

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 EXECUTIVE COMMITTEE MEETING MINUTES
3 FINAL
4

5 Date: Wednesday, August 2, 2017
6 Time: 5:45 p.m.
7 Place: CCRPC Offices, 110 W. Canal Street, Suite 202; Winooski, VT 05404
8 Present: Chris Roy, Chair Mike O'Brien, Vice-Chair
9 Brian Bigelow, Secretary-Treasurer Barbara Elliott, At-large
10 John Zicconi, At-Large
11 Staff: Regina Mahony, Planning Program Mgr. Eleni Churchill, Transportation Program Mgr.
12 Forest Cohen, Senior Business Manager Bernadette Ferenc, Trans. Business Manager
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14 The meeting was called to order at 5:45 p.m. by the Chair, Chris Roy.
15

- 16 1. Changes to the Agenda, Members' Items. There were none.
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- 18 2. Approval of July 5, 2017 Executive Committee Meeting Minutes. BARBARA ELLIOTT MADE A
19 MOTION, SECONDED BY MIKE O'BRIEN, TO APPROVE THE MINUTES OF JULY 5, 2017. Barbara noted
20 a change on page 1, line 28 – change “she” to “Regina” since it’s the first time she’s mentioned.
21 Barbara also noted that Charlie had intended to send a link to a video by Urban3. Regina will send
22 that out later tonight. MOTION CARRIED TO APPROVE THE MINUTES AS AMENDED.
23
- 24 3. Act 250 & Sec. 248 Applications.
25 a. Cambrian Rise, Burlington #4C1301. Regina noted that she had given us a heads up about this
26 project. She has had time to review the application and we have no concerns. We do like all of
27 the TDM efforts included. The hearing has not yet been scheduled. BARBARA ELLIOTT MADE A
28 MOTION TO APPROVE THE LETTER OF SUPPORT. BRIAN BIGELOW SECONDED AND THE MOTION
29 CARRIED UNANIMOUSLY.
30
- 31 4. FY18-21 Transportation Improvement Program (TIP) Ratification. Eleni Churchill noted that at their
32 July meeting the CCRPC Board approved the FY18-21 TIP, with the provision that the Executive
33 Committee ratify the vote once the comment period ended on July 29th. There were no further
34 comments received on the TIP. MIKE O'BRIEN MADE A MOTION, SECONDED BY BARBARA ELLIOTT
35 TO RATIFY THE APPROVAL OF THE FY18-21 TIP. MOTION CARRIED UNANIMOUSLY.
36
- 37 5. Clean Water Fund Comments. Regina distributed tracked version showing changes from the CWAC
38 meeting yesterday. This is not much different than what was referred to in the State Treasurer’s
39 Clean Water Report we saw before. We want to be sure municipalities who are MS4 communities
40 that already charge a per-parcel fee for stormwater aren’t double-taxed. We’re suggesting that they
41 really look at what will be the best system. There are a lot of funding sources for construction right
42 now, so we’re trying to let them know there is still a lot of planning/engineering to be done for
43 some projects to be ready for construction. John Zicconi questioned the paragraph on page two
44 under Funding Efforts... beginning with “Municipalities...” Regina noted that the legislature

1 appropriated large sums of money for construction in 2018; however there aren't enough projects
2 in the pipeline and/or not enough match available in the municipal budgets to move projects to
3 construction so quickly. John said that at the end of the same paragraph it talks about geographic
4 equity of this funding. Brief discussion ensued and it was agreed to change the second from last
5 sentence to read "While this is a reasonable policy..." to say "While this may be a reasonable
6 policy..." Barbara Elliott gave several grammatical changes to Regina. BARBARA ELLIOTT MADE A
7 MOTION TO APPROVE THE REVISED MEMO WITH CHANGES DISCUSSED TONIGHT. MIKE O'BRIEN
8 SECONDED AND THE MOTION CARRIED UNANIMOUSLY.

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10 6. Chair/ Executive Director's Report.

11 a. Building Homes Together Campaign. Regina noted that our housing numbers for the calendar
12 year 2016 was just under 1,000 which is more than we've seen in recent years – 600-700/per
13 year. The goal also includes that one-fifth of those are affordable. We're working with VHFA to
14 find out what percentage is affordable. We are working with the BHT partners to do a press
15 release in the fall with those numbers and will thank the legislature for the \$35 million housing
16 bond. The vacancy rate was at 4.4% in December and this June it dropped down to 2.5%.
17 Committee members discussed whether this will plateau or if there will be another upward
18 trend with all of the housing projects already in process. When asked if we count campus
19 housing in this, Regina said she does not believe that campus housing is counted, but off campus
20 apartments are.

21 b. Municipal Roads General Permit (MRGP). Regina and Eleni noted that we were expecting the
22 draft MRGP to be released August 1st, but it may be closer to the end of August. We hope to
23 have a presentation to the TAC and CWAC in September. There will be a 60-day comment
24 period so there should be enough time to present to and get comments from the Board. We are
25 doing a lot of work on this already. We are currently working, and are close to completing, road
26 erosion inventories for all municipalities in the county. We are also assisting with development
27 of conceptual plans for the top five priority erosion sites within each municipality so that they
28 have the necessary information to apply for VTrans/DEC implementation grants.

29 We are involved in the Municipal Roads Grant-in-Aid program from DEC. Funding for this
30 program is allocated on the basis of the number of hydrologically connected road segments
31 within a municipality. It's a lump sum given to communities to fix erosion issues. There were
32 several awards in Chittenden County.

33 The CCRPC is also involved in VTrans' Municipal Highway and Stormwater Mitigation grant
34 program. These grants are for the bigger stormwater projects and they can fund all phases from
35 scoping to construction. The program is around \$6 million, and VTrans is advising municipalities
36 to apply for construction projects that are at least \$250,000 since they have to follow federal
37 regulations.

38 The last program that we are involved in is DEC's Block Grant program. This program is still being
39 finalized. The goal is for each RPC to help implement projects from DEC's "Go-list."

40 Generally, there is a lot of work being done around water quality issues by staff these days.

41
42 7. Agenda Review. There is no CCRPC Board meeting in August.

43 8. Other Business. There was none.

44 9. Executive Session. None needed.

1 10. Adjournment. MIKE O'BRIEN MADE A MOTION, SECONDED BY BRIAN BIGELOW, TO ADJOURN AT
2 6:08 P.M. MOTION CARRIED UNANIMOUSLY.

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4 Respectfully submitted,

5 Bernadette Ferenc

DRAFT