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2 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
3 TRANSPORTATION ADVISORY COMMITTEE - MINUTES
4

5 DATE: Wednesday July 5, 2017
6 TIME: 9:00 a.m.
7 PLACE: CCRPC Offices, 110 West Canal St. Winooski, VT
8

9 **Members Present**

10 Matt Langham, VTrans
11 Dean Pierce, Shelburne
12 Dennis Lutz, Essex
13 Bob Henneberger, Seniors
14 Chris Jolly, FHWA
15 Sandy Thibault, CATMA
16 Bruce Hoar, Williston
17 Elizabeth Gohringer, Burlington
18 Joss Besse, Bolton
19 Barbara Elliot, Huntington
20 Brian Bigelow, Underhill
21 Luke Valentine, St George
22 Ryan Lambert, Winooski
23 Nic Longo, BTV
24
25

John Choate, Winooski
Amy Bell, VTrans
Robin Pierce, Essex Junction

26 **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

27 **Others**

Karen Adams

28 Peter Keating called the meeting to order at 9:00AM and asked for a round of introductions.
29

30 **1. Consent Agenda**

31 A minor TIP amendment for an I-89 paving project was unanimously approved.
32

33 **2. Approval of Minutes**

34 The June 6th minutes were approved without changes.
35

36 **3. Public Comments**

37 There were none.
38

39 **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:

40 **Project Development (Scoping) & Technical Assistance Studies:**

- 41 • DuBois & King, Inc
- 42 • McFarland Johnson, Inc
- 43 • Resource Systems Group, Inc
- 44 • Stantec Consulting Services, Inc
- 45 • Vanasse Hangen Brustlin, Inc

46 **Transportation Planning/Corridor/Area Wide Studies:**

- 47 • Resource Systems Group, Inc
- 48 • Vanasse Hangen Brustlin, Inc
- 49 • WSP USA, Inc

50 **Bicycle and Pedestrian Feasibility Studies:**

- 51 • DuBois & King, Inc
- 52
53
54

- 1 • Resource Systems Group, Inc
- 2 • Stantec Consulting Services, Inc
- 3 • Toole Design Group, LLC
- 4 • Vanasse Hangen Brustlin, Inc

5 **Intelligent Transportation Systems:**

- 6 • Stantec Consulting Services, Inc
- 7 • Vanasse Hangen Brustlin, Inc
- 8 • WSP USA, Inc

9 **Public Participation:**

- 10 • Adamant Accord, Inc
- 11 • Third Sector Associates
- 12 • Town Planning & Urban Design Collaborative

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

15
16 BARBARA ELLIOT MADE A MOTION THE TAC APPROVE THE LIST OF CONSULTANTS AS
17 RECOMMENDED. AMY BELL SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

18
19 **5. Status of RPC's Role in Water Quality**

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

34
35 **6. Metropolitan Transportation Plan (MTP) Schedule and Content Update**

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

46
47 **7. Certification of MPO Planning Process**

48 Christine explained that this item had not previously come before the TAC but was something the Board
49 acted on each year and that essentially states that the CCRPC is abiding by all federal regulations in its
50 MPO related planning process. She noted that the CCRPC submits the certification each year when

1 forwarding its TIP to FHWA and FTA. She noted more detail on all of this in the documents in the TAC
2 meeting packet.

3

4 **8. Status of Projects and Subcommittee Reports**

5 Peter referred members to the project list on the back of the agenda and encouraged members to inquire
6 on project status if interested.

7

8 **9. CCRPC June Board Meeting Report.**

9 Peter mentioned that the Board approved warning the FY18 TIP for public hearing.

10

11 **10. Chairman's/Members' Items**

12 Peter reported the need for an August TAC meeting as we now have two items to discuss: The MGRP
13 permit and GMT's NextGEN Transit Plan.

14

15

16 The meeting adjourned at 9:55 a.m.

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18 Respectfully submitted, Peter Keating