

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

5 DATE: Tuesday, November 5, 2019  
6 TIME: 9:00 a.m.  
7 PLACE: CCRPC Offices, 110 West Canal St. Winooski, VT  
8

9 **Members Present**

10 Bryan Osborne, TAC Chair  
11 Nicole Losch, Burlington  
12 Matt Langham, VTrans  
13 Amy Bell, VTrans  
14 Chris Jolly, FHWA  
15 Ashley Toof, Milton  
16 Dave Allerton, Milton  
17 Andrea Morgante, Hinesburg  
18 Brian Bigelow, Underhill  
19 Dean Bloch, Charlotte  
20 Josh Arneson, Richmond  
21 Katherine Sonnick, Jericho  
22 Joss Besse, Bolton  
23 Dennis Lutz, Essex  
24 Sandy Thibault, CATMA  
25 Seth Bowden, GBIC  
26 Richard Watts, Environment  
27 Chris Damiani, GMT  
28

**Staff**

Charlie Baker, Executive Director  
Marshall Distel, Transportation Planner  
Bryan Davis, Senior Transportation Planner  
Christine Forde, Senior Transportation Planner  
Eleni Churchill, Transportation Program Manager  
Jason Charest, Senior Transportation Planning Engineer  
Chris Dubin, Transportation Planner  
Sai Sarepalli, Transportation Planning Engineer  
Pam Brangan, GIS Data & IT Manager

**Others**

Jackie Cassino, VTrans  
Stephen Falbel, Steadman Hill Consulting  
Tina Bohl, VTrans  
Scott Burbank, VHB  
Tom Derenthal, Burlington resident

29 Brian Osborne called the meeting to order at 9:00AM, calling for a round of introductions.  
30

31 **1. Consent Agenda:** Brian Osborne asked if the signage may be confusing. Christine replied it's a  
32 federal requirement. Chris Jolly noted this has been a long process and the regulations have been on the  
33 books for a long time, and this language may be a compromise; VTrans may have additional information  
34 about the language. Amy Bell responded that various language options were developed with FHWA  
35 supporting what is presented. ANDREA MORGANTE MADE A MOTION APPROVING THE  
36 CONSENT AGENDA FOR I-89 SUPPLEMENTAL SIGNAGE, EXITS 12 - 17 (PROJECT HP147,  
37 AMENDMENT FY20-07). THE MOTION WAS SECONDED BY RICHARD WATTS AND PASSED  
38 UNANIMOUSLY.  
39

40 **2. Approval of Minutes**

41 Bryan asked for any changes. Seth Bowden noted that he works for GBIC not VEIC. Bryan also asked if  
42 Dennis Lutz was present, which Dennis confirmed. AMY BELL MADE A MOTION TO APPROVE  
43 THE MINUTES OF OCTOBER 1, 2019 WITH AMENDMENTS, SECONDED BY RICHARD  
44 WATTS. THE MOTION PASSED UNANIMOUSLY. CCRPC staff will update and repost to the  
45 CCRPC website.  
46

47 **3. Public Comments**

48 None.  
49

50 **4. VT Culverts**

51 Pam Brangan, CCRPC staff, provided the latest information on VT Culverts with supporting handout and  
52 describe short videos available as tutorials in using VT Culverts, including an introductory video and  
53 other videos on exporting data. Andrea asked if the tool includes functions and data for aquatic organism  
54 passage (AOP). Pam notes that functionality for AOP is limited but there are data fields to capture

1 additional information related to AOP. Andrea encouraged a way to link culverts and AOP databases to  
2 consider their relationship. Pam notes that the VTrans large structures database has a feature to  
3 incorporate AOP information and use the data.  
4

##### 5 **5. Updates to the Road Erosion Inventory data**

6 Chris Dubin, CCRPC staff, described updates to REI data and provided a progress update in meeting the  
7 municipal roads general permit (MRGP) requirements. He displayed several online tools ([https://mrgp-  
8 ccrpc.opendata.arcgis.com/](https://mrgp-ccrpc.opendata.arcgis.com/)) to help municipalities review roadway inventory and improvements progress  
9 to date, and how explore the data in more detail. Next steps include work with and updates to catch basins  
10 and Class 4 roadways, with submittal to the Vermont Department of Environmental Conservation as well  
11 as ongoing future updates. Note that if a Class 4 road is downgraded to a trail then it doesn't need to go  
12 through the MRGP process. If it stays as Class 4 it's potentially eligible for available funding, but this  
13 would need further investigation. Chris noted that Better Roads grants are due November 22 and CCRPC  
14 staff are available to help if needed. [NOTE: VTrans has since extended the deadline to December 13.]  
15

##### 16 **6. VTrans Public Transit Policy Plan**

17 Jackie Cassino/VTrans and Stephen Falbel/Steadman Hill Consulting provided an update on the PTPP  
18 which provides a 10-year view of transit and policy needs in the state. The PTPP is a statutory  
19 requirement and is updated every five years. New for this plan is incorporation of the human service  
20 transportation coordination plan into the PTPP rather than as a separate plan, as it's been in the past.  
21 Stephen provided an overview of transit across the state, highlighted key data in Chittenden County,  
22 reviewed proposed goals and outlined recommendations. Richard asked if employee-paid parking could  
23 be overlaid as another indicator of propensity for transit. It's unclear if there are relevant datasets  
24 available. It was pointed out that the paperwork and background check for volunteer drivers across  
25 programs and agencies are currently onerous, and there is a recommendation to streamline the process and  
26 investigate other states as examples. Charlie asked if there is a funding goal to expand the overall funding  
27 pool, and Stephen noted that a previous analysis found that about \$40M is currently spent statewide,  
28 which would need to be 4-5 times higher to meet the transit trip demands expressed through the PTPP  
29 process. Charlie asked about integrating land use and housing into transit planning, which is a long-term  
30 concept presented in this project. The draft final report will be released by the end of November, with  
31 public comments due by the end of December. Andrea brought up the point of integration and changes to  
32 the public school bus system and public transit system. Joss asked if there are performance measures that  
33 could be provided by the PTPP and its future updates which Towns could use as part of their own  
34 reporting requirements, to which Stephen replied yes. This presentation and other project materials are  
35 available at: <https://vtrans.vermont.gov/planning/PTPP>. For more information contact Jackie Cassino at  
36 [jackie.cassino@vermont.gov](mailto:jackie.cassino@vermont.gov) or 802-272-2368.  
37

##### 38 **7. Williston Park and Ride and Major TIP Amendment**

39 Tina Bohl/VTrans and Scott Burbank/VHB provided a project update and requested a major TIP  
40 amendment for the Williston Park & Ride, a project that started in 2005 with VTrans's purchase of  
41 property near Exit 12 for a future park and ride facility. With the 2018 sale of a lot south of the proposed  
42 site for a future police barracks, the park and ride driveway entrance off Route 2A had to be moved south  
43 as per conditions in the project's Letter of Intent. This move introduced involvement of other private  
44 landowners as part of the right-of-way (ROW) process for the new entrance. There is sidewalk included  
45 which will connect to future sidewalk and crosswalk through a different project. There is commitment  
46 from GMT to provide service to the new park and ride. The lot will include 142 parking spaces, with  
47 capacity needs developed through a federal formula some years ago. Opportunities for expansion are not  
48 likely as the current design is at the Town of Williston's DRB maximum criteria of 35% lot coverage.  
49 There is limited potential for additional park and ride capacity at the proposed police barracks since they  
50 will be using 35% of max lot coverage as well. Andrea posed the question if planning can begin now for  
51 future additional park and ride capacity. Project construction could begin by the end of 2020 but could  
52 change based on the ROW process. Construction may take 2 years. Dennis asked if there is a need for a

1 traffic signal at the proposed driveway entrance. Scott noted that the previous traffic study is being  
2 updated with current traffic volumes to address the question. There is a turn lane as part of the project  
3 design, and about 17 EV chargers will be installed as part of light pole installation. It was asked if there  
4 are plans to expand capacity at Richmond Park and Ride, and while nothing is currently planned that  
5 could be explored in the future. It was also asked if there is an opportunity to install solar panels over the  
6 parking, but that idea would likely get strong pushback from VTrans maintenance. It was asked if there is  
7 somewhere in VTrans policy to address solar panel installation as part of projects. It was also noted that  
8 municipalities do not regulate solar. It was pointed out that community members voice concern for park  
9 and rides and there are fewer voices in support of them since users/supporters may live outside of the  
10 community. ANDREA MORGANTE MADE A MOTION TO RECOMMEND THAT THE TAC  
11 ADVISE THE BOARD TO WARN AND HOLD A PUBLIC HEARING ON THESE TIP  
12 AMENDMENTS AND APPROVE THE AMENDMENTS, SECOND BY BRIAN BIGELOW,  
13 APPROVED UNANIMOUSLY.

14

15 **8. Status of Projects and Subcommittee Reports (Information Item):**

16 Bryan Davis noted that the project list on the back of the agenda identifies current projects, and TAC  
17 members can follow up with staff about these or other projects.

18

19 **9. CCRPC October Board Meetings Report**

20 Christine noted that the Board received a Circ Alternatives Status Report from VTrans, approved the  
21 Huntington Town Plan, Planning Process and Energy Compliance, and approved FY21 municipal dues.

22

23 **10. Chairman's/Members' Items:**

24 Marshall noted FY21 UPWP materials to be sent in a couple of weeks with applications due in January.  
25 Christine noted that FEMA will be assessing damage from the recent storm and sent information, please  
26 be in touch as needed. Andrea suggests future agenda item- how towns can begin to address private roads  
27 and impacts on stormwater, town ditches, what is strategy to develop communication and regulation for  
28 existing private roads that don't meet standards and impact municipal system.

29

30 DEAN BLOCH MADE A MOTION TO ADJUOURN, SECOND BY ANDREA MORGANTE,  
31 APPROVED UNANIMOUSLY.

32

33 The meeting adjourned at 10:55 AM.

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35 Respectfully submitted, Bryan Davis