

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

5 DATE: Wednesday, June 17, 2020

6 TIME: 6:00 PM

7 PLACE: REMOTE ATTENDANCE VIA GO-TO-MEETING VIDEO

8 PRESENT: Bolton: Sharon Murray Buel's Gore: Garret Mott  
9 Burlington: Andy Montroll Charlotte: Jim Donovan  
10 Colchester: Jacki Murphy Essex: Jeff Carr  
11 Essex Junction: Jeff Carr (Alt.) Hinesburg: Michael Bissonette  
12 Huntington: Barbara Elliott Jericho: Catherine McMains  
13 Milton: Tony Micklus Richmond: Bard Hill  
14 St. George: Absent Shelburne: John Zicconi  
15 So. Burlington: Chris Shaw Underhill: Absent  
16 Westford: Absent Williston: Chris Roy (6:41PM)  
17 Winooski: Michael O'Brien Cons/Env.: Don Meals  
18 VTrans: Amy Bell Bus/Ind: Tim Baechle  
19 GMT : Absent Agriculture: Absent  
20 Socio/Econ/Housing: Absent

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

23  
24 Staff: Charlie Baker, Executive Director Regina Mahony, Planning Prgm Mgr.  
25 Eleni Churchill, Trans. Prgm Mgr. Christine Forde, Senior Planner  
26 Taylor Newton, Senior Planner Jason Charest, Senior Planner  
27 Amy Irvin Witham, Business Office Associate  
28

- 29 1. Call to order; Roll Call Attendance; Changes to the agenda. The meeting was called to order at  
30 6:01PM by the Chair, Michael O'Brien. Jeff Carr noted he is representing both Essex and Essex  
31 Junction.  
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33 2. Public Comment Period on Items NOT on the Agenda. There were none.  
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35 3. Action on Consent Agenda (MPO Business). There were none.  
36  
37 4. Approve Minutes of May 20, 2020 board meeting. GARRET MOTT MADE A MOTION, SECONDED BY  
38 JEFF CARR TO APPROVE THE MAY 20, 2020 CCRPC BOARD MEETING MINUTES WITH EDITS. MOTION  
39 CARRIED UNANIMOUSLY.  
40 • Edit page 1, line 46: Add possessive to Garrett Mott's and Jeff Carr's names.  
41  
42 5. Warn Public Hearing for the FY21-24 Transportation Improvement Program (TIP) MPO Business  
43 Christine Forde referred members to the memo and the Transportation Improvement Program,  
44 FY2021-2024 document included with the agenda packet. She explained the TIP is a prioritized,  
45 fiscally constrained, and multi-year list of federally funded, multimodal transportation projects and  
46 operations within the Chittenden County Regional Planning Commission region. As a federally  
47 designated Metropolitan Planning Organization (MPO), the CCRPC must prepare a TIP that covers at  
48 least 4-years of projects. The TIP must be prioritized at the regional level and have clearly identified

1 funding sources. All transportation projects, programs and operations receiving federal funds must  
2 be authorized through the CCRPC TIP process. The exceptions are federal airport funds for  
3 Burlington International Airport, which are listed in the TIP for informational purposes only.  
4 Christine reviewed funding levels and referred members to the TIP Funding table. She noted the  
5 table displays the variation from year to year, as the TIP follows a project's readiness to move  
6 forward. Members asked for clarification on the acronym BIA; Christine explained this is a reference  
7 to the Burlington International Airport and should be updated to BTV. She moved on to review  
8 tables and graphs; FY2021-2024 TIP Funding by Project Use Category, Federal Funds Programmed by  
9 Project Use Category and Federal Funds Actually Obligated in Chittenden County. These provide  
10 details on funding and budget percentages between years on various projects categorized by: New  
11 Facilities and Major Roadway Upgrades, Transit, Safety-Traffic Operations-ITS, Paving, Bridge  
12 Preservation, Roadway Corridor Improvements, Sidewalks, Intermodal, Stormwater and  
13 Environmental, and Rail Grade Crossings. She pointed out the New Facility and Major Roadway  
14 upgrade makes up 24% of the TIP this year. Christine also reviewed funding present for the Circ  
15 Alternative Projects. Christine noted the TAC and CCRPC staff recommends the board warn a public  
16 hearing for the July 15, 2020 Board Meeting on the FY2021-2024 TIP.  
17

18 AT 6:16PM P.M. JEFF CARR MADE A MOTION, SECONDED BY ANDY MONTROLL, TO RECOMMEND  
19 THE BOARD WARN AND HOLD THE PUBLIC HEARING AT THE JULY 15, 2020 BOARD MEETING.  
20 MOTION CARRIED UNANIMOUSLY.  
21

22 6. Election of Officers and Executive Committee for FY21

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

- 25 • Mike O'Brien, Chair
- 26 • Catherine McMains, Vice-Chair
- 27 • John Zicconi, Secretary/Treasurer
- 28 • Chris Shaw, At-large for Towns over 5,000
- 29 • Bard Hill, At-large for Towns under 5,000
- 30 • Andy Montroll, Immediate Past Chair

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32 GARRET MOTT MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO ELECT THE SLATE OF  
33 OFFICERS AS PRESENTED. MOTION CARRIED UNANIMOUSLY.  
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35 7. FY21 Calendar of Meeting dates

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

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

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

2 a. **Legislative Update**

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

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32 b. **CCRPC Budget and Operations**

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

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

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

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1 11. Members' Items, Other business. Mike O'Brien wanted to recognize Chris Roy; after 8 years of  
2 service, tonight was Chris's last CCRPC Board meeting. Members thanked Chris for his many years of  
3 work on the CCRPC Board and Executive Committee. Chris thanked everyone and said the people  
4 are what make an organization great, and this has been a great group of people to work with.  
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6 12. Adjournment. CHRIS ROY MADE A MOTION, SECONDED BY JEFF CARR, TO ADJOURN THE MEETING  
7 AT 7:33 PM.  
8

9 Respectfully submitted,  
10 Amy Irvin Witham

DRAFT