



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Tenzin Chokden, Clerks Office
From: Chapin Spencer, Director
Date: June 24, 2019
Re: Public Works Commission Agenda

Please find information below regarding the next **Special** Commission Meeting.

Date: **June 25, 2019**
Time: 6:30 – 7:00 p.m.
Place: **645 Pine St – Main Conference Room**

A G E N D A

ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 5 Min Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 20 Min Response to Open Meeting Law Allegations
 - A Communication, N. Lopez & C. Spencer
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested –None
- 5 5 Min Approval of Amended Draft Minutes of 4-16-19 & 5-15-19
 - A Action Requested - Vote
- 6 **Adjournment & Next Meeting Date – July 17, 2019**

Non-Discrimination

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.



**CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS**

645 Pine Street, Suite A
Post Office Box 849
Burlington, VT 05402-0849
802.863.9094 VOICE
802.863.0466 FAX
802.863.0450 TTY
www.burlingtonvt.gov/dpw

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

To: Tenzin Chokden, Clerks Office
From: Chapin Spencer, Director
Date: June 24, 2019
Re: Public Works Commission Agenda

Please find information below regarding the next **Special** Commission Meeting.

Date: **June 25, 2019**
Time: 6:30 – 7:00 p.m.
Place: **645 Pine St – Main Conference Room**

A G E N D A

ITEM

- 1 Call to Order – Welcome – Chair Comments
- 2 5 Min Agenda
- 3 10 Min Public Forum (3 minute per person time limit)
- 4 20 Min Response to Open Meeting Law Allegations
 - A Communication, N. Lopez & C. Spencer
 - B Commissioner Discussion
 - C Public Comment
 - D Action Requested –None
- 5 5 Min Approval of Amended Draft Minutes of 4-16-19 & 5-15-19
 - A Action Requested - Vote
- 6 **Adjournment & Next Meeting Date – July 17, 2019**

Non-Discrimination

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For

Martha R. Lang, Ph.D.
138 Colchester Avenue
Burlington, Vermont VT 05401
(802) 862-1094

To: Commissioners of Burlington Department of Public Works

Fr: Martha R. Lang, Ph.D.

Re: Violation of Vermont's Open Meeting Laws: Burlington DPW's Minutes for April 16, 2019 and May 15, 2019 Meetings

Dt: June 16, 2019

Dear Commissioners:

The DPW minutes for both April 16, 2019 and May 15, 2019 did not list the members of the public who attended. That is violation of Vermont's Open Meetings.

Secondly, please correct the minutes of the April 16, 2019 DPW meeting to reflect the truth: I support safe bicycling but if on street parking is removed from Colchester Avenue it should be replaced with parking on near-by side streets. That is what I said at this meeting and wrote in two letters to DPW (see attached). That is NOT what is recorded the DPW minutes.

To prevent future complications, I suggest that you postpone any action on removing on-street parking on Colchester Avenue until the department's records are corrected.

Thank you for your time and consideration.

Martha R. Lang, PhD.

COMMISSION MEETING SIGN IN SHEET

Date: April 16, 2019

NAME - (PRINTED)	ITEM #	EMAIL ADDRESS	PHONE #	WARD
Jason Stuffle	F			
Sophie Quest	F	guests600@gmail.com		I
Drew Pollak-Brace	F	andrew.brace@gmail.com	303-859-2370	4
Dave KERR	Public Forum	wdavid.kerr@comcast.net	802-279-7536	5
Erik Boytz	4 E & F	erik@burlyfontelecom.net	864-9572	5
Jason Segelman	4 F	jsegelman@netzero.net	802-338-8269	1
Rick Sharp	Ccl. Ave	sharon.henry@comcast.net	802-489-5113	
Martha Hare	Edgewater	Martha.hare@gmail.com	802-862-1094	1
Jane Burn	4C	Cheryl@burlyfontelecom.net	865-7337	
Allegra Williams	E + F	Allegra@localnotion.org		
David Crawley	F	davidcrawley@me.com	502-373-4790	1
Marley Kirby	F		802-502-241	1
Sheron Bulshor				
Patricia Seeland				

Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

COMMISSION MEETING SIGN IN SHEET

Date: _____

NAME - (PRINTED)

ITEM #

EMAIL ADDRESS

PHONE #

WARD

William W Coffey EV CarShare

William, W. Calfee Ogden, com

2025/05/20

h

Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

Burlington Department of Public Works Commission Meeting
Amended Draft Minutes April 16, 2019
645 Pine Street – Main Conference Room

Commissioners Present: Commissioner Alberry, Commissioner Archambeau, Commissioner Barr, Commissioner Hogan, Commissioner O'Neill-Vivanco

Commissioner Absent: Commissioner Gillman, Commissioner Overby

Item 1 – Call to Order – Commissioner Archambeau called the meeting to order at 6:35 p.m.

Item 2 – Agenda -.

Commissioner Barr made a motion to accept the agenda

Commissioner O'Neill seconded

Director Spencer had a request that Item A, Proctor Place Parking Restriction, be taken off, as there were residents that may have some concerns but were unable to attend the meeting to discuss.

Commissioner Barr amended his motion to take off Item A

Commissioner Alberry seconded

Unanimous approval.

Item 3 – Public Forum (3 minute per person time limit)

Jason Stuffle, Drew Pollock-Bruce, Jason Segelman, David Cawley and Nancy Kirby are all residents of the Colchester Avenue area, and agree that parking should be removed from Colchester Avenue to connect bike infrastructure.

David Kerr is a South Champlain Street resident who has no driveway or place to park on South Champlain Street since parking was removed on one side of the street.

Eric Brotz supports the earlier comments on Colchester Avenue. On Flynn Avenue the removal of four parking spots on Pine Street.

Rick Sharp stated we need painted lines, need to create separate pathways for bicycles.

Martha Lang ~~wants to keep parking on Colchester Avenue because many people depend on these parking spaces~~ supports safe bicycling but if on street parking is removed from Colchester Ave it should be replaced with parking on near-by streets..

Allegra Williams of Local Motion put up a petition on line to remove parking on Colchester Avenue.

Sharon Bushor, City Councilor, stated that down past the cemetery at 407 Colchester Avenue they are experiencing vibrations when cars and trucks go by and they have stuff falling off the mantel. She also summarized a recent Ward 1/8 NPA resolution where residents have asked that that resources be allocated to spot repairs for sidewalks and not just full runs. If you eliminate parking there are some houses with no driveways and no place to park

Bill Mahoney part owner of Kampus Kitchen stated they rely on two parking spots in front of store.

Item 4 – Consent Agenda

- A. Proctor Place Parking Restriction**
- B. Latham Court Temporary Construction Parking**
- C. Electric Vehicle Charging & Car Share EV Pilot on Main**
- D. Plan BTV Walk Bike Implementation – Parking Revision on Austin Dr**
- E. Flynn Avenue Safer Biking Infrastructure Update**
- F. Colchester Ave Safer Biking Infrastructure Update**
- G. 15 minutes Parking at Champlain Elementary**

Commissioner Barr made a motion to accept the agenda.

Commissioner O'Neill seconded.

Director Spencer stated that some residents asked that Item A Proctor Place Parking Restriction be removed because they have some questions but not able to make the special meeting.

Commissioner Barr made a motion to accept the agenda with Item A removed

Commissioner Alberly seconded.

Unanimous Approval.

Item 5 Crosswalk Guideline Presentation, M. Suender

Power Point Presentation

There are 32 request in queue mostly for midblock crosswalks and for enhancement of crosswalks.

Commissioner Hogan asked that the power point be posted and stated that we were working on some bold projects.

Commissioner O'Neill stated that there were no more right turn signals at the intersection with traffic lights. School Department is evaluating safety corridors for bike traffic and pedestrians. Mr. Baldwin stated we currently run the Crossing Guard program and stated that there are a lot of challenging intersections and then drop off and parking by schools has to be an effort between the School Department and Public Works Department.

Commissioner Archambeau asked about the RRFB's on North Avenue and was informed that the project would start at the end of the month and be done before the start of the school year.

Item 6 – Narrow Streets Update

Mr. Peterson gave a presentation on the Narrow Streets policy implementation. He showed a picture of a recycling truck which couldn't get through Russell Street due to the snow on the sides of the roads and the cars that were parked on both sides of the road. Emergency vehicles could never make it down the roadway either with parking on both sides.

Commissioner O'Neill and Barr stated that this is an area where there is a lot of student parking and there is not enough parking in the yards or driveways. Mr. Peterson stated that they are going to have a neighborhood meeting with the Fire Department and Public Works to try and solve this issue.

Item 7– 2019 Construction Overview

Robert Goulding had a power point presentation for this item. He shared an update on the ongoing and upcoming construction season that DPW has planned. This includes capital projects, transportation projects, upcoming community relations activities and resources.

Item 8 – Approval of Draft Minutes

Commissioner Archambeau stated that Commissioner Overby's name should be added to the list of Commissioner's Present.

Commissioner O'Neill made a motion to accept minutes with Commissioner's Overby's name added.

Commissioner Barr seconded

Unanimous approval

Item 9 – Director's Report

Department Head Spencer stated that the City Council has delayed the Water Resources changes for two weeks to get public input, this is rescheduled for April 29th.

Bike and Scooter – working through a proposal to bring e-bikeshare to Burlington this summer and e-scooter-share as a future pilot.

Ned Holt has retired after 32 years of service with the Department of Public Works
Rob Green will leaving at the end of next week for a new career in St. Albans.

Item 10 – Commissioner Communication

Commissioner O'Neill-Vivanco sked about the one year pilot project for EV charging for Car Share.

Commissioner Hogan stated the Great Street Main Street is a complete rehabilitation – and asked if the charging station will be removed and replaced.

Commissioner Archambeau stated at the May 15th meeting there will be an Executive Session after the regular meeting to evaluate the Director and City Engineer.

Item 11 – Adjournment and Next Meeting Date – May 15, 2019

Commissioner Barr made a motion to adjourn
Commissioner O'Neill seconded
Unanimous approval

Burlington Department of Public Works Commission Meeting
Draft Minutes April 16, 2019
645 Pine Street – Main Conference Room

Commissioners Present: Commissioner Alberry, Commissioner Archambeau, Commissioner Barr, Commissioner Hogan, Commissioner O'Neill-Vivanco

Commissioner Absent: Commissioner Gillman, Commissioner Overby

Item 1 – Call to Order – Commissioner Archambeau called the meeting to order at 6:35 p.m.

Item 2 – Agenda -.

Commissioner Barr made a motion to accept the agenda

Commissioner O'Neill seconded

Director Spencer had a request that Item A, Proctor Place Parking Restriction, be taken off, as there were residents that may have some concerns but were unable to attend the meeting to discuss.

Commissioner Barr amended his motion to take off Item A

Commissioner Alberry seconded

Unanimous approval.

Item 3 – Public Forum (3 minute per person time limit)

Jason Stuffle, Drew Pollock-Bruce, Jason Segelman, David Cawley and Nancy Kirby are all residents of the Colchester Avenue area, and agree that parking should be removed from Colchester Avenue to connect bike infrastructure.

David Kerr is a South Champlain Street resident who has no driveway or place to park on South Champlain Street since parking was removed on one side of the street.

Eric Brotz supports the earlier comments on Colchester Avenue. On Flynn Avenue the removal of four parking spots on Pine Street.

Rick Sharp stated we need painted lines, need to create separate pathways for bicycles.

Martha Lang wants to keep parking on Colchester Avenue because many people depend on these parking spaces.

Allegra Williams of Local Motion put up a petition on line to remove parking on Colchester Avenue.

Sharon Bushor, City Councilor, stated that down past the cemetery at 407 Colchester Avenue they are experiencing vibrations when cars and trucks go by and they have stuff falling off the mantel. She also summarized a recent Ward 1/8 NPA resolution where residents have asked that that resources be allocated to spot repairs for sidewalks and not just full runs. If you eliminate parking there are some houses with no driveways and no place to park

Bill Mahoney part owner of Kampus Kitchen stated they rely on two parking spots in front of store.

Item 4 – Consent Agenda

- A. Proctor Place Parking Restriction**
- B. Latham Court Temporary Construction Parking**
- C. Electric Vehicle Charging & Car Share EV Pilot on Main**
- D. Plan BTV Walk Bike Implementation – Parking Revision on Austin Dr**
- E. Flynn Avenue Safer Biking Infrastructure Update**
- F. Colchester Ave Safer Biking Infrastructure Update**
- G. 15 minutes Parking at Champlain Elementary**

Commissioner Barr made a motion to accept the agenda.

Commissioner O'Neill seconded.

Director Spencer stated that some residents asked that Item A Proctor Place Parking Restriction be removed because they have some questions but not able to make the special meeting.

Commissioner Barr made a motion to accept the agenda with Item A removed

Commissioner Alberry seconded.

Unanimous Approval.

Item 5 Crosswalk Guideline Presentation, M. Suender

Power Point Presentation

There are 32 request in queue mostly for midblock crosswalks and for enhancement of crosswalks.

Commissioner Hogan asked that the power point be posted and stated that we were working on some bold projects.

Commissioner O'Neill stated that there were no more right turn signals at the intersection with traffic lights. School Department is evaluating safety corridors for bike traffic and pedestrians. Mr. Baldwin stated we currently run the Crossing Guard program and stated that there are a lot of challenging intersections and then drop off and parking by schools has to be an effort between the School Department and Public Works Department.

Commissioner Archambeau asked about the RRFB's on North Avenue and was informed that the project would start at the end of the month and be done before the start of the school year.

Item 6 – Narrow Streets Update

Mr. Peterson gave a presentation on the Narrow Streets policy implementation. He showed a picture of a recycling truck which couldn't get through Russell Street due to the snow on the sides of the roads and the cars that were parked on both sides of the road. Emergency vehicles could never make it down the roadway either with parking on both sides.

Commissioner O'Neill and Barr stated that this is an area where there is a lot of student parking and there is not enough parking in the yards or driveways. Mr. Peterson stated that they are going to have a neighborhood meeting with the Fire Department and Public Works to try and solve this issue.

Item 7– 2019 Construction Overview

Robert Goulding had a power point presentation for this item. He shared an update on the ongoing and upcoming construction season that DPW has planned. This includes capital projects, transportation projects, upcoming community relations activities and resources.

Item 8 – Approval of Draft Minutes

Commissioner Archambeau stated that Commissioner Overby's name should be added to the list of Commissioner's Present.

Commissioner O'Neill made a motion to accept minutes with Commissioner's Overby's name added.

Commissioner Barr seconded

Unanimous approval

Item 9 – Director's Report

Department Head Spencer stated that the City Council has delayed the Water Resources changes for two weeks to get public input, this is rescheduled for April 29th.

Bike and Scooter – working through a proposal to bring e-bikeshare to Burlington this summer and e-scooter-share as a future pilot.

Ned Holt has retired after 32 years of service with the Department of Public Works
Rob Green will leaving at the end of next week for a new career in St. Albans.

Item 10 – Commissioner Communication

Commissioner O'Neill-Vivanco asked about the one year pilot project for EV charging for Car Share.

Commissioner Hogan stated the Great Street Main Street is a complete rehabilitation – and asked if the charging station will be removed and replaced.

Commissioner Archambeau stated at the May 15th meeting there will be an Executive Session after the regular meeting to evaluate the Director and City Engineer.

Item 11 – Adjournment and Next Meeting Date – May 15, 2019

Commissioner Barr made a motion to adjourn
Commissioner O'Neill seconded
Unanimous approval

Meeting adjourned at 9:10 pm.

COMMISSION MEETING SIGN IN SHEET

Date: 5-15-19

NAME - (PRINTED)	ITEM #	EMAIL ADDRESS	PHONE #	WARD
Sophie Quest	2, 5, 6	quests600@gmail, ^{com} 238-4927		1
Jillian Scannell	—	jillian.scannell@um.edu	508-335-3744	8
Jackie Schultz	3	sjacksquahm208@gmail	802 658 2458	4
Erik Brotz	5, 6	erik@berlingtontelecom.net		5
JOHN BERTELSEN	5, 6	jo.berfel@gmail.com	802-857-4633	6
Haina Dadey	6	hainadad@hotmail.com	802 338-2970	4
Steve Norman	3	stevenormand@fastmail.fm	430-4052	4
ANDY SIMON	5+6	sanschagrans@gmail. ^{com} 802 999 5295		3
LIAM GRIFFIN	5+6	LIAMGRIFFIN@ME.COM ^{com} 802 647 0371		7
Jasen Van Dierche	5+6	jvandriesche@gmail.com	735-7271	5
Evahnd Walk	Public courts win at / utah			
DAVID CRAWLEY	6	dCrawley@ms.com	375-4790	1
Allegan Williams	5+6	allegan@localnotion.org		3
Jack Hanson	5+6	jhanson@berlingfont.gov	557-0605	1

Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

COMMISSION MEETING SIGN IN SHEET

Date: _____

NAME - (PRINTED)

ITEM #

EMAIL ADDRESS

PHONE #

WARD

Brennan Guerrier

3

dmbn.c@gmail.com

802-578-5573

2

Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

Burlington Department of Public Works Commission Meeting
Amended Draft Minutes May 15, 2019
645 Pine Street – Main Conference Room

Commissioners Present: Robert Alberry, Tiki Archambeau, Jim Barr, Chris Gillman, Brendan Hogan, Soveig Overby and Peggy O'Neill Vivanco:

Item 1 – Call to Order – Welcome – Chair Comments

Commissioner Archambeau called the Public Works Commission Meeting to order at 6:30 p.m.

Item 2 – Agenda

Unanimous approval

Item 3 – Public Forum (3 minute per person time limit)

Sophie Quest Colchester Ave bike issues, 2 accidents involving bicyclists, made it safer for bicyclists.

Andy Simon – In favor of two bike lanes on Flynn Avenue we need to balance out the needs of motorists and cyclists.

~~Nina Halina Dooley~~ Jillian Scannell – UVM has concerns about the intersection of University Heights and Main Street intersection. We noticed a lot of distracted drivers, it is high risk high crash location – alter traffic signals, paint intersection.

Jacki Schultz – Expressed she is happy with sidewalks but need more cleaning of the streets from April through October.

John Bertelsen – Is a cyclist and two arteries uphill are not friendly and downhill not everyone is comfortable with the parking downhill.

~~Nina Halina Dooley~~ – Asked about the impact on residents where will people park on Colchester Avenue if parking is removed. There are a lot of houses here that do not have proper driveways.

Steve Norman lives in the New North End and is a crossing guard at the intersection of Shore Road and North Avenue. He stated there still needs to be further improvement to slow people down. Would like to see new signage that also has the French language on them.

Liam Griffin stated on both Flynn Avenue and Colchester Avenue we need to move people safely through the corridors.

Jason Van Drierche – Supports bike lanes in both directions. He asked how proposals were structured stating they need to make Flynn Ave work in both directions for bikers.

Richard Watts support SGA President, signal to cars approaching intersections. The more bike lanes the better.

Allegra William – Local Motion – Have petitions out for both Flynn Avenue and Colchester Avenue.

Jack Hanson – Burlington City Councilor – Talked about emissions and how Vermont emissions are up and we must deal with the problem. Supports adding protected bike lanes on Colchester Avenue.

Brennan Guerrier of Ward 3 stated that both Flynn Avenue and Colchester Ave are unsafe for bicyclists as there is reckless and fast travel on both streets.

Jason Stuffle – Spoke about Colchester Ave.

Item 4 – Consent Agenda

A. Proctor Place Parking Prohibition

Commissioner Gillman made a motion to accept consent agenda
Commissioner Barr seconded
All were in Favor.

Item 5 – Flynn Avenue Safer Biking Infrastructure & Parking Adjustments

There is parking on the north side of Flynn Avenue from 300-208, south side from Pine to Oakledge the parking would be removed, and there would be a crosswalk at Foster. The feedback from community are strongly in favor of complete no parking on Flynn Avenue from the coop and are supportive of a crosswalk .

Commissioner O'Neill stated that if we finalize parking on the greenbelt, retain some parking and pave the area that is dirt out of the travel lane, which is adjacent to the sidewalk.

Commissioner Hogan asked that the mailer going out does it give some geographic scope on the parking on Flynn Avenue, (voice got low unable to hear what the rest of statement was.)

Elizabeth Groehlinger of Public Works stated that the residents of Flynn Avenue from Pine and Shelburne Street were mailed fliers and there were two options that we have we should get a lot of feedback from these residents on them.

Commissioner Overby stated that there should be parking on the street to act as a buffer between the lanes.

Commissioner Archambeau asked about bike lanes being installed and was told that both Pine to Briggs is parking prohibited. We are coordinating starting this with the paving project. Looking into side street parking and a possible mid-block crossing.

Jason Van Drieusche stated that there should be a parking count on Flynn Avenue and side streets and when the letter goes out explicitly ask people who favor either option let it be known. Feedback is very important for projects.

Mr. ~~Brookes~~ Brotz supports the plan and the crosswalk at Pine and Shelburne.

Julie Campoli supports bike lanes. Would like us to be careful of how cars take over green space.

Jackie Shultz – speaks about Car emissions

Commissioner Barr made a motion to accept the plan and language.
Commissioner Guillmett seconded.
Unanimous approval.

Item 6 – Colchester Avenue Safety Improvements and Parking Adjustments

There is support to remove parking on either sides or one side of parking as well as the downhill side from the cemetery to Barrett Street.

Commissioner Overby stated that the road from Winooski to Burlington is a lot of work and maybe they could cut in some parking spaces on the left so there is no parking in the roadway.

Commissioner O'Neill supports the bike lanes and we need to think about how to move people through the area a little safer.

Jason Stuffle stated that Colchester Avenue is a gateway to the city should have and off the road multi use path.

Pat Sealan stated that on Colchester Avenue, there is no sign to welcome people into Burlington from the Winooski side, lanes are not clearly marked. She would like to see Burlington on the list of most bikeable cities.

| ~~Brook~~Eric Brotz supports bike lanes in both directions but feels that safety is important and the way Colchester Avenue is right now it is not working right. Colchester Avenue residents can park on the side street and maybe put in a crosswalk on the hill to slow down traffic on the hill.

| Dave ~~Crowley~~Cawley is a resident of Nash Place is a bike user. He stated the project has what plan is trying to achieve and he supports a bike lane on the north side going uphill. Neighborhood parking needs to be address, get some community involvement.

| Jason Van Driesche stated he biked down Colchester Avenue and it was a miserable experience. The traffic flow work will make it a better for everyone, downhill as cars are passing by. A bike lane will make it work better and should be a priority. There needs to be signage at the bottom of the hill of Colchester Avenue.

Matt Dooley is a property owner on Colchester Avenue and he stated that his tenants need the parking on Colchester Avenue as their driveway is small and does not have enough parking.

Deborah Craft stated that Colchester Avenue factors cars and had never served for cyclist.

| Sophie Quest states except when you are paving, there is a lot of driveways that are empty on Colchester Ave and people are parked out in front because it is easier for them to take off.

| Jack Hanson ~~Would~~would like to see a crosswalk if possible people can park on Chase Street. Would like to see a crosswalk if possible for traffic calming by the Kampus Kitchen.

| Bill Gentleman ~~is~~ is a renter on Colchester Avenue and stated that there are a lot of college students on Colchester Avenue and there is not room on the side streets for parking and he needs his vehicle for work as he works in Montpelier and he parks on the street.

| Halina Dooley ~~A customer came in~~ who owns an older property on the hill and there is a parking area for enters and to park on Chase Street would mean to cross Colchester Avenue to get home.

Commissioner Barr stated the crosswalk at Chase Street is coming and we are working on signage as you enter the city from Winooski.

Commissioner Overby stated that she is looking forward to the proposal.

Commissioner Gillman stated he would like to see a compromise for Chase Street and Barrett Street.

We are looking to redevelop the parking lot and are forming a Development Committee.
We are also looking at the adjacent properties, would like to redevelop the block.
Commissioner O'Neill asked if there was going to be space for EV Charging stations.

Item 8 – Pipe Assessment Public Hearing

Federally subsidized loans for clean water. He did an explanation on the process for this.
Greg Johnson presented a power point on the pipe assessment and the progress the Water Division is making on this.

Item 9 – Minutes of 4/16/19

———Commissioner Barr stated that on Item 10 Commissioner O'Neill-Vivanco comments, to fixed the spelling of the word asked.

Formatted: Indent: Left: 0.5"

Commissioner Hogan would like to see Proctor Place parking lined out to show that that was removed from consent agenda.

Commissioner Barr made a motion to accept the minutes with the changes.
Commissioner Alberly seconded.
Unanimous approval

Item 10 – Director's Report

The reorganization was approved
GMT will have route changed June 17th
Bike and Scooter will go before TEUC ion May 23rd at 7:30 p.m. with the proposed contract.
FY20 budget preset in packet that was sent to City Council
Commissioner Archambeau stated that there were two different budgets one with ISD and one without with the lower budget being with ISD.

Item 11 – Commissioner Communication

Commissioner Barr stated that Parking Management Plan Institutions on hill free to talk to DPW partner and move forward.

Commissioner O'Neill parking plan need to have a process and steps to have issues brought forward to streamline the system for clearer steps.
Director Spencer stated the process is to contact Customer Service and it will be put into See Click Fix which starts the process.

Commissioner Overby stated that Archibald Street has been patched up. Intervale Road needs patching.

Intervale Road added onto paving list
The walkway on the side has deteriorated.
There is a concern about the water that is always on Elmwood Avenue and Peru Street.

Commissioner Hogan stated that GMT second coordination for bus service information is valuable.
This is the 6th year anniversary for Mayor Weinberger announcing the goal for bike/pedestrian changes.

Commissioner Archambeau commented on the new sidewalk on Walnut Street.
Bike lanes are gone, no paint on them and suggested to look for a better paint that lasts through the winter season.

Commissioner O'Neill made a motion to adjourn after Executive Session
Commissioner Barr seconded.
Unanimous approval.

Item 12 – Executive Session – broke into executive session

Item 13 – Adjournment and Next Meeting. Next meeting is June 19, 2019.

Burlington Department of Public Works Commission Meeting
Draft Minutes May 15, 2019
645 Pine Street – Main Conference Room

Commissioners Present: Robert Alberry, Tiki Archambeau, Jim Barr, Chris Gillman Brendan Hogan, Soveig Overby and Peggy O'Neill Vivanco:

Item 1 – Call to Order – Welcome – Chair Comments

Commissioner Archambeau called the Public Works Commission Meeting to order at 6:30 p.m.

Item 2 – Agenda

Unanimous approval

Item 3 – Public Forum (3 minute per person time limit)

Sophie Quest Colchester Ave bike issues, 2 accidents involving bicyclists, made it safer for bicyclists.

Andy Simon – In favor of two bike lanes on Flynn Avenue we need to balance out the needs of motorists and cyclists.

Halina Dooley – UVM has concerns about the intersection of University Heights and Main Street intersection. We noticed a lot of distracted drivers, it is high risk high crash location – alter traffic signals, paint intersection.

Jacki Schultz – Expressed she is happy with sidewalks but need more cleaning of the streets from April through October.

John Bertelsen – Is a cyclist and two arteries uphill are not friendly and downhill not everyone is comfortable with the parking downhill.

Nina – Asked about the impact on residents where will people park on Colchester Avenue if parking is removed. There are a lot of houses here that do not have proper driveways.

Steve Norman lives in the New North End and is a crossing guard at the intersection of Shore Road and North Avenue. He stated there still needs to be further improvement to slow people down. Would like to see new signage that also has the French language on them.

Liam Griffin stated on both Flynn Avenue and Colchester Avenue we need to move people safely through the corridors.

Jason Van Drierche – Supports bike lanes in both directions. He asked how proposals were structured stating they need to make Flynn Ave work in both directions for bikers.

Richard Watts support SGA President, signal to cars approaching intersections. The more bike lanes the better.

Allegra William – Local Motion – Have petitions out for both Flynn Avenue and Colchester Avenue.

Jack Hanson – Burlington City Councilor – Talked about emissions and how Vermont emissions are up and we must deal with the problem. Supports adding protected bike lanes on Colchester Avenue.

Brennan Guerrier of Ward 3 stated that both Flynn Avenue and Colchester Ave are unsafe for bicyclists as there is reckless and fast travel on both streets.

Item 4 – Consent Agenda

A. Proctor Place Parking Prohibition

Commissioner Gillman made a motion to accept consent agenda
Commissioner Barr seconded
All were in Favor.

Item 5 – Flynn Avenue Safer Biking Infrastructure & Parking Adjustments

There is parking on the north side of Flynn Avenue from 300-208, south side from Pine to Oakledge the parking would be removed, and there would be a crosswalk at Foster. The feedback from community are strongly in favor of complete no parking on Flynn Avenue from the coop and are supportive of a crosswalk .

Commissioner O'Neill stated that if we finalize parking on the greenbelt, retain some parking and pave the area that is dirt out of the travel lane, which is adjacent to the sidewalk.

Commissioner Hogan asked that the mailer going out does it give some geographic scope on the parking on Flynn Avenue, (voice got low unable to hear what the rest of statement was.)

Elizabeth Groehlinger of Public Works stated that the residents of Flynn Avenue from Pine and Shelburne Street were mailed fliers and there were two options that we have we should get a lot of feedback from these residents on them.

Commissioner Overby stated that there should be parking on the street to act as a buffer between the lanes.

Commissioner Archambeau asked about bike lanes being installed and was told that both Pine to Briggs is parking prohibited. We are coordinating starting this with the paving project. Looking into side street parking and a possible mid-block crossing.

Jason Van Dreusche stated that there should be a parking count on Flynn Avenue and side streets and when the letter goes out explicitly ask people who favor either option let it be known. Feedback is very important for projects.

Mr. Brookes supports the plan and the crosswalk at Pine and Shelburne.

Commissioner Barr made a motion to accept the plan and language.
Commissioner Guillmett seconded.
Unanimous approval.

Item 6 – Colchester Avenue Safety Improvements and Parking Adjustments

There is support to remove parking on either sides or one side of parking as well as the downhill side from the cemetery to Barrett Street.

Commissioner Overby stated that the road from Winooski to Burlington is a lot of work and maybe they could cut in some parking spaces on the left so there is no parking in the roadway.

Commissioner O'Neill supports the bike lanes and we need to think about how to move people through the area a little safer.

Jason Stuffle stated that Colchester Avenue is a gateway to the city should have and off the road multi use path.

Pat Sealan stated that on Colchester Avenue, there is no sign to welcome people into Burlington from the Winooski side, lanes are not clearly marked. She would like to see Burlington on the list of most bikeable cities.

Brook supports bike lanes in both directions but feels that safety is important and the way Colchester Avenue is right now it is not working right. Colchester Avenue residents can park on the side street and maybe put in a crosswalk on the hill to slow down traffic on the hill.

Dave Crowley is a resident of Nash Place is a bike user. He stated the project has what plan is trying to achieve and he supports a bike lane on the north side going uphill. Neighborhood parking needs to be address, get some community involvement.

Jason Van Drierche stated he biked down Colchester Avenue and it was a miserable experience. The traffic flow work will make it a better for everyone, downhill as cars are passing by. A bike lane will make it work better and should be a priority. There needs to be signage at the bottom of the hill of Colchester Avenue.

Matt Dooley is a property owner on Colchester Avenue and he stated that his tenants need the parking on Colchester Avenue as their driveway is small and does not have enough parking.

Deborah Craft stated that Colchester Avenue factors cars and had never served for cyclist.

Would like to see a crosswalk if possible people can park on Chase Street. Would like to see a crosswalk if possible for traffic calming by the Kampus Kitchen.

Gentleman is a renter on Colchester Avenue and stated that there are a lot of college students on Colchester Avenue and there is not room on the side streets for parking and he needs his vehicle for work as he works in Montpelier and he parks on the street.

A customer came in who owns an older property on the hill and there is a parking area for enters and to park on Chase Street would mean to cross Colchester Avenue to get home.

Commissioner Barr stated the crosswalk at Chase Street is coming and we are working on signage as you enter the city from Winooski.

Commissioner Overby stated that she is looking forward to the proposal.

Commissioner Gillman stated he would like to see a compromise for Chase Street and Barrett Street.

Item 7– Main Street and South Winooski Avenue Surface Lot RFP

We are looking to redevelop the parking lot and are forming a Development Committee. We are also looking at the adjacent properties, would like to redevelop the block. Commissioner O'Neill asked if there was going to be space for EV Charging stations.

Item 8 – Pipe Assessment Public Hearing

Federally subsidized loans for clean water. He did an explanation on the process for this. Greg Johnson presented a power point on the pipe assessment and the progress the Water Division is making on this.

Item 9 – Minutes of 4/16/19

Commissioner Barr stated that on Item 10 to fixed asked.

Commissioner Hogan would like to see Proctor Place parking lined out to show that that was removed from consent agenda.

Commissioner Barr made a motion to accept the minutes with the changes.
Commissioner Alberry seconded.
Unanimous approval

Item 10 – Director’s Report

The reorganization was approved
GMT will have route changed June 17th
Bike and Scooter will go before TEUC ion May 23rd at 7:30 p.m. with the proposed contract.
FY20 budget preset in packet that was sent to City Council
Commissioner Archambeau stated that there were two different budgets one with ISD and one without with the lower budget being with ISD.

Item 11 – Commissioner Communication

Commissioner Barr stated that Parking Management Plan Institutions on hill free to talk to DPW partner and move forward.

Commissioner O’Neill parking plan need to have a process and steps to have issues brought forward to streamline the system for clearer steps.
Director Spencer stated the process is to contact Customer Service and it will be put into See Click Fix which starts the process.

Commissioner Overby stated that Archibald Street has been patched up. Intervale Road needs patching.
Intervale Road added onto paving list
The walkway on the side has deteriorated.
There is a concern about the water that is always on Elmwood Avenue and Peru Street.

Commissioner Hogan stated that GMT second coordination for bus service information is valuable.
This is the 6th year anniversary for Mayor Weinberger announcing the goal for bike/pedestrian changes.

Commissioner Archambeau commented on the new sidewalk on Walnut Street.
Bike lanes are gone, no paint on them and suggested to look for a better paint that lasts through the winter season.

Commissioner O’Neill made a motion to adjourn after Executive Session
Commissioner Barr seconded.
Unanimous approval.

Item 12 – Executive Session – broke into executive session

Item 13 – Adjournment and Next Meeting. Next meeting is June 19, 2019.

Burlington Department of Public Works Commission Meeting
Draft Minutes, 25 June 2019
645 Pine Street

Commissioners Present: Tiki Archambeau (Chair); Jim Barr; Brendan Hogan (Vice Chair); Solveig Overby; Peggy O'Neill-Vivanco.

Commissioners Absent: Robert Alberry; Chris Gillman

Item 1 – Call to Order – Welcome – Chair Comments

Chair Archambeau calls meeting to order at **6:31** pm and makes opening comments.

Item 2 – Agenda

Commissioner Barr made a motion to accept the agenda

Commissioner Hogan seconded

Unanimous approval

Item 3 – Public Forum

There was no public comment.

Item 4 – Response to Open Meeting Law Allegations

A) Staff Communication by Assistant City Attorney Nick Lopez & Director Spencer regarding a complaint received by Resident Dr. Martha Lang alleging that not all members of the public that were at the April 16, 2019 and May 15, 2019 meetings were not reflected in the minutes and that the minutes were not posted within the 5 days. Assistant City Attorney Lopez confirmed that the Open Meeting Act requires that members of the public who were active participants in the meetings be reflected in the minutes. Director Spencer confirmed that the minutes did not reflect all the members of the public who spoke and that for these particular months, the minutes were posted a few days after the 5 day limit due to challenges with the meetings being long and lack of staff to review. Director Spencer indicated that amended minutes that reflect all members of the public that spoke are before the Commission for adoption and that additional cross training would be put in place to improve timeliness moving forward.

B) Commissioner Discussion;

Commissioner Overby acknowledges that there have been many discussions regarding how the minutes should be taken.

Chair Archambeau asked about including the sign-up sheets in this packet. Attorney Lopez stated that it was for the packet material and is not specifically part of the minutes. Chair Archambeau indicated that by approving the revised minutes the Commission was acknowledging the issues and correcting them.

- C) Public Comment: None
- D) Action Requested;None

Item 5 – Approval of Amended Draft Minutes of 4-16-19 & 5-15-19

Approval of Amended Draft Minutes of 4-16-19

Commissioner Barr makes motion to accept the amended minutes of the April 16, 2019 Commission Meeting and is seconded by Commissioner O'Neill-Vivanco.

Action taken: motion approved; 4-0, 1 abstention

Chair Archambeau: Aye

Commissioner Barr: Aye

Vice Chair Hogan: Aye

Commissioner O'Neill-Vivanco: Aye

Commissioner Overby: Abstains

“Ayes” are unanimous

Approval of Amended Draft Minutes of 5-15-19

Commissioner Overby has a correction to Item 5 comments: Change “Commissioner Overby stated that there should be parking on the street to act as a buffer between the lanes” to “Commissioner Overby suggested that perhaps the parking on the street could be used as a buffer between the vehicle and the bike lanes as is done in other cities”.

Commissioner Barr makes motion to accept the amended minutes of the May 15, 2019 Commission meeting with Commissioner Overby's corrections and is seconded by Commissioner O'Neill-Vivanco.

Action taken: motion approved; 5-0.

Chair Archambeau: Aye

Commissioner Barr: Aye

Vice Chair Hogan: Aye

Commissioner O'Neill-Vivanco: Aye

Commissioner Overby: Aye

“Ayes” are unanimous

Item 6 – Adjournment & Next Meeting Date – July 17, 2019

Motion to adjourn made by Commissioner O'Neill-Vivanco and seconded by Commissioner Barr.

Action taken: motion approved; 5-0.

Chair Archambeau: Aye

Commissioner Barr: Aye

Vice Chair Hogan: Aye

Commissioner O'Neill-Vivanco: Aye

Commissioner Overby: Aye

“Ayes” are unanimous

Meeting adjourned at 6:47 pm.

COMMISSION MEETING SIGN IN SHEET

Date: 02-11

[illegible]

Please note that this sign-in sheet and any information provided on it will be maintained as a public record and may be subject to disclosure.

PWC Minutes of May 15, 2019, Item 5

As in minutes currently:

“Commissioner Overby stated that there should be parking on the street to act as a buffer between the lanes.”

Correction proposed:

“Commissioner Overby suggested that perhaps the parking on the street could be used as a buffer between the vehicle and the bike lanes as is done in other cities.”

Burlington Department of Public Works Commission Meeting
Final Minutes, 25 June 2019
645 Pine Street

Commissioners Present: Tiki Archambeau (Chair); Jim Barr; Brendan Hogan (Vice Chair); Solveig Overby; Peggy O'Neill-Vivanco.

Commissioners Absent: Robert Alberry; Chris Gillman

Item 1 – Call to Order – Welcome – Chair Comments

Chair Archambeau calls meeting to order at **6:31** pm and makes opening comments.

Item 2 – Agenda

Commissioner Barr made a motion to accept the agenda

Commissioner Hogan seconded

Unanimous approval

Item 3 – Public Forum

There was no public comment.

Item 4 – Response to Open Meeting Law Allegations

A) Staff Communication by Assistant City Attorney Nick Lopez & Director Spencer regarding a complaint received by Resident Dr. Martha Lang alleging that not all members of the public that were at the April 16, 2019 and May 15, 2019 meetings were not reflected in the minutes and that the minutes were not posted within the 5 days. Assistant City Attorney Lopez confirmed that the Open Meeting Act requires that members of the public who were active participants in the meetings be reflected in the minutes. Director Spencer confirmed that the minutes did not reflect all the members of the public who spoke and that for these particular months, the minutes were posted a few days after the 5 day limit due to challenges with the meetings being long and lack of staff to review. Director Spencer indicated that amended minutes that reflect all members of the public that spoke are before the Commission for adoption and that additional cross training would be put in place to improve timeliness moving forward.

B) Commissioner Discussion;

Commissioner Overby acknowledges that there have been many discussions regarding how the minutes should be taken.

Chair Archambeau asked about including the sign-up sheets in this packet.

Attorney Lopez stated that it was for the packet material and is not specifically part of the minutes. Chair Archambeau indicated that by approving the revised minutes the Commission was acknowledging the issues and correcting them.

- C) Public Comment: None
- D) Action Requested;None

Item 5 – Approval of Amended Draft Minutes of 4-16-19 & 5-15-19

Approval of Amended Draft Minutes of 4-16-19

Commissioner Barr makes motion to accept the amended minutes of the April 16, 2019 Commission Meeting and is seconded by Commissioner O'Neill-Vivanco.

Action taken: motion approved; 4-0, 1 abstention

Chair Archambeau: Aye

Commissioner Barr: Aye

Vice Chair Hogan: Aye

Commissioner O'Neill-Vivanco: Aye

Commissioner Overby: Abstains

“Ayes” are unanimous

Approval of Amended Draft Minutes of 5-15-19

Commissioner Overby has a correction to Item 5 comments: Change “Commissioner Overby stated that there should be parking on the street to act as a buffer between the lanes” to “Commissioner Overby suggested that perhaps the parking on the street could be used as a buffer between the vehicle and the bike lanes as is done in other cities”.

Commissioner Barr makes motion to accept the amended minutes of the May 15, 2019 Commission meeting with Commissioner Overby’s corrections and is seconded by Commissioner O'Neill-Vivanco.

Action taken: motion approved; 5-0.

Chair Archambeau: Aye

Commissioner Barr: Aye

Vice Chair Hogan: Aye

Commissioner O'Neill-Vivanco: Aye

Commissioner Overby: Aye

“Ayes” are unanimous

Item 6 – Adjournment & Next Meeting Date – July 17, 2019

Motion to adjourn made by Commissioner O'Neill-Vivanco and seconded by Commissioner Barr.

Action taken: motion approved; 5-0.

Chair Archambeau: Aye

Commissioner Barr: Aye

Vice Chair Hogan: Aye

Commissioner O'Neill-Vivanco: Aye

Commissioner Overby: Aye

“Ayes” are unanimous

Meeting adjourned at 6:47 pm.