

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 REGULAR MEETING MINUTES
3 DRAFT
4

5 DATE: Wednesday, September 18, 2019

6 TIME: 6:00 p.m.

7 PLACE: CCRPC offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404

8 PRESENT: Bolton: Absent Buel's Gore: Absent
9 Burlington: Andy Montroll Burlington: Jenna Pugliese-Alt.
10 Charlotte: Absent Colchester: Jacki Murphy
11 Essex: Jeff Carr Essex: Elaine Haney-Alt.
12 Essex Junction: Dan Kerin Hinesburg: Mike Bissonette
13 Huntington: Absent Jericho: Catherine McMains
14 Milton: Tony Micklus Richmond: Bard Hill
15 St. George: Absent Shelburne: John Zicconi
16 South Burl: Chris Shaw Underhill: Brian Bigelow
17 Westford: Vacant Williston: Chris Roy
18 Winooski: Michael O'Brien VTrans: Amy Bell
19 Socio/Econ/Housing: Absent Bus/Ind: Tim Baechle
20 Agriculture: Tom Eaton Cons/Env: Don Meals
21 GMT: Jon Moore BIA: Larry Lackey
22 Others: Matthew Langham, VTrans Scott Moody, CCTV
23 Nic Longo, BIA Diane Carter, BIA consultant
24

25 Staff: Charlie Baker, Executive Director Regina Mahoney, Planning Program Mgr.
26 Peter Keating, Senior Planner Christine Forde, Senior Planner
27 Forest Cohen, Senior Business Mgr. Emily Nosse-Leirer, Senior Planner
28 Marshall Distel, Planner Dan Albrecht, Senior Planner
29 Amy Irvin Witham, Business Office Assoc.
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31 1. Call to order; changes to the agenda. The meeting was called to order at 6:02 p.m. by the Chair,
32 Michael O'Brien. There were no changes
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34 2. Public Comment Period on Items NOT on the Agenda. There were no comments.
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36 3. Action on Consent Agenda. There were two amendments to the FY19 and FY20 TIP. The first, US7
37 Signal upgrade, Shelburne South Burlington with the addition of funds for engineering and construction
38 costs. The second, VT15 Multiuse Path – St. Mikes Crosswalk Colchester Essex, to add a crosswalk and
39 sidewalk. CHRIS SHAW MADE A MOTION, SECONDED BY DAN KERIN TO APPROVE THE CONSENT
40 AGENDA. MOTION CARRIED UNANIMOUSLY.
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42 4. Approve Minutes of July 17, 2019 board meeting. CATHERINE MCMAINS MADE A MOTION,
43 SECONDED BY JEFF CARR, TO APPROVE THE MINUTES OF JULY 17, 2019 WITH EDITS. Jeff Carr explained
44 he was present and represented both Essex as well as Essex Junction, his affirmative vote should have
45 been counted for each town. MOTION CARRIED UNANIMOUSLY.
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47 5. Burlington International Airport Draft Noise Compatibility Plan. Nic Longo, Deputy Director of BIA,
48 shared a presentation on the Noise Compatibility Plan. Title 14 of the Code of Federal Regulations part

1 150 sets standards for airport operators to use in documenting noise exposure in nearby areas. It is a
2 voluntary process; there may be federal funding available to minimize noise related land use
3 incompatibilities. There are two parts:
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- 5 • Noise Exposure Map - Provides a detailed description of airport layout, operations land use and
6 noise/land compatibility for the study year and a forecast year.
 - 7 ○ The NEM is a graphical presentation of the specific aircraft noise levels (noise contours)
8 around an airport depicted over the existing land use. The noise level is expressed as
9 Day-Night Average Sound Level (DNL). The NEM provided depicted noise levels for
10 current condition (2018) and a 5 year forecast.
- 11 • Noise Compatibility Program - The proposed plan to reduce noise exposure and identify land use
12 mitigation measures to address existing non compatible uses and land use control measures to
13 prevent new non-compatible uses.
 - 14 ○ The NCP is a land use planning study that recommends noise mitigation efforts and
15 future land use planning initiatives for areas located with the 65 DNL and higher noise
16 contour. The NCP is being updated to reflect new recommendations for noise
17 mitigation.
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19 Member discussion ensued. Charlie mentioned a concern for public participation and if public
20 comments would be incorporated into the plan. Nic explained, yes, the plan would be open for public
21 comments and they will be responded to and incorporated into the plan. Chris Shaw voiced concerns
22 about noise mitigation for area residential homes and multi-family housing. Several maps and selected
23 sections of the maps were shown by Nic, some that compared previous noise contours with the most
24 current, also illustrating forecast conditions in the future. Noise contours are drawn at 65 DNL (Day-
25 Night Average Sound Level). The noise contours are generated by a FAA computer model called AEDT.
26 Nic then provided a primer on sound terminology with DNL examples and highlighted the 10-dB penalty
27 for night sounds (between 10PM and 7AM) programmed into the AEDT. The process of updating the
28 NEM is nearly complete and about to be sent for FAA review. The NCP is still in process and will be the
29 subject of further public review over the coming months. Nic noted the following possible land use
30 measures that could be part of any NCP. Land Use Measures include: Sound insulation, Land
31 Acquisition and Relocation, Sound Buffers/Barriers, Home Sales Assistance, Purchase Assurance,
32 Easement Acquisition for New Development, and Real Estate Disclosure. Diane Carter explained the FAA
33 works with BIA to offer multiple options; owners need to decide what best fits their needs in terms of
34 Noise Mitigation. The plan is a necessary step to secure FAA grant funds.
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37 6. Green Mountain Transit Asset Management Plan and Targets. Jon Moore, Interim General Manager of
38 GMT presented on the Green Mountain Transit Asset Management Plan and targets. GMT established
39 asset targets for rolling stock, equipment and facilities. The target statement from GMT-TAM states:
40 *"The Authority's annual State of Good Repair performance targets for FY2019 are that our fleet and*
41 *equipment will not be more than 20% past the Useful Life Benchmark, and our facilities will be at least a*
42 *3.0 on the term rating scale".* Member discussion ensued regarding GMT's audit process and meeting
43 benchmarks. Peter Keating explained MPO action is required. Last fall the CCRPC agreed with the
44 VTrans established targets for other performance measures. CCRPC Staff recommends the board
45 approve the November 2019 GMT Transit Asset Management Plan, targets for rolling stock, equipment,
46 and facilities.
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1 JEFF CARR MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE GMT TRANSIT ASSET
 2 MANAGEMENT PLAN AS PRESENTED. MPO VOTE:

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

10 MOTION CARRIED WITH 19 OF 24 VOTES; AND 13 OF 18 MUNICIPALITIES VOTING IN THE
 11 AFFIRMATIVE.

12
 13 7. Essex Junction Plan Approval. Emily Nosse-Leirer gave a brief overview of the Essex Junction planning
 14 process. Emily Nosse-Leirer noted the Village of Essex Junction has requested CCRPC 1) approve *The*
 15 *2019 Village of Essex Jct. Comprehensive Plan and the Essex Community Enhanced Energy Plan*, 2)
 16 confirm its planning process, and 3) grant a determination of energy compliance to the *2019 Village of*
 17 *Essex Junction Comprehensive Plan and Essex Community Enhanced Energy Plan*. Both the Planning
 18 Advisory Committee and CCRPC staff recommends approval, confirmation of the planning process and
 19 grant an affirmative determination of energy compliance. DAN KERIN MADE A MOTION, SECONDED BY
 20 JEFF CARR TO APPROVE THE 2019 VILLAGE OF ESSEX JUNCTION COMPREHENSIVE PLAN, CONFIRM THE
 21 ESSEX JUNCTION PLANNING PROCESS AND GRANT AFFIRMATIVE DETERMINATION OF ENERGY
 22 COMPLIANCE FOR THE 2019 VILLAGE OF ESSEX JUNCTION COMPREHENSIVE PLAN AND ESSEX
 23 COMMUNITY ENHANCED ENERGY PLAN. MOTION CARRIED UNANIMOUSLY.

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 25 8. FY2020 Committee Appointments. Mike reviewed the FY2020 Committee Appointments memo with
 26 members. He also noted there is an open spot on the Board Development Committee. Mike stated
 27 Wayne Howe has agreed to representing the Board on the Planning Advisory Committee. Tom Eaton
 28 asked to join the Clean Water Advisory Committee. CHAIR O'BRIEN APPROVED THE APPOINTMENTS AS
 29 THERE WAS NO OBJECTION FROM THE BOARD.

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 31 9. Chair/Executive Director Report.

- 32 a. Building Homes Together Update. Charlie stated this is basically on target. We have
 33 averaged over 700 new units over last 3 years for overall production. However, we are
 34 below target for affordable housing, currently coming in at 13% as opposed to the goal of
 35 20%. Looking forward, there are a lot of big projects on the horizon and hope to move closer
 36 to the 20% target within the next two years.
- 37 b. Transportation Climate Initiative. There is a lot to be determined, but we plan to explore
 38 the opportunity and will host a forum in the next couple of weeks. The current regional
 39 discussion is for a focus on transportation, combined effort of ANR and VTRANS.
- 40 c. Amtrak Storage Study. There has been public frustration expressed over a CCRPC report
 41 that provided technical analysis and relative assessments on criteria provided for site
 42 locations for overnight train storage. The CCRPC only provided analysis within a report. We
 43 did not make a site determination or recommendation.
- 44 d. Clean Water Service Provider: Charlie noted that we will be participating in ANR's process
 45 as they develop regulations and guidance for clean water service providers.
- 46 e. Audit update Auditors completed an audit in August which appears to have gone very well.
 47 For FY19 we projected a negative 100K budget, however, FY19 ended about \$40K better
 48 than budgeted.

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- f. Compensation Study: Hickok and Boardman will conduct a compensation study this fall, to be completed by the end of December. We typically have a compensation study every 5 years.

Regina and Charlie reminded everyone that Peter Keating is retiring at the end of the month. Mike and members extended thanks for his over 30 years of service.

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

11. Members' Items, Other business. There was none.

12. Adjourn. JEFF CARR MADE A MOTION, SECONDED BY CHRIS ROY, TO ADJOURN THE MEETING AT 7:45 P.M. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham