DATE: Tuesday, January 5, 2016
TIME: 9:00 a.m.
PLACE: CCRPC Office, 110 West Canal St. Winooski

DELIBERATIVE AGENDA:

1. Action on Consent Agenda 9:00 - 9:05
   N/A this month.

2. Minutes of December 1, 2015 – (Action Item) 9:05 - 9:10
   See attached.

3. Public Comment Period (Information item) 9:10 - 9:15
   Members of the public are invited to raise issues of interest or concern to the TAC on items not on the agenda.

4. ITS Plan Approval/Recommendation to Board (Action Item) 9:15 – 9:35
   The TAC has had two presentations on this project this past year and the draft is now ready for board action. Staff would like to have a TAC recommendation to take to the Board. See attached memo for more information and a staff recommendation.

5. District Leveling Priorities (Action) 9:35 – 9:50
   As we did last year, CCRPC is again being given the opportunity to prioritize district pavement leveling projects in the region. See attached memo with VTrans information.

6. VTrans Street Tree Policy (Information Item) 9:50 – 10:10
   Amy Bell gave the TAC an update in October 2014 on this project then in draft form. It is now completed and Amy will report on the final document.

7. Status of Projects and Subcommittee Reports (Information Item) 10:10 – 10:15
   See bulleted list on the reverse for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these on-going or recently completed projects.

8. CCRPC December Board Meeting Report (Information Item) 10:15 – 10:20
   The Board did not meet in December but did host a legislative breakfast on December 10th.

9. Chairman’s/Members’ Items (Information Item) 10:20 – 10:30

CONSENT AGENDA – N/A this month.

Next Meeting: February 2, 2016
Project list:

- TDM/TCSP Project coordination
- Electric vehicle infrastructure planning – Phase III (engage stakeholders re. Charging Station installation including equipment, locations, permitting & potential funding sources)
- Title VI program participation and Public Participation Plan implementation
- Participation in working groups for the Vermont Highway Safety Alliance
- Participation on the State’s Transportation Proportional Share Implementation (Act 145)
- Participation in the State’s Rail Council
- Participation in the VTrans Safe Routes to School Task Force
- Participation in VTrans Park and Ride Advisory Committee
- Coordination with United Way on the Neighbor Rides Program
- Regional Intelligent Transportation System (ITS) Plan Update
- Adaptive Signal Control Planning – Burlington/South Burlington
- Advanced Traffic Monitoring System through FHWA AID grant
- Expanded National Highway System (NHS) & Functional Class Review and Update
- LPM services for Underhill sidewalk construction on VT 15
- LPM services for Shelburne sidewalk construction on US 7
- LPM services for South Burlington sidewalk construction on VT 116
- LPM services for Milton Railroad St rail crossing bike/ped improvements scoping
- LPM services for Huntington Lower Village Bike/Ped scoping
- LPM services for Jericho Four Corners/Lee River Road Bike/Ped scoping
- Burlington Downtown Parking Management Plan
- Burlington Residential Parking Study
- Burlington Walk Bike Plan technical committee
- Charlotte Park and Ride Study
- South Burlington Sidewalk/Path Gaps Scoping
- Planning for 2016 Walk Bike Summit
- Regional Active Transportation Plan
- Burlington Winooski Avenue Corridor Study
- Colchester Ave/Riverside Ave/Barrett St Intersection Scoping (Burlington)
- Williston Blair Park Pedestrian Facility Scoping Study
- Bolton Traffic Speed control ordinance
- Winooski Transportation Master Plan
- North Ave Pilot Study (Burlington)
- Railyard Enterprise Scoping/PEL Project (Burlington)
- planBTV South End Master Plan (Burlington)
- Milton US 7 Corridor Study – Draft Final Report
- Transportation Hazard Mitigation Planning
- Transportation & Land Use Planning with Winooski and Shelburne
- Burlington Economic and Technical Analysis of Key Employee Commute TDM Strategies
- Winooski River Bicycle/Pedestrian Bridge
- So. Burlington Williston Road Area Transportation and Land Use Network Analysis
- So. Burlington Chamberlin Neighborhood & Airport Area Transportation and Land Use Master Plan
- Essex Junction Train Station Access and Circulation Study
CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE - MINUTES

DATE:  Tuesday, December 1, 2015
TIME:  9:00 a.m.
PLACE:  CCRPC Offices, 110 West Canal St. Winooski, VT

1. Consent Agenda
N/A this month.

2. Approval of Minutes
A MOTION TO APPROVE THE MINUTES OF NOVEMBER 3, 2015 PASSED WITH A CHANGE
TO NOTE THAT BRIAN BIGELOW WAS PRESENT.

3. Public Comments
There were none.

4. Consultant Selection: ATMS/Bluetooth Corridor Project
Peter referred members to the memo in their meeting packet explaining this project. We had received five
proposals for this work which comes from an Accelerated Innovation Deployment (AID) Demonstration
grant from FHWA to implement Bluetooth monitoring equipment on up to five (5) corridors in
Chittenden County. The review committee of CCRPC and VTrans staff met on November 17th to discuss
technical and cost proposals. Based on their technical proposal and qualifications, the committee
recommended selecting Liddell Brothers with VHB and PDP Associates. JUSTIN RABIDOUX MADE A
MOTION TO APPROVE THE CONSULTANT SELECTION RECOMMENDATION. THE MOTION
WAS SECONDED BY BRIAN BIGELOW AND PASSED UNANIMOUSLY.

5. FY17 Unified Planning Work Program (UPWP) Update
Bryan Davis began with a short description of what the UPWP is and the various places/organizations its
funding comes from. Eligible applicants for the funding include CCRPC member municipalities,
agencies and partner non-profits like CATMA, Local Motion, CarShare Vermont, United Way and AARP VT. He next went into some detail on the types of eligible activities the UPWP can spend funds on, such as: Transportation, Land Use, and Stormwater planning; scoping, corridor studies, multimodal plans and major and minor technical assistance projects. Bryan also pointed out things for which UPWP funds cannot be used, such as:

- Covering the cost of municipal employees
- Right-of-way acquisition
- Detailed design and engineering
- Surveying
- Stormwater/sewer system design
- Construction of transportation system facilities, and
- Capital-oriented implementation actions

Some funding history and background, and the details of funding match requirements were also explained, as well as how a project needs to demonstrate a community need and the public process to decide on which projects will be seek funding. Bryan concluded by describing contracting arrangements, how projects would be evaluated and the UPWP development schedule which will culminate in a Board public hearing next May. Staff is also seeking TAC members to serve on the UPWP committee and Barbara Elliot, Roger Hunt and Justin Rabidoux expressed interest.

6. Jericho Capital Improvement Plan
Bryan also presented this project, the first of its kind undertaken by CCRPC staff. It’s based on a task that VTrans has with other Regional Planning Commissions through the Transportation Planning Initiative (TPI). Bryan began by identifying his Jericho and CCRPC partners, Todd Odit, Doug Siple, Dave Antone and Chris Dubin. Jericho was selected as the first town due to much of the relevant inventory data being relatively new. Bryan described the use of the Pavement Condition Index (PCI) and the program PAVER to determine recommendations related to budgeting for roadways. He also described recommendations on culverts, upsizing, prioritizing and tying culvert work schedules to when the related road would be seeing work. Next steps and recommendations on intersections were described next and Bryan then identified some multimodal recommendations and their costs. He then briefly mentioned other CIP items including signs, signals, equipment, maintenance facilities, stormwater and street lights. Bryan concluded with some lessons learned from this first CIP assistance project:

- Almost too much data for our pilot CIP effort, particularly since the Town has a current CIP
- Cost estimating: stuck to 2015 Jericho Transportation Study and 2015 Jericho Bicycle and Pedestrian Facility Master Plan. Town staff already familiar with costs given existing/previous CIPs
- Benefits: CCRPC staff explored additional functionality within the PAVER software, specifically M&R module

The next community that will get help under this program is Bolton. TAC members felt that communities could benefit from training on PAVER and Dick Hosking mentioned the importance of hydraulic reports in determining proper culvert size.

7. Naming Transportation Facilities
Peter referred TAC members to the draft Transportation Board rules in the meeting packet that laid out the process to go about naming facilities likes bridges and roads. The Transportation Board is looking for comments on their proposed rules by December 18th. Matt Langham said that he had done some research at the request of Michele Boomhower on this topic and learned that it is the VT Department of Libraries who currently have the naming responsibility – an authority, apparently, they no longer want.
8. Municipal Roads Program
Jim Ryan of the Watershed Management division of the Department of Environmental Conservation at the Agency of Natural Resources, is the Municipal Roads General Permit (MRGP) manager. He attended the TAC to address this newly developing permit program designed to reduce phosphorus runoff from roads in the Lake Champlain Basin. Jim began with some context on the problem noting the variety of sources of phosphorus pollution, variations by watershed, and road mileage by class. The permit program will apply to town class 1 through 4 roads. He then spoke about the purpose of the permit program, the importance of “hydrologic connection,” how the permit framework works and the development of road stormwater management plans. To illustrate how the permit program would work Jim used a hypothetical town as an example to calculate the town’s road mileage to which MRGP standards would apply. He then described a number of road related design and material details likely to be used to curb runoff. These included:

- Stone-lined ditches and check dams
- Turn outs
- Road crowning
- Culvert headers
- Culvert outlet stabilization
- Possible new techniques and Green Stormwater Infrastructure Practices

Jim went on to issues anticipated as frequently asked questions such as:

- Replacement to in-stream culvert
- Relocating roads
- What road classes are covered by the permit
- Possible class 4 road practices, (on this point there was discussion on just what responsibilities towns have on class 4 roads and would like to see some guidance) and
- Compatibility of MRGP and VTrans road and bridge standards

Jim noted that some towns are being proactive and proceeding with identifying road related water quality issues and that they will be credited for these efforts as part of the MRGP. He also mentioned assistance to towns in the MSGP process available from DEC and VTrans and the Regional Planning Commissions. This last point led to discussion on how the CCRPC, through its UPWP, can assist towns in this effort. Jim concluded with the outreach he’s been involved in to date and what the next steps are:

- Developing a draft permit through 2016
- Holding regional stakeholder meetings
- Convening the technical and core groups.

9. Status of Projects and Subcommittee Reports
Dick Hosking reported that VTrans has closed the Charlotte Park and ride facility located at the rail station due to lack of use.

10. CCRPC November Board Meeting Report
Peter reported that the Board discussed the draft MOU between CCTA, CCRPC and VTrans, a document that hasn’t been updated in several years.

The meeting adjourned at 11:15 a.m.

Respectfully submitted,

Peter Keating
VTrans District Pavement Leveling Program

District Leveling Background:
The VTrans District Pavement Leveling Program performs pavement leveling on state highways throughout the state each year. The leveling projects have a limited scope and consist only of providing a thin overlay coat of pavement designed to last until funds become available for a more comprehensive project. These projects allow quick improvements to be made to road surfaces at a lower cost per mile so more mileage can be addressed. The methodology for selecting segments for District Leveling is as follows:

Step 1 - Potential projects are identified by the VTrans Asset Management and Performance Bureau and consider the following factors:

- Pavement condition - 20%
- Ride (bumpiness) of the pavement - 30%
- Vehicles per day traveling on the segment - 20%
- Age of the pavement - 10%
- Proportion of the overall project length that is in very poor condition - 20%

Step 2 – The final ranking includes input from both the Regional Planning Commissions and the VTrans Maintenance Districts as follows:

- Asset suitability ranking from Asset Management and Performance Bureau described above – 60%
- District ranking – 20%
- RPC ranking – 20%

Regional Prioritization:
Two projects in Chittenden County were identified by the VTrans Asset Management and Performance Bureau for consideration in state fiscal year 2017 – beginning July 1, 2016. The projects are listed below and a map showing the location of the projects is attached.

- VT2A, St. George-Williston – beginning north of Ayer Road and extending north for 3.8 miles approximately to Hurricane Lane. Pavement condition in this segment varies from Very Poor to Poor.
- VT15, Westford-Cambridge – beginning north of Cowie Road and extending north 3.5 miles approximately to Blanchard Road.

CCRPC staff applied our project prioritization methodology to these projects and developed project ranks. The projects and prioritization results are provided below.

VT2A scores slightly higher because 1) the segment provides access to a village planning area, 2) traffic volumes are higher and 3) a greater proportion of the segment is in Very Poor condition as compared to VT15.
## CCRPC Prioritization
### District Leveling

<table>
<thead>
<tr>
<th>Rank</th>
<th>CCRPC Score</th>
<th>Planning Designation</th>
<th>Functional Class</th>
<th>Pavement Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>VT2A, St. George-Williston</td>
<td>1</td>
<td>33</td>
<td>Village/Rural</td>
<td>Minor Arterial/Major Connector</td>
</tr>
<tr>
<td>VT15, Westford-Cambridge</td>
<td>2</td>
<td>30</td>
<td>Rural</td>
<td>Minor Arterial</td>
</tr>
</tbody>
</table>

**Staff Recommendation:** Approve the prioritized district leveling project list and forward it to VTrans.

**For more information contact:** Christine Forde, cforde@ccrpcvt.org or 846-4490 ext. *13
VT2A, St. George - Williston
Approximate Limits – Ayer Road to Hurricane Lane - 3.8 miles
- Planning Designation: Village/Rural
- Average Daily Traffic: 5,676 vehicles
- Functional Class: Minor Arterial/Major Collector

VT15, Westford-Cambridge
Beginning North of Cowie Road Extending North 3.5 miles
approximately to Blanchard Road
- Planning Designation: Rural
- AADT: 4,300
- Functional Class: Minor Arterial
December 15, 2015

Help us get the word out.

VTrans would like folks to know that due to anticipated funding for the Better Backroads (Municipal Mitigation) Grant Program next year, we have expanded the types of projects that can be funded and that there will be higher caps on the grant amounts. The program will also fund work associated with paved roads. Here are the expanded types of project and maximum funding levels for each:

- **Category A for Road Erosion Inventory and Capital Budget Planning**—capped at $8,000 state with $2,000 local match for a maximum $10,000 project.

- **Category B for Correction of a Road Related Erosion Problem and/or Stormwater Mitigation/Retrofit for both gravel and paved roads**—cap projects at $20,000 state with a $5,000 local match for a maximum $25,000 project. Ex. Stone or grass lining ditch, installing turnouts, stone check dams, splash pools, rain gardens, swirl concentrator devices, dry wells, gravel wetlands, level spreaders.

- **Category C for Correction of a Stream Bank or Slope Related problem**—cap projects at $40,000 state with a $10,000 local match for a maximum $50,000 project. Ex. Stream bank stabilization or restoration, stone lined slopes. Stream and river/road conflicts must have consultation with an ANR River Management Engineer or Army Corps Engineer prior to submittal of application.

- **Category D for Structure/culvert upgrades**—cap projects at $40,000 state with a $10,000 local match for a maximum $50,000 project. Ex. Culvert and structure upgrades and replacements, culvert headcut and gulley stabilization.

Alan May  
Better Backroads Coordinator  
Municipal Assistance Bureau  
Highway Division  
1 National Life Drive  
Montpelier, VT 05633  
(802) 828-4585 (cell)  
E-mail: alan.may@vermont.gov