

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
TRANSPORTATION ADVISORY COMMITTEE  
AGENDA

DATE: **Tuesday, June 2, 2020**  
TIME: **9:00 a.m.**  
PLACE: **REMOTE ATTENDENCE ONLY USING ZOOM** - *download and install the free Zoom meeting app (<https://www.zoom.us/>). Once downloaded follow the join meeting prompts.*

**Click to Join Zoom Meeting:**

<https://us02web.zoom.us/j/82462008536?pwd=NVIlaWlyZEU2aXRaNHUxZlY5cHoyZz09>

Meeting ID: 824 6200 8536

Password: 684952

For those who would prefer to join by phone or those without a microphone on your computer, please dial in using your phone.

One tap mobile: +16468769923,,82462008536#,,1#,684952#

When participating remotely, please wait until you are recognized by the Chair before you speak. For each agenda item, the Chair will make sure to ask if anyone participating remotely would like to speak.

- a. Use the “chat” feature, raise your hand if on video, or ask the Chair to request to speak. To ensure everyone is heard, only one person should speak at a time.
- b. When recognized by the Chair, introduce yourself each time.
- c. Speak up so everyone in person and on the phone can hear clearly.
- d. When participating remotely, take steps to avoid background noise, and make sure your microphone/phone is muted when you are not speaking.

1. **Call to Order, Attendance (2 min)**
2. **No consent agenda**
3. **Minutes of May 5, 2020\* (Action Item – 2 min)**  
See attached minutes.
4. **Public Comment Period (Information item – 5 min)**  
Members of the public are invited to raise issues of interest or concern to the TAC on items not on the agenda.
5. **I-89 Study Update (Information Item – 20 min)**  
CCRPC staff will provide an update on this regional project. <https://envision89.com/>

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. \*21 or [evaughn@ccrpcvt.org](mailto:evaughn@ccrpcvt.org), no later than 3 business days prior to the meeting for which services are requested.

6. **FY2021-2024 draft TIP Presentation\* (Action Item – 15 min)**  
Christine Forde, CCRPC staff, will present the draft FY2021-2024 TIP and ask the TAC to take action.
7. **VTrans AV Policy Review (Discussion Item – 5 min)**  
VTrans is seeking comments by June 30, 2020 on the draft of the Automated Vehicle Testing Permit Guidance and Application (<https://vtrans.vermont.gov/planning/av-testing>) which outlines the process to approve the testing of automated vehicles, often referred to as self-driving cars, on public roads in Vermont in accordance with the Automated Vehicle Testing Act signed into law by Governor Scott on June 14, 2019 (23 VSA Chapter 41).
8. **ADA Transition Plans (Discussion Item – 10 min)**  
In May VTrans received comments on their draft ADA Transition Plan update (<https://vtrans.vermont.gov/content/ada-transition-plan>) to identify the accessibility improvements completed since the last Transition Plan update in 2014, resolve accessibility deficiencies as they arise and ensure compliance with current standards or guidelines, establish a plan for addressing these issues, conduct a public involvement process to gather input, and establish a clear process for receiving any accessibility complaints. CCRPC is available to assist member municipalities develop their own ADA Transition Plan, including conducting a self-evaluation or an inventory of barriers and come up with a plan to address them.
9. **COVID-19 Updates for this Construction Season (Discussion Item – 10 min)**  
Opportunity for members to share any updates on anticipated impacts of COVID-19 on construction and maintenance work this season.
10. **Status of Projects and Subcommittee Reports (Information Item – 1 min)**  
See bulleted list on the reverse for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these on-going or recently completed projects.
11. **CCRPC Board Meetings Report (Information Item – 2 min)**  
In May the Board held a public hearing for the FY21 UPWP and budget and then voted to approve the FY21 UPWP and budget, voted to approve the Clean Water Service Provider Draft Proposal, heard an update from the Board Development Committee, and discussed a draft comment letter for the Draft Basin 5 – Direct to Lake Tactical Basin Plan.
12. **Chairman’s/Members’ Items (Information Item – 5 min)**  
And future agenda topic suggestions

\* = Attachment

*Next Meeting: Tuesday, July 7, 2020*

## Project List:

- Title VI program participation and Public Participation Plan implementation
- Participation in the Vermont Highway Safety Alliance
- Participation in the State's Rail Council
- Coordination with United Way on Neighbor Rides and Elders & Disabled Program analysis
- Lake Street Stormwater and Sidewalk Feasibility Study (Burlington)
- River/Pleasant Valley Road Bicyclist and Pavement Analysis (Underhill)
- Winooski Transportation Impact Fee Study
- Advanced Traffic Monitoring System through FHWA AID grant – Maintenance and Monitoring
- LPM services for Underhill sidewalk construction on VT 15
- LPM services for Hinesburg – Village South Area Sidewalk on VT 116
- LPM services for Shelburne – Irish Hill Road Sidewalk and Pedestrian Bridge project
- Packard Road and Raceway Road Paving Analysis Study (Jericho)
- Winooski Avenue Corridor Study (Burlington)
- Coordination with GMT on ADA and Elders & Disabled advisory committees
- Railyard Enterprise Supplemental Scoping (Burlington)
- South Burlington Pedestrian Crossing and Bike Access
- So. Burlington VT116-Kimball-Tilley Land Use and Transportation Plan
- Update to South Burlington's Transportation Impact Fee Ordinance
- Regional Transportation Energy Planning
- Transportation Hazard Mitigation Planning
- Municipal Road General Permit (MRGP) Work
- Grants-In-Aid Coordination with Municipalities.
- 2019/2020 Way to Go! to School
- Greenride Bikeshare
- City Center Parking & Movement Plan, South Burlington
- Chittenden County I-89 2050 Study
- Congestion Policy Evaluation
- Lower Village Supplemental Scoping Study (Huntington)
- Richmond Road Intersection Scoping (Hinesburg)
- Colchester Ave Protected Bike Lanes and East Ave Intersection Improvements (Burlington)
- Marshall Ave shared use path scoping (Williston/South Burlington)
- CCTV Stormwater infrastructure inspection project (Essex/Essex Junction)
- CCTV Stormwater infrastructure inspection project (Winooski)
- Essex Tanglewood Drive Shared-Use Path and Stormwater Scoping study
- Bikeway Connectivity, Pedestrian Safety, and Stormwater Management in the Old North End (Burlington)
- Watershed Resiliency Mapping/Transportation Resiliency Planning Tool (TRPT; Bolton, Richmond, Huntington (and a little bit of Jericho, Essex and Williston)

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

5 DATE: Tuesday, May 5, 2020  
6 TIME: 9:00 a.m.  
7 PLACE: Meeting held remotely via Zoom  
8

9 **Members Present**

10 Bryan Osborne, Colchester, TAC Chair  
11 Justin Rabadoux, South Burlington  
12 Nicole Losch, Burlington  
13 Matthew Langham, VTrans  
14 Amy Bell, VTrans  
15 Ashley Bishop, VTrans District 5  
16 Chris Jolly, FHWA  
17 Barbara Elliot, Huntington  
18 Dave Allerton, Milton  
19 Dean Bloch, Charlotte  
20 Josh Arneson, Richmond  
21 Jon Rauscher, Winooski  
22 Joss Besse, Bolton  
23 Dean Pierce, Shelburne  
24 Jonathon Weber, Local Motion  
25 Bob Henneberger, Seniors  
26 Mary Anne Michaels, Rail  
27 Seth Bowden, GBIC  
28 Chris Damiani, GMT  
29 Sandy Thibault, CATMA  
30

**Staff**

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

31 **1. Call to Order**

32 Bryan Osborne called the meeting to order at 9:04AM and reviewed etiquette and expectations for the  
33 first virtual TAC meeting. Bryan Davis did a roll call for attendance.  
34

35 **2. Consent Agenda**

36 Christine Forde, CCRPC staff, referred to the consent agenda memo with information to add three 2020  
37 VTrans Transportation Alternative project awards to the TIP. Also included in the memo is a list of FY20  
38 TIP Amendments to date and the status of CCRPC's fiscal constraint limit. BARBARA ELLIOTT  
39 MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY BOB  
40 HENNEBERGER. THE MOTION PASSED UNANIMOUSLY.  
41

42 **3. Approval of Minutes**

43 Bryan asked for any changes, which there were none. SETH BOWDEN MADE A MOTION TO  
44 APPROVE THE MINUTES OF MARCH 4, 2020, SECONDED BY SANDY THIBAUT. THE  
45 MOTION PASSED UNANIMOUSLY.  
46

47 **4. Public Comments**

48 None.  
49

50 **5. Draft FY21 UPWP**

51 The draft FY21 Unified Planning Work Program (UPWP) was provided as part of the TAC packet for  
52 review. Marshall Distel, CCRPC staff, gave an overview of the CCRPC's requirement to adopt a UPWP  
53 and the development process, and presented slides showing UPWP funding history since FY18 and a  
54 snapshot of FY21 funding requests. BARBARA ELLIOTT MADE A MOTION TO RECOMMEND

1 THAT THE CCRPC BOARD APPROVE THE DRAFT FY21 UPWP, SECONDED BY NICOLE  
2 LOSCH. THE MOTION PASSED UNANIMOUSLY.

3  
4 **6. Chittenden Area Transportation Management Association (CATMA) Strategic Business Plan**

5 Sandy Thibault, Executive Director of CATMA, gave a presentation on the history and programs of  
6 CATMA, and provided an overview of the development and goals of the organization's first strategic  
7 business plan adopted by the CATMA Board of Directors in January 2020. Sandy invited TAC members  
8 to provide feedback on how CATMA can serve their communities.

9  
10 **7. COVID-19 Impacts for this construction season**

11 TAC members were invited to discuss foreseeable impacts to their municipal projects and staffing. Town  
12 of Colchester noted that construction disruptions are minimal, work on the causeway continues, the  
13 Blakely/Laker Lane project will be under contract and go to construction. There have been reductions in  
14 maintenance staff with 40% being furloughed until August. City of South Burlington reported that state  
15 projects resumed, City Hall Library is under construction, but one-third of City staff has been furloughed  
16 until May 18. The lack of childcare is having an impact on people being able to return to work. The City  
17 is interested in any written policy examples related to childcare/working from home. They have heard  
18 from residents pointing out differences in how each municipality is dealing with closure of facilities such  
19 as rec fields and community gardens. With more people out walking the City has experienced more issues  
20 with dogs. The City is also interested if there are supply chain issues in getting equipment and materials  
21 such as street signs. City of Burlington isn't anticipating any construction delays, but 2-3 other projects  
22 may get delayed, such as grant-funded projects like the North Avenue raised intersection. No one has  
23 been furloughed to this point but the City doesn't plan to hire seasonal workers. Community gardens are  
24 open to current gardeners but not new gardeners. The City has been actively managing streets and parks  
25 to keep residents safe. Town of Milton noted that state-funded projects are back under construction, no  
26 DPW employees have been laid off but they are alternating work crew days and encouraging online  
27 learning during non-field days. Highway and water crews are back in the field. They are also experiencing  
28 childcare issues and some employees are using federal leave policies. Chris Dubin, CCRPC staff, said that  
29 interns will be collecting data over the summer but that he will be in touch with some towns about the  
30 timing of some counts. City of Winooski notes that some projects are moving forward but the City pool  
31 project is unclear. They are also dealing with 14-day quarantine requirement for out-of-state contractors  
32 who may only have a few days of work to complete. Colchester is facing a similar challenge and notes  
33 hotels can't currently accommodate out-of-state contractors. Milton will share updated guidance they  
34 received from VTrans for out-of-state contractors. TAC members noted that things change daily, and  
35 everyone needs to remain flexible.

36  
37 **8. Regional and State Funding Opportunities**

38 Eleni Churchill, CCRPC staff, noted that the CCRPC maintains a list of potential grant and other funding  
39 opportunities, and staff recently updated and expanded the list at the request of TAC members. This is  
40 anticipated to be a living document, and TAC member review and feedback is welcome. This draft has  
41 also been shared with several state agencies for review. After additional updates are made, it will be  
42 shared via email and posted on the CCRPC website.

43  
44 **9. Status of Projects and Subcommittee Reports (Information Item):**

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

47  
48 **10. CCRPC Board Meeting Report**

49 Bryan noted the agenda contained the following information: In March the Board heard an update on the  
50 COVID-19 response, approved a Major TIP Amendment for US7 Signal Upgrades in Shelburne-South  
51 Burlington, approved the FY22 VTrans Capital Program Prioritization, approved Executive Committee  
52 authority to make decisions on the Clean Water Service Provider effort, and heard a legislative update on

1 a number of bills. In April, a Board Workshop was held to review a Clean Water Service Provider Draft  
2 Proposal.

3

4 **11. Chairman's/Members' Items:**

5 Bryan Osborne noted that the Town of Colchester is using the term “physical distancing” rather than  
6 “social distancing” because the goal is for people to be physically separate from one another while still  
7 supporting each other socially.

8

9 Bryan Davis offered a few announcements:

- 10 • The VTrans Bike/Ped Grant Program, usually announced in late April, is postponed.
- 11 • VTrans is updating their ADA Transition Plan and asking for comments by the end of May.  
12 Bryan will forward an email with more information to TAC members.
- 13 • CCRPC staff welcomes TAC member suggestions for future agenda items.

14

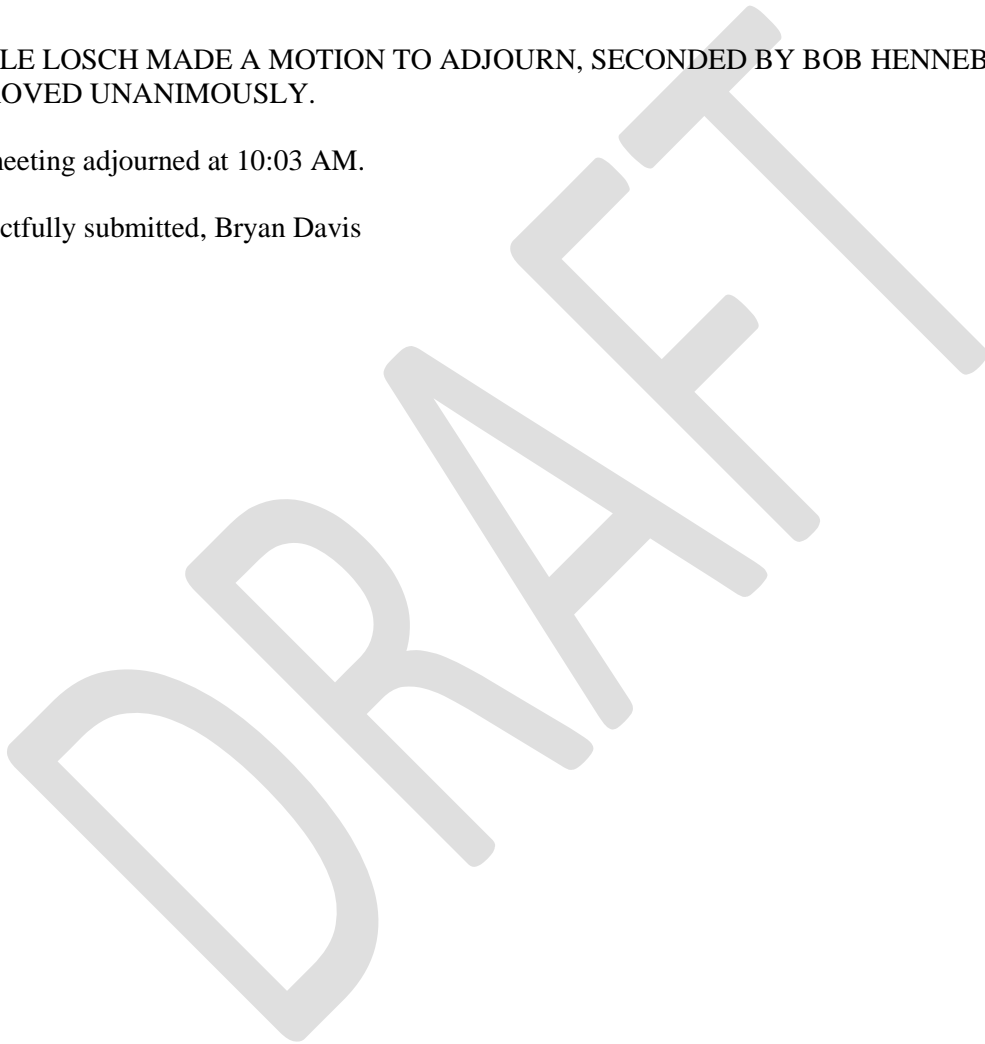
15 NICOLE LOSCH MADE A MOTION TO ADJOURN, SECONDED BY BOB HENNEBERGER,  
16 APPROVED UNANIMOUSLY.

17

18 The meeting adjourned at 10:03 AM.

19

20 Respectfully submitted, Bryan Davis





## **Chittenden County Transportation Advisory Committee**

**June 2, 2020**

**Agenda Item 6: Action Item**

### **FY2021-2024 Transportation Improvement Program**

**Issues:** Federal regulations require the Chittenden County Regional Planning Commission (CCRPC), as the designated Metropolitan Planning Organization (MPO) for Chittenden County, to develop and maintain a Transportation Improvement Program (TIP). The TIP contains funding information for transportation projects proposed to spend federal transportation funds in Chittenden County. Projects must be listed in the TIP to spend federal transportation funds. The TIP includes all modes of transportation including highways, bicycle and pedestrian facilities and transit.

The TIP covers a four-year period and it must be fiscally-constrained. It is typically updated every year with the assistance of the Transportation Advisory Committee (TAC), the Vermont Agency of Transportation (VTrans), Green Mountain Transit (GMT) and Burlington International Airport.

The TIP lists federal funding amounts in the federal fiscal year when they are expected to be needed. It should be noted that the TIP is a planning and not a budget document. The TIP represents the intent to construct or implement a specific project and the anticipated flow of federal funds. Funds correspond to the following project development phases:

- Scoping – a process that develops safe and effective alternatives based on documented rationale that meet the stated purpose and need while minimizing environmental impacts
- Preliminary Engineering – detailed design of the preferred alternative
- Right-of-Way - process of determining if land rights are needed for construction and negotiation of appropriate compensation
- Construction

The Draft Fiscal Year 2021–2024 Transportation Improvement Program is provided as a separate attachment.

**Staff Recommendation:** Recommend that the TAC ask the board to warn a public hearing for their July meeting for the FY2021–2024 TIP; and that the board approve the TIP.

**For more information contact:** Christine Forde  
802-238-2261 or [cforde@ccrpcvt.org](mailto:cforde@ccrpcvt.org)