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=NVllaWlyZEU2aXRaNHUxZlY5cHoyZz09
Meeting ID: 824 6200 8536
Password: 684952

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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 Vaughan, CCRPC Title VI Coordinator, at 802-846-4490 ext. *21 or evaughn@ccrpvt.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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DATE: Tuesday, May 5, 2020
TIME: 9:00 a.m.
PLACE: Meeting held remotely via Zoom

Members Present
Bryan Osborne, Colchester, TAC Chair
Justin Rabidoux, South Burlington
Nicole Losch, Burlington
Matthew Langham, VTrans
Amy Bell, VTrans
Ashley Bishop, VTrans District 5
Chris Jolly, FHWA
Barbara Elliot, Huntington
Dave Allerton, Milton
Dean Bloch, Charlotte
Josh Arneson, Richmond
Jon Rauscher, Winooski
Joss Besse, Bolton
Dean Pierce, Shelburne
Jonathon Weber, Local Motion
Bob Henneberger, Seniors
Mary Anne Michaels, Rail
Seth Bowden, GBIC
Chris Damiani, GMT
Sandy Thibault, CATMA

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 Sarapalli, Senior Transportation Planning Engineer
Marshall Distel, Transportation Planner
Chris Dubin, Transportation Planner

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

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

3. Approval of Minutes
Bryan asked for any changes, which there were none. SETH BOWDEN MADE A MOTION TO APPROVE THE MINUTES OF MARCH 4, 2020, SECONDED BY SANDY THIBAULT. THE MOTION PASSED UNANIMOUSLY.

4. Public Comments
None.

5. Draft FY21 UPWP
The draft FY21 Unified Planning Work Program (UPWP) was provided as part of the TAC packet for review. Marshall Distel, CCRPC staff, gave an overview of the CCRPC’s requirement to adopt a UPWP and the development process, and presented slides showing UPWP funding history since FY18 and a snapshot of FY21 funding requests. BARBARA ELLIOTT MADE A MOTION TO RECOMMEND
THAT THE CCRPC BOARD APPROVE THE DRAFT FY21 UPWP, SECONDED BY NICOLE LOSCH. THE MOTION PASSED UNANIMOUSLY.

6. Chittenden Area Transportation Management Association (CATMA) Strategic Business Plan
Sandy Thibault, Executive Director of CATMA, gave a presentation on the history and programs of CATMA, and provided an overview of the development and goals of the organization’s first strategic business plan adopted by the CATMA Board of Directors in January 2020. Sandy invited TAC members to provide feedback on how CATMA can serve their communities.

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

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

9. Status of Projects and Subcommittee Reports (Information Item):
Bryan noted that the project list on the back of the agenda identifies current projects, and TAC members can follow up with staff about these or other projects.

10. CCRPC Board Meeting Report
Bryan noted the agenda contained the following information: In March the Board heard an update on the COVID-19 response, approved a Major TIP Amendment for US7 Signal Upgrades in Shelburne-South Burlington, approved the FY22 VTrans Capital Program Prioritization, approved Executive Committee authority to make decisions on the Clean Water Service Provider effort, and heard a legislative update on
a number of bills. In April, a Board Workshop was held to review a Clean Water Service Provider Draft Proposal.

11. Chairman’s/Members’ Items:
Bryan Osborne noted that the Town of Colchester is using the term “physical distancing” rather than “social distancing” because the goal is for people to be physically separate from one another while still supporting each other socially.

Bryan Davis offered a few announcements:

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

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

The meeting adjourned at 10:03 AM.

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 rational 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