CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, June 17, 2020
TIME: 6:00 PM
PLACE: REMOTE ATTENDANCE VIA GO-TO-MEETING VIDEO

PRESENT:
Bolton: Sharon Murray
Buel’s Gore: Garret Mott
Burlington: Andy Montroll
Charlotte: Jim Donovan
Colchester: Jacki Murphy
Essex: Jeff Carr
Essex Junction: Jeff Carr (Alt.)
Hinesburg: Michael Bissonette
Huntington: Barbara Elliott
Jericho: Catherine McMains
Milton: Tony Micklus
Richmond: Bard Hill
St. George: Absent
S. Burlington: Chris Shaw
Westford: Absent
Williston: Chris Roy (6:41PM)
Winooski: Michael O’Brien
Cons/Env.: Don Meals
VTrans: Amy Bell
Bus/Ind.: Tim Baechle
GMT: Absent
Socio/Econ/Housing: Absent

Others: Matthew Langham, VTrans
Meghan O'Rourke, CCTV

Staff:
Charlie Baker, Executive Director
Taylor Newton, Senior Planner
Amy Irvin Witham, Business Office Associate
Regina Mahony, Planning Prgm Mgr.
Christine Forde, Senior Planner
Jason Charest, Senior Planner

1. Call to order; Roll Call Attendance; Changes to the agenda. The meeting was called to order at 6:01PM by the Chair, Michael O’Brien. Jeff Carr noted he is representing both Essex and Essex Junction.

2. Public Comment Period on Items NOT on the Agenda. There were none.

3. Action on Consent Agenda (MPO Business). There were none.

4. Approve Minutes of May 20, 2020 board meeting. GARRET MOTT MADE A MOTION, SECONDED BY JEFF CARR TO APPROVE THE MAY 20, 2020 CCRPC BOARD MEETING MINUTES WITH EDITS. MOTION CARRIED UNANIMOUSLY.
   - Edit page 1, line 46: Add possessive to Garrett Mott’s and Jeff Carr’s names.

5. Warn Public Hearing for the FY21-24 Transportation Improvement Program (TIP) MPO Business
   Christine Forde referred members to the memo and the Transportation Improvement Program, FY2021-2024 document included with the agenda packet. She explained the TIP is a prioritized, fiscally constrained, and multi-year list of federally funded, multimodal transportation projects and operations within the Chittenden County Regional Planning Commission region. As a federally designated Metropolitan Planning Organization (MPO), the CCRPC must prepare a TIP that covers at least 4-years of projects. The TIP must be prioritized at the regional level and have clearly identified...
funding sources. All transportation projects, programs and operations receiving federal funds must be authorized through the CCRPC TIP process. The exceptions are federal airport funds for Burlington International Airport, which are listed in the TIP for informational purposes only.

Christine reviewed funding levels and referred members to the TIP Funding table. She noted the table displays the variation from year to year, as the TIP follows a project’s readiness to move forward. Members asked for clarification on the acronym BIA; Christine explained this is a reference to the Burlington International Airport and should be updated to BTV. She moved on to review tables and graphs; FY2021-2024 TIP Funding by Project Use Category, Federal Funds Programmed by Project Use Category and Federal Funds Actually Obligated in Chittenden County. These provide details on funding and budget percentages between years on various projects categorized by: New Facilities and Major Roadway Upgrades, Transit, Safety-Traffic Operations-ITS, Paving, Bridge Preservation, Roadway Corridor Improvements, Sidewalks, Intermodal, Stormwater and Environmental, and Rail Grade Crossings. She pointed out the New Facility and Major Roadway upgrade makes up 24% of the TIP this year. Christine also reviewed funding present for the Circ Alternative Projects. Christine noted the TAC and CCRPC staff recommends the board warn a public hearing for the July 15, 2020 Board Meeting on the FY2021-2024 TIP.

AT 6:16PM P.M. JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, TO RECOMMEND THE BOARD WARN AND HOLD THE PUBLIC HEARING AT THE JULY 15, 2020 BOARD MEETING. MOTION CARRIED UNANIMOUSLY.

6. Election of Officers and Executive Committee for FY21

Mike stated the Board Development Committee recommends the following slate of officers for FY21. He asked if there were any other nominations. There were none.

- Mike O’Brien, Chair
- Catherine McMains, Vice-Chair
- John Zicconi, Secretary/Treasurer
- Chris Shaw, At-large for Towns over 5,000
- Bard Hill, At-large for Towns under 5,000
- Andy Montroll, Immediate Past Chair

GARRET MOTT MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO ELECT THE SLATE OF OFFICERS AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

7. FY21 Calendar of Meeting dates

Charlie referred members to the Memo with the proposed FY21 schedule of meetings for the Commission and Committees covering July 2020 through June 2021. Jeff wondered, since we are unable to hold an annual meeting this year, if there will be other meeting and socializing opportunities to have interactions with our stakeholders; he feels it is vital to the success of our organization. Charlie stated we will try to hold an annual in-person gathering in September, and if it is not possible to be in-person, we can explore a virtual option. Charlie also explained tonight serves as our annual meeting in accordance with our bylaws, as we are holding the election of officers and a vote on the meeting calendar dates.

ANDY MONTROLL MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO RECOMMEND THE MEETING SCHEDULE AS PRESENTED TO THE BOARD. MOTION CARRIED UNANIMOUSLY.
8. Interstate 89 Study Update

Eleni Churchill referred members to the Interstate I-89 Study presentation document included with the agenda packet. She explained the first round of public engagement meetings wrapped up in March, just prior to the COVID-19 social distancing mandates. There were three public meetings (South Burlington in January, Williston in February, and Winooski in March) and 309 individual comments were received during these meetings, through a web survey and the project website (https://envision89.com/). Eleni provided a brief summary of the public comments and pointed out that a summary document is posted on the website. She also noted that the project team will continue to take public input into account as this study moves forward. Eleni reviewed the study area for this project which includes the entire I-89 Corridor (37 miles) in Chittenden County and its 7 interchanges, and discussed the Project Overview graphic, which breaks the project into a total of 7 tasks. She explained the project is currently moving out of Task 3 “Corridor Vision and Goals” which should be finalized by June 30, 2020. The first round of “Interchange Evaluation” under Task 4 has been completed and the second round will occur over the summer and fall. The project’s Draft Vision Statement reads: “The 2050 Vision for the I-89 Corridor through Chittenden County is an interstate system (mainline and interchanges) that is safe, resilient and provides for reliable and efficient movement of people and goods in support of state, regional, and municipal plans and goals.” Eleni went on to discuss the eight I-89 project goals on Safety, Livable, Sustainable and Healthy Communities, Mobility & Efficiency, Environmental Stewardship & Resilience, Economic Access & Vitality, and System Preservation. She explained the first round of the interchange screening metrics and discuss the evaluation results for 8 different new or significant interchange improvements. The findings yielded total scores and a recommendation from the project’s Technical Committee to move Exits 12B, 13 (hybrid), and 14 into the next round of interchange evaluation. The I-89 Advisory Committee, at their June 30th meeting, will review the first round of the interchange evaluation results as well as the Technical Committee’s recommendation and decide which interchanges should move forward for further evaluation. Member discussion ensued. John Zicconi asked about incident response time and when an accident occurs, if a plan to keep the flow of traffic moving can be explored. Eleni stated, yes, they are working with Emergency Management personnel to gather input on how to best accommodate this. John also asked if residents from neighboring counties, had been considered, since they are traveling in and out of Chittenden county. Charlie explained yes, they did reach out to neighboring RPCs and visited both the Central Vermont and Addison County RPCs to present the I-89 Study. Jeff Carr expressed concerns that the projections have been based on information gathered prior to COVID-19, and wonders if there will be a shift in travel behavior and how is that going to be considered. Eleni explained that the pandemic impact on travel behavior is still unknown and the way the project team is prepared to deal with this and other uncertainties (such as the impact of Autonomous Vehicles) is to develop capacity, delay and other thresholds that will act as triggers for specific roadway improvements. The transportation system will be monitored, and an improvement will only move forward when the specific threshold is reached. Jeff indicated that we don’t want to invest in costly improvement if we don’t have to and Eleni agreed. Charlie explained there will be additional public engagement efforts, including with underserved populations, over the next few months. Sharon Murray expressed her thanks to Charlie, Eleni, and Jason for their attendance at the Bolton Select Board meeting to provide information regarding the I-89 Study.
CCRPC Meeting Minutes  
May 20, 2020

a. Legislative Update
Regina referred members to the Memo and Draft Comments on S.237 document included with the agenda packet. The Senate is working on S.237, a housing bill that is intended to increase housing production in the State. Some of the Act 250 changes that have been worked on over the last 2 years are being incorporated into this bill. The Planning Advisory Committee reviewed these proposed comments, particularly the comments on Section 2 which address municipal zoning. The draft comments reflect the consensus reached. Many of the other comments touch on things we’ve discussed before regarding Act 250. Regina explained the bill has been amended by various Senate committees and will continue to change moving forward when it goes over to the House. S.237 started as a housing bill with several different funding pieces, and specific housing components that would amend the municipal zoning enabling statute. The changes would make it easier to implement and build Accessory Dwelling Units and suggests other specific baseline zoning measures to address density in areas with water and sewer (e.g. duplexes allowed where all single family homes are allowed). Regina states this is trying to address the housing shortage and correct the inequities that have been the result of zoning.
Regina said it includes a lot of very specific details; what we are ultimately asking the board is if members are generally comfortable with the comments and, since things are moving and changing so fast, if the direction of the comments on S.237 are acceptable. Jim Donovan voiced some concerns with a few of the comments; regarding comment number 5, he feels it might be better to recommend performance based criteria as opposed to specific implementation tools.
Jim stated, in theory there was a lot of discussion with planners, however there may not have been enough attention paid to the details. Member discussion ensued. Jeff Carr had concerns with comment number 4 and is worried this could create too much new construction versus looking at ways to make existing housing more affordable. Members continued to discuss the nuances. Sharon thanked Regina for doing a great job with her summary on a moving target.
Mike asked if members were comfortable with the comments. Jim Donovan asked if this is currently on the Senate floor and the comments will go before the House? Charlie stated yes, he is looking for some direction and guidance to share the comments. Jim stated he was comfortable; members agreed.

b. CCRPC Budget and Operations
Charlie explained there have been no significant budget impacts for FY20, however, we will have to wait to see what happens in FY21. The administration proposed full funding for the Regional Planning Grant, and we don’t think there will be any cuts to MPO funding, but there are no guarantees how this will end up. CCRPC staff continues to be resilient in dealing with the changes and most people continue to work remotely. The office is slowly opening with a few staff going in each week and we have developed strict safety protocols that follow the guidance and recommendations from State and CDC officials.

9. Committee/Liaison Activities & Reports. Minutes for various meeting were included in the packet (Executive Committee, TAC, PAC, Brownfields, and CWAC).

10. Future Agenda Topics: Mike asked if there were any suggestions for upcoming meeting topics.
Charlie said next month we will have the TIP Hearing, discussions on Basin Plan Direct to Lake, and conversations for committee membership. There were no other suggestions.

11. Members’ Items, Other business. Mike O’Brien wanted to recognize Chris Roy; after 8 years of service, tonight was Chris’s last CCRPC Board meeting. Members thanked Chris for his many years of
work on the CCRPC Board and Executive Committee. Chris thanked everyone and said the people are what make an organization great, and this has been a great group of people to work with.

12. **Adjournment.** CHRISS ROY MADE A MOTION, SECONDED BY JEFF CARR TO ADJOURN THE MEETING AT 7:33 PM.

Respectfully submitted,

Amy Irvin Witham