal/franchise model

Overall analysis:

- Achieves goals of a fully consolidated collection system
- Builds off the structure and capacity the City has already built for recycling
- Does not expand city's heavy commercial vehicle fleet, only increases staff
- Creates additional union positions that can support city maintenance needs
- Funds the addition recycling program positions
- Does not appear to require Charter Changes or voter approval
- Does not require customer service teams to establish and manage billing

Provides future flexibility to expand municipal operations of collections

Maintains role for the private haulers while improving the efficiency and cost effectiveness of collection system for residents.

Director Spencer stated that the city supports the hybrid option.

Commissioner Barr supports the recommendation of DPW.

Commissioner Bose supports recommendation and appreciates the options.

Vice Chair O'Neill-Vivanco supports the hybrid option. She has a note from a resident of Burlington who doesn't want to lose her trash hauler and that people want a choice. We need to communicate to the haulers what our needs are as a city – safety, choice, trash bin placement.

Commissioner Archambeau is a fan of the municipal option, but sold on the hybrid after hearing the explanation. He is a fan of consolidated collection. Had a question about livable wage being paid in Burlington to the franchised haulers and Director Spencer stated that yes it would be required by the city.

Commissioner Overby stated she fully supports consolidated collection but does not support the hybrid model. She supports #3 and would like a resident engagement process up front. She stated the start up cost not as comprehensive as franchise 1-4

unit residents. Hauler will still be doing trash for commercial businesses and larger apartment buildings. Asks for clarity how savings are achieved for the resident.

Director Spencer stated we will be aligning routes and hauler will allocate to districts there will be efficiency, speed, less time and the savings will be passed onto the resident. City has operated recycling for decades and it costs about \$1.30 each week and that represents the power of consolidated collection.

Commissioner Overby said the chart showing costs to resident doesn't really show savings to the public. It is also not clear what the schedule for pickups would be – weekly, every other week, all streams or not, etc. Also curious why the municipal option was not part of the original study.

Director Spencer referenced the prior CSWD study, which looked at municipal options. That study did not lead to implementation due to public views, hauler opposition. 2018 resolution did not specify which model(s) to study.

A discussion further ensued about the collection of the solid waste generation tax and how City costs add onto the report and numbers that GBB put together.

Commissioner Overby stated there was no discussion or mention of drop off at Flynn Avenue in the material?

Director Spencer stated that we would have to purchase the Flynn Avenue site and right now we own 339 Pine Street and it is under city control.

Commissioner Overby asked if the Railyard Enterprise Project would have impacts on the Pine St drop off center.

Director Spencer discussed old Champlain Parkway alignment, but that the preferred alternative for the REP has not been developed. Actual impact is not yet fully understood.

Commissioner Bose stated he appreciates the detail that Commissioner Overby has with her questions but we have people from the public who would like to speak. Asks if we can move forward due to level of detail which is drowning out other kind of discussion.

Commissioner Archambeau seconded that.

Commissioner Overby stated she had a document from Gene Bergman in which she would like to read as he was unable to come to the meeting tonight. Public Information Manager Goulding stated that he received it as well and was posted on the website.

Mr. Goulding read Mr. Bergman's comments.

Michael Casella of Casella Waste stated there will be an increase in taxes – less fee at drop off and there is an emissions standpoint study on a lot of the same roads. You have to consider capital cost, we are not testing electric vehicles in some of our areas.

Jason Stuffle stated the city should have the motivation to reduce waste stream and to have the city take over control. Volume is where private haulers make their money.

Commissioner Archambeau made a motion to accept staff's recommendation.

Commissioner Barr seconded

Commissioner Overby stated she wanted to separate the motion and stated Item #3 should go first, conducting the survey of what public wants.

Commissioner Hogan asked if there was any other discussion. There is a motion to accept staff's recommendations.

Archambeau – Yeah

Barr – Yeah

Bose – Yeah

O'Neill-Vivanco – Yeah

Overby – No

Hogan – Yeah

ITEM 7 – YOUTH ON BOARDS

Director Spencer stated we will discuss this at next month's commission meeting, given the hour. Please read the memo that is in the packet for an explanation.

ITEM 8 – APPROVAL OF DRAFT MINUTES 5-19-2021

Commissioner Overby submitted changes ahead of the meeting for consideration.

Commissioner Archambeau made a motion to accept minutes with changes

Commissioner Barr seconded

Unanimous approval

ITEM 9 - DIRECTOR'S REPORT

COVID 19 recovery and transition out of state of emergency is ongoing.

This is the last commissioner meeting for Commissioner Archambeau and Gillman. We want to thank them for their service, Commissioner Archambeau for 9 years of service and Commissioner Gillman for 6 years of service.

ITEM 10 - COMMISSIONER'S COMMUNICATIONS

Vice Chair O'Neill-Vivanco wanted to thank the Public Works staff for all the preparation on tonight's topic as well as their attention to the details in the packet.

Commissioner Overby thanked Commissioner Archambeau for his time as a Commissioner.

Commissioner Barr would like to echo the thoughts of both Commissioner O'Neill-Vivanco and Commissioner Overby.

Commissioner Hogan was asked by a resident about water ponding on Park Street where the street was just paved. He also asked about the Battery Street detour. Director Spencer stated that was a Parks project in which we are helping. They are working on getting a company to do the line striping. I will check into this and let you know the status.

Commissioner Archambeau thanked everyone for their kind words and expressed his gratitude for being on the Commission and helping the citizens of Burlington.

ITEM 11 – ADJOURNMENT 7 NEXT MEETING JULY 21, 2021

Commissioner Archambeau made a motion to adjourn
Commissioner Barr seconded
Unanimous approval
Meeting adjourned at 10:00 p.m.

Burlington Public Works FY'22 Goals and Objectives - Draft v7-21-21

Our Mission: To steward Burlington's infrastructure and environment by providing efficient, effective and equitable public services

		DPW GOALS			METRICS	DIVISION	COMMISSION ROLE
	OBJECTIVE	Operational Excellence	Exemplary Cust. Serv.	Culture of Innovation			
	DPW-wide Objectives						
1	Go live with asset management program to advance City's data-driven stewardship of City's assets	✓	✓	✓	Fully implement Enterprise Asset Management (EAM) / Computerized Maintenance Management System (CMMS) tool in FY'22.	DPW-wide	Provide feedback on draft plan
2	Continue to close capital funding gaps across asset classes (Water, WW, Stormwater, Fleet, Streets, Sidewalks, Signals, Facilities) by developing and implementing funding strategies with stakeholders	✓			Advance next 5 year Capital Plan (FY'22-FY'26). Budgeted Funding vs. Actual investments vs. funding targets for each asset class. Service reliability (number of main breaks / year).	DPW-wide	Evaluate and recommend funding strategies
3	Enhance growth opportunities within department through professional development, job shadowing, succession planning, etc.	✓	✓	✓	% of staff participating in a professional development opportunity each year. % of positions that are filled internally.	DPW-wide	
4	Increase engagement of under-represented constituencies through enhanced outreach efforts while also ensuring capital project and maintenance prioritization does not inadvertently underinvest in these areas of the community	✓	✓	✓	Implement City's new Equity Toolkit. Capital project, program and maintenance prioritization evaluated for equity. DPW staff and engaged community members reflect the diversity of our city. Enhanced outreach engages more unrepresented residents.	DPW-wide	
5	Reduce injuries through strengthened safety program that includes active safety committee and online Learning Management System	✓	✓		DPW Safety Team meets monthly. Department meets majority of FY'22 safety goals. Reduction in recordable incidents and lost time injuries. Reduction of late injury reports.	DPW-wide	
6	Expand preventative maintenance program of pavement, pavement markings, sidewalk, guardrails, railings, fences, valves, fleet and other infrastructure that has historically not been adequately maintained -- and better prepare the department to maintain new assets	✓			Number of potholes, sewer plugs, main breaks decrease. Percent of fleet PMs to repairs increases. Maintenance crews trained and provided maintenance schedule for new assets. Consider new maintenance worker positions cost shared between General Fund and Water. New Asset Management program will better capture these metrics.	DPW-wide	
7	Provide effective coordination with private projects through project review and coordinated investments	✓	✓		Deptment turns material review in agreed upon timelines. Assists applicants with helpful guidance. Cambrian Rise, Cambria Hotel, Bove's, CityPlace progress according to timelines.	DPW-wide	
	Cross-Division Objectives						
8	Develop engineering standards that will efficiently direct future investments.	✓		✓	First phase of engineering standards compiled in FY'22.	Tech Services, Water Resources	Recommend adoption of standards to Council
9	Improve capital project accounting with enhanced systems, provide leadership in the development of formalized policies and procedures, and transition to multi-year capital budget accounting	✓		✓	Written policies and multi-year capital budgeting in place. Consider structural enhancements to strengthen financial management across divisions.	Tech Services, Water Res.	
10	Advance high priority capital projects (Champlain Parkway, Amtrak, PlanBTV Walk/Bike, Downtown Great Streets) in accordance with project schedules	✓			Projects advance according to project schedules. Annually budgeted capital projects completed. Adjust staffing to increase project management resources.	Tech Services, Water Resources	Review and approve ordinance changes related to projects.
	Division Objectives						

Draft Burlington Public Works FY'22 Goals and Objectives

11	Co-locate and integrate Parking Services and Parking Operations at 645 Pine; streamlining staff management, unifying provision of parking products and services, maintaining financial accountability and budget/charter compliance.	✓	✓	✓	Build off Phase 1b integration and work strategically through the redefinition/creation of positions articulated in Phase 1c, seeking City Council approval as needed. Physically relocate Parking Services to DPW in FY'22.	Parking & Traffic	Provide feedback and input on integration plan.
12	Unify parking resources within DPW, branded as ParkBurlington, providing a singular parking resource		✓		Continue integration DPW-managed, Parks-managed and third party parking assets unthe the management of Park Burlington	Parking & Traffic	Review and approve parking operations agreements and policy changes
13	Improve parking experience through new services, technology and metrics management.	✓	✓		Provide improved signage, communication tools and service (online and in person). Metrics dashboard for on-street and off-street parking system.	Parking & Traffic	Review and provide input
14	Increase utility of Impact Fees for signalization capital projects	✓			Clear record of impact fee usage, balance and plan for future capital projects, prioritized	Parking & Traffic	Review and provide input
15	Continue to increase City's EV Fleet in accordance with Net Zero Goals established by the Administration			✓	Percentage of EV/Hybrid vehicles purchased over fiscal years.	DPW Maintenance	Review and provide input
16	Expand use of transportation options while increasing safety of system and reducing overall environment impact consistent with City plans			✓	Implement second phase of Winooski Corridor Study in FY'22. Increase traffic calming implementations and reduce waiting list. Non-SOV mode share increases. Annual # of crashes decreases.	Technical Services	Review and approve ordinance changes related to projects.
17	Transition solid waste collection system for garbage, recycling and organics to a more integrated system		✓	✓	Get City Council direction on operating model in FY'22 and move decisively toward implementation (multi-year process).	Maintenance	Review study and recommend approval to City Council.
18	Implement Phase II of Clean Water Resiliency Plan capital upgrades in FY'22	✓			Complete construction of Green Stormwater Infrastructure and at least 2 pump station upgrades in FY'22.	Water Resources	Recommend approval of CWRF borrowing to City Council.
19	Implement Council-approved rate restructuring and affordability program for Water, Wastewater and Stormwater utilities	✓	✓		New rates, affordability program, and rebates established in first six months of FY'22.	Water Resources	Review proposed rate structure, recommend to Council
20	Advance second phase of Water Resources staffing plan for increased operational sustainability	✓	✓		Advance second phase of WR Re-org with proposed hiring of Water Resources Technician and W/WW Operators in Training.	Water Resources	
21	Complete Integrated Water Quality Management Plan for how City will meet its Clean Water Act regulatory obligations and its local water quality priorities & begin implementation	✓		✓	Acceptance of Plan by DEC. Secure Integrated Permit. Advance first phase recommendations.	Water Resources	Review and provide feedback on final draft of Integrated Plan
22	Improve cost allocations between DPW and other departments (ie. have Water credited for fire protection service, contain growth of PILOT payments, negotiate new Franchise Fee agreement for Water)	✓			More appropriate cost allocations between departments / funds. Would enable Water Resources Division to better reinvest in their aging systems.	Water Resources, CT office	
23	Improve process for customer requests related to transportation, traffic calming, and parking regulations	✓	✓	✓	Reduce outstanding traffic calming requests and reduce time to resolution and closing customer requests in SeeClickFix.	Technical Services, Administration	Consider potential process changes for evaluating requests.

**DEPARTMENT OF PUBLIC WORKS
645 PINE STREET
BURLINGTON, VERMONT 05401
COMMISSION MEETING JULY 21, 2021
FINAL MINUTES**

Commissioners Present: Commissioner Bose(phone), Commissioner Hogan (Chair), Commissioner Kennedy, Commissioner Munteanu, Commissioner O'Neill-Vivanco (Vice-Chair), Commissioner Overby.

Commissioner Absent: Commissioner Barr

ITEM 1 – CALL TO ORDER

Director Spencer called the meeting to order at 6:32 p.m. Director Spencer welcomed the two new Commissioners – Zoe Kennedy and Daniel Munteanu.

ITEM 2 – AGENDA

Commissioner O'Neill Vivanco made a motion to approve agenda
Commissioner Hogan seconded
Unanimous approval

ITEM 3 – ELECTION OF CHAIR, VICE CHAIR AND SECRETARY

Commissioner O'Neil- Vivanco nominates Rob Goulding at the clerk of the Commission.
Unanimous approval
Commissioner O'Neill-Vivanco nominate Brendan Hogan as Chair.
Unanimous approval
Commissioner Bose nominate Commissioner O'Neill-Vivanco as Vice Chair.
Unanimous approval

ITEM 4 – PUBLIC FORUM

There was no one from the public to speak this evening.

ITEM 5 – CONSENT AGENDA

- A. No Parking Zone on Lakeside Avenue
- B. Shelburne Street Roundabout Temporary Ordinance Changes

Commissioner O'Neill-Vivanco made a motion to approve the Consent Agenda.
Commissioner Munteanu seconded

Unanimous approval

ITEM 6 – SUSTAINABLE INFRASTRUCTURE PLAN 2.0

Martha Keenan made her presentation to the Commission, which included the accomplishments made during the past three years that included sidewalks, bike path rehabilitation, facilities accomplishments, public safety improvement, renovations of city buildings, a capital committee was formed and we have a fleet policy and strategy in place.

Martha stated that over the last three years we have also learned and have a better understanding of what is needed and the priorities of that list over the next three years to include the bridge maintenance in the City of Burlington.

The next step is to have the Capital Plan for the next three years and educate and get approval from the City Council, prioritize our needs and see what funding we can get from the state for infrastructure, climate change. Would like to get Tier 3 chargers for electric vehicles and use this funding and then we will have more funding for our city projects, this is also true for federal funding when available.

We are looking to do 3 miles of sidewalk every year; IT infrastructure, Transportation and Planning; Capital Project Management, facilities, parks projects, fleet maintenance and public safety.

Commissioner Bose asked if this was coming back to us at the next meeting and Mrs. Keenan stated a request to recommend going to the voters for \$30 million dollars.

Commissioner Munteanu asked about the sustainable infrastructure is coming out a lot. Mrs. Keenan stated that we are developing a plan throughout the city, as we want to be zero energy by 2030. We are looking into electric vehicles for our fleet where we can, have more pervious pavement, have more water green projects and reduce carbon footprint.

Commissioner O'Neill-Vivanco asked about the timing of state and federal funds. Mrs. Keenan stated that Governor Scott was in Washington to meet with President Biden and looked into both Arca and County funds, larger infrastructure bill; the state is looking for \$160 million for infrastructure work this year, 59 million for climate change we are just looking for a time line.

Commissioner Overby appreciates the work that Martha has done but has concerns about bond coming down the pipe are there going to discussions on this. If we get more information on these projects and people, understand what we are paying for. Commissioner Overby also asked about IT infrastructure do we get balances through

New World. Mrs. Keenan stated a new program is being implemented called Project Accounting which will run balances and reports on projects.

Fleet management we are trying to reduce the number of vehicle we own. With the new program we have when we trade in cars we can have more value.

Commissioner Overby asked about the Debt policy Cap. Mrs. Keenan stated that there is a ceiling on what the city could borrow is split between the school department and general funds. The lion's share of the money is with the school district. With BHS being downtown.

ITEM 7 – DRAFT FY'22 GOALS & OBJECTIVES

Director Spencer gave an overview of the goals and objectives of DPW. He briefly went over the three operational goals and asset management plan.

Commissioner Munteanu asked about the reach out to the vulnerable in the community

Rob Goulding stated that we are increasing our capacity to do outreach. Right now, we have notifications for parking bans in snowstorms and street sweeping in five or six language but we are looking to add another three to four as with the parking bans people can suffer financial loss with having to pay a towing bill if their car is towed. We are looking at the Racial Equity tool kit and language access plan. We are looking in how to get materials out.

Commissioner Bose stated we should be building on some of the lessons learned from COVID – find multi-cultural language liaisons. Timely communications is important.

Commissioner Overby asked what the name of the software was for asset management and we informed it was Vue Works.

ITEM 8 - APPROVAL OF DRAFT MINUTES 6-16-21

Chair Hogan stated that we needed a quorum to vote on June minutes and we did have that quorum.

Commissioner O'Neill-Vivanco made a motion to approve the June minutes.

Commissioner Bose seconded

Unanimous approval

ITEM 9 - DIRECTOR'S REPORT

Director Spencer made a note that our recycle driver Mark Westcott passed away unexpectedly about ten days ago. He stated we would be dedicating our new recycle truck in his name. We also will be collecting donations to help his son with educational advancement; he is a seasonal worker here at Public Works. We have had many

positive things said about Mark. His customer truly were grateful for all that Mark did for them.

Youth on Boards application have been put on the website for youth to apply. This is non-voting seat for any of the commissions within Burlington.

Would like to do an August meeting, I know we usually have it off, but we will need a vote on the sustainable infrastructure as well as City Place settle for the parking agreement for 100 Bank Street.

Railroad Enterprise hopefully will be hiring a design consultant.

Water rates were approved by City Council

Shelburne Street roundabout construction will begin next week.

Corey Mims has been promoted to Senior Engineer and will be working on the Railyard project, Champlain Parkway and the Amtrak project.

With the heavy storm last night we had three sewer overflows, this was minimal due to the work being done on the storm water and wastewater buildings has reduced the number of overflows

ITEM 11 – COMMISSIONER COMMUNICATIONS

Commissioner Overby wanted to remind everyone of the bike path meeting for North Winooski Avenue and the parking management plan at City Hall on July 22, 2021 from 6:00 p.m. to 8:00 p.m.

Commissioner O'Neill-Vivanco was wondering if painting sharrow timeline could be a little earlier in the biking season as waiting opposed to later in season.

Resident parking only – resident had a contractor doing work at her house and they moved their cars. They did not renew their sticker due to the pandemic and were issued a parking ticket. They did not like the tone of the letter from the City Attorney when they filed their letter contesting the ticket.

Commissioner Hogan's stated the detour on Battery Street is looking great. Looking for traffic calming on Colchester Avenue going down toward Winooski the lines are faded, would like to see bollards go in. Director Spencer stated that Quick Builds would be going in there.

ITEM 12 - ADJOURNMENT AND NEXT MEETING DATE – August 18, 2021

Commissioner O'Neill-Vivanco made a motion to adjourn the meeting with the note that the next meeting will be August 18, 2021.

Commissioner Munteanu seconded.

Unanimous approval, meeting adjourned at 8:30 p.m.