

REGULAR MEETING & PUBLIC HEARINGS AGENDA

Wednesday, May 20, 2015 - 6:00 p.m.
CCRPC Offices; 110 W. Canal Street, Suite 202
Winooski, VT 05404



DELIBERATIVE AGENDA

1. Call to Order; Changes to the Agenda
2. Public Comment Period on Items NOT on the Agenda
3. Approve Minutes of April 15, 2015 Meeting* (Action; 5 min.)
4. Public Hearing and adoption of Major TIP Amendment* (Action; 10 min.)
5. Public Hearing and adoption of FY16 UPWP & Budget* (Action; 10 min.)
6. Sidewalk Grants* (Action; 10 min.)
7. Essex Junction Bike/Ped Plan - Bryan Davis (Information; 20 min.)
8. Board Development Committee Nomination of Executive Committee* (Information; 5 min.)
9. Appointment of Chris Shaw to Hazard Mitigation Plan Committee (Chair Action; 5 min.)
10. TDI New England Clean Power Link Project information request and response* (Info; 15 min.)
11. Executive Director's Updates (Information; 15 min.)
 - a. Personnel Update
 - b. Legislature review
 - c. Potential water-related advisory committee of CCRPC
 - d. Recent training – road foremen, DRB
 - e. Monthly Project Status Report (March & April)* (sent separately)
 - f. Regional Bike/Ped Plan Committee Appointment(s) in June
 - g. Intelligent Transportation System (ITS) Draft Plan coming in July
12. Committee/Liaison Activities & Reports * (Information; 5 min.)
 - a. Board Development Committee (draft minutes March 30, 2015)*
 - b. Finance Committee (draft minutes April 29, 2015)*
 - c. Executive Committee (draft minutes May 6, 2015)*
 - i. Act 250/Sec 248 letters (2)*
 - d. Transportation Advisory Committee (draft minutes May 5, 2015)*
13. Members' Items, Other Business (Information; 5 min.)
14. Adjourn

The May 20th Chittenden County RPC meeting will air on Saturday, May 30, 2015 at 8 p.m. and replay on Sunday, May 31, 2015 at 1 & 7 a.m.; and will be available on the web at:

<https://www.cctv.org/watch-tv/programs/chittenden-county-regional-planning-commission-49>

Upcoming Meetings - Unless otherwise noted, all meetings are held at our offices:

- Transportation Advisory Committee – Tuesday, June 2; 9:00 a.m.
- Executive Committee, Wednesday, June 3, 2015; 5:45 p.m.
- Annual CCRPC Meeting - Wednesday, June 17, 2015; 6:30 p.m. at The Essex Resort & Spa

1 **11Chittenden County Regional Planning Commission**
2 **Regular Meeting Minutes DRAFT**

3
4
5 **Date:** Wednesday, April 15, 2015

6 **Time:** 6:00 p.m.

7 **Place:** CCRPC Offices; 110 W. Canal Street, Suite 202, Winooski, VT 05404

8 **Members:**

9 Bolton, Joss Besse	21 St. George, Barbara Young
10 Buels Gore, Absent	22 Shelburne, John Zicconi
11 Burlington, Andy Montroll	23 S. Burlington, Chris Shaw
12 Charlotte, Absent	24 Underhill, Bran Bigelow
13 Colchester, Marc Landry	25 Westford, Dave Tilton
14 Essex, Jeff Carr	26 Williston, Absent
15 Essex Junction, Jeff Carr (2 nd Alternate)	27 Winooski, Mike O'Brien
16 Hinesburg, Andrea Morgante	28 VTrans, Amy Bell
17 Huntington, Barbara Elliott	29 Socio/Econ/Housing, Justin Dextrateur
18 Jericho, Catherine McMains	30 Conservation/Environ., Absent
19 Milton, Lou Mossey	31 Industrial/Business, Absent
20 Richmond, Absent	

32
33 **Ex-Officio (non-voting):**

34 Burlington Int'l Airport, Absent	37 FTA, Absent
35 CCTA, Karen Walton	38 Railroad Industry, Absent
36 FHWA, Absent	

39 **Others:**

40 Diane Meyerhoff, Third Sector Assoc.	41 Scott Moody, CCTV
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42 **Staff:**

43 Charlie Baker, Executive Director	49 Chris Dubin, Transportation Planner
44 Dan Albrecht, Senior Planner	50 Bernadette Ferenc, Trans. Business Mgr.
45 Jason Charest, Sr. Trans. Planning Eng.	51 Christine Forde, Sr. Trans. Planner
46 Eleni Churchill, Trans. Manager	52 Regina Mahony, Planning Manager
47 Forest Cohen, Business Manager	53 Melanie Needle, Senior Planner
48 Bryan Davis, Sr. Transportation Planner	

54
55 **1. Call to Order; Changes to the Agenda**

56 The meeting was called to order at 6:04PM by the Chair, Andy Montroll. There were no changes to the
57 agenda. Andy welcomed Karen Walton, the new representative from CCTA.

58
59 **2. Public Comment Period on Items NOT on the Agenda.** There were none.

60
61 **3. Approve Consent Agenda (MPO Business).** JEFF CARR MADE A MOTION, DULY SECONDED BY MARC
62 LANDRY, TO ACCEPT THE CONSENT AGENDA FOR FY2015-2018 TRANSPORTATION IMPROVEMENT
63 PROGRAM MINOR AMENDMENTS. THE MOTION CARRIED UNANIMOUSLY.

64
65 **4. Approve Minutes of March 18, 2015 Meeting**

66 MARC LANDRY MADE A MOTION, DULY SECONDED BY CATHERINE MCMAINS, TO APPROVE THE
67 MINUTES OF MARCH 18, 2015 WITH CORRECTIONS.

68 During discussion, the following corrections were made:

- 1 · Page 1, line 20: Brian Bigelow is not the Richmond Representative.
- 2 · Page 4, line 28: Strike "original motion" and replace with "motion to amend."
- 3 · Page 3, line 10: If Winooski abstained, two abstentions should be recorded. Mike O'Brien noted that
- 4 he voted in favor of this item and asked that the table be corrected.

5
6 Jeff Carr asked that in the future, roll call votes be recorded when a vote is not unanimous; it is
7 important to include this information for the record and provides valuable information for those
8 members who are unable to attend a meeting.

9 THE MOTION CARRIED UNANIMOUSLY WITH TWO ABSTENTIONS BY JOHN ZICCONI AND DAVE TILTON.

10 11 **5. CCTA Presentation**

12 Karen Walton, CCTA General Manager, made a presentation about her organization.

13 14 **6. Warn Public Hearing for Transportation Improvement Program (TIP) Major Amendment**

15 JEFF CARR MADE A MOTION, DULY SECONDED BY MARC LANDRY, TO WARN A PUBLIC HEARING ON
16 MAY 20, 2015 FOR A PROPOSED FY2015 TRANSPORTATION IMPROVEMENT PROGRAM MAJOR
17 AMENDMENT TO ADD CONSTRUCTION OF A VT128 SLOPE STABILITY SYSTEM IN ESSEX.

18
19 Christine Forde of the CCRPC staff made a presentation regarding the \$307,000 project which will
20 install new "green" infrastructure.

21
22 THE MOTION CARRIED UNANIMOUSLY.

23 24 **7. Warn Public Hearing on FY2016 Unified Planning Work Program (UPWP)**

25 JEFF CARR MADE A MOTION, DULY SECONDED BY CATHERINE MCMAINS, TO APPROVE THE DRAFT
26 FY2016 UNIFIED PLANNING WORK PROGRAM AND BUDGET, WITH EDITS, AND TO WARN A PUBLIC
27 HEARING FOR MAY 20, 2015.

28
29 Charlie Baker reviewed the Draft FY2016 Unified Planning Work Program (UPWP) and Budget. Jeff Carr
30 asked if all the pending grants are awarded, will the CCRPC have sufficient staff to complete the work.
31 Charlie responded in the affirmative; the brownfields grants will primarily fund consultants.

32
33 Charlie noted four edits to the UPWP (Jeff Carr asked that the edits be clearly noted in the final draft):

- 34 · Add a discussion of the new USDOT planning emphasis areas and how CCRPC is working to
- 35 implement them. These include performance based planning/programming, regional models of
- 36 cooperation, and "ladders of opportunity."
- 37 · Include carry over funds estimated to be about \$365,000. Two projects, Shelburne Form Based Code
- 38 and Milton US7, will likely carry over to FY2016 and need to be added.
- 39 · Incorporate small budget and match adjustments.
- 40 · Include minor edits to scope descriptions.

41 There was discussion of municipal project requests that were not funded. Of the fifty-five project
42 requests, between six and eight were not funded. Charlie thanked Bryan Davis of the CCRPC staff and
43 the UPWP committee for all their hard work.

44
45 THE MOTION CARRIED UNANIMOUSLY.

46 47 **8. All Hazards Mitigation Plan (AHMP) Presentation**

1 Dan Albrecht of the CCRPC staff described the update process for the All Hazards Mitigation Plan
2 (AHMP), including the schedule and mitigation strategies. The updated plan will be completed by
3 August 2016. Dan asked for volunteers from the Board for the AHMP Update Committee. There was
4 discussion about cooperation with the utilities for the plan update; Dan hasn't been able to obtain
5 distribution line and outage maps in the past.

6
7 **9. Executive Director's Update**

8 Charlie reported that Eleni Churchill is now the Transportation Program Manager. Marshall Distel has
9 been hired as an entry-level transportation planner and the process is underway to hire a land use
10 planner. In the Legislature, the Water Quality Bill has a provision that the RPCs will provide technical
11 assistance to non-MS4 communities for road and village stormwater permitting. The Monthly Project
12 Status Report will be distributed tomorrow.

13
14 **10. Committee Reports:** Included in the Board packet.

15
16 **11. Members' Items/Other Business:** Andrea Morgante asked staff to include slides/pictures
17 illustrating the new green infrastructure for the Vermont 128 project in Essex. Charlie noted that a
18 funding sources summary table will be added to the Draft UPWP.

19
20 **12. Adjourn**

21 JEFF CARR MADE A MOTION, DULY SECONDED BY MIKE O'BRIEN, TO ADJOURN AT 7:35PM. THE
22 MOTION CARRIED UNANIMOUSLY.

23
24 Respectfully submitted,

25 Diane Meyerhoff
26

Chittenden County Regional Planning Commission

May 20, 2015

Agenda Item 4: Action Item

FY2015 Transportation Improvement Program Major Amendment

Issues:

Add the project described below to the FY2015-2018 TIP. This qualifies as a Major amendment because it is a new project.

VT128 Slope Stability System, Essex (Project HP125, Amendment FY15-24):

- ê **Description of TIP Change:** Add a new project to the TIP for installation of a slope stability system along the northern embankment slope of VT128 beginning at mile marker 0.795 and extending northerly to mile marker 1.060 (east of Irene Avenue to west of Weed Road). Add \$307,000 in FY15 for construction.
- ê **Reason for Change:** This project arose from a VT128 paving project conducted in FY13. This project will construct a slope stability system in this flood prone area. Design of the project was funded by regional project HP115 Slopes and Slides.

Staff Recommendation: Approve the proposed TIP amendment.

TAC Recommendation: Approve the proposed TIP amendment.

For more information contact: Christine Forde
cforde@ccrpcvt.org or 846-4490 ext. 13



CCRPC

May 20, 2015

Agenda Item 5: Action Item

FY2016 Unified Planning Work Program and Budget

Background:

CCRPC's Unified Planning Work Program (UPWP) is a federally mandated document serving as the annual work plan for local and regional transportation planning projects – it describes our numerous programs and identifies the products we hope to accomplish. Updated annually, the UPWP summarizes the transportation and land use planning activities of CCRPC staff, its member agencies, and other transportation and planning agencies conducting work in the Chittenden County region.

Through an open process we solicit project requests from municipalities and the public on how we should invest public funds towards transportation and other planning programs in Chittenden County. The UPWP Committee met three times (January 21, February 18, and March 19) to review the project requests and decide on the draft UPWP.

The draft FY2016 UPWP and Budget was warned for a public hearing on May 20 and copies were provided to municipalities 30 days in advance of the meeting. No additional comments have been received as of May 13.

**Staff
Recommendation:**

Staff recommends adoption of the FY2016 UPWP and Budget incorporating any minor editorial corrections identified.

**TAC
Recommendation:**

The TAC recommended adoption at its May 5th meeting.

**Finance Committee
Recommendation:**

The Finance Committee recommended adoption of the budget at its April 30th meeting.

**Executive Committee
Recommendation:**

The Executive Committee recommended adoption at its May 6th meeting.

**For more
information contact:**

Charlie Baker, Executive Director, cbaker@ccrpcvt.org, 864-4490 x23

Or go to <http://www.ccrpcvt.org/workplan/>



Chittenden County Regional Planning Commission **May 20, 2015, Agenda Item 6: Action Item**

Sidewalk Program Recommendations

Background:

The FY15 CCRPC Sidewalk Program application announcement went out April 3rd. This is the 11th consecutive year the CCRPC has been able to offer this program to our member municipalities. By the due date we had received the following five applications and corresponding federal funding requests:

1. Shelburne - Falls Road, \$22,345
2. Burlington – Colchester Avenue, \$176,152
3. Milton - Brandy Lane, \$44,800
4. Colchester – Water Tower Hill, \$300,000
5. Williston – VT RT 2A, \$41,866

These applications totaled \$585,163 while \$300,000 is available for awards. The review committee (Peter Keating, Bryan Davis, Bob Henneberger, Charlene Wallace, and Justin Rabidoux) met on Tuesday April 28th to score, discuss and make funding recommendations for the TAC and Commission. The committee first reviewed the cumulative rankings in order to focus discussion on relative merits and help shape draft recommendations. Four factors helped guide the committee to a consensus recommendation:

1. The relatively small requests from several of the applicants,
2. The acceptance and identification of specific partial awards,
3. The fairly narrow range in average scores, and
4. A desire to spread the funding to multiple awardees.

Following discussions, the review committee made the recommendation below, later endorsed by the TAC.

**Sidewalk
Committee and TAC
Recommendation:**

The Commission agree to the following five awards:

1. Burlington - \$108,350 (partial)
2. Colchester - \$82,639 (partial)
3. Williston - \$41,866 (full)
4. Shelburne - \$22,345 (full)
5. Milton - \$44,800 (full)

**For more
Information:**

Peter Keating, 846 4490 ext. 14, pkeating@ccrpcvt.org



CCRPC Board Meeting

May 20, 2015

Agenda Item 8: Information Item

Report on Nominations for FY16

From: Lou Mossey (Board Development Committee Chair)

The Board Development Committee met on March 30 and after some follow-up with individual board members developed the following the slate of officers for FY2016. The Board Development Committee is meeting on May 20th just prior to the meeting to formally act on a recommendation to the Board.

- Andy Montroll, Chair
- Chris Roy, Vice Chair
- Mike O'Brien, Secretary/Treasurer
- John Zicconi, At-large for Towns over 5,000
- Brian Bigelow, At-large for Towns under 5,000
- Louis H. Mossey, III, Immediate Past Chair

The Election of Officers will occur at the CCRPC Board's Annual Meeting on June 17, 2015. The bylaw provisions regarding election of Officers and the Executive Committee are as follows (please note that Article VII, Section C. specifies the inclusion of the Immediate Past Chair as a member of the Executive Committee):

ARTICLE VII. OFFICERS & EXECUTIVE COMMITTEE

A. Election of Officers and Executive Committee

The Chittenden County Regional Planning Commission shall annually elect three officers, a Chair, Vice-Chair, and Secretary/ Treasurer. In addition, the Chittenden County Regional Planning Commission shall annually elect two municipal Board members to the Executive Committee. One municipal Board member of the Executive Committee shall represent a community of 5000+ population; the other, a community of less than 5000 population, based on information from the latest census or population estimate completed by the US Census Bureau.

The Board Development Committee shall render its report of nominations to fill ensuing vacancies prior to the June meeting. The Board Development Committee may nominate one or more candidates for each office. Candidates may also be nominated from the floor.

The officers of the Chittenden County Regional Planning Commission shall be elected by a two-thirds majority of the Board members present and voting pursuant to 24 V.S.A. § 4343(b). The results of the voting shall be announced at the June meeting of each year. In the event a majority for any office is not reached, the top two vote getters will have a run-off election and the Chittenden County Regional Planning Commission will continue to vote until a majority is reached.

STATE OF VERMONT
PUBLIC SERVICE BOARD

Petition of Champlain VT, LLC, d/b/a TDI New
 England, for a certificate of public good,
 pursuant to 30 V.S.A. §248, authorizing the)
 installation and operation of a high voltage)
 direct current (HVDC) underwater and)
 underground electric transmission line with a)
 capacity of 1,000 MW, a converter station, and)
 other associated facilities, to be located in Lake)
 Champlain and in the Counties of Grand Isle,)
 Chittenden, Addison, Rutland and Windsor,)
 Vermont, to be known as the New England)
 Clean Power Link Project ("NECPL"))

Docket #8400

**INFORMATION REQUESTS SERVED UPON PETITIONER BY THE
 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION**

The Chittenden County Regional Planning Commission ("CCRPC") by: Charlie Baker, Executive Director and Regina Mahony, Planning Program Manager, hereby serves the following set of Information Requests upon the Petitioner in this matter in accordance with Public Service Board ("Board") Rule 2.214 and V.R.C.P. 33 and 34, and requests that Petitioner answer the requests in accordance with V.R.C.P. 33 and 34 and deliver its answers and all requested documents and materials to the CCRPC via email not later than May 14, 2015. Petitioner is requested to provide a copy of its answers in electronic format, that is, in Word or pdf or other format readable to CCRPC.

INSTRUCTIONS

1. Reproduce the request being responded to before the response per V.R.C.P. 33.
2. Responses to any and all CCRPC requests that are contained herein or that may be filed later should be supplied to the CCRPC as soon as they become available to Petitioner. That is, Petitioner should not hold answers to any requests for which they have responsive data, documents, etc. until responses to any or all other requests are compiled.
3. V.R.C.P. 33 requires the response to each request to be made under oath by a person competent to testify concerning the response and all documents and exhibits produced as part of the response. With respect to each request, please state (1) the name(s) and title(s) of the person or persons responsible for

preparing the response; and (2) the administrative unit which maintains the records being produced or maintains the data from which the answer was prepared; and (3) the date on which each question was answered.

4. Where information requested is not available in the precise form described in the question or is not available for all years (or other periods or classifications) indicated in a series of years (or other periods or classifications), please provide all information with respect to the subject matter of the question that can be identified in Petitioner's workpapers and files or that is otherwise available.
5. These requests shall be deemed continuing and must be supplemented in accordance with V.R.C.P. 26(e). Petitioner is directed to change, supplement and correct its answers to conform to all information as it becomes available to Petitioner, including the substitution of actual data for estimated data. Responses to requests for information covering a period not entirely in the past (or for which complete actual data are not yet available) should include all actual data available at that time and supplementary data as it becomes available.
6. Wherever responses include estimated information, include an explanation (or reference to a previous explanation) of the methods and calculations used to derive the estimates.
7. Some of the CCRPC's requests may make particular reference to a portion of Petitioner's filing. Notwithstanding this specific direction, these items should be understood to seek discovery of all information available to Petitioner that is responsive to the questions stated.
8. "Identify," when used in connection with natural person(s) or legal entities, shall mean the full name and current business address of the person or entity.
9. "Document," as used herein, shall be construed as broadly as possible to include any and all means and media by which information can be recorded, transmitted, stored, retrieved or memorialized in any form, and shall also include all drafts, versions or copies which differ in any respect from the original. All spreadsheets provided must have all formulae intact and accessible.
10. "Petition," as used herein, means Petitioner's petition filed with the Vermont Public Service Board in this docket, unless the context indicates otherwise.
11. With respect to each document produced by Petitioner, identify the person who prepared the document and the date on which the document was prepared.
12. If any interrogatory or request requires a response that Petitioner believe to be privileged, please state the complete legal and factual basis for the claim of privilege, provide the information required by the 5/16/95 order in Docket No. 5771 and respond to the parts of the interrogatory or request as to which no privilege is asserted.
13. If any interrogatory or request is objected to in whole or in part, please describe the complete legal and factual basis for the objection, and respond to all parts of the interrogatory or request to the extent it is not objected to. If an objection is interposed as to any requested documents, please identify the document by author, title, date and recipient(s), and generally describe the nature and subject-matter of the document as well as the complete legal and factual basis for the objection.
14. To expedite the discovery process and the resolution of this docket, Petitioner should contact CCRPC as soon as possible, and prior to the above deadline for response, if it seeks clarification on any of these information requests.

15. CCRPC reserves the right to submit additional information requests to Petitioner.

INTERROGATORIES AND REQUESTS TO PRODUCE

Economic Interests

1. Pre-filed direct testimony of Todd Singer, page 8, line 11-14: Mr. Singer explains, “*TDI-NE currently estimates \$301,200,000 in property taxes will be paid during both the construction period and the 40 year life of the Project. These taxes will be paid to the Towns along the terrestrial route even though the majority of the right of ways are owned by the State of Vermont.*” Mr. Singer further explains, line 17-20, “*It is TDI-NE’s understanding that the land-based portions of the Project -- the underground transmission cables and the Converter Station -- will be taxable as real property, but that the cables within Lake Champlain are not.*” Please provide further information regarding why the cables within Lake Champlain are not taxable as real property; and furthermore why the lakefront municipalities will not receive tax revenues from this project.
2. Pre-filed direct testimony of Todd Singer, page 12, line 10-14: Mr. Singer explains, “*TDI-NE currently estimates \$21,900,000 in right of way lease payments will be made to the Vermont Department of Transportation (“VTrans”) during the 40 year life of the Project. The right of way lease payments would compensate VTrans for use of the State of Vermont-owned road and railroad right-of-ways (“VTrans Route”) that are incorporated in the Project route.*” Mr. Singer’s pre-filed testimony did not include any information regarding lease revenue for the Lake Champlain portion of the project. Please provide further information regarding anticipated lease revenues from the cables within Lake Champlain; and furthermore whether the lease agreements will be made with the State or the lakefront municipalities for the cables within Lake Champlain.
3. Please explain how and when the lease agreements will be extended if the life of the project expands beyond 40 years.
4. Please explain the impact and standing of TDI-NE’s transmission project relative to any permitting of other, perhaps competing, users.

Environmental/Geomagnetic Fields

5. Pre-filed direct testimony of Dr. William Bailey, page 23, line 13-18: Dr. Bailey explains “*The effect of the cables on navigational compass readings is small. In water depths of just 10 feet, the maximum compass deviation would be 8 degrees directly over the cable and would decrease to 1.3 degrees at a distance of 10 feet or more from the cable centerline. See Exh. TDI-WHB-3. The small compass deviation and narrow width of area affected would not be a problem for boaters and the location of the cables will be indicated on nautical charts of Lake Champlain.*” Considering the impact on compass navigation will NOAA and the Coast Guard be notified of the effect of the cables on navigational compass readings so that users of these devices will be adequately alerted of the effect?

Dated at Winooski, Vermont this 2nd day of April 2015.

Chittenden County Regional Planning Commission

A handwritten signature in blue ink that reads "Charlie Z Baker". The signature is written in a cursive style with a large, stylized "Z".

Charlie Baker
Executive Director
Chittenden Cty. Regional Planning Commission
110 West Canal Street, Suite 202
Winooski, VT 05404

cc: Parties

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 BOARD DEVELOPMENT COMMITTEE
3 MEETING MINUTES
4

5 Date: Monday, March 30, 2015
6 Time: 5:00 p.m.
7 Place: CCRPC Offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404
8 Present: Lou Mossey, Committee chair Catherine McMains
9 Sandy Dooley Jeff Carr (Via phone)
10 Bernadette Ferenc, Trans. Business Mgr.
11

12 The meeting was called to order by the Chair, Lou Mossey, at 5 p.m. after calling Jeff Carr so he could
13 join us by phone.
14

15 1. Changes to the Agenda, Member's Items. There were none.
16

17 2. Prepare slate of officers for FY16. It was noted that Debra Kobus has served two years as Treasurer
18 and Andrea Morgante has served 4 years as at-large rep small municipality, and both need to be
19 replaced on Executive Committee. Charlie sent an email earlier today noting that we probably want to
20 make sure EC members have close contact with their selectboards. He suggested rep for small
21 municipality might be Dave Tilton, Barbara Elliott or Brian Bigelow. Members did voice concern that we
22 were losing two women from the Exec. Comm. and that we should try to maintain a balance and not
23 have an all-male EC. It was agreed that Lou will contact Barbara Elliott, Brian Bigelow and then Dave
24 Tilton to see if any of them would be willing to represent small municipalities on the Exec. Comm. He
25 will also check with Andy Montroll and Chris Roy to see if they will continue as Chair and Vice-chair; and
26 John Zicconi to continue as large municipality rep. Jeff Carr will contact Mike O'Brien to see if he is
27 willing to be Treasurer. Members noted that we ask a lot from our volunteers and sometimes we use
28 them up. Lou will report back to the committee via email to let them know the results of his inquiries
29 and whether or not we have a full slate of officers for FY 16.
30

31 2. Discuss Future Board Training. Lou had asked this to be added as we have not had any board training
32 sessions in a while. Catherine noted that members haven't received a Commissioners' Handbook since
33 bylaws were amended last year. Staff was asked to provide handbooks to the Board Development
34 Committee. It was suggested that we develop topics for training – it was noted that even seasoned
35 board members need refresher courses now and then. We will ask Channel 17 to tape those training
36 sessions so we can post them on the website. Jeff questioned how we work with communities to
37 develop a farm team for new board members. He feels there is a long learning curve, especially with
38 MPO business. Who should we target in each community to get new members ready to serve? It was
39 agreed to try to get the previous training sessions uploaded for our current membership. Then the next
40 step is to come up with combined training plan – “How to...” And show it to communities and boards to
41 show importance of having people ready to serve. Is there a best practice for board members to train
42 their alternates to take over for them? Jeff talks to his alternate on a regular basis so she's up to speed.
43 We should get something in the handbook about board members training alternates/successor.
44 Perhaps we need to go to our public involvement consultant to get ideas for outreach and try to develop
45 a plan. Members asked if there was a board member's job description and if not, we should add it to
46 the handbook. Although alternates get the board packet each month, even if they read it, they might
47 not understand all of our jargon. Committee members agreed to meet at 5:30 on May 20th (before the

1 board meeting) for a quick overview; and maybe even a half hour prior to our annual meeting on June
2 17th.

3

4 4. Other business. There was no other business.

5

6 5. Adjournment. SANDY DOOLEY MADE A MOTION TO ADJOURN AT 5:28 P.M. CATHERINE MCMAINS
7 SECONDED AND THE MOTION CARRIED UNANIMOUSLY.

8

9 Respectfully submitted,

10

11 Bernadette Ferenc

1 Chittenden County Regional Planning Commission
2 Finance Committee
3 Meeting Minutes
4

5 Date: Wednesday, April 29, 2015
6 Time: 5:45 p.m.
7 Place: CCRPC offices at 110 W. Canal Street, Suite 202; Winooski, VT 05404
8 Present: Debra Kobus, Secretary-Treasurer Jeff Carr
9 Charlie Baker, Executive Director Forest Cohen, Business Manager
10 Bernie Ferenc, Transportation Business Manager
11

12 Upon arrival of a quorum, the meeting was called to order at 6:10 p.m. by the Chair, Debra Kobus.
13

14 1. Review of Financial Reports. FY15 through March. a. Balance Sheet: Forrest noted that cash in
15 checking is \$28,000; cash in savings is \$231,691; Cash and money market and CDs (reserve) is \$213,000.
16 He's trying to keep it at \$200,000. Current assets over liabilities: \$502,978. We have spent down
17 previous year's deferred income and show \$210,666 available for match. Income Statement: Regional
18 planning grant ACCD is right on budget for staff time. Row 17 shows transportation staff budget which
19 is behind as expected. The Emergency Management section of our budget is producing decent revenue.
20 Non-direct project expenses: are under budget to date on several expense items. Our net income year
21 to date is a negative (\$101,458). Part of this is the lower indirect rate necessitated by the over collection
22 of indirect reimbursement in previous years. The staff changes mid-year only exacerbated the issue.
23 The interns will come on board in late-May and June and newly hired staff will help increase revenue.
24 Forest then reviewed the cash flow and thinks we'll have \$432,934 at the end of the fiscal year.
25

26 2. Approval of Quarterly Journal Entries: Jan-March. Committee members reviewed the journal
27 entries. JEFF CARR MADE A MOTION, SECONDED BY DEBRA KOBUS, TO APPROVE THE QUARTERLY
28 JOURNAL ENTRIES. MOTION CARRIED UNANIMOUSLY.
29

30 3. Draft FY16 Budget Review. Members reviewed the latest draft budget for FY16. We added two new
31 grants: Federal Highway Real Time Traffic grant, the All Hazards Mitigation Plan and two small grants.
32 Charlie then reviewed staff time where we show an increase in salaries. We added insurance for
33 employment practices and Directors and Officers. JEFF CARR MADE A MOTION, SECONDED BY DEBRA
34 KOBUS, TO RECOMMEND THIS BUDGET TO THE EXECUTIVE COMMITTEE WITH ANY ADJUSTMENTS THEY
35 FIND NECESSARY. MOTION CARRIED UNANIMOUSLY.
36

37 4. Adjourn. The meeting adjourned at 6:20 p.m.
38

39 Respectfully submitted,

40
41 Bernadette Ferenc

1 Chittenden County Regional Planning Commission
2 Executive Committee
3 Meeting Minutes

4 **DRAFT**

5 Date: Wednesday, May 6, 2015
6 Time: 5:45 p.m.
7 Place: CCRPC offices, 110 W. Canal Street, Suite 202; Winooski, VT 05404
8 Present: Andy Montroll, Chair Chris Roy, Vice-Chair (6:10)
9 Debra Kobus, Secretary-Treasurer John Zicconi, At-Large
10 Andrea Morgante, At Large (5:48) Lou Mossey, Immediate past Chair
11 Charlie Baker, Executive Director Eleni Churchill, Trans. Program Manager
12 Forest Cohen, Business Manager Bernie Ferenc, Trans. Business Manager

13
14 The meeting was called to order at 5:45 p.m. by the Chair, Andy Montroll.

- 15
16 1. Changes to the Agenda/Members' Items. There were no changes to the agenda.
17
18 2. Approval of April 1, 2015 Executive/Finance Committee Meeting Minutes. LOU MOSSEY MADE A
19 MOTION, SECONDED BY DEBRA KOBUS TO APPROVE THE APRIL 1ST MINUTES. There was a correction in
20 item 12 to correct the spelling of SECONDED. MOTION CARRIED UNANIMOUSLY.
21
22 3. FY16 Unified Planning Work Program (UPWP) and Budget. Charlie noted that the Finance Committee
23 approved the budget last week and the TAC recommended board approval. JOHN ZICCONI MADE A
24 MOTION THAT WE RECOMMEND APPROVAL OF THE DRAFT UPWP AND BUDGET, SUBJECT TO PUBLIC
25 COMMENT. DEBRA KOBUS SECONDED AND THE MOTION CARRIED UNANIMOUSLY.
26
27 4. Act 250/Section 248 Applications:
28 a. Champlain College, Inc., Burlington. Application #4C0515-17. This project is to demolish an
29 existing building, merge 3 lots and construct a six-story, mixed-use building containing 104
30 residential apartments, 4,200 s.f. of ground level retail space and two enclosed parking lots with 66
31 vehicle spaces. The project is located at St. Paul and Maple Streets. Andy Montroll noted that the
32 City has been working for twelve years to approve housing in this location. The letter notes that this
33 project is consistent with the Regional Planning Areas; and that traffic impacts have largely been
34 mitigated by having students park off-site at Lakeside Avenue. JOHN ZICCONI MADE A MOTION,
35 SECONDED BY ANDREA MORGANTE, TO APPROVE THE LETTER TO THE D.E.C. MOTION CARRIED
36 UNANIMOUSLY.
37 b. Pizzagalli Properties, LLC, South Burlington. Application #4C1279. This project is the subdivision
38 of a 9.4 acre lot with construction of a 63-unit residential apartment building on lot #1 and Lot #2
39 reserved for future use as a commercial property. This has not yet been approved by the South
40 Burlington DRB. We have found the project to be consistent with the Regional Planning Areas; and
41 that it meets the requirement of Criterion 9(L). The project is located on existing public transit
42 route. LOU MOSSEY MADE A MOTION, SECONDED BY JOHN ZICCONI, TO APPROVE THE LETTER TO
43 THE D.E.C. MOTION CARRIED UNANIMOUSLY.
44
45 5. Slate of Officers for FY16. Lou Mossey reported that the Board Development Committee has
46 determined a slate of officers for FY16: Andy Montroll, Chair; Chris Roy, Vice-Chair; Mike O'Brien,
47 Secretary-Treasurer; John Zicconi, At-Large large communities; Brian Bigelow, At-Large small
48 communities; and Lou Mossey continues as Immediate Past Chair. The Board Development

1 Committee will meet at 5:30 on May 20th, just prior to the board meeting, to finalize things. Election
2 of officers will take place at the June Annual Meeting
3

4 6. Chair/Executive Director's Report.

- 5 · Charlie noted that at the Chamber Public Policy Committee meeting this morning they talked
6 about how to attract young professional families to the area. We might have some joint
7 conversations with them on this topic in the coming year.
- 8 · The water quality bill will have a direct impact on our towns and specific responsibilities for
9 regional planning commissions. They are still working out revenue issues, but we should know
10 something by the board meeting. It's thought that the Property Transfer Tax would be the best
11 alternative because it already exists.
- 12 · The Town Plan bill that would change them to a ten-year cycle won't get action this session.
- 13 · There is another bill proposing to enable COGs (Councils of Government) in Vermont. It might
14 be better for towns to have that option. When asked what a COG is, Charlie noted that it
15 allows municipalities to turn their RPC into a COG and contract through the COG for any shared
16 services that make sense for more than one municipality to do together rather than separately.
17 This won't see action this session either.
- 18 · Charlie noted that we hired Marshall Distel as the new transportation planner and just
19 confirmed that Emily Nosse-Leirer has accepted the position of planner. They are both right
20 out of school, although Emily graduated last year. She should start around June 1st.
- 21 · Our Annual Meeting will be June 17th at the Essex Resort and Spa. Sue Minter, Secretary of
22 Transportation will be our guest speaker. In the past we have charged a minimal fee of \$15 per
23 person, which basically helps us get a more accurate head count. Members agreed to continue
24 that fee.
- 25 · Potential water advisory committee. Charlie noted that the MS4 communities have been
26 working as two groups: Regional Stormwater Education Program and Stream Team with
27 specific tasks performed by each. We're trying to merge these two projects and include rural
28 communities and it has been suggested that we formalize that work into say a Water Advisory
29 Committee. After a brief discussion, it was suggested that perhaps we could expand the role of
30 the TAC to include these water issues. The TAC is composed of many public works directors
31 and administrators and they might prefer to have a longer TAC meeting once a month rather
32 than convening for a second meeting to talk water issues. Staff will discuss this with the TAC
33 and bring it up at the May board meeting just to get people thinking about it.
34

35 7. May 20th Board Meeting Agenda Review. Members reviewed and approve the agenda for the May
36 20th board meeting.
37

38 8. Other Business. There was no other business.
39

40 9. Executive Session. – Was not needed.
41

42 10. Adjourn. ANDREA MORGANTE MADE A MOTION TO ADJOURN AT 6:22 P.M. CHRIS ROY SECONDED
43 AND THE MOTION CARRIED UNANIMOUSLY.
44

45 Respectfully submitted,
46

47 Bernadette Ferenc

May 7, 2015

Stephanie Monaghan
District #4 Coordinator
111 West Street
Essex Junction, VT 05452

RE: Champlain College, Inc, Burlington; Application #4C0515-17

Dear Ms. Monaghan:

The Chittenden County Regional Planning Commission's Staff and Executive Committee have reviewed this Act 250 application for a Project described as the demolition of an existing building, merging of three lots, and construction of a six story, mixed use building containing 104 residential apartments, 4,200 s.f. of ground level retail space, and two enclosed parking lots with 66 vehicle spaces. The Project is located at 194 St. Paul Street in the Downtown Development District designated by the state pursuant to Title 24 Chapter 76A in Burlington, Vermont. The City of Burlington's Development Review Board denial was appealed and all parties have reached a settlement agreement on a modified project (the agreed upon plans are now what is before the Act 250 District Commission). **We offer the following comments:**

The project is located within the Center Planning Area as defined in the Chittenden County Regional Plan, entitled the *2013 Chittenden County ECOS Plan*. We find this project to be consistent with the Planning Areas for the following reasons:

1. The Center Planning Area is identified in the Plan as an area planned for growth, and therefore this project helps implement Strategy #2 of the Plan which calls for 80% of new development in the areas planned for growth.
2. The project is proposed in the Downtown and is served by municipal water and sewer, is served by numerous CCTA transit routes and is within walking distance to many services.
3. The density and uses are consistent with the local regulations.

Therefore, we find this project to be in conformance with the Planning Areas of the *2013 Chittenden County Regional Plan*.

In reviewing Criterion 5, the proposal is estimated to generate 67 PM Peak Hour trips. This represents an increase in 19 trips when compared to existing conditions. Traffic impacts have largely been mitigated by requiring students with vehicles to park off-site at the Lakeside Avenue parking lot and providing access via shuttle service. Other multimodal/TDM options include the following:

1. Sidewalk segments bordering the property on King, Maple, and St. Paul Streets will be reconstructed.
2. Indoor bicycle parking is provided to students along with several public locations exterior to the building.
3. The project site is located on CCTA's City Loop.

In considering the aforementioned, we have no concerns regarding transportation impacts to the surrounding area.

Due to the detailed level of development review in most Chittenden County municipalities and the environmental permit reviews at the Department of Environmental Conservation, CCRPC will give specific attention in its Act 250 reviews to the type of use and the Planning Areas section of the *2013 Chittenden County ECOS Plan*. While there are many other topics covered in the *2013 Chittenden County ECOS Plan*, there has been significant analysis at the Regional level regarding transportation impacts. The CCRPC will also focus its attention on transportation, where

appropriate, in accordance with the Metropolitan Transportation Plan, which is within the *2013 Chittenden County ECOS Plan*.

These comments are based on information currently available; we may have additional comments as the process continues. Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Charlie Z Baker". The signature is written in a cursive style with a large, stylized "C" and "B".

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service

May 7, 2015

Peter Keibel
District #4 Coordinator
111 West Street
Essex Junction, VT 05452

RE: Pizzagalli Properties, LLC, South Burlington; Application #4C1279

Dear Mr. Keibel:

The Chittenden County Regional Planning Commission's Staff and Executive Committee have reviewed this Act 250 application for a Project described as the subdivision of 9.4 acre lot with construction of a 63-unit residential apartment building on lot #1 and lot #2 reserved for future use as a commercial property. The Project is located at 1690 Shelburne Road, in South Burlington, VT. The project has not yet received approval from the South Burlington Development Review Board. **We offer the following comments:**

The project is located within the Metro Planning Area as defined in the Chittenden County Regional Plan, entitled the *2013 Chittenden County ECOS Plan*. We find this project to be consistent with the Planning Areas for the following reasons:

1. The Metro Planning Area is identified in the Plan as an area planned for growth, and therefore this project helps implement Strategy #2 of the Plan which calls for 80% of new development in the areas planned for growth.
2. The project is proposed to be served by municipal water and sewer, and is located along a CCTA transit service routes.
3. The density and uses are consistent with the local regulations.

Therefore, we find this project to be in conformance with the Planning Areas of the *2013 Chittenden County Regional Plan*.

We also find that this project meets the requirements of Criterion 9(L). We find that this area does not meet the exact definition of "existing settlement". Therefore, under Criterion 9(L), the applicant must show that any project outside an existing settlement:

- i. Makes efficient use of land, energy, roads, utilities and other infrastructure, and either:
- ii. Will not contribute to strip development, or
- iii. If the project is "confined to" existing strip development, it incorporates infill and minimizes the characteristics of strip development.

Because this proposal is to develop a parcel located in the middle of an area that is already developed, located within the municipal water and sewer service area, has sidewalks, and is on the CCTA transit line, we find that this proposed project is making efficient use of land, energy, roads, utilities and other infrastructure. Secondly, we find that this proposed project is infill as the construction is adding residential uses to an area that is already developed and therefore is not contributing to strip development.

Regarding transportation, we agree the vehicle traffic increases (35 am and 53 pm peak hour trips) are minimal and unlikely to create congestion. The proposal has comprehensively included an internal network of sidewalks that

connect to the existing facilities on Shelburne Road. The applicant should be applauded for the bicycle facilities included in the proposal. In addition to outdoor bicycle parking, the proposal includes indoor bicycle storage equipped with a bike wash area. We have no additional recommendations regarding TDM given the multimodal options this location and proposal are providing to future residents.

Due to the detailed level of development review in most Chittenden County municipalities and the environmental permit reviews at the Department of Environmental Conservation, CCRPC will give specific attention in its Act 250 reviews to the type of use and the Planning Areas section of the *2013 Chittenden County ECOS Plan*. While there are many other topics covered in the *2013 Chittenden County ECOS Plan*, there has been significant analysis at the Regional level regarding transportation impacts. The CCRPC will also focus its attention on transportation, where appropriate, in accordance with the Metropolitan Transportation Plan, which is within the *2013 Chittenden County ECOS Plan*.

These comments are based on information currently available; we may have additional comments as the process continues. Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Charlie Z Baker". The signature is written in a cursive, flowing style.

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 TRANSPORTATION ADVISORY COMMITTEE - MINUTES
3

4 DATE: Tuesday, May 5, 2015
5 TIME: 9:00 a.m.
6 PLACE: CCRPC Office, 110 West Canal St. Winooski, VT
7

8 **Members Present**

9 Roger Hunt, Milton
10 Peter Wernsdorfer, Winooski
11 Dennis Lutz, Essex
12 Bryan Osborne, Colchester, TAC Chair
13 Barbara Elliott, Huntington
14 Justin Rabidoux, South Burlington
15 Matt Langham, VTrans
16 Amy Bell, VTrans
17 Charlene Wallace, Bike/Pedestrian
18 Sandy Thibault, CATMA
19 Robin Pierce, Essex Junction
20 Meredith Birkett, CCTA
21 Brian Bigelow, Underhill
22 Katherine Sonnicks, Jericho
23 Chris Jolly, FHWA
24 Trevor Lashua, Hinesburg
25 Dean Pierce, Shelburne
26 Dean Bloch, Charlotte
27 Nicole Losch, Burlington
28

Staff

Peter Keating, Senior Transportation Planner
Eleni Churchill, Senior Transportation Planning Engineer
Chris Dubin, Transportation Planner
Christine Forde, Senior Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Bryan Davis, Senior Transportation Planner
Charlie Baker, Executive Director
Sai Sarepalli, Transportation Planning Engineer
Dan Albrecht, Senior Planner
Pam Brangan, Senior Planner
Marshall Distel, Transportation Planner

Others

Jason Van Driesche, Local Motion
John Olin, Hoyle Tanner

29
30 Bryan Osborne convened the meeting at 9:00AM.
31

32 **1. Consent Agenda**

33 There were no consent agenda items this month.
34

35 **2. Approval of Minutes**

36 A MOTION WAS MADE TO APPROVE THE MINUTES OF April 7, 2015 BY CHARLENE
37 WALLACE AND SECONDED BY ROGER HUNT. THE MOTION PASSED UNANIMOUSLY.
38

39 **3. Public Comments**

40 There were none.
41

42 **4. Sidewalk Program Application Discussion and Recommendation**

43 Peter referred members to the memo on this in the meeting packet. He identified the five grant applications
44 and their respective amounts noting that what applicants were seeking was nearly double what was available.
45 The review committee of Peter, Bryan Davis, Charlene Wallace, Bob Henneberger and Justin Rabidoux met
46 to evaluate the applications and Peter mentioned that four factors helped guide the committee's eventual
47 recommendation. These were: The relatively small requests from several of the applicants, the acceptance
48 and identification of specific partial awards, the fairly narrow range in average scores, and a desire to spread
49 the funding to multiple awardees. The committee agreed on the following award recommendations:
50
51

- 1 1. Burlington - \$108,350 (partial)
- 2 2. Colchester - \$82,639 (partial)
- 3 3. Williston - \$41,866 (full)
- 4 4. Shelburne - \$22,345 (full)
- 5 5. Milton - \$44,800 (full)

6 Amy Bell noted that with small awards still come lots of process to grant the federal funding and small
7 awards are sometimes not worth all that work. It was also noted that several of these applications were for
8 further funding have received partial awards last year. Following further discussion, DENNIS LUTZ
9 MADE A MOTION TO APPROVE THE COMMITTEE RECOMMENDATIONS AND SEND TO THE
10 BOARD. THE MOTION WAS SECONDED BY JUSTIN RABIDOUX AND PASSED
11 UNANIMOUSLY.

12

13 **5. FY16 Unified Planning Work Program (UPWP)**

14 Charlie highlighted some tasks proposed for the upcoming FY16 work program including:

- 15 · Transportation Improvement District efforts to help VTrans establish them and better factor TDM
16 measures into them
- 17 · Helping towns with Capital Improvement Plans
- 18 · Helping develop the Transportation elements of local plans
- 19 · Scoping for the Colchester Ave./Riverside Ave/Barret Street intersection in Burlington
- 20 · Updating our Transportation Demand Model
- 21 · Water quality planning efforts.

22 Charlie also pointed out that we are looking more at phasing larger planning projects from some of the
23 heavy users of our PL funds - communities like Burlington and South Burlington. He also noted that will
24 revisit and refine as necessary all of this when we do a mid-year adjustment later this calendar year.
25 DEAN PIERCE MADE A MOTION RECOMMENDING APPROVAL OF THE FY16 UPWP TO THE
26 CCRPC BOARD. THE MOTION WAS SECONDED BY MEREDITH BIRKETT AND PASSED
27 UNANIMOUSLY.

28

29 **6. Walk/Bike Demonstration Projects**

30 Jason Van Driesche reported that Local Motion was interested in working with town on bicycle
31 demonstration projects and “pop-ups.” Demonstrations tend to be longer lasting (months to a year) with
32 more infrastructure investment while pop ups tend to be quite sort (one day, a week) using fairly
33 inexpensive items to implement. Local Motion’s focus is on a couple of protected bike lane pop ups, one
34 in Burlington and the other in Winooski, with the Burlington project, on South Union Street, further along
35 and likely to take place next month. Jason illustrated examples of how these work in other places and then
36 showed more specifically what’s proposed on South Union and Winooski’s Weaver Street. The
37 Burlington project would make the street one way north bound from St Paul to King and add a two way
38 bike lane on the east side. The preliminary thinking on Weaver is to remove parking from one side for a
39 two way bike lane. Some of the comments/discussion included:

- 40 · Carefully analyze how bike accommodations impact traffic before project implementation
- 41 · Every place this type of project is considered is unique and there will be no one strategy fits all.
- 42 · Show how emergency vehicles can navigate places where these demonstrations occur.

43 Jason also illustrated how a roundabout demonstration might work on South Burlington’s Kimball
44 Ave/Gregory Drive intersection. The consensus of comments here were if this were properly analyzed,
45 just build the roundabout and not examine it through a demonstration project.

46

47 **7. VTculverts**

48 Pam Brangan brought up the website <https://vtculverts.org/> to demonstrate enhancements to the site from
49 when she last presented to the TAC. She brought up the facilities inventory form, a fillable PDF file and
50 went over some of its content. She also went to a map focusing on Charlotte to demonstrate how a

1 municipality can use the site features highlighting new fields in the site's database. When a town person
2 logs into the site they can change/update their information on culverts or bridges as needed. She also
3 noted a new feature of a geodatabase template, shapefile template and import/export steps and how these
4 features work. Roger Hunt remarked that another feature that would be helpful would be the inclusion of
5 catch basins data. Pam also went over the features of road importance score (selected by the RPC and
6 verified by the Town) and the percentage of the structures bankfull width as measured using GIS.

7 8 **8. Status of Projects and Subcommittee Reports**

9 Peter directed members to the project list on the back of the agenda and asked for questions/comments on
10 them. Bryan Osborne asked what the CCRPC was doing regarding participation in VTrans' proportional
11 share efforts from Act 145 as the Town of Colchester has been in active discussions directly with VTrans.
12 Charlie responded that we were in discussion with VTrans on how TDM fits into this and how
13 apportioning formulas to establish shares are developed. He mentioned that VTrans is working on
14 various scenarios on how this might work. Bryan also asked about the number of tasks identified as LPM
15 services to towns. Bryan Davis said that these were funded directly through the construction funds of
16 those individual projects. Bryan Osborne feels that this is a good service CCRPC staff can provide towns.

17 18 **9. CCRPC April Board Meeting Report**

19 Peter cited the Board warning public hearings on the FY16 work program and TP amendment, and CCTA
20 General Manager Karen Walton's presentation.

21 22 **10. Chairman's/Members Items**

23 Bryan Osborne asked for updates on the CIRC alternatives projects and if there were a report on all of
24 these projects' status. Charlie suggested that this might be appropriate for a TAC update and we could
25 invite Ken Robie to speak to this.

26
27 The meeting adjourned at 11:00 a.m.

28
29 Respectfully submitted, Peter Keating