

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, July 17, 2019
TIME: 6:00 p.m.
PLACE: CCRPC offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404
PRESENT: Bolton: Sharon Murray Buel's Gore: Absent
Burlington: Andy Montroll Charlotte: Jim Donovan
Colchester: Jacki Murphy Essex: Jeff Carr
Essex Junction: Absent Hinesburg: Mike Bissonette
Huntington: Barbara Elliott Jericho: Catherine McMains
Milton: Tony Micklus Richmond: Absent
St. George: Absent Shelburne: John Zicconi
South Burl: Chris Shaw Underhill: Brian Bigelow
Westford: Vacant Williston: Chris Roy
Winooski: Michael O'Brien VTrans: Amy Bell
Socio/Econ/Housing: Absent Bus/Ind: Absent
Agriculture: Tom Eaton Cons/Env: Don Meals
Others: Matthew Langham, VTrans Scott Moody, CCTV
Elaine Haney, Essex
Joe Segale, VTrans Jon Moore, GMT
Staff: Charlie Baker, Executive Director Eleni Churchill, Trans. Program Mgr
Forest Cohen, Senior Business Mgr Emily Nosse-Leirer, Senior Planner
Amy Irvin Witham, Business office Assoc.

1. Call to order; changes to the agenda. The meeting was called to order at 6:05 p.m. by the Chair, Michael O'Brien.
2. Changes to the Agenda. There were no changes.
3. Public Comment Period on Items NOT on the Agenda. There were no comments.
4. Approve Minutes of April 17, 2019 board meeting. JEFF CARR MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE MINUTES OF JUNE 19, 2019. MOTION CARRIED WITH ABSTENTIONS FROM JOHN ZICCONI, BARBARA ELLIOTT AND DON MEALS.
5. Autonomous Vehicles Presentation. Joe Segale, the Director of Policy, Planning & Research at VTrans shared a presentation on Automated Vehicles. The State of Vermont passed legislation that will allow the testing of AV's. The presentation covered several areas, including
 - Automated Vehicles Overview
 - Potential Benefits and Consequences
 - Federal and State Roles
 - VT Stakeholder Feedback
 - S.149 - VT AV Testing Legislation

1 Joe explained there are five stages of automation, the lowest end represents conventional vehicles
2 where the driver has total control, to assisted and finally the highest level of full system control. He
3 stated humans are always the fallback, if a system fails, the human can take over. He noted projections
4 forecast over the next decade there will be a mix of levels of automation seen on our highways. He also
5 noted the different impacts that could affect the future system if a private/individual ownership
6 scenario happens vs. a shared vehicle model. Congestion and parking impacts could be very different.
7 Joe also described the federal vs. state and municipal roles in our transportation system and how AV
8 related legislation is being considered in more and more states. There is opportunity to improve rural
9 transit options using AV's. He is also working to develop program guidance by 2021. Joe pointed out
10 there is also an opportunity for Vermont to be on the cutting edge of technology. Vermont has a long
11 tradition of public transparency and values public input.

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13 Members discussion ensued and questions regarding municipal roles and responsibilities, the liability
14 issues that will arise and the types of vehicles that might be tested – cars, trucks or transit. Sharon
15 wondered how AV's will navigate changes in terrain and road closures. Members discussed Vermont's
16 rugged and varied roadways, the landscape, and how AV's would perform under conditions such as ice,
17 snow, and mud. Jeff Carr mentioned the issue of safety being a concern. He asked Joe what he thinks is
18 the greatest benefit as well as greatest risk for a town to agree to test AV's. Joe stated he thinks the
19 greatest benefit is the opportunity for towns to be on the cutting edge of technology, however, in the
20 event of an accident, a town could face a lot of scrutiny. Discussion amongst member ensued regarding
21 municipalities liability and what insurances and protections would be in place and the potential benefits
22 for rural transportation opportunities.

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24 6. FY20-23 Transportation Improvement Program (TIP).
25 a. Presentation & Public Hearing. JEFF CARR MADE A MOTION, SECONDED BY JOHN ZICCONI,
26 TO OPEN THE PUBLIC HEARING AT 6:41 P.M. MOTION CARRIED UNANIMOUSLY. Christine Forde
27 provided a Power Point presentation on the TIP. She described what is involved with
28 transportation planning and project implementation – Federal regulations require the
29 Chittenden County Regional Planning Commission (CCRPC), as the designated Metropolitan
30 Planning Organization (MPO) for Chittenden County, to develop and maintain a Transportation
31 Improvement Program (TIP). The TIP contains funding information for transportation projects
32 proposed to spend federal transportation funds in Chittenden County. Projects must be listed in
33 the TIP to spend federal transportation funds. The TIP includes all modes of transportation
34 including highways, bicycle and pedestrian facilities and transit. The TIP covers a four-year
35 period and it must be fiscally constrained. It is typically updated every year with the assistance
36 of the Transportation Advisory Committee (TAC), the Vermont Agency of Transportation
37 (VTrans), Green Mountain Transit (GMT) and Burlington International Airport. Note that airport
38 projects are included for information only and CCRPC has no control over FAA funded projects.
39 The TIP lists federal funding amounts in the federal fiscal year when they are expected to be
40 needed. It should be noted that the TIP is a planning and not a budget document. The TIP
41 represents the intent to construct or implement a specific project and the anticipated flow of
42 federal funds. Funds correspond to the following project development phases:
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- Scoping – a process that develops safe and effective alternatives based on documented
44 rational that meet the stated purpose and need while minimizing environmental
45 impacts
- Preliminary Engineering – detailed design of the preferred alternative
- Right-of-Way - process of determining if land rights are needed for construction and
46 negotiation of appropriate compensation

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- Construction

Chris Roy voiced concerns with CIRC Alternative projects remaining in a perpetual state of slow to no progress; feels Williston has projects that need to be a higher priority such as the Phase I improvements at Exit 12 that include a shared use path through the Interchange that would drastically improve pedestrian safety at that location. This project will be especially important when construction of the Exit 12 Park and Ride moves forward as it will attract more cyclists and pedestrians. This project was scheduled years ago but nothing happened all these years. He is very concerned about the timeliness and prioritization of the CIRC Alternatives Projects. Matthew Langman (VTRANS) stated many of the Williston projects are in Phase III. Chris would like to see progression and clarity brought for the timeframe on the projects. Discussion between members ensued regarding the pace and hierarchy of projects and impacts of the project choices by VTrans. Charlie stated he will follow up with VTrans and have a status update for the October Board Meeting.

JEFF CARR MADE A MOTION, SECONDED BY CHRIS SHAW TO CLOSE THE PUBLIC HEARING AT 7:05 P.M. MOTION CARRIED UNANIMOUSLY.

b. Approval of the TIP. ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS ROY, TO APPROVE THE TIP AS PRESENTED. MPO VOTE:

Bolton:	Yes	Burlington:	Yes (4)	Charlotte:	Absent
Colchester:	Yes (2)	Essex:	Yes	Essex Jct:	Absent
Hinesburg:	Yes	Huntington:	Yes	Jericho:	Yes
Milton:	Yes	Richmond:	Yes	St. George:	Absent
Shelburne:	Absent	So. Burlington:	Yes (2)	Underhill:	Yes
Westford:	VACANT	Williston:	Yes	Winooski:	Yes
VTrans:	Yes				

MOTION CARRIED WITH 19 OF 24 VOTES; AND 14 OF 18 MUNICIPALITIES VOTING IN THE AFFIRMATIVE.

c. Certification of the Planning Process. Christine had provided a memo in the meeting packet describing the federal requirements CCRPC must follow and a description of what each of those regulations cover. JEFF CARR MADE A MOTION, SECONDED BY JOHN ZICCONI, TO AUTHORIZE THE CHAIR TO SIGN THE CERTIFICATION OF THE PLANNING PROCESS. MOTION CARRIED UNANIMOUSLY.

7. FY2020 Regional Board Member and Committee Appointment: Charlie explained how Regional Board Member and Committee Appointments work per the Bylaws. Charlie presented a Memo listing current appointments and vacancies. Mike O'Brien urged members and alternates to serve on a committee and reach out to those who are not on any committees and work to generate interest. Discussion among members ensued regarding current appointments and best ways to generate interest. ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS SHAW, TO AUTHORIZE THE CHAIR TO MAKE REGIONAL COMMITTEE APPOINTMENTS. MOTION CARRIED UNANIMOUSLY. Members voted on Regional Appointments only and will refrain from voting on Committee Appointments to see if other members are interested by the next meeting.

1 8. Potential Policy Participation Topics. Charlie stated he and Regina Mahoney worked on a document
2 Draft of Potential Policy Participation Topics. As discussed by the Board this spring, this will serve as our
3 first semi-annual agenda item to discuss relevant policy issues and our interest, ability, and need to
4 engage in those issues. This will allow for a discussion with the full board to decide when and how to
5 engage on various topics that we can anticipate. We may still have issues that come up on an ad hoc
6 basis, but hopefully this process will effectively identify the major issues to engage in. Currently, the
7 draft holds 18 items with staff comments reflecting the level the degree of engagement they
8 recommend. Staff will defer to the Board for decisions on which items to actively engage in. Members
9 discussed the importance and validity of the endeavor. All members were appreciative of the work and
10 in agreement with what was presented. Jeff Carr expressed great appreciation for the work done by
11 Charlie, Regina and staff. He feels this was an important endeavor that will yield efficiencies and help
12 ward off frustration. Members agreed. Charlie asked members for feedback on the current list of topics.
13 Chris Shaw mentioned adding an item that addresses single family homes zoning on bus routes and near
14 interchanges. Members discussed current issues and potential to revise or add others. Sharon asked
15 that public safety consolidation be added to the list. There was consensus that this living document is a
16 good tool and will be revisited at least every six months with the Board.

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18 9. Chair/Executive Director Report. Charlie noted that tonight was the first meeting for the new chair
19 and that there were also some new members and alternates attending. Chair, Mike O'Brien, asked
20 everyone at the meeting to introduce themselves and members went around the table with
21 introductions.

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23 10. Committee/Liaison Activities & Reports. Minutes for various meeting were included in the packet
24 (CWAC, MS4 Subcommittee, and Brownfields Advisory Committee).

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26 11. Members' Items, Other business. Charlie reminded everyone there will not be a Board Meeting in
27 August. Jeff Carr stated there will be an orientation training directly preceding the September Board
28 meeting and encouraged participation. After a question about the I-89 Study, Eleni stated that the first
29 Advisory Committee was a success and the Board will be getting regular updates on this study. There is a
30 lot of technical work being done right now and the next Advisory Committee meeting will be in January.

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32 12. Adjourn. JEFF CARR MADE A MOTION, SECONDED BY ANDY MONTROLL, TO ADJOURN THE
33 MEETING AT 7:28 P.M. MOTION CARRIED UNANIMOUSLY.

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35 Respectfully submitted,
36 Amy Irvin Witham