

1 **Chittenden County Regional Planning Commission**
2 **Regular Meeting Minutes**
3

4 **Date:** Wednesday, May 21, 2014

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

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

7 **Members:**

8 Bolton, Absent	20 St. George, Debra Kobus
9 Buels Gore, Absent	21 Shelburne, John Zicconi
10 Burlington, Andy Montroll	22 S. Burlington, Sandy Dooley
11 Charlotte, Marty Illick (Alternate)	23 Underhill, Brian Bigelow
12 Colchester, Marc Landry	24 Westford, Dave Absent
13 Essex, Irene Wrenner (Alternate)	25 Williston, Absent
14 Essex Junction, Absent	26 Winooski, Mike O'Brien
15 Hinesburg, Andrea Morgante	27 VTrans, Absent
16 Huntington, Absent	28 Socio/Econ/Housing, Absent
17 Jericho, Catherine McMains	29 Conservation/Environment, Don Meals
18 Milton, Absent	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, Bill Watterson	38 Railroad Industry, Absent
36 FHWA, Absent	

39 **Others:**

40 Jim Brangan, Lake Champlain Basin Prog.	42 Scott Moody, CCTV
41 Diane Meyerhoff, Third Sector Assoc.	

43 **Staff:**

44 Charlie Baker, Executive Director	50 Chris Dubin, Transportation Planner
45 Michele Boomhower, Asst/MPO Director	51 Bernadette Ferenc, Trans. Business Mgr.
46 Dan Albrecht, Senior Planner	52 Peter Keating, Senior Trans. Planner
47 Pam Brangan, Senior Planner	53 Emma Long, Communication Manager
48 Forest Cohen, Business Manager	54 Regina Mahony, Senior Planner
49 Bryan Davis, Senior Transportation Planner	55 Melanie Needle, Senior Planner

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57
58 **1. Call to Order & Changes to the Agenda**

59 The meeting was called to order at 6:18PM by the Vice Chair, Andy Montroll.

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

62 There were none.

63
64 **3. Approve Minutes of April 16, 2014 Meeting**

65 JOHN ZICCONI MADE A MOTION, DULY SECONDED BY DON MEALS, TO APPROVE THE MINUTES OF APRIL
66 16, 2014. During discussion, Irene Wrenner made a friendly amendment to reword page 2, lines 36-37
67 to read: "... either a NOAA chart (provided by Chris Roy) or a simpler chart be inserted in place of figure
68 3 or maybe even delete the chart." THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSTENTION
69 FROM MARTY ILLICK.
70

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

2 There was no consent agenda.

3
4 **5. Champlain Valley National Heritage Partnership**

5 Jim Brangan of the Lake Champlain Basin Program (LCBP) discussed the establishment of the
6 Champlain Valley National Heritage Area in 2006. The Heritage Area features three interpretive
7 themes: Making of Nations, Corridor of Commerce, and Conservation & Community. The Area
8 encompasses 900 square miles within eleven counties in Vermont and New York. LCBP is the managing
9 entity in partnership with regional stakeholder groups. The Heritage Area offers grants to organizations
10 to promote the interpretive themes; this year's focus is the War of 1812. They are considering
11 transportation as next year's theme for funding. Chittenden County communities should contact Dan
12 Albrecht at CCRPC for more information.

13
14 **6. Resolution Recognizing Pam Brangan on 15th Anniversary at CCRPC**

15 IRENE WRENNER MADE A MOTION, DULY SECONDED BY ANDREA MORGANTE, TO APPROVE A
16 RESOLUTION HONORING PAM BRANGAN FOR FIFTEEN YEARS OF SERVICE TO THE CCRPC. THE MOTION
17 CARRIED UNANIMOUSLY.

18
19 **7. Public Hearing on CCRPC Bylaw Revisions & Adoption**

20 Andy Montroll opened the public hearing at 6:20PM. Charlie Baker reported that no questions or
21 comments were received during the thirty day warning period. As no members of the public were
22 present, Andy Montroll closed the public hearing at 6:22PM. CATHERINE MCMAINS MADE A MOTION,
23 DULY SECONDED BY ANDREA MORGANTE, TO ADOPT THE AMENDED BYLAWS AS PRESENTED AT THE
24 MARCH 19, 2014 CCRPC BOARD MEETING. THE MOTION CARRIED UNANIMOUSLY.

25
26 **8. Public Hearing for the FY15 Unified Planning Work Program (UPWP) and Budget**

27 Andy Montroll opened the public hearing at 6:24PM. As no members of the public were present, Andy
28 Montroll closed the public hearing at 6:26PM. JOHN ZICCONI MADE A MOTION, DULY SECONDED BY
29 ANDREA MORGANTE, TO ADOPT THE FY2015 UPWP AND BUDGET, INCORPORATING THE MINOR
30 AMENDMENTS AS PROVIDED TO THE CCRPC BOARD IN THE BOARD PACKET. During discussion, Charlie
31 Baker reported that the expected deficit is down to \$13,000 from \$40,000 and may indeed balance.
32 Michele Boomhower of the CCRPC reported that the consultant carry-forward expense line will
33 increase by \$5,000 due to delays in FY14 expenditure, this will be off-set by the direct revenues in the
34 consultant carry-forward line. Bryan Davis of CCRPC noted that the CarShare VT FY15 program
35 information may be incorrect. Michele indicated that she will review the text and update to accurately
36 reflect the FY15 tasks. THE MOTION CARRIED UNANIMOUSLY.

37
38 **9. Town Plan Approval – Winooski Municipal Development Plan**

39 Regina Mahoney of CCRPC explained that this approval is a re-adoption of the old plan with a new set
40 of guiding principles for next year's update. MIKE O'BRIEN MADE A MOTION, DULY SECONDED BY
41 ANDREA MORGANTE, TO APPROVE THE WINOOSKI'S MUNICIPAL DEVELOPMENT PLAN AND CONFIRM
42 THE CITY OF WINOOSKI'S PLANNING PROCESS IN ACCORDANCE WITH THE ATTACHED RESOLUTION.
43 THE MOTION CARRIED UNANIMOUSLY BY VOTE OF THE MUNICIPAL REPRESENTATIVES.

44
45 **10. Approve FY15 Sidewalk Program Grants**

46 Peter Keating of CCRPC reported that this is the tenth year of providing sidewalk grants to
47 communities. This represents 34 grants to 10 communities for a total of \$2.6 million over the life of the

1 program. The Review Committee and TAC recommend four partial awards: Colchester - \$75,000;
2 Burlington - \$100,000; Williston - \$75,000; Jericho - \$50,000. There was discussion about the
3 advantages and disadvantages of partial awards and how best to implement partial awards in the
4 future. Peter indicated that the TAC will be addressing the issue of partial awards prior to the next
5 grant round in the spring of 2015.

6
7 MIKE O'BRIEN MADE A MOTION, DULY SECONDED BY MARC LANDRY, TO APPROVE THE FY2015 CCRPC
8 SIDEWALK PROGRAM GRANT AWARDS AS RECOMMENDED BY THE REVIEW COMMITTEE AND THE
9 TRANSPORTATION ADVISORY COMMITTEE (TAC). THE MOTION CARRIED UNANIMOUSLY.

10 11 **11. Report on Nominations for FY15 Officers and Executive Committee**

12 Marc Landry reported that the Board Development Committee is recommending the following slate of
13 officers for FY2015: Andy Montroll, Chair; Chris Roy, Vice Chair; Debra Kobus, Secretary/Treasurer;
14 John Zicconi, At-large for Towns over 5,000; Andrea Morgante, At-large for Towns under 5,000; and
15 Louis Mossey, Immediate Past Chair. The election of officers will occur at the June 18, 2014 Annual
16 Meeting and candidates may also be nominated from the floor.

17 18 **12. Climate Action Guide Approval**

19 Charlie Baker discussed the revisions to the current version of the Guide. John Zicconi asked
20 that document be reviewed for polish; the addition of wording from the National Climate Assessment
21 created some awkward language. John is concerned that the Northeast Region temperature changes
22 are not particularly relevant to Vermont. There was discussion about how best to characterize the
23 possibility of less snowfall due to climate change. The suggested revision on page 5, under "Local
24 Economy" is "Tourism will be impacted by less-colorful foliage seasons and *unpredictable snow fall* for
25 winter sports" (emphasis added to new text). At the top of page 5, a deletion: "With warmer
26 temperatures, more precipitation will fall. ~~as rain instead of snow~~" (delete strikeout text).

27
28 DON MEALS MADE A MOTION, DULY SECONDED BY CATHERINE MCMAINS, TO ADOPT THE CLIMATE
29 ACTION GUIDE, WITH SUGGESTED CHANGES. During discussion, Mike O'Brien asked that on page ii,
30 Don Meals' addition be omitted as redundant. Don Meals and Catherine McMains agreed to the
31 deletion.

32
33 Mike O'Brien suggested the removal of Figure 3 because it contains information that is nine years old
34 (although it is the most recent published information available). Andrea Morgante disagrees; the
35 purpose of the chart is to show a century's worth of data and the upward trend. Don Meals noted that
36 Census information is often accepted even though it is out-of-date.

37
38 MIKE O'BRIEN MADE A MOTION, DULY SECONDED BY TIM BAECHLE, TO DELETE FIGURE 3 FROM THE
39 CLIMATE ACTION GUIDE. During discussion, John Zicconi expressed concern about the policy of making
40 changes to the document when not all members are present. Irene Wrenner, the Essex Alternate, will
41 vote in favor because Jeff Carr, the Essex Representative would vote in favor. THE MOTION FAILED
42 WITH FIVE VOTING IN FAVOR (MIKE O'BRIEN, JOHN ZICCONI, TIM BAECHLE, IRENE WRENNER, AND
43 MARC LANDRY) AND EIGHT VOTING AGAINST (ANDY MONTROLL, DON MEALS, SANDY DOOLEY, BRIAN
44 BIGELOW, CATHERINE MCMAINS, ANDREA MORGANTE, DEBRA KOBUS, AND MARTY ILLICK).

45
46 The Vice Chair called the vote on the original motion. THE MOTION CARRIED UNANIMOUSLY.
47

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

2 **13a) Staffing Update** – Charlie Baker reported that Paul Luciano, Emergency Planner, has
3 resigned. Lee Krohn will cover these tasks for now.
4

5 **13b) 2014 Annual Meeting** – David Mears will be the guest speaker on June 18, 2014 at St.
6 Michael's College.
7

8 **13c) Public Participation Plan** – The committee will need a few more meetings to finalize a
9 draft for the CCRPC Board.
10

11 **13d) Legislative Update** – Please see an update in tomorrow's CCRPC newsletter.
12

13 **14. Committee Reports**

14 These were included in the meeting packet.
15

16 **15. Members Items & Other Business**

17 Don Meals reported that Miles Waite has expressed interest in being his alternate to the CCRPC.
18

19 Andrea Morgante suggested that CCRPC staff and municipal staff use the Climate Action Guide when
20 developing UPWP items.
21

22 **16. Adjourn**

23 DON MEALS MADE A MOTION, DULY SECONDED BY JOHN ZICCONI, TO ADJOURN AT 7:40PM. THE
24 MOTION CARRIED UNANIMOUSLY.
25

26 Respectfully submitted,
27 Diane Meyerhoff
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