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

5 DATE: Tuesday, May 1, 2018
6 TIME: 9:00 a.m.
7 PLACE: CCRPC Offices, 110 West Canal St. Winooski, VT
8

9 **Members Present**

10 Dean Bloch, Charlotte
11 Matt Langham, VTrans
12 Bruce Hoar, Williston
13 Maryann Michaels, Rail
14 Brian Bigelow, Underhill
15 Ashley Bishop, VTrans District 5
16 Barbara Elliot, Huntington
17 Amy Bell, VTrans
18 Sandy Thibault, CATMA
19 Nicole Losch, Burlington
20 Karen Yacos, Local Motion
21 Joss Besse, Town of Bolton
22 Bob Henneberger, Seniors
23 Luke Valentine, St. George
24 Justin Rabidoux, South Burlington
25 Bryan Osborne, TAC Chair, Colchester
26 Rachel Kennedy, GMT
27 Dennis Lutz, Essex
28

Staff Present

Regina Mahony, Planning Program Manager
Christine Forde, Senior Transportation Planner
Eleni Churchill, Transportation Project Manager
Sai Sarepalli, Transportation Planning Engineer
Bryan Davis, Senior Transportation Planner
Peter Keating, Senior Transportation Planner
Charlie Baker, Executive Director
Marshall Distel, Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Chris Dubin, Transportation Planner

Others

Jon Kaplan, VTrans

29 Bryan Osborne called the meeting to order at 9:00AM.
30

31 **1. Consent Agenda**

32 No items this month.
33

34 **2. Approval of Minutes**

35 Peter noted that revised minutes for the April meeting were sent via email yesterday and replaced those
36 that went out last week. BARBARA ELLIOTT MADE A MOTION, SECONDED BY JOSS BESSE TO
37 APPROVE THE REVISED MINUTES OF THE APRIL 3, 2018 TAC MEETING. MOTION CARRIED
38 UNANIMOUSLY.
39

40 **3. Public Comments**

41 There were none.
42

43 **4. Americans with Disabilities Act (ADA) Transition Plans**

44 Jon Kaplan of VTrans reported on the responsibilities municipalities have for ADA planning. Before
45 beginning however, he handed out an announcement, and made brief comments, about this year's
46 Bicycle/Pedestrian Grant program.
47

48 His ADA talk was a wide ranging and detailed presentation that went over the following topics:

- 49 • Legal framework
- 50 • Civil rights legislation (the ADA and Rehabilitation Act)
- 51 • Standards
- 52 • Enforcement
- 53 • Funding
- 54 • Transition plan resources

1 • Complaint process

2 There are two laws and their follow up regulations and standards that govern these issues. The laws are
3 the Rehabilitation Act of 1073 and the ADA of 1990. Jon broke down each into more detail and then went
4 into various sets of standards designed to implement accessibility for the disabled. Despite the amount of
5 background information and seeming complexity, the basics are simpler to grasp. These are essentially:

- 6 • New construction & altered facilities must be “accessible to and usable by” people with
7 disabilities
8 • Existing facilities, policies, & programs must be evaluated for discrimination & develop a
9 modification plan (transition plan,)
10 • Individual pedestrians must be reasonably accommodated, where necessary, for their use of a
11 covered program. (curb ramps, sidewalks, crosswalks with stop control, on-street parking, at
12 requested locations)

13 Jon then went over some ADA related court cases and settlements and identified possible funding sources
14 to address ADA needs. These include highway funds and Housing and Urban Development grants. He
15 noted as well that providing accessibility is an integral part of all projects that have a pedestrian
16 component – regardless of the funding source. He next presented the elements of an ADA Self-
17 Evaluation, a precursor to an actual ADA Transition Plan which must include the following:

- 18 • A list of barriers that limit accessibility
19 • Methods/changes needed to remove barriers
20 • A schedule to complete work
21 • The responsible party
22 • Public input
23 • A clear grievance/complaint process
24 • Remain a living document subject to regular updates

25 Jon gave more information on these plans citing assistance from an on-line ADA Action guide and noted
26 the federal governments involvement through the complaint process. He concluded his presentation
27 identifying some avoidable mistakes (not having a plan, no documentation, ignoring complaints), the
28 elements of an investigation, and the goal of FHWA’s division office: the voluntary compliance of
29 responsible parties. The discussion following included issues around winter maintenance for which Jon
30 will provide follow up information.

31
32 **5. UPWP Recommendation**

33 Peter reported that there was considerable discussion in April on this topic, mostly focused on adding the
34 Colchester project for inventory and inspection of stormwater infrastructure. He noted that we also need
35 a TAC recommendation to the Board that they approve of the draft FY19 UPWP.

36 BARBARA ELLIOT MADE A MOTION TO RECOMMEND UPWP APPROVAL TO THE CCRPC
37 BOARD. THE MOTION WAS SECONDED BY JUSTIN RABIDOUX AND PASSED
38 UNANIMOUSLY.

39
40 With some new arrivals at this point, Peter asked for a round of TAC member introductions. Karen Yacos
41 introduced herself as the new Executive Director at Local Motion and that new Local Motion staff
42 Allegra Williams would attend future TAC meetings.

43
44 **6. Transportation Improvement Program (TIP)**

45 Christine provided a primer on the annual TIP update process as a preview for TAC action in June. She
46 handed out a marked-up version of the current TIP with the currently anticipated revisions needed for the
47 coming year’s version. After explaining the handout details, she asked that members review it and send
48 her any questions or updates that they have.

49
50 **7. National Highway System (NHS) Update**

51 Marshall and Jason reported on the on-going discussions and deliberations with VTrans, FHWA and
52 municipalities on possible changes to the NHS. They began with a national overview of the system – its

1 purpose, extent, establishment by Congress and noting that 90% of the country's population lives within 5
2 miles of an NHS route. They next discussed the details of the NHS at the regional scale noting why the
3 designation mattered and what the implications of designation are. This includes issues regarding:

- 4 • Funding Programs:
 - 5 • National Highway Performance (NHPP)
 - 6 • Surface Transportation (STP)
- 7 • Federal Performance Measures and Statewide/Regional Targets:
 - 8 • Infrastructure Condition
 - 9 • System Reliability
 - 10 • Freight Reliability
- 11 • Design Standards:
 - 12 • Vermont State Standards
- 13 • Project Prioritization

14 In 2012, the Chittenden County non-Interstate NHS expanded by nearly 50 miles. VTrans has since
15 reduced the number of miles outside the region and, given the purpose of the NHS, a reduction in
16 Chittenden County miles is also warranted. Jason next opened the CCRPC's interactive on-line map to
17 display the changes now proposed for the system. He noted what is recommended for removal, as well as
18 some modifications and additions. The next steps in the process of implementing the proposed changes
19 are:

- 20 • TAC Approval (June)
- 21 • Board Approval (July)
- 22 • CCRPC submits official request to VTrans
- 23 • VTrans submits official request to FHWA headquarters for final approval

24 In the brief discussion that followed Dennis Lutz asked about who makes the decisions to flex NHS
25 funding to other programs. Matt Langham stated that VTrans does this and that shifting funds amongst
26 programs is something that goes on throughout the year.

27 **8. Transportation Performance Targets**

28 Eleni reported on the recent discussions and decisions at VTrans related to performance target setting for
29 pavement and bridges. She handed out a VTrans Asset Management & Performance Bureau fact sheet on
30 the performance targets. Referring to this, she went over the target-setting deadlines for States and MPOs
31 as well as the performance measures that the targets are paired with. The pavement measures are:

- 32 • % of Interstate pavement in good condition
- 33 • % of Interstate pavement in poor condition
- 34 • % of non-Interstate NHS pavement in good condition
- 35 • % of non-Interstate NHS pavement in poor condition

36 The bridge measures:

- 37 • % of deck area on NHS bridges in good condition
- 38 • % of deck area on NHS bridges in poor condition

39 Eleni described the process and results of the target-setting deliberations by VTrans and its partners and
40 noted MPO deadlines coming in 180 days. This item will be on future TAC agendas and a TAC
41 recommendation on pavement and bridge targets to the Board is anticipated in October.

42 **9. Status of Projects**

43 Peter referred members to the current project list on the back of the agenda page.

44 **10. CCRPC April Board Meeting Report**

45 Peter reported that the Board warned a public hearing for the FY19 UPWP.

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

47 Nothing reported.

48 The meeting adjourned at 10:45 a.m. Respectfully submitted, Peter Keating