

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

3  
4 **Date:** Wednesday, March 19, 2014

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

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

7 **Members:**

8 Bolton, Joss Besse	20 St. George, Debra Kobus
9 Buels Gore, Absent	21 Shelburne, John Zicconi
10 Burlington, Andy Montroll	22 S. Burlington, Sandy Dooley
11 Charlotte, Jim Donovan	23 Underhill, Brian Bigelow
12 Colchester, Marc Landry	24 Westford, Dave Tilton
13 Essex, Irene Wrenner, Alternate	25 Williston, Chris Roy
14 Essex Junction, Dan Kerin	26 Winooski, Mike O'Brien
15 Hinesburg, Andrea Morgante	27 VTrans, Amy Bell
16 Huntington, Barbara Elliott	28 Socio/Econ/Housing, Absent
17 Jericho, Catherine McMains	29 Conservation/Environment, Don Meals
18 Milton, Lou Mossey	30 Industrial/Business, Tim Baechle
19 Richmond, Absent	31 Agriculture, No Representative

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

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

39 **Others:**

40 Jim Dumont, Strathmore Homeowners	44 Diane Meyerhoff, Third Sector Assoc.
41 Tom Papp, Strathmore Homeowners	45 Scott Moody, CCTV
42 Miles White, Stormwater	46 Infinite Culcleasure, Burl. Alternate
43 Matthew Langham, VTrans (policy& Plan.)	

47 **Staff:**

48 Charlie Baker, Executive Director	53 Christine Forde, Senior Trans. Planner
49 Michele Boomhower, Asst/MPO Director	54 Emma Long, Communication Manager
50 Jason Charest, Sr. Trans. Planning Engineer	55 Regina Mahony, Senior Planner
51 Chris Dubin, Transportation Planner	56 Sai Sarepalli, Trans. Planning Engineer
52 Bernadette Ferenc, Trans. Business Mgr.	

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58 **1. Call to Order & Changes to the Agenda**

59 The meeting was called to order at 6:03PM by the Chair, Lou Mossey.

60  
61 **2. Public Comment Period on Items NOT on the Agenda**

62 Tom Papp, President of the Strathmore Homeowners Association in Burlington, spoke regarding a  
63 Section 248 hearing expected to be heard before the Public Service Board (PSB). South 40 Solar LLC is  
64 proposing a solar generating facility on a 40 acre site on Sunset Cliff Road. The Strathmore  
65 Homeowners Association represents residents that are downstream of the proposed development.  
66 The Association has petitioned the PSB for additional information regarding stormwater impacts  
67 because their requests have gone unanswered. The Association urged the CCRPC to oppose the project  
68 until more information is forthcoming. Lou Mossey responded that the CCRPC Executive Committee  
69 will review the proposal when it is submitted and will take the Association's comments under  
70 advisement.

1 Don Meals is reviewing the solar farm project as a member of the Burlington Conservation Board. He  
2 requested that the Executive Committee hear from the applicant as well as the opposition before they  
3 make a decision.  
4

5 **3. Approve Minutes of January 15, 2014 Meeting**

6 ANDY MONTROLL MADE A MOTION, DULY SECONDED BY JIM DONOVAN, TO APPROVE THE MINUTES  
7 OF JANUARY 15, 2014. During discussion, Jim Donovan noted that the budget approval at the last  
8 meeting included a reduction in funding for one of his projects. The reduction would have been greater  
9 if there had been an increase in the fee; he voted to increase the fee. He is willing to change his vote to  
10 an abstention if that is appropriate. Lou Mossey suggested that this possible conflict be noted in the  
11 meeting current minutes. Andrea Morgante suggested that in the future VTrans personnel be  
12 identified by the division in which they work. THE MOTION CARRIED UNANIMOUSLY WITH FIVE  
13 ABSTENTIONS FROM DAVE TILTON, DON MEALS, CATHERINE MCMAINS, DAN KERIN, AND DEBRA  
14 KOBUS.  
15

16 **4. Approve Consent Agenda (MPO Business)**

17 JOHN ZICCONI MADE A MOTION, DULY SECONDED BY JIM DONOVAN, TO APPROVE THE CONSENT  
18 AGENDA FOR MINOR AMENDMENTS TO THE FY2014 TRANSPORTATION IMPROVEMENT PROGRAM.  
19 THE MOTION CARRIED UNANIMOUSLY.  
20

21 **5. Appointment of Business/Industry Alternate Representative to CCRPC Board**

22 JOHN ZICCONI MADE A MOTION, DULY SECONDED BY TIM BAECHLE, TO APPOINT KATIE TAYLOR AS  
23 THE ALTERNATE FOR THE BUSINESS/INDUSTRY SEAT ON THE BOARD. THE MOTION CARRIED  
24 UNANIMOUSLY.  
25

26 **6. Approve Amended Urbanized Area Boundary (MPO Business)**

27 Jason Charest of the CCRPC staff explained that the urbanized area boundary was approved by the  
28 CCRPC Board after the 2010 Census. Staff has undertaken a new Federal Highway Administration  
29 (FHWA) process to classify roadways as either urban or rural. Jason presented the new map and staff  
30 recommends connecting the Burlington urbanized area with the Milton urbanized cluster. The changes  
31 will not affect eligibility for roads on the Federal Aid System and may allow the county to take  
32 advantage of future funding opportunities. Jason explained that VTrans has been working with  
33 Northwest Regional Planning regarding adding Georgia to the Milton cluster. The Board is not being  
34 asked to approve this change. ANDY MONTROLL MADE A MOTION, DULY SECONDED BY JIM  
35 DONOVAN, TO APPROVE THE DRAFT ADJUSTED URBAN AREA BOUNDARY MAP. THE MOTION CARRIED  
36 UNANIMOUSLY.  
37

38 **7. Project Prioritization (MPO Business)**

39 Christine Forde made a presentation about project prioritization for the FY2016 Capital Program.  
40 Projects need to be included in both the Capital Plan and the Transportation Improvement Program  
41 (TIP) in order to spend transportation funds in the County. The Capital Program includes the following  
42 project phases: Candidate List, Development & Evaluation, and "Front of the Book" projects. The  
43 prioritization methodology is developed cooperatively by VTrans and the Regional Planning  
44 Commissions. The rating system includes both asset management factors and the functional  
45 importance of the improvement.  
46

1 Andrea Morgante asked if the bridge methodology includes things like fluvial erosion and aquatic  
2 organism passage. Christine responded that these are considered as part of the bridge sufficiency  
3 rating. Lou Mossey asked if Tax Increment Finance (TIF) districts are given consideration in the rating  
4 system; Christine doesn't believe so.

5  
6 JOHN ZICCONI MADE A MOTION, DULY SECONDED BY CATHERINE MCMAINS, TO ACCEPT THE 2016  
7 REGIONAL TRANSPORTATION PRIORITIZATION SCORES AS PRESENTED BY STAFF. THE MOTION CARRIED  
8 UNANIMOUSLY.

## 9 10 **8. Climate Action Guide Presentation**

11 Melanie Needle of the CCRPC staff made a presentation about the Climate Action Guide. Catherine  
12 McMains congratulated staff for completing the draft guide. Melanie explained the purpose of the  
13 Guide is to establish a common understanding of the potential regional impacts of climate change,  
14 identify priority strategies and actions that the CCRPC can do to mitigate or adapt to climate change,  
15 and provide guidance to individuals, employers, and municipalities.

16  
17 The Guide reflects the efforts of two advisory committees; each committee included local and state  
18 experts on climate change, adaptation, transportation, land use, government, public health, business,  
19 and energy. The work on this document began in early 2012 and was ongoing during the development  
20 of the ECOS Plan. The Guide includes a greenhouse gas inventory which contains available emissions  
21 data from heating, wastewater, electricity, transportation, solid waste, and their emission profile.  
22 Additional guidance is provided for individuals, municipalities, and employers for climate action. The  
23 Vermontivate ("a game of change") is part of the promotional events for the plan.

24  
25 Chris Roy asked that the data be as current as possible in the Guide. John Zicconi believes that the "no  
26 net loss" of the vegetative landscape is impossible and is a no growth statement. This was discussed  
27 extensively as part of the ECOS project. He would also like to see the document discuss technology as a  
28 means to address climate change.

29  
30 Charlie Baker reminded members that the Guide is a product of the advisory committee, not CCRPC  
31 staff. He suggested that members provide comments and feedback to Melanie by April 4<sup>th</sup>. She will  
32 provide a new draft with track changes and a list of items that need further discussion at the April  
33 Board meeting. The Board can accept the document at a future meeting.

## 34 35 **9. Proposed CCRPC Bylaw Amendments**

36 The proposed Bylaw Amendments have been reviewed by the Executive and Board Development  
37 Committees. They recommend the Board warn a public hearing on May 21, 2014, to include notice to  
38 all municipalities for at least 30 days.

39  
40 MARC LANDRY MADE A MOTION, DULY SECONDED BY CATHERINE MCMAINS, TO WARN PUBLIC  
41 HEARING ON MAY 21, 2014 TO DISCUSS PROPOSED BYLAW AMENDMENTS. During discussion, Marc  
42 Landry explained that the committee addressed three areas of the bylaws: housekeeping items,  
43 representation, and hiring of the Executive Director by the Board. THE MOTION CARRIED  
44 UNANIMOUSLY.

1 **10. Executive and MPO Directors' Updates**

2 *10a) Unified Planning Work Program (UPWP)* – Michele Boomhower reported that recommendations  
3 for work program activities and a proposed budget is expected next month. Most of the work program  
4 requests will be accommodated.

5  
6 *10b) Public Participation Plan* – Debbie Ingram continues to chair this committee and a draft is being  
7 prepared.

8  
9 *10c) Act 250 Letters* - 1) City of Burlington Dept. of Parks & Recreation, Waterfront Park; 2) Waldorf  
10 School Expansion, Shelburne; 3) Green Mountain Power Corp./Vermont Electric Power Company, Inc.  
11 Transmission Line, Milton, Georgia, E. Fairfax (Included in the Board Packet)

12  
13 *10d) Legislative Update* – Charlie reported that the Shoreline bill is going to conference committee.  
14 There are two growth center bills and a transportation proportional share bill under consideration. The  
15 energy siting bill is not likely to move forward. A water quality bill is moving through the House but the  
16 Administration is reluctant to move forward without EPA approval of the TMDL. Charlie suggested we  
17 invite DEC Commissioner Mears to discuss this at our next meeting. Charlie would like to coordinate  
18 regional and municipal plans for watershed basin planning. The CIRC Alternatives projects are included  
19 in the House's Capital Program. Andrea Morgante suggested that the Board should consider discussion  
20 about the sunset on cell tower siting

21  
22 **11. Committee Reports**

23 There were none.

24  
25 **12. Members Items & Other Business**

26 There were none.

27  
28 **13. Adjourn**

29 JOHN ZICCONI MADE A MOTION, DULY SECONDED BY DON MEALS, TO ADJOURN AT 7:55PM. THE  
30 MOTION CARRIED UNANIMOUSLY.

31  
32 Respectfully submitted,  
33 Diane Meyerhoff