CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE - MINUTES

DATE: Wednesday July 5, 2017
TIME: 9:00 a.m.
PLACE: CCRPC Offices, 110 West Canal St. Winooski, VT

Members Present
Matt Langham, VTrans
Dean Pierce, Shelburne
Dennis Lutz, Essex
Bob Henneberger, Seniors
Chris Jolly, FHWA
Sandy Thibault, CATMA
Bruce Hoar, Williston
Elizabeth Gohringer, Burlington
Joss Besse, Bolton
Barbara Elliot, Huntington
Brian Bigelow, Underhill
Luke Valentine, St George
Ryan Lambert, Winooski
Nic Longo, BTV

John Choate, Winooski
Amy Bell, VTrans
Robin Pierce, Essex Junction
Staff Present
Regina Mahony, Planning Program Manager
Christine Forde, Senior Transportation Planner
Charlie Baker, Executive Director
Sai Sarepalli, Transportation Planning Engineer
Bryan Davis, Senior Transportation Planner
Peter Keating, Senior Transportation Planner
Chris Dubin, Transportation Planner
Others
Karen Adams

Peter Keating called the meeting to order at 9:00AM and asked for a round of introductions.

1. Consent Agenda
A minor TIP amendment for an I-89 paving project was unanimously approved.

2. Approval of Minutes
The June 6th minutes were approved without changes.

3. Public Comments
There were none.

4. Consultant Selection Approval
Christine referred members to the memo on this in the meeting packet and went over some of the details.
We had issued an RFQ for a variety of consulting services including planning, engineering and environmental. We had received qualifications from 16 separate firm, in five different topic areas, in response. A selection committee of staff, TAC, PAC and CWAC reviewed the qualifications and came to concurrence of which firms to select. The topic areas and the recommended firms for each:

Project Development (Scoping) & Technical Assistance Studies:
- DuBois & King, Inc
- McFarland Johnson, Inc
- Resource Systems Group, Inc
- Stantec Consulting Services, Inc
- Vanasse Hangen Brustlin, Inc

Transportation Planning/Corridor/Area Wide Studies:
- Resource Systems Group, Inc
- Vanasse Hangen Brustlin, Inc
- WSP USA, Inc

Bicycle and Pedestrian Feasibility Studies:
- DuBois & King, Inc
1. Resource Systems Group, Inc
2. Stantec Consulting Services, Inc
3. Toole Design Group, LLC
4. Vanasse Hangen Brustlin, Inc

**Intelligent Transportation Systems:**
5. Stantec Consulting Services, Inc
6. Vanasse Hangen Brustlin, Inc
7. WSP USA, Inc

**Public Participation:**
8. Adamant Accord, Inc
9. Third Sector Associates
10. Town Planning & Urban Design Collaborative

The program under which these consultants will be hired will commence in July 2017 and extend through June 30, 2019, with possible extensions to June 30, 2020 and June 30, 2021.

BARBARA ELLIOT MADE A MOTION THE TAC APPROVE THE LIST OF CONSULTANTS AS RECOMMENDED. AMY BELL SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

5. **Status of RPC’s Role in Water Quality**

Chris reported on the CCRPC’s role in water quality issues with a focus on updates to our road erosion inventory work and available funding sources to address water quality planning and construction. He addressed the inventory work begun last summer and continuing this, with all communities expected to be completed later this summer. This work is from funding from CCRPC and Better Roads. Additional funding for other water quality work is coming from the CCRPC as well as the Department of Environmental Conservation - DEC. Chris mentioned that Better Roads grants in FY18 will not cover conceptual designs and cost estimates but CCRPC funding will cover these. Chris also presented a draft application for CCRPC funds and sought comment. Dennis Lutz suggested including some idea of the funding limitations to prevent one applicant seeking all the money. He also suggested getting this out soon so that work could be done before winter. An August 15th due date was offered. The DEC grants drew more discussion and some concern. Having to provide certification was cited as a reason Essex wouldn’t apply for these. There are also concerns that projects can be funded and built so quickly. The legislature wants to see a progress report of what’s accomplished with DEC funds this November but that kind of quick turnaround from grant award to construction seems impractical.

6. **Metropolitan Transportation Plan (MTP) Schedule and Content Update**

Peter, noting a number of new attendees, decided to give a short primer on the responsibilities of MPOs. He briefly described their three main responsibilities: UPWP, TIP and MTP. He then went into the schedule to update the latest MTP, noting that it had been revised to reflect more recent developments and to identify which elements should be ready when and which committees would be reviewing them at which meetings. He mentioned that the Current Conditions report presented last month is being revised and the financial plan, needed to determine fiscal constraint limits, was in draft form and being reviewed by staff. The MTP project list with fiscal limits shown will be available soon and by September the analysis of future conditions based on running several scenarios through our transportation model, will be complete. The schedule still sees a draft of the MTP ready this coming fall with an anticipated adoption date of next spring.

7. **Certification of MPO Planning Process**

Christine explained that this item had not previously come before the TAC but was something the Board acted on each year and that essentially states that the CCRPC is abiding by all federal regulations in its MPO related planning process. She noted that the CCRPC submits the certification each year when
forwarding its TIP to FHWA and FTA. She noted more detail on all of this in the documents in the TAC meeting packet.

8. Status of Projects and Subcommittee Reports
Peter referred members to the project list on the back of the agenda and encouraged members to inquire on project status if interested.

9. CCRPC June Board Meeting Report
Peter mentioned that the Board approved warning the FY18 TIP for public hearing.

10. Chairman’s/Members’ Items
Peter reported the need for an August TAC meeting as we now have two items to discuss: The MGRP permit and GMT’s NextGEN Transit Plan.

The meeting adjourned at 9:55 a.m.

Respectfully submitted, Peter Keating