DATE: Wednesday, March 20, 2019
TIME: 6:00 p.m.
PLACE: CCRPC Offices; 110 W. Canal Street; Suite 202; Winooski, VT 05404

PRESENT:
- Bolton: Sharon Murray
- Burlington: Andy Montroll
- Colchester: Absent
- Essex: Irene Wrenner, Alt.
- Essex Jct: Dan Kerin
- Huntington: Barbara Elliott
- Jericho: Catherine McMains
- Milton: Absent
- St. George: Absent
- So. Burlington: Absent
- Westford: Dave Tilton
- Winooski: Mike O’Brien
- Agriculture: Tom Eaton
- Cons./Env.: Don Meals
- Others: Matthew Langham, VTrans.
- Staff: Charlie Baker, Executive Director
- Jon Moore, GMT
- Rob Fish, Burlington Alternate

1. Call to order; changes to the agenda. The meeting was called to order at 6:05 p.m. by the Chair, Chris Roy. There we no changes to the agenda.

2. Public Comment Period on items not on the agenda. There were none.

3. Action on Consent Agenda (MPO Business). There were two amendments to the FY19-22 Transportation Improvement Program (TIP). The first to add 8 grant funded projects (Municipal Highway and Stormwater Mitigation awards, Transportation Alternative awards and Bike & Ped awards); and three Circ. Alternative projects. The second amendment updated TIP construction funding amounts for Champlain Parkway to meet the new construction schedule; move construction funds for Shelburne Street Roundabout from FY21 to FY22; and, move construction funds for Exit 17 in Colchester from FY22 to FY23. JIM DONOVAN MADE A MOTION, SECONDED BY DAN KERIN, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. (Only municipal representatives and VTrans voted on this MPO action item.)

4. Approve Minutes of February 20, 2019 Meeting. ANDY MONTROLL MADE A MOTION, SECONDED BY SHARON MURRAY, TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED, WITH ABSTENTIONS FROM CHRIS ROY, IRENE WRENNER AND DON MEALS.
5. GMT (Green Mountain Transit) proposed transit system changes. Jon Moore, Director of Maintenance and Planning at GMT, gave a presentation on the NextGen planning study they are finishing. They hired Nelson-Nygaard to review all the current routes and make recommendations for service improvements. The ultimate goal is to increase ridership and improve service. In the service improvement plan, Phase one, they plan to use GMT resources more effectively. Phase One is cost neutral. They propose changes for nearly every route to: improve service for large majority of existing riders; attract new riders; and better balance services with demand. They are in the public comment period of the plan approval process and hope to adopt the plan at their board meeting in April 2019. New scheduling summary includes:

- 20-minute headways from 6 am to 6 pm on the 4 major routes – Williston, Essex Junction, Shelburne Road and North Avenue; and, eliminate peak hour 15-minute service.
- 30-minute headways from 6 am to 6 pm on most other routes.
- Late night service Monday through Saturday until 11 pm or later on major routes and Riverside/Winooski and new Waterfront/Airport route.
- Dedicated Sunday service on Williston, Essex Jct., Pine Street, North Avenue, Waterfront/Airport and City Loop.
- Adjusted Commuter times.
- Improved On-Time performance.

On routing they will have increased interlining to reduce transfers; have direct service from Downtown and the hospital to the airport with the new Waterfront/Airport route. Interlining combines two routes into one, which reduces the number of passenger transfers required; makes wayfinding more simplistic and allows color-coded route naming system:

- **Red Line** – Williston and North Avenue routes
- **Blue Line** – Essex Junction and Shelburne routes
- **Green Line** – Pine Street and Riverside/Winooski routes
- **Purple Line** – College Street & U Mall/Airport routes
- **Orange Line** – Essex Center and Essex/Williston routes
- **Silver Line** – City Loop

Mr. Moore showed examples of the new schedule and color-coded service diagrams. He then reviewed the Assessment impacts and proposed fare increase. According to their charter, a change (increase or decrease) of ten or more weekly driver pay hours in a municipality would result in assessment impacts. The NextGen service changes maximize driver scheduling (and cost) efficiencies. The driver pay hours are projected to decrease by 48 weekly hours but the revenue hours will increase by 110 weekly hours. The GMT board is considering freezing the FY20 assessments at the current levels and “re-balancing” as necessary for FY21. Right now the College Street shuttle is a free service paid for by the City of Burlington ($125,000). With the extension of the route to the airport they’ll need to determine the fare structure for the route. They haven’t had a fare increase since 2005 and are proposing a fare increase from $1.25 to $1.50 and decreasing the monthly unlimited pass from $50 to $40.

Mr. Moore then reviewed the new technology passengers will be able to use for bus locations and even purchasing all ticket types via their smart phones. They will continue to take cash for those without smart phones. The next steps include completing the public hearings late March to mid-April with GMT Board approval on April 16th and service and fare change implementation on June 17th. Jon answered questions for board members.
6. **Capital Program Prioritization – (MPO Business).** Christine Forde noted that each year the Vermont legislature requires the projects in the Transportation Capital Program be prioritized by VTrans and the RPCs and they directed VTrans to develop a numerical grading system to assign a priority ranking to all paving, roadway, safety, and traffic operations, state bridge, interstate bridge and town highway bridge projects. Each project is rated by methodologies developed for each program category. VTrans uses one set of criteria and each region uses a set of criteria developed for their region, which Christine described. We send our scoring to VTrans and they add our scores to theirs to develop the priorities. She noted that the Capital Program and the TIP/STIP are similar but different. The Capital Program is the actual budget for a given year. The TIP/STIP are planning documents. When Andrea asked if we consider stormwater, Christine said stormwater is considered in the resiliency factor. The scoring sheets are sent to the TAC members to review the projects in their municipality and then the TAC revises/recommends the prioritization. Tim Baechle asked about bike/ped projects from the Circ alternatives list. Christine said bike/ped projects are grants and are prioritized through those grant programs. Matthew Langham said Phase 1 Circ Alternative projects moved forward without prioritization. Charlie noted that this is our input into the FY21 Capital Program, which will be sent to the legislature in January 2020. Christine noted that we also do a scoring of town highway bridge candidate projects so we can see if a project potentially can move to the program list. When asked how to get on that list, Amy Bell said all town highway bridges are on this list. There are 1700 town highway bridges statewide and they are ranked every two years. Brief discussion ensued. Matthew Langham clarified that this list includes all structures over 20’ span – including box culverts.

Christine then distributed a chart showing Chittenden County projects in the FY20 Capital Program that begins July 1, 2019. The projects highlighted in yellow are newly added. Amy noted that this list is what is in the Governor’s budget, and the legislature will determine the final outcome.

**DAN KERIN MADE A MOTION, SECONDED BY JIM DONOVAN, TO APPROVE THE 2021 REGIONAL PROJECT SCORES AND TOWN HIGHWAY BRIDGE PRE-CANDIDATE REGIONAL PROJECT SCORES AND FORWARD IT TO VTRANS. MOTION CARRIED UNANIMOUSLY.** (Only municipal representatives and VTrans voted on this item.)

7. **Shelburne Town Plan Approval, Confirmation of Planning Process and Determination of Energy Compliance.** The Town of Shelburne has requested that the Chittenden County Regional Planning Commission (1) approve the 2019 Shelburne Comprehensive Plan, (2) confirm its planning process and (3) grant a determination of energy compliance to the 2019 Shelburne Comprehensive Plan. The Plan was adopted by the Selectboard of the Town of Shelburne on February 12, 2019.

As described in the proposed resolution, the PAC has held the required hearing, reviewed the Plan in light of these requests, and recommends Board approval at this time. Please note that municipal planning process confirmation, plan approval and determination of energy compliance decisions shall be made by majority vote of the commissioners representing municipalities, in accordance with the bylaws of the CCRPC and Title 24 V.S.A.§ 4350(f).

**SHARON MURRAY MADE A MOTION, SECONDED BY JIM DONOVAN, TO APPROVE THE 2019 SHELBURNE COMPREHENSIVE PLAN, CONFIRM SHELBURNE’S PLANNING PROCESS, AND GRANT AN AFFIRMATIVE DETERMINATION OF ENERGY COMPLIANCE TO THE 2019 SHELBURNE COMPREHENSIVE PLAN. MOTION CARRIED UNANIMOUSLY.** (Only municipal representatives voted on this item.)

8. **Act 250 Recommendations.** Regina noted that last month members approved eight recommendations regarding the proposed Act 250 legislation. At this time, we have two additional
positions we’d like to discuss. The large Act 250 Commission bill (Committee bill 19-0040, Draft 5.2, 1/23/19) includes a position requiring that, in order to be used in Act 250, local and regional plans must be approved as consistent with statutory planning goals. VPA feels that since regional plans are used in the Act 250 regulatory process under Criterion 10, the Environmental Board should not be reviewing and approving regional plans. The second recommendation deals with appeals for regional plan approvals. Suggested language is:

#9 “CCRPC supports the position of the Vermont Planners Association regarding regional plan approvals which is to modify the bill language so that regional plans are reviewed and approved by a Development Cabinet; or some similar instrument of the State that is expanded for this function to include representatives with planning expertise – e.g. directors of two adjacent regional planning commissions, a representative from the VT Planners Association, and a representative from the VT Association of Planning and Development Agencies.” Earlier, after a brief discussion, Executive Committee members agreed to amend the second line to read “...plans are reviewed for compliance with statutory planning goals and approved by a Development Cabinet...” Regina noted that the Development Cabinet, though not active, is in statute (3 V.S.A. §2293) for the purpose of collaboration and consultation among State agencies and departments. After board discussion it was agreed to change “compliance” to “consistency.”

#10. “Clarify and add to existing statute (Title 24, Chapter 117, Section 4476) to make the existing Environmental Court hear appeals for regional plan approvals and for regional approval and/or confirmation of local plans and the local planning process.”

After a lengthy discussion, JIM DONOVAN MADE A MOTION, SECONDED BY IRENE WRENNER, TO APPROVE THE ADDITION OF THOSE TWO RECOMMENDATIONS, AS AMENDED. MOTION CARRIED UNANIMOUSLY. SHARON MURRAY ABSTAINED.

9. Chair/Executive Director’s Update:
   a. FY20 UPWP Update. Charlie noted that the UPWP committee will hold its last meeting tomorrow evening. We have a pretty good draft right now. We will present the draft UPWP to the Executive Committee and the Board at your April meetings.
   b. Legislative update. Charlie noted that the House Natural Resources Committee has not yet turned the Act 250 document into a bill. We are working on this language to be prepared. He feels there will be a bill formally introduced in the spring to be taken up again in January.
   c. He is following another bill S.96 that deals with water quality that has the potential to do two things: raise revenue for water quality and change how those funds are distributed. It proposes to distribute water quality funds to a clean water service provider in each watershed basin which would default to the RPCs. There are a couple of issues in there. It would require us to be responsible for the operation and maintenance for any project getting funding. It also would open up the clean water service provider to enforcement action. Charlie noted that the initial idea was to help get funding distributed. All of the RPCs are concerned about these other requirements. There will have to be more conversation on this. He feels the Senate will vote it out to the House. The second part of the bill is to raise revenue to fund it. They’ll have the House work on that.

10. Committee/Liaison Activities and Reports. The chair noted that minutes of various committee meetings were included in the board packet.
11. **Members’ Items; Other Business.** There was no other business.

12. **Adjourn.** IRENE WRENNER MADE A MOTION, SECONDED BY JIM DONOVAN, TO ADJOURN THE MEETING AT 7:32 P.M. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Bernadette Ferenc