

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES

DRAFT

DATE: Wednesday, September 21, 2016
TIME: 6:00 p.m.
PLACE: CCRPC offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404
PRESENT: Bolton: Absent Buels Gore: David Scherr, Alt. (6:10)
Burlington: Andy Montroll Charlotte: Jim Donovan
Colchester: Marc Landry (6:05) Essex: Jeff Carr
Essex Jct: Dan Kerin Hinesburg: Andrea Morgante
Huntington: Barbara Elliott Jericho: Catherine McMains
Milton: Absent Richmond: Bard Hill (6:07)
St. George: Maggie Kerrin, Alt. Shelburne: John Zicconi
So. Burl: Meaghan Emery, Alt. Underhill: Brian Bigelow
Westford: Absent Williston: Chris Roy
Winooski: Mike O'Brien VTrans: Matthew Langham
Bus/Industry: Absent Socio/Econ/Housing: Justin Dextradeur (6:08)
Cons/Env.: Don Meals
Ex-Officio: CCTA: Absent FHWA: Absent
BIA: Absent FTA: Absent
Others: Beth Isler, Toole Design Group Leslie Pelch, VCGI
Staff: Charlie Baker, Exec. Director Eleni Churchill, Trans. Program Mgr.
Marshall Distel, Trans. Planner Bernie Ferenc, Trans. Business Mgr.
Christine Forde, Sr. Trans. Planner Peter Keating, Sr. Trans. Planner
Regina Mahony, Planning Prog. Mgr. Melanie Needle, Senior Planner
Emma Vaughn, Communication Mgr.

1. Call to order; changes to the agenda. The meeting was called to order at 6:00 p.m. by the chair, Chris Roy. There were no changes to the agenda. Chris welcomed Maggie Kerrin, new alternate (and town administrator) from St. George; and Meaghan Emery, new alternate (and City Councilor) from South Burlington.
2. Public comment period for items not on the agenda. There were none.
3. Action on Consent Agenda. There was one minor amendment to the TIP on the consent agenda. DAN KERIN MADE A MOTION, SECONDED BY JEFF CARR, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.
4. Approve Minutes of July 20, 2016 Board Meeting. CATHERINE McMAINS MADE A MOTION, SECONDED BY JIM DONOVAN, TO APPROVE THE MINUTES OF JULY 20, 2016. MOTION CARRIED UNANIMOUSLY.

- 1 5. Parcel Mapping Program – Leslie Pelch, VCGI. Leslie is the Outreach Coordinator at
2 Vermont Center for Geographic Information (VCGI), which is a part of ACCD (Agency of
3 Commerce and Community Development). The project was created by the legislature last
4 year and will be funded by VTrans and FHWA. The goal is to create or update data for every
5 parcel in the state so all will be up to date and help towns with tax mapping data. State
6 agencies need standardized, statewide parcel data in order to answer questions about the
7 effectiveness of state programs, plan for transportation construction projects, and identify
8 economic development opportunities (just to name a few). This need provides an
9 opportunity for a win-win partnership between state government and towns in Vermont,
10 because the state does NOT want to duplicate your town's parcel mapping efforts. VTrans
11 will hire the mapping companies and they'll assign which towns to work on. The RFP for will
12 be sent in mid-October. Proposals will be reviewed and companies chosen the by end of
13 December 2016. VCGI has developed new GIS parcel data standards and will now enforce
14 them. The data will include the SPAN number identified for every parcel in the state. This
15 will be a three year project and they're soliciting towns to participate in the first year. For
16 more information, please see VCGI website: <http://vcgi.vermont.gov/parcels>. Chris
17 thanked Leslie for her presentation.
18
- 19 6. Presentation on Chittenden County Active Transportation Plan. Peter Keating noted that in
20 the past this plan was referred to as the Bicycle/Pedestrian Plan which was last updated in
21 2008. We put out an RFP last year and hired Toole Design Group out of Boston. They do
22 bike/ped planning all across the country. The recommendations from this plan will be
23 included in the MTP (Metropolitan Transportation Plan) portion of the ECOS Plan. Peter
24 then introduced Beth Isler who is managing the project for Toole. However, she is not new
25 to Chittenden County as she previously worked for RSG. She had a power point
26 presentation that described the process, guidelines, public outreach efforts and short term
27 recommendations, conclusions and next steps. For the draft Plan please go to our website
28 at: <http://www.ccrpcvt.org/our-work/our-plans/regional-bikeped-plan>. Peter noted that
29 we will be back in November to ask the board to approve the plan. Beth then answered
30 questions. Chris thanked Beth for the presentation.
31
- 32 7. ECOS Plan Update schedule, including MTP update. Regina reviewed the schedule
33 describing the various areas of the ECOS plan and when they'll be addressed. There are five
34 tasks: 1) Metropolitan Transportation Plan (MTP); 2) Energy Plan; 3) Comprehensive
35 Economic Development Strategy (CEDS); 4) Update regional plan and implementation; 5)
36 Adopt 2018 ECOS Plan. Each task has many elements. We are hoping to have a draft plan
37 by December 2017 to allow the public process for adoption in June 2018. We're letting all
38 the other pieces start first and then we'll get the Long Range Planning Committee involved.
39 Charlie noted that in Task 4 there are demographic projections that need to be updated,
40 reviewed and approved by the Board. Then we'll update the transportation model, which
41 we hope to have done by May 2017. We will have to have a serious discussion of what our
42 actual transportation priorities are because transportation funding is not increasing as fast
43 as the demand. When asked if our ECOS partners will be continuing to work with us or if

1 they need encouragement, Charlie said we will have less partner involvement than with the
2 original ECOS plan since the major goals, etc. are not anticipated to change much.

3
4 8. Energy Planning Schedule. Melanie Needle said we have begun working on a regional
5 energy plan as required by Act 174. The purpose of this work is to develop a detailed energy
6 plan to advance the State's Comprehensive Energy Plan goals. Additionally, Act 174 (passed in 2016)
7 requires all regional planning commissions to go through an enhanced regional energy planning
8 process to prepare for the PSB giving regional plans "substantial deference" in Section 248
9 proceedings. The Energy Subcommittee met just prior to this meeting – Catherine McMains and Jim
10 Donovan represent the board on the committee. Melanie reviewed the schedule presented in her
11 memo in the packet. When asked if we'd cover siting for renewable energy sources, Charlie said
12 we'll talk to the municipalities to see where they don't development including solar or wind and we
13 could indicate where something might go. Charlie noted that the Energy Subcommittee just
14 reviewed a communication to go to communities to identify areas in their towns that might fall
15 under the Level 1 or Level 2 constraints list developed by Department of Public Service and
16 Bennington County Regional Commission. Level 1 includes things that restrict all types of
17 development; Level 2 includes areas that may make energy generation less feasible, but do not
18 necessarily prevent development. Charlie said conservation easements are a little fuzzy in this area.
19 We will develop energy resource maps. Chris wondered if we'll deal with projects that are in one
20 town, but might affect a neighboring town more. Charlie noted that will be a board decision.

21
22 9. Legislative breakfast topics. Charlie noted that every December for the past couple of years
23 we have hosted a breakfast for our Chittenden County legislators and covered a few topics.
24 Generally we ask municipalities to bring us issues that concern them. This year we're
25 looking for topics. The first one he brought up is how to pay for water quality
26 improvements. Jeff Carr would like to see a discussion showing how Chittenden County is a
27 resource to the state providing 60% of new jobs since the recession with 25% of the
28 population. We need to show how valuable the County is to the state to ensure that
29 funding is not reduced to Chittenden County because others around the state believe we
30 get too much. We need to keep up our infrastructure, etc. to enable us to be the resource
31 to the rest of the state. Jeff noted there will be a lot of changes in Montpelier this year.
32 Andrea said there will be new legislators and we should inform them about who we are.
33 The breakfast will take place on Tuesday, December 13th at the Double Tree. Andy Montroll
34 said we need to send invitations to all newly elected officials.

35
36 10. Chair/Executive Director's Report.

37 a. Regional Dispatch Study. Charlie noted that 7-8 municipalities have kicked in money
38 to look at an implementation study for regional/shared dispatch services. There are
39 about 8 dispatch centers in the county. One thing we learned in this process is that
40 every call to 911 has a 1.5 minute delay in transferring to a local dispatch center.
41 Lee Krohn is the staff project manager for this project. They've interviewed
42 consultants and just hired one this week. Work should be completed by the end of
43 the calendar year. We're working on communication to elected bodies, whether or
44 not they're paying for this study, just to let them know what this is all about. We
45 had sent out a blanket request for the initial study for \$5,000/town. Richmond

- 1 offered \$1,000 and we agreed. Charlie noted that the communication to towns will
2 ask that they consider budgeting for the implementation phase. Based on
3 comments from Bard, there was discussion about having a more varied scale of
4 investment so that rural towns could also participate.
- 5 b. Lamoille Tactical Basin Plan. ANR will make a presentation on this plan next month.
6 The CWAC will be talking about it and will make a recommendation to the board in
7 November. Charlie noted that this is the first time that RPC's are taking formal
8 action on a basin plan, and we have a 30 to 45-day turn around period. (In the
9 future we should get 60 days.) In this first basin plan, we may have more policy
10 guidance as to how to prioritize water quality projects. Don Meals said talking about
11 priorities, there are two kinds – geographic access based on soils, land use,
12 topography; and those which have more phosphorous issues where towns should be
13 prepared to weigh in what is higher priority – roads and other impervious areas or
14 agricultural. Charlie said ANR is looking at a modeling tool that can spit out these
15 numbers. It should be ready when we have to deal with the Winooski Basin. The
16 state has a statutory deadline to get the Lamoille Basin plan done by December.
- 17 c. Charlie noted that ANR has said that they haven't received enough applications for
18 the Ecosystem Restoration Program. There are not enough projects that have been
19 scoped, so that is a larger focus in the grant round that is currently open. Andrea
20 suggested that projects could be preventative so smaller communities don't get to
21 issues as in MS4 communities.
- 22 d. The Executive Director's report was sent via email.
- 23
- 24 11. Committee/Liaison Activities and Reports. Minutes of various committees were in the
25 meeting packet. Please contact staff with any questions.
- 26
- 27 11 f. Members' Items. Jeff Carr noted that the RPC has contracted with RSG to do the
28 transportation Model update. His firm is a subcontractor to RSG. He will not be doing any
29 of the work, but he is owner and managing partner of the firm and oversees all work. He
30 will recuse himself from any discussions on the plan. He could be a technical resource to
31 answer questions, but if any board or staff member objects, he'll stay out of it. Chris
32 thanked him for his disclosure.
- 33
- 34 12. Adjournment. JEFF CARR MADE A MOTION, SECONDED BY MARC LANDRY TO ADJOURN
35 THE MEETING AT 7:45 P.M. MOTION CARRIED UNANIMOUSLY.
- 36
- 37 Respectfully submitted,
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39 Bernadette Ferenc