

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
2 REGULAR MEETING MINUTES  
3

4 DATE: Wednesday, September 21, 2016

5 TIME: 6:00 p.m.

6 PLACE: CCRPC offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404

7 PRESENT: Bolton: Absent Buels Gore: David Scherr, Alt. (6:10)

8 Burlington: Andy Montroll Charlotte: Jim Donovan

9 Colchester: Marc Landry (6:05) Essex: Jeff Carr

10 Essex Jct: Dan Kerin Hinesburg: Andrea Morgante

11 Huntington: Barbara Elliott Jericho: Catherine McMains

12 Milton: Absent Richmond: Bard Hill (6:07)

13 St. George: Maggie Kerrin, Alt. Shelburne: John Zicconi

14 So. Burl: Meaghan Emery, Alt. Underhill: Brian Bigelow

15 Westford: Absent Williston: Chris Roy

16 Winooski: Mike O'Brien VTrans: Matthew Langham

17 Bus/Industry: Absent Socio/Econ/Housing: Justin Dextradeur (6:08)

18 Cons/Env.: Don Meals

19 Ex-Officio: CCTA: Absent FHWA: Absent

20 BIA: Absent FTA: Absent

21 Others: Beth Isler, Toole Design Group Leslie Pelch, VCGI

22 Staff: Charlie Baker, Exec. Director Eleni Churchill, Trans. Program Mgr.

23 Marshall Distel, Trans. Planner Bernie Ferenc, Trans. Business Mgr.

24 Christine Forde, Sr. Trans. Planner Peter Keating, Sr. Trans. Planner

25 Regina Mahony, Planning Prog. Mgr. Melanie Needle, Senior Planner

26 Emma Vaughn, Communication Mgr.  
27

28 1. Call to order; changes to the agenda. The meeting was called to order at 6:00 p.m. by the  
29 chair, Chris Roy. There were no changes to the agenda. Chris welcomed Maggie Kerrin,  
30 new alternate (and town administrator) from St. George; and Meaghan Emery, new  
31 alternate (and City Councilor) from South Burlington.  
32

33 2. Public comment period for items not on the agenda. There were none.  
34

35 3. Action on Consent Agenda. There was one minor amendment to the TIP on the consent  
36 agenda. DAN KERIN MADE A MOTION, SECONDED BY JEFF CARR, TO APPROVE THE  
37 CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.  
38

39 4. Approve Minutes of July 20, 2016 Board Meeting. CATHERINE McMAINS MADE A MOTION,  
40 SECONDED BY JIM DONOVAN, TO APPROVE THE MINUTES OF JULY 20, 2016. MOTION  
41 CARRIED UNANIMOUSLY.  
42

43 5. Parcel Mapping Program – Leslie Pelch, VCGI. Leslie is the Outreach Coordinator at  
44 Vermont Center for Geographic Information (VCGI), which is a part of ACCD (Agency of

1 Commerce and Community Development). The project was created by the legislature last  
2 year and will be funded by VTrans and FHWA. The goal is to create or update data for every  
3 parcel in the state so all will be up to date and help towns with tax mapping data. State  
4 agencies need standardized, statewide parcel data in order to answer questions about the  
5 effectiveness of state programs, plan for transportation construction projects, and identify  
6 economic development opportunities (just to name a few). This need provides an  
7 opportunity for a win-win partnership between state government and towns in Vermont,  
8 because the state does NOT want to duplicate your town's parcel mapping efforts. VTrans  
9 will hire the mapping companies and they'll assign which towns to work on. The RFP for will  
10 be sent in mid-October. Proposals will be reviewed and companies chosen the by end of  
11 December 2016. VCGI has developed new GIS parcel data standards and will now enforce  
12 them. The data will include the SPAN number identified for every parcel in the state. This  
13 will be a three year project and they're soliciting towns to participate in the first year. For  
14 more information, please see VCGI website: <http://vcgi.vermont.gov/parcels>. Chris  
15 thanked Leslie for her presentation.  
16

- 17 6. Presentation on Chittenden County Active Transportation Plan. Peter Keating noted that in  
18 the past this plan was referred to as the Bicycle/Pedestrian Plan which was last updated in  
19 2008. We put out an RFP last year and hired Toole Design Group out of Boston. They do  
20 bike/ped planning all across the country. The recommendations from this plan will be  
21 included in the MTP (Metropolitan Transportation Plan) portion of the ECOS Plan. Peter  
22 then introduced Beth Isler who is managing the project for Toole. However, she is not new  
23 to Chittenden County as she previously worked for RSG. She had a power point  
24 presentation that described the process, guidelines, public outreach efforts and short term  
25 recommendations, conclusions and next steps. For the draft Plan please go to our website  
26 at: <http://www.ccrpcvt.org/our-work/our-plans/regional-bikeped-plan>. Peter noted that  
27 we will be back in November to ask the board to approve the plan. Beth then answered  
28 questions. Chris thanked Beth for the presentation.  
29

- 30 7. ECOS Plan Update schedule, including MTP update. Regina reviewed the schedule  
31 describing the various areas of the ECOS plan and when they'll be addressed. There are five  
32 tasks: 1) Metropolitan Transportation Plan (MTP); 2) Energy Plan; 3) Comprehensive  
33 Economic Development Strategy (CEDS); 4) Update regional plan and implementation; 5)  
34 Adopt 2018 ECOS Plan. Each task has many elements. We are hoping to have a draft plan  
35 by December 2017 to allow the public process for adoption in June 2018. We're letting all  
36 the other pieces start first and then we'll get the Long Range Planning Committee involved.  
37 Charlie noted that in Task 4 there are demographic projections that need to be updated,  
38 reviewed and approved by the Board. Then we'll update the transportation model, which  
39 we hope to have done by May 2017. We will have to have a serious discussion of what our  
40 actual transportation priorities are because transportation funding is not increasing as fast  
41 as the demand. When asked if our ECOS partners will be continuing to work with us or if  
42 they need encouragement, Charlie said we will have less partner involvement than with the  
43 original ECOS plan since the major goals, etc. are not anticipated to change much.  
44

- 1 8. Energy Planning Schedule. Melanie Needle said we have begun working on a regional  
2 energy plan as required by Act 174. The purpose of this work is to develop a detailed energy  
3 plan to advance the State's Comprehensive Energy Plan goals. Additionally, Act 174 (passed in 2016)  
4 requires all regional planning commissions to go through an enhanced regional energy planning  
5 process to prepare for the PSB giving regional plans "substantial deference" in Section 248  
6 proceedings. The Energy Subcommittee met just prior to this meeting – Catherine McMains and Jim  
7 Donovan represent the board on the committee. Melanie reviewed the schedule presented in her  
8 memo in the packet. When asked if we'd cover siting for renewable energy sources, Charlie said  
9 we'll talk to the municipalities to see where they don't want development including solar or wind  
10 and we could indicate where something might go. Charlie noted that the Energy Subcommittee just  
11 reviewed a communication to go to communities to identify areas in their towns that might fall  
12 under the Level 1 or Level 2 constraints list developed by Department of Public Service and  
13 Bennington County Regional Commission. Level 1 includes things that restrict all types of  
14 development; Level 2 includes areas that may make energy generation less feasible, but do not  
15 necessarily prevent development. Charlie said conservation easements are a little fuzzy in this area.  
16 We will develop energy resource maps. Chris wondered if we'll deal with projects that are in one  
17 town, but might affect a neighboring town more. Charlie noted that will be a board decision.  
18
- 19 9. Legislative breakfast topics. Charlie noted that every December for the past couple of years  
20 we have hosted a breakfast for our Chittenden County legislators and covered a few topics.  
21 Generally we ask municipalities to bring us issues that concern them. This year we're  
22 looking for topics. The first one he brought up is how to pay for water quality  
23 improvements. Jeff Carr would like to see a discussion showing how Chittenden County is a  
24 resource to the state providing 60% of new jobs since the recession with 25% of the  
25 population. We need to show how valuable the County is to the state to ensure that  
26 funding is not reduced to Chittenden County because others around the state believe we  
27 get too much. We need to keep up our infrastructure, etc. to enable us to be the resource  
28 to the rest of the state. Jeff noted there will be a lot of changes in Montpelier this year.  
29 Andrea said there will be new legislators and we should inform them about who we are.  
30 The breakfast will take place on Tuesday, December 13<sup>th</sup> at the Double Tree. Andy Montroll  
31 said we need to send invitations to all newly elected officials.  
32
- 33 10. Chair/Executive Director's Report.
- 34 a. Regional Dispatch Study. Charlie noted that 7-8 municipalities have kicked in money  
35 to look at an implementation study for regional/shared dispatch services. There are  
36 about 8 dispatch centers in the county. One thing we learned in this process is that  
37 every call to 911 has a 1.5 minute delay in transferring to a local dispatch center.  
38 Lee Krohn is the staff project manager for this project. They've interviewed  
39 consultants and just hired one this week. Work should be completed by the end of  
40 the calendar year. We're working on communication to elected bodies, whether or  
41 not they're paying for this study, just to let them know what this is all about. We  
42 had sent out a blanket request for the initial study for \$5,000/town. Richmond  
43 offered \$1,000 and we agreed. Charlie noted that the communication to towns will  
44 ask that they consider budgeting for the implementation phase. Based on

- 1 comments from Bard, there was discussion about having a more varied scale of  
2 investment so that rural towns could also participate.
- 3 b. Lamoille Tactical Basin Plan. ANR will make a presentation on this plan next month.  
4 The CWAC will be talking about it and will make a recommendation to the board in  
5 November. Charlie noted that this is the first time that RPC's are taking formal  
6 action on a basin plan, and we have a 30 to 45-day turn around period. (In the  
7 future we should get 60 days.) In this first basin plan, we may have more policy  
8 guidance as to how to prioritize water quality projects. Don Meals said talking about  
9 priorities, there are two kinds – geographic access based on soils, land use,  
10 topography; and those which have more phosphorous issues where towns should be  
11 prepared to weigh in what is higher priority – roads and other impervious areas or  
12 agricultural. Charlie said ANR is looking at a modeling tool that can spit out these  
13 numbers. It should be ready when we have to deal with the Winooski Basin. The  
14 state has a statutory deadline to get the Lamoille Basin plan done by December.
- 15 c. Charlie noted that ANR has said that they haven't received enough applications for  
16 the Ecosystem Restoration Program. There are not enough projects that have been  
17 scoped, so that is a larger focus in the grant round that is currently open. Andrea  
18 suggested that projects could be preventative so smaller communities don't get to  
19 issues as in MS4 communities.
- 20 d. The Executive Director's report was sent via email.

21  
22 11. Committee/Liaison Activities and Reports. Minutes of various committees were in the  
23 meeting packet. Please contact staff with any questions.

24  
25 11 f. Members' Items. Jeff Carr noted that the RPC has contracted with RSG to do the  
26 transportation Model update. His firm is a subcontractor to RSG. He will not be doing any  
27 of the work, but he is owner and managing partner of the firm and oversees all work. He  
28 will recuse himself from any discussions on the plan. He could be a technical resource to  
29 answer questions, but if any board or staff member objects, he'll stay out of it. Chris  
30 thanked him for his disclosure.

31  
32 12. Adjournment. JEFF CARR MADE A MOTION, SECONDED BY MARC LANDRY TO ADJOURN  
33 THE MEETING AT 7:45 P.M. MOTION CARRIED UNANIMOUSLY.

34  
35 Respectfully submitted,  
36  
37 Bernadette Ferenc