

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

5 DATE: Wednesday, December 6, 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 John Zicconi, At-Large
10 Andy Montroll, Immediate Past Chair
11 Staff: Charlie Baker, Executive Director Eleni Churchill, Transportation Program Mgr.
12 Regina Mahony, Planning Program Mgr. Bernie Ferenc, Transportation Business Mgr.
13

14 The meeting was called to order at 5:46 p.m. by the Chair, Chris Roy.

- 15
- 16 1. Changes to the Agenda; Members' Items. Charlie added an item under his report regarding the
17 Airport TAC. Regina added an update on the Green Line Section 248 project.
18
 - 19 2. Approval of November 1, 2017 Executive Committee Meeting Minutes. ANDY MONTROLL MADE A
20 MOTION, SECONDED BY MIKE O'BRIEN TO APPROVE THE NOVEMBER 1, 2017 EXECUTIVE
21 COMMITTEE MINUTES, WITH CORRECTIONS IF ANY. MOTION CARRIED UNANIMOUSLY TO APPROVE
22 THE MINUTES AS WRITTEN.
23
 - 24 3. Act 250 & Section 248 Applications.
 - 25 a. Acabay Sign, Colchester, #4C0757-23B. This application is for the mounting of an internally
26 illuminated external sign at a project at 105 Westview Road in Colchester. We have sent the
27 letter and are asking members to ratify that action. A discussion ensued about whether this is
28 considered billboard advertising. It was noted that we would think Colchester's sign ordinance
29 would comply with billboard law. Regina noted that one of the party respondents is the VTrans
30 Travel Information Council, so they will address that issue. [Note - No action was taken. Will be
31 included on the January agenda.]
 - 32 b. Exit 16 DDI appeal. Regina noted that we submitted letters for this project in 2014 and now the
33 application is being appealed. We have been asked by VTrans to help participate in the
34 response to the deposition they got about the original plan and the project and how this meets
35 our regional plan. Our MOA with VTrans does say we will assist in these matters. Eleni
36 mentioned that we had done a scoping study. The day before Thanksgiving we received a
37 subpoena from the appellant. It does have a broad reach and we talked to Joe McLean to
38 narrow the scope. They want to address bike/ped projects near Exit 16. Discussion ensued. We
39 are providing everything we can. Regina noted that the deposition is scheduled for December
40 13th and 14th. The parties include Costco, Vallee, CLF and the Town of Colchester. It was noted
41 that Costco gas pumps are in the ground, but they can't start selling gas until Mountain View
42 Road improvements are completed. Discussion continued. There will be some legal fees
43 involved for us.
 - 44 c. Green Line. Regina noted this was for the second electric transmission line going through the
45 lake. They have withdrawn their application saying they hope to do this in the future.
46
 - 47 4. ECOS Plan Update. MTP Draft Review. Charlie noted that the Energy Plan and CEDS are out for
48 public comments and we hope to have the MTP draft out to the public next week by December 15th.

- 1 Eleni noted that we are not changing our transportation goal from the ECOS Plan. She reviewed the
2 contents of the MTP which includes:
3 a. introduction and background (new);
4 b. transportation goal, issues and performance measures – by spring of 2018 FHWA is requiring
5 VTrans to set up target for performance measures and we may want to have a separate
6 document to comply with federal regulations;
7 c. existing metropolitan transportation system;
8 d. financial plan;
9 e. scenario planning review and future conditions;
10 f. MTP corridors will be aligned with VTrans' approach to corridor planning,
11 g. MTP investments and project list – is a work in progress; and
12 h. environmental impacts and mitigation report.

13 The ECOS Plan will be updated and restructured and the MTP will be a supplement to the plan.
14 Members have previously reviewed existing conditions and the financial plan – 70% will be spent on
15 operations and maintenance including paving, bridges and transit. The remaining funds are focused
16 and separated into 7 categories. Eleni reviewed the Draft MTP Scenario highlights. The corridor
17 approach is a new concept in the MTP. Because of VTrans focus on corridor management, we feel
18 we should look at it that way as well. MTP investment – we are meeting with municipalities and
19 this list is a work in progress. John Zicconi asked if Route 7 through Shelburne village is in there.
20 Eleni noted that we met with Shelburne and agreed we need to add it. It's on the TIP with no
21 funding, but we will add that. New content is Environmental Consultation and is a federal
22 requirement. We met with staff of VTrans environmental section, Dept. of Environmental
23 Conservation and Agency of Natural Resources. There are environment impacts with all of our
24 projects and we'll have to discuss mitigation strategies in a general way. Eleni then reviewed the
25 schedule and next steps. She asked for comments from TAC and Exec. Comm. on this draft by
26 December 15th. We'll revise the draft for the January TAC meeting and ask the board to warn a
27 public hearing at their January meeting for the February board meeting. John Zicconi suggested
28 using a more visually pleasing format for the MTP document. Charlie said we're using Word for the
29 drafts, but we'll use another format once we have a final draft.
30

31 5. Legislative Breakfast preview. Charlie reviewed a draft of his presentation for the Legislative
32 Breakfast on December 12th at 7:30 a.m. Members gave suggestions of what to include and what to
33 delete.
34

35 6. Chair/Executive Director Report.

- 36 a. CC Opioid Alliance update. This effort will be moved to United Way beginning January 1st with
37 new staff and the money will go with it. It's really more in line with their health and human
38 services work.
39 b. Regional Dispatch update. The Union Municipal District agreement is in front of the town
40 selectboards and city councils to see if they'll put it on the ballot for town meeting in 2018. The
41 dispatchers union had been in contact with Charlie.
42 c. Clean Water Update. The biggest chunk of capital money will be going to four projects in
43 Williston, Burlington and Jericho. We're working through contracting for this work and the
44 towns will work on the contractor procurement. Basin planning – we have been the statewide
45 funnel for all the RPCs and there's been a challenge getting to an acceptable scope and budget.
46 Bolton has asked our help in dealing with General Roads Permit implementation. We may have
47 more conversations about how to help the small towns.

1 d. Burlington International Airport – TAC. Charlie said the airport asked him to serve on the Noise
2 Compatibility Plan Technical Advisory Committee. There is a lot of process and he's not sure
3 what they expect from the RPC. In January and March this group will be talking about noise
4 mitigation measures. They may be coming up with ideas to help existing homes such as
5 insulation, and new doors and windows for residences. Charlie is not sure if he should be
6 getting input from the representatives in the affected communities. His inclination is to leave it
7 to them. Discussion ensued. Members suggested he stay as far out of this as possible in
8 deference to the individual municipalities. Charlie said we have committed to having better
9 communication lines with BIA. Members agreed to facilitating the communication factor.
10 Charlie will put an item for the Airport TAC on the Board agenda.

- 11
12 7. Agenda Review. There is no December board meeting.
13 8. Other Business. There was no other business.
14 9. Executive Session. There was no need for an Executive Session.
15 10. Adjournment. BRIAN BIGELOW MADE A MOTION, SECONDED BY JOHN ZICCONI, TO ADJOURN AT
16 7:04 P.M. MOTION CARRIED UNANIMOUSLY.

17
18 Respectfully submitted,
19
20 Bernadette Ferenc

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