



## **CCRPC Monthly Report** **September 2015 Highlights**

Below is a summary of project highlights from last month. There are other activities that we are taking part in that are not included in this summary. Please contact Charlie Baker ([cbaker@ccrpcvt.org](mailto:cbaker@ccrpcvt.org)) for more information.

### **LOCAL PROJECTS**

**Bolton** – Emily and Regina attended the community engagement kickoff event for the Bolton planning process was held on 9/30 at Smilie School. Over 50 people attended and 36 surveys were collected. CCRPC staff gathered speed and volume data and summarized speed data.

**Burlington** - [Burlington Railyard Enterprise Scoping Study](#) - The Stakeholders (City, VTTrans, FHWA, CCRPC) selected three alternatives (1B, 2, and 5B) to recommend to the REP Steering Committee and the City Council as the ones to move into NEPA. The next step is to send a memo to FHWA explaining the decision and asking for input. The next Steering Committee meeting is scheduled for 10/29. [Downtown Parking Initiative](#) - Peter reviewed, commented on and suggested revisions on 9/24 to the proposed scope for phase 3 submitted by BBA. [South and North Winooski Ave.](#) - Peter made further revisions to the RSG scope of work and forwarded these to both RSG and City staff. [Burlington Bike/Ped Master Plan](#) - Peter reviewed and made comments to the Walk memo, attended the Advisory committee on 9/11, and reviewed preliminary results from demo projects during Open Streets. [North Avenue](#) - CCRPC Staff continues to provide technical assistance to Burlington DPW and the North Avenue Task Force on implementing a complete streets/road diet pilot project for the four lane segment of the avenue between VT 127 and Shore Rd. [TDM Action Plan](#) - Bryan met with Jen Green, Chapin Spencer, Bob Rusten and Susan Leonard on 9/25 to discuss the draft TDM Action Plan and identify other considerations related to budgeting and Human Resources. Bryan will prepare additional information for the Executive Summary and update the draft for public comments with Burlington's draft parking studies in mid-October.

**Essex & Essex Junction** - [Essex Junction Train Station](#) - RSG submitted the Assessment of Transportation Alternatives report. Christine is reviewing the report. The Alternatives Presentation meeting has been scheduled for 10/27 with the Essex Junction Village Trustees.

**Hinesburg** - [Richmond Road Bike/Pedestrian Feasibility Study](#) - On 9/17, Peter met with Town and volunteer staff to discuss scope of work and conduct field work in the corridor.

**Huntington** – Chris and other staff provided recommendations to Huntington regarding their pilot traffic calming enhancements.

**Jericho** – [CIP](#) - Bryan and Chris continued to collect, organize and analyze relevant transportation-related data to be used to update the Town's CIP. [Jericho Corners Connection LTF](#) - Peter reviewed three alternative concepts prepared by Toole Design. Awaiting Town review/comments.

**Milton** - [US 7 Corridor Plan](#) - A Draft Final Report was distributed to the Advisory Committee for review and comment on 9/16. All comments are due by 10/2. [Milton Railroad St. Crossing \(bike/ped improvements LTF\)](#) -

Toole Design submitted for review the draft Alternative Plans and Estimates for Railroad Street. An alternatives presentation to the Selectboard is scheduled for 10/5.

**Richmond** – Emily assisted with the Richmond Community Vision Unveiling event, held on 9/12 at Camel's Hump Middle School, and began to discuss October's Community Flood Resilience event with the town planner, town manager and consultant. Charlie and Dan provided support and assistance to Richmond on the redevelopment of the Creamery site. A proposal to assist by becoming the temporary property owner was reviewed with the CCRPC board on 9/16.

**St. George** – Jason and Sai developed a cost estimate to upgrade and maintain a segment of Ayer Road (St. George) from a Class IV Town Highway to a Class III. The final memo was sent to the Town mid-September.

**Shelburne** - Jason and Sai provided a memo with analysis and recommendations on pedestrian safety issues on Bay Road at the railroad underpass. Shelburne Form Based Code – Lee participated in Planning Commission meetings on 9/10 and 9/24 as a part of the ongoing public hearing process. The Planning Commission is getting close to wrapping up its review of all comments received, and hopes to bring the hearing to closure in the coming month or two. Infrastructure and Utility Easement Mapping –Pam provided maps showing all mapped sewer accounts as well identifying which properties within the sewer service area might not have a sewer account. Another map showed the mapped easements developed to date. Shelburne Village Transportation Study & Southern Gateway – This project has been split into two due to available funding. The Village Transportation Plan Update has been postponed to FY17. The Southern Gateway has morphed into a scoping study. Jason is working with town staff to decide on an appropriate consultant to conduct the scoping. Urban Forest Management Plan - Lee met with the Shelburne Tree Committee on 9/14 to review a new draft tree management plan.

**South Burlington** - Williston Road Area Study - Christine is working with the consultant and City staff to finalize the scope of work. Chamberlin Neighborhood Master Plan – The Neighborhood Planning Committee met on 9/9. Staff is working to coordinate the Airport and City efforts. Zoning Administration Assistance - Dan continues to provide staff assistance. Connecting the Gaps Sidewalk Study –Existing conditions report edits were provided to the consultant. Hinesburg/Tilley Area Transportation and Land Use Plan - Draft scope is under review.

**Williston** –Village Master Plan – Project has started with data review. Transportation Plan - Bryan finalized and submitted a list of Williston projects that are: identified in previous scoping/planning studies; included in the State's capital program; and listed in the CCRPC TIP. The Planning Commission will review this at their October meeting. Blair Park Williston Pedestrian Facility Scoping Study - The consultant developed a draft existing conditions base map and preliminary alternatives for the public concern meeting.

**Winooski** - Zoning Ordinance Update Assistance - Regina met with the Winooski Planning Commission on 9/3 to review the Parking and other Public Works sections of the new Zoning Regulations; and 9/17 to review Design Review sections of the new Zoning Regulations. Winooski Form Based Code - This project is essentially complete though a few items still need to be worked out. This will be wrapped into the Winooski Zoning Update. Transportation Master Plan – CCRPC and consultant staff met mid-September to review work to-date and discuss upcoming Focus Groups (4) and the first Public meeting (10/22). The first Focus Group took place 9/29 and it included Winooski Public Officials (City, School, etc.) and other Transportation Partners (CCTA, CATMA, Local Motion). Eleni is working with the Winooski Public Works Commission to draft the transportation Vision and Goal statements for the City. In addition to the traditional public outreach, the CCRPC is also engaged in an effort to reach out and engage traditionally underserved and underrepresented communities including: People with limited English proficiency; People of color; People with disabilities; Low-income households; and New Americans. To assist in this effort the CCRPC hired two teams: Vermont Works for Women (VWW) and a team of

students under the leadership of Infinite Culcleasure. Different tools and methods will be used to reach out to these communities including community surveys, personal interviews and possibly community gatherings. Eleni and Marshall continue to work with Parents and Youth for Change group and other stakeholders on school transportation issues in Winooski.

## REGIONAL PROJECTS

**ECOS Plan and Partnerships** - The ECOS scorecard update work was initiated. Melanie requested new development data from municipalities to update the land use indicator. Regina, Melanie and Emily met with Beth Truzansky of Building Bright Futures to discuss the shortage of quality and affordable childcare in Chittenden County. Emily, Regina and Melanie met with the Chamber of Commerce's Burlington Young Professionals group and started gathering data to inform how we can best attract young families and the tech industry. Charlie participated in the following partner meetings: VAPDA on 9/3, VLCT on 9/3, UVMCMC Community Health Investment Committee on 9/8, Town Managers' on 9/15, GBIC on 9/23, VNRC on 9/24, and Opportunities Credit Union on 9/29. Melanie attended the Pathway to Pacesetter Program Kick off intensive on 9/30 in D.C. on how to improve population health issues. Regina attended the Farm to Plate Farmland Access and Stewardship Working Group meeting on 9/9 and VNRC's A New Way of Seeing the Landscape: Planning and Developing with Natural Resources in Mind Training for realtor professionals on 9/29. Charlie worked on refining the COG FAQ and shared the bill with municipal managers and other RPC directors. He also participated in conversations with VLCT regarding the COG bill.

**Public Participation** - Emma prepared and sent out the September newsletter on 9/17. A press release was sent out on 9/30 for the 604B project. Emma continued work on the CCRPC website update in September, with much of the month focused on content organization for each main category under the new CCRPC site map, which was finalized this month after extensive input from the staff and the smaller website group. Emma worked closely with the consultant to work within the overall project timeline and assess content and image needs. The majority of content organization and creation will be executed in October and November. The website is scheduled to launch in February. Emma provided outreach and communications assistance for: Winooski Transportation Master Plan website creation, public participation coordination, survey edits, and multiple meetings with project staff throughout the month; Transportation Board fall public hearing planning assistance; Active Transportation Plan outreach including a regional Front Porch Forum post resulting in many public comments. Website updates and improvements were made to: TIP, TAC, Chamberlin Neighborhood; Traffic Alert. Emma assisted Emily with outreach efforts for the Bolton Town Plan update, including press release editing and dissemination on 9/15 and again on 9/29. The story was picked up in a number of news outlets (VT Digger, Fox44, WCAX). Emma worked throughout the month of September on public participation for the Winooski Transportation Plan, including outreach plan development and implementation, working with the selected outreach teams to develop outreach strategies, and coordinating efforts with the public participation consultant and the main project consultant.

**Emergency Management, Hazard Mitigation and Safety** – Dan and Lee participated in DHCA training on 9/14 on the Business, Agriculture, and Cultural and Historic Damage Assessment protocol. Dan conferred with Lauren Oates of VDEMHS and Barbara Elliot of Huntington on 97 Huntington Acres home elevation project. Dan worked with Lee and Bryan to update status of municipal compliance with ERAF guidelines and distributed updated documentation VDEMHS on September 30th. Lee participated in an After Action Review of the Vermont Yankee graded exercise at the SEOC, and a discussion of the current vulnerability analysis/risk assessment conducted by the UVM Medical Center. Lee and Dan participated in a Local Liaisons meeting at the SEOC on 9/24. Pam presented the [risk assessment & hazard mitigation tool](#) at the State Government Municipal Day on 9/9. All-Hazards Mitigation Plan – Dan and Regina worked on updating the strategies section of the AHMP and other relevant documents in preparation for the 9/9 meeting of the County AHMP Update Committee meeting. Dan,

Melanie and Lee continued communications and planning with City of Burlington staff in preparation for technical assistance visits in October and December sponsored by the New England Municipal Sustainability, American Institute for Architects Center for Communities by Design, and Boston Society of Architects Foundation to participate in a process on climate resiliency that will inform the identification of mitigation strategies for the Burlington Annex. Transportation Safety - Sai and VTrans personnel met with the Milton Elementary School and the Westford School and presented school zone safety improvements plans. Sai and VTrans personnel met with the Milton Public Works Director and reviewed the road safety improvements along West Milton Road and Bear Trap Road as part of the HRRR program.

**Energy, Climate and Air Quality Planning** - Melanie sent correspondence to energy committees regarding Drive Electric Week and electric vehicle charging station grants for designated downtowns and village centers. We began the review of the draft Comprehensive Energy Plan for the October CCRPC board meeting.

**Training** - Dan hosted two Green Infrastructure training events on 9/23 and 9/29.

**GIS, Data & Mapping** - An update to the Charlotte Conserved Lands map was completed by Pam. Pam began development of a map for two groundwater source protection areas in Hinesburg. Pam attended an RPC GIS meeting in Northfield on 9/1 that included presentations by ANR regarding flood mapping and the gravel road inventory tool. Pam began working on a Charlotte Map Viewer. Data Development & Maintenance - The Fall intern edited the Shelburne Form Based Code data for the Shelburne Zoning Overlay map. Marshall, Jason, Charlie, and Eleni finalized the Functional Classification updates in preparation for the October meeting with VTrans. Chris conducted traffic counts along Mansfield Avenue as part of a traffic calming request from Burlington DPW. Chris and other staff provided recommendations to Huntington regarding their pilot traffic calming enhancements. Chris continued data inventories on Town Highway Major Collectors for VTrans. Chris held meetings with Winooski and Milton to review the data analysis of the sidewalk inventories conducted over the summer. Chris conducted a turning movement count at the Winooski elementary/middle school and provided data to consultant.

**Health - CAPE 2** - Melanie created an interactive map showing mental health calls, drug overdose, and domestic violence incidents in the City of Burlington. Melanie also worked with Kelly Hamshaw from the Center for Rural Studies to prepare a presentation on our work to date on this project that was presented to the leadership team for this grant.

**Intelligent Transportation Systems (ITS) – ITS Plan** - The consultant presented the ITS architecture to the TAC on 9/1 and also received feedback from the steering committee. The consultant is developing a strategic plan and deployment plan. Real Time Traffic Information - Sai developed a draft RFP and submitted to VTrans and FHWA for review. Adaptive Signal Control (ASC) Planning Study - Staff reviewed and calibrated the existing conditions model and submitted feedback to the consultant.

**Lake Champlain Byway** –Essex Junction Railroad Avenue Kiosk Panels were fabricated and installed in early September. Local Motion is in the process of securing final authorization from VTrans for construction of four bicyclist "rest stops" along the Byway including one at Colchester's Airport Park and another at Shelburne Vineyard in Shelburne.

**Regional Bike/Ped Planning - Regional Bike/Ped (Active Transportation) Master Plan Update** - Advisory Committee meeting held on 9/10. Existing Conditions memo reviewed and commented on. Link to Wiki-map distributed to CCRPC and Bike/Ped contact lists.

**Transit** –CCTA Transit Center - Work continued on installing and relocating underground utilities in Cherry and St. Paul Streets. The combined sewer line in St. Paul Street has been relocated to the east curb line from Cherry Street to about mid-block in St. Paul. This includes the installation of catch basins and the storm water connection to the Zampieri State Office Building. The sanitary sewer serving the Zampieri Building has also been relocated. New Curb and sidewalk sections were installed along the east side of St. Paul Street, adjacent to the Zampieri Building. Work has been mostly completed on the Landscape restoration, which includes tree pruning, root collar inspection, soil aeration, and injection of liquid Humates. Work was also completed on the support of excavation for the Transit Center Building. This involved driving sheet piles and “H” piles around the perimeter of the excavation.

**Transportation Demand Management (TDM)** –CATMA distributed a [press release](#) announcing how they have realigned team/ roles with their expansion in Chittenden County. CATMA staff continues to identify and contact employers about the ETC Network and CATMA membership benefits. CarShare VT completed the second phase of the #LetsShareVT program. Participants captured their experiences with over 300 photos, tapped 25,000+ friends and followers through their social media networks, significantly grew CSVT’s social media following (100+ more followers on Facebook and Instagram), and CSVT surpassed membership growth goal. Goal was to increase membership among millennials by 25% in a year; millennial membership increased by 28% in only 8 months. Local Motion participated in: Bike commuter workshops, Burlington Walk/Bike Master Plan, Open Streets BTM, CCRPC Active Transportation Plan, pop-up bike demos, South Burlington close the gaps scoping, municipal outreach to Winooski and Essex Junction, Burlington’s Go for Gold application, the bike facilities toolkit, CCRPC TAC, Champlain College’s application for Bike Friendly University, Winooski Transportation Plan, Pine and Lakeside intersection improvements, So. Burlington RT 2 re-striping, North Ave. Corridor, New England Walk Bike Summit presentations, and Williston Park and Ride bike accommodations.

**VTrans** – Rail Plan – Peter made final revisions to VTrans draft Rail Plan comments following TAC, Exec. Committee and Board input and submitted to VTrans. MOU – Proposed revisions were reviewed with VTrans and CCTA on 9/2.

**Water Quality** – Green Infrastructure - Dan collated information, text and PDFs for uploading onto dedicated Green Infrastructure webpages on the Vermont Planning Information Center website, [www.vpic.info](http://www.vpic.info) and shared it with 10 other RPCs involved in this project after approval by ANR. Dan prepared a press release announcing the culmination of this project and the GI webpages. Regional Stormwater –The CCRPC Board and Chair created Clean Water Advisory Committee on 9/16. Charlie and Dan worked with DEC staff and other RPCs to finalize a scope of work for water quality work by the RPCs to help municipalities meet the TMDL requirements.

## **ORGANIZATIONAL**

**Finance, Budget & Accounting** – July and August net income is positive for the two month period at \$11,600 (unaudited). The FY15 audit field work was conducted and completed in September. There were no findings or recommendations for the second year in a row. As expected, the audit report confirmed that FY15 was about \$35,000 negative. The audit will be reviewed over the course of the month with a final draft ready for review by the Executive Committee and Board in November.

**UPWP** – Staff began work on refining the FY17 UPWP project request to municipalities and partners.