

1 **Chittenden County Regional Planning Commission**
2 **Regular Meeting Minutes**
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4

5 **Date:** Wednesday, May 20, 2015

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

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

8 **Members:**

9 Bolton, Leslie Pelch, Alternate	21 St. George, Barbara Young
10 Buels Gore, Absent	22 Shelburne, John Zicconi
11 Burlington, Andy Montroll	23 S. Burlington, Chris Shaw (6:30)
12 Charlotte, Absent	24 Underhill, Brian Bigelow
13 Colchester, Marc Landry	25 Westford, Dave Tilton
14 Essex, Jeff Carr	26 Williston, Chris Roy
15 Essex Junction, Dan Kerin	27 Winooski, Mike O'Brien
16 Hinesburg, Andrea Morgante	28 VTrans, Amy Bell
17 Huntington, Absent	29 Socio/Econ/Housing, Justin Dextrateur
18 Jericho, Catherine McMains	30 Conservation/Environment, Don Meals
19 Milton, Lou Mossey	31 Industrial/Business, Tim Baechle
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 Matthew Langham, VTrans	44 Henry Bonges, Milton Alternate
41 Diane Meyerhoff, Third Sector Assoc.	45 Chris Lamothe, Winooski resident
42 Scott Moody, CCTV	46 Scott Burbank, VHB
43 Tom Mulcahy, Colchester Alternate	47 Aaron Guyette, VHB

49 **Staff:**

50 Charlie Baker, Executive Director	54 Bernadette Ferenc, Trans. Business Mgr.
51 Eleni Churchill, Trans. Program Mgr.	55 Peter Keating, Senior Trans. Planner
52 Forest Cohen, Business Manager	56 Emma Long, Communication Manager
53 Bryan Davis, Sr. Transportation Planner	57 Regina Mahony, Planning Program Mgr.

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59
60 **1. Call to Order; Changes to the Agenda**

61 The meeting was called to order at 6:00PM by the Chair, Andy Montroll. There were no changes to the
62 agenda.
63

64 **2. Public Comment Period on Items NOT on the Agenda.** There were none. Jeff Carr sent out a get well
65 soon to Michele Boomhower, former MPO Director. Marc Landry introduced the Colchester Alternate,
66 Tom Mulcahy and Lou Mossey introduced the Milton Alternate, Henry Bonges.
67

68 **3. Approve Minutes of April 15, 2015 Meeting**

69 JEFF CARR MADE A MOTION, DULY SECONDED BY MARC LANDRY, TO APPROVE THE MINUTES OF APRIL
70 15, 2015 WITH CORRECTIONS. During discussion, Catherine McMains noted that Brian Bigelow's name

1 was spelled incorrectly in the attendance. THE MOTION CARRIED UNANIMOUSLY WITH TWO
2 ABSTENTIONS BY DON MEALS AND CHRIS ROY.

3
4 **4. Public Hearing and Adoption of Transportation Improvement Program (TIP) Major Amendment**

5 Charlie Baker explained this major amendment adds \$307,000 to the Transportation Improvement
6 Program (TIP) for construction of a VT128 Slope Stability System in Essex. Chair Andy Montroll opened
7 the public hearing at 6:06PM. With no public present, the hearing was closed at 6:06PM. JEFF CARR
8 MADE A MOTION, DULY SECONDED BY JOHN ZICCONI TO APPROVE THE PROPOSED TIP AMENDMENT
9 TO ADD \$307,000 IN FY15 FOR CONSTRUCTION OF A SLOPE STABILITY SYSTEM ON VT128 IN ESSEX.
10 VOTE (MPO BUSINESS):

Bolton (1)	Yes	Richmond (1)	Absent
Burlington (4)	Yes	St. George (1)	Yes
Charlotte (1)	Absent	Shelburne (1)	Yes
Colchester (2)	Yes	South Burlington (2)	Absent
Essex Junction (1)	Yes	Underhill (1)	Yes
Essex Town (1)	Yes	Westford (1)	Yes
Hinesburg (1)	Yes	Williston (1)	Yes
Huntington (1)	Absent	Winooski (1)	Yes
Jericho (1)	Yes	VTrans (1)	Yes
Milton (1)	Yes		

11
12 THE MOTION CARRIED WITH 19 OF 24 VOTES AND 14 OF 18 MUNICIPALITIES VOTING IN THE
13 AFFIRMATIVE WITH THREE ABSTENTIONS FROM TIM BAECHLE, DON MEALS, AND JUSTIN
14 DEXTRADEUR.

15
16 **5. Public Hearing and Adoption of FY16 Unified Planning Work Program (UPWP) & Budget**

17 Charlie Baker introduced the UPWP and Budget with small revisions. There is an additional \$15,000 in
18 state planning funds for culvert tracking. Bryan Davis noted that two comments were received from
19 the Milton Planning Commission supporting the Milton planning projects. Chair Andy Montroll opened
20 the public hearing at 6:13PM. With no public present, the hearing was closed at 6:13PM. Both Jeff Carr
21 and Andy thanked committee members and staff for their hard work to complete the work plan and
22 budget. Charlie thanked the Committee for their work and Bryan Davis for creating a system to receive
23 applications and review them efficiently.

24
25 JEFF CARR MADE A MOTION, DULY SECONDED BY MARC LANDRY, TO ADOPT THE FY2016 UPWP AND
26 BUDGET INCORPORATING MINOR EDITORIAL CORRECTIONS AND THE ADDITION OF \$15,000 IN STATE
27 PLANNING FUNDS. During discussion, Charlie reviewed the budget. According to CCRPC Bylaws, the
28 UPWP transportation budget is MPO business, therefore must be voted separately. VOTE (MPO
29 BUSINESS):

Bolton (1)	Yes	Richmond (1)	Absent
Burlington (4)	Yes	St. George (1)	Yes
Charlotte (1)	Absent	Shelburne (1)	Yes
Colchester (2)	Yes	South Burlington (2)	Absent
Essex Junction (1)	Yes	Underhill (1)	Yes
Essex Town (1)	Yes	Westford (1)	Yes
Hinesburg (1)	Yes	Williston (1)	Yes
Huntington (1)	Absent	Winooski (1)	Yes
Jericho (1)	Yes	VTrans (1)	Yes
Milton (1)	Yes		

1
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3 AFFIRMATIVE WITH THREE ABSTENTIONS FROM TIM BAECHLE, DON MEALS, AND JUSTIN
4 DEXTRADEUR.

5
6 THE FULL UPWP AND BUDGET CARRIED UNANIMOUSLY WITH AN ABSTENTION FROM AMY BELL.

7
8 **6. Sidewalk Program Recommendations**

9 Peter Keating of the CCRPC staff provided an overview of the sidewalk grant program. Over the past
10 eleven years, there have been thirty-three awards to twelve communities amounting to \$2.7 million.
11 This year, five applications were received and the Sidewalk Committee and Transportation Advisory
12 Committee (TAC) both recommend five awards (some provide partial funding): Burlington (\$108,350),
13 Colchester (\$82,639); Williston (\$41,866); Shelburne (\$22,345); and Milton (\$44,800). These grants are
14 federal construction funds.

15
16 MARC LANDRY MADE A MOTION, DULY SECONDED BY JOHN ZICCONI, TO APPROVE THE
17 RECOMMENDATION OF THE SIDEWALK COMMITTEE AND THE TRANSPORTATION ADVISORY
18 COMMITTEE (TAC) TO AWARD \$300,000 IN SIDEWALK GRANTS TO FIVE COMMUNITIES. THE MOTION
19 CARRIED UNANIMOUSLY.

20
21 **7. Essex Town and Village Bicycle/Pedestrian Plan**

22 Bryan Davis made a presentation about the Essex Town and Village Bicycle and Pedestrian Plan. This
23 plan will be a framework, used by Local Motion, for other municipal-level plans and potentially our
24 regional bike/ped or active transportation plan.

25
26 **8. Board Development Committee Nomination of Executive Committee**

27 Lou Mossey, Chair of Board Development Committee, reported the committee recommendation for
28 the following FY2016 slate of officers: Andy Montroll, Chair; Chris Roy, Vice Chair; Mike O'Brien,
29 Secretary/Treasurer; John Zicconi, At-large for Towns over 5,000; Brian Bigelow, At-large for Towns
30 under 5,000; and Louis Mossey, Immediate Past Chair. The election of officers will occur at the June 17,
31 2015 Annual Meeting and candidates may be nominated from the floor.

32
33 **9. Appointment of Chris Shaw to Hazard Mitigation Plan Committee**

34 Chair Andy Montroll appointed Chris Shaw to the Hazard Mitigation Plan Committee.

35
36 **10. TDI New England Clean Power Link Project Information Request & Response**

37 Regina Mahony of CCRPC staff explained that CCRPC submitted questions to the applicant, TDI, for the
38 New England Clean Power Link Project. At issue is the taxation of power lines in the Lake; TDI believes
39 they are not taxable and the three impacted Regional Planning Commissions (RPCs) feel they are
40 taxable. The RPCs can submit testimony; however, moving forward will involve funds to retain counsel.
41 The impacted towns (Colchester, South Burlington, Shelburne, Charlotte) have been notified and will
42 be invited to the next Executive Committee meeting. The Executive Committee will need to decide how
43 to move forward at their next meeting and welcomes the input of Board members.

44
45 **11. Executive Director's Update**

- 46
- New staff includes Marshall Distel, Transportation Planner and Emily Nosse-Leirer, Planner.

- 1 • The new Water Quality Bill adds municipal road stormwater permits and a role for the RPCs to
2 work with municipalities to prioritize water quality investments in the regional Basin Plans.
3 • We will be asking the Transportation Advisory Committee (TAC) to act as the CCRPC Water-Related
4 Advisory Committee. Andrea Morgante would like us to think about water quality as a regional and
5 watershed issue.
6 • Intelligent Transportation System (ITS) Draft Plan is expected in July or September.
7 • We are working on a RFQ/RFP to engage diverse communities in our work.
8 • There is a developer interested in the Richmond Creamery Brownfield site.
9 • CCRPC held trainings for DRB members, Road Foremen, and Energy Committee members.
10 • A public meeting was held for the Milton US7 Corridor Plan; the Chamberlin Neighborhood Study is
11 underway in South Burlington; and the public comment period has closed for the Winooski Form
12 Based Code project.
13 • A Board member is needed to serve on the Active Transportation Plan committee.
14

15 **12. Committee Reports**

16 Reports are included in the Board packet. The Board Development Committee minutes are final.
17 Charlie noted that he will be visiting municipalities during the August and September to talk about
18 serving on the RPC Board. There was support to restart Board trainings prior to each monthly meeting.
19 Alternates will be encouraged to attend.
20

21 **13. Members' Items/Other Business:** There were none.
22

23 **14. Adjourn**

24 JEFF CARR MADE A MOTION, DULY SECONDED BY CHRIS ROY, TO ADJOURN AT 7:23PM. THE MOTION
25 CARRIED UNANIMOUSLY.
26

27 Respectfully submitted, Diane Meyerhoff