

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

5 DATE: Wednesday, October 21, 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: Elaine Haney, Alt. (6:30pm) Essex Junction: Dan Kerin
12 Hinesburg: Michael Bissonette Huntington: Absent
13 Jericho: Catherine McMains Milton: Tony Micklus
14 Richmond: Bard Hill St. George: Absent
15 Shelburne: John Zicconi So. Burlington: Chris Shaw
16 Underhill: Absent Westford: Absent
17 Williston: Erik Wells Winooski: Michael O'Brien
18 Cons/Env.: Don Meals VTrans: Amy Bell
19 Bus/Ind: Absent VTrans: Secretary, Joe Flynn
20 GMT : Absent Agriculture: Absent
21 Socio/Econ/Housing: Justin Dextrateur Winooski: Abby Bleything, Alt

22
23 Others: Michele Boomhower, VTrans Jesse Devlin, VTrans
24 Matthew Langham, VTrans Meghan O'Rourke, CCTV
25 Richard Tetreault, community member
26
27 Staff: Charlie Baker, Executive Director Regina Mahony, Planning Prgm Mgr.
28 Eleni Churchill, Trans. Prgm Mgr. Melanie Needle, Senior Planner
29 Forest Cohen, Senior Business Office Mgr. Bryan Davis, Senior Trans. Planner
30 Emma Vaughn, Communications Mgr. Marshall Distel, Trans. Planner
31 Christine Forde, Senior Trans. Planner Jason Charest, Senior Trans Planner
32 Amy Irvin Witham, Business Office Mgr.
33

34 1. Call to order; Attendance; Changes to the Agenda.

35 The meeting was called to order at 6:01 PM by the Chair, Michael O'Brien. There were no changes
36 to the agenda.
37

38 Jeff Carr stated he would represent Essex Town as the voting attendee until Elaine Haney arrives.
39 (Elaine arrived at 6:30 PM).
40

41 2. Public Comment Period on Items NOT on the Agenda. There were none.
42

43 3. Action on Consent Agenda, MPO Business. There were none.
44

45 4. Approve Minutes of September 16, 2020 Board Meeting. JEFF CARR MADE A MOTION, SECONDED
46 BY JACKI MURPHY TO APPROVE THE SEPTEMBER 16, 2020 BOARD MEETING MINUTES WITH ANY
47 EDITS REQUESTED BY MEMBERS. There were no edits. MOTION CARRIED UNANIMOUSLY.
48

1
2 5. VTrans Update, Secretary Flynn

3 Mike and Charlie welcomed Joe Flynn, Secretary, Vermont Agency of Transportation. Joe thanked
4 Charlie and the CCRPC for the many services provided and the partnership. Joe then introduced
5 VTrans staff members Jesse Devlin, Highway Safety & Design Program Manager and Michele
6 Boomhower, Director of Policy, Planning & Intermodal Development. He also thanked Amy Bell and
7 Matthew Langham for being the VTrans representatives to the CCRPC Board.
8

9 Joe provided a Vermont Agency of Transportation budget overview. He explained the 4th quarter of
10 FY20 presented many challenges; there were budget concerns and some project delays as staff had
11 to quickly shift focus toward the State's COVID-19 related efforts to protect the state workers,
12 consulting, and contracting communities that VTrans relies upon to deliver projects.
13

- 14 • The Transportation Fund ended FY20 with a \$21 million dollar shortfall.
- 15 • A total of \$45 million in appropriation balances covered the FY20 revenue shortfall and
16 allowed \$24 million to be available for the FY21 budget.
- 17 • The Transportation Infrastructure Bond (TIB) ended with a \$1 million dollar revenue shortfall
18 and a total of \$1.8 million in TIB appropriation balances were reverted at year end.
19

20 Joe explained the recently passed FY21 full year transportation budget of \$656 million, was the third
21 largest in history, a level surpassed only by the State of Vermont's response to damages caused by
22 tropical storm Irene. Due to COVID related issues, the year-end balances were higher than normal.
23 He shared some highlights of the FY21 budget.
24

- 25 • \$107 million for paving (making this the seventh year the paving budget exceeded \$100
26 million dollars).
- 27 • \$104 million for bridge programs on the State, Interstate, and Town Highways.
- 28 • A one-time supplemental distribution of \$7 million in Town Highway Aid Funds to be
29 distributed to municipalities.
- 30 • One-time supplemental funds for the following:
 - 31 ▪ Paving \$2,400,000
 - 32 ▪ Maintenance/Mowing \$500,000
 - 33 ▪ Public Transit \$500,000
 - 34 ▪ EV Incentives \$1,000,000
35

36 Joe wanted to emphasize the exceptional work that has been done on multiple levels by the State of
37 the Vermont's AOT teams; he explained, due to COVID, there has been a lot of extra work on a daily
38 basis. They were looking at a very sizable revenue shortfall, however, through the efforts of a
39 phenomenal team, they were able to come out of this better than they originally predicted. He
40 added that future budgets may prove difficult, but they are cautiously optimistic.
41

42 Joe then turned the platform over to Jesse Devlin, Highway Safety & Design Program Manager.
43 Jesse provided members with project overview and status updates for the following items.
44

45 [Please note, Jesse's presentation included the document CIRC Alternatives Implementation
46 Program]
47

- 1 • Circ Alternative - Phase I, Phase II and Phase III project overview.
- 2 ○ Phase I
- 3 ▪ Colchester, exit 16, interchange improvements and the diverging diamond
- 4 interchange, major construction to occur in 2022.
- 5 ▪ Essex, Rt 2A and 289 Interchange Improvements
- 6 ▪ Essex New Crescent Connector
- 7 ▪ Williston Rt 2A and James Brown Drive intersection improvements
- 8 ▪ Transit system improvements for Vt Rt 15, Rt 2A, US Rt 2
- 9 ▪ Williston/Essex Traffic Signal upgrades at 18 intersections US Rt 2 and 2A
- 10 ○ Phase II
- 11 ▪ Williston, new US Rt 2 Trader Lane traffic signal
- 12 ▪ Colchester, Severance Corners intersection improvements
- 13 ▪ Essex, Rt 15 and Sand Hill Road intersection improvements
- 14 ▪ Essex Jct., Post Office Square and Rt 15 improvements to 5-Corners
- 15 ▪ Williston, Rt 2 Transit System improvements
- 16 ▪ Burlington to Jeffersonville, Rt 15 Transit System improvements
- 17 ○ Phase III
- 18 ▪ Williston
- 19 • I 89 exit 12
- 20 • Interchange improvements
- 21 • Vt Rt 2A Boulevard upgrade
- 22 • Industrial Ave/Mountain View/Rt 2A - Lane to James Brown Drive
- 23 • Taft Corners to Williston Village - Shared Use Pathway
- 24 • New Mountain View Road - Multi-Modal facility
- 25 • New Harvest Lane, Taft Corners - Sidewalk/Shared Use
- 26 Path/Sidewalk Path
- 27 ▪ Essex
- 28 • Vt Rt 117/North Williston Road improvements and Culvert, safety
- 29 enhancements
- 30 • New Rt 15 Old Stage Road to Essex Way - Shared Use Path
- 31 • Rt 15, Susie Wilson Rd, Kellogg Rd - Corridor and Intersection
- 32 Improvements
- 33 ▪ Colchester
- 34 • Mill Pond Road, Severance Road - Shared Use Path
- 35 • Colchester Village Main Street, Mill Pond Road and East Road -
- 36 Intersection Improvements
- 37 • Prim Road, West Lakeshore Drive - Intersection Improvements
- 38 • Blakely Road, Laker Lane - Intersection Improvements
- 39 • Park and Ride - Milton/Colchester to Burlington
- 40 ▪ Regional
- 41 • New CCTA commuter service Essex/Williston to Waterbury
- 42 Montpelier Commuter Service and Park and Rides.

43
44 Jesse also provided a brief overview on the following other projects:

- 45 • Colchester Exit 17 Project. Jesse explained this is a major project that is moving along well.
- 46 They are hoping to start construction in 2022.

- 1 • The Richmond Route 2 Paving Project. Jesse said there is a survey team documenting the
2 historic right of way. This is not directly associated with the reconstruction of the Route 2
3 project which VTrans and the Town of Richmond teams are meeting to review/discuss
4 tomorrow.
- 5 • Interstate 89 Study: Milton/Bolton Interchange. Jesse stated work continues advancing
6 interchange alternatives at Exit 12B, Exit 13, and Exit 14. VTrans is actively engaged in this
7 study.
- 8 • Winooski/Burlington Main Street Bridge. Jesse said, because the current bridge condition is
9 good it is not yet on the VTrans priority list. However, because the bridge does not provide
10 a safe local/regional bike/ped connectivity VTrans consented to a scoping study completed
11 in 2019. The next steps: municipalities will look into federal earmark funds to advance
12 project.

13
14 Joe thanked Jesse for his presentation and introduced Michele Boomhower, VTrans Director of
15 Policy, Planning & Intermodal Development, who provided members with program and project
16 highlights on the following:

- 17
18 • Amtrak service to Burlington. Michele stated the Vermont Rail System is working to move
19 the track in front of Main Street landing. VTrans will be working on College Street only, as
20 there are some utilities that will need to be moved before the real work can begin in the
21 summer of 2021. The Burlington bike path at that location will need to be rerouted. Work is
22 expected to be complete by late fall, early winter of 2021 and Amtrak service should be
23 ready to start early in 2022.
- 24 • Burlington Railyard Enterprise Project. Michele explained this study is complete. Michele
25 thanked Eleni Churchill for her involvement and leadership on this project.
- 26 • Champlain Parkway. Michele said this project is being managed by the City. Consultants are
27 working on this currently and the City will probably go out for bids in early 2021.
- 28 • VTrans Project Prioritization. Michele reminded members VTrans is in the process of
29 revamping the Project Prioritization structure. The intention is to have all regions using the
30 same tools and examination processes. She indicated Christine Forde has been a key
31 member of the core team working on this effort.
- 32 • Livability in Downtown Village Centers. Michele said businesses and communities began
33 working to expand the use of the highway right of way for outdoor dining, events, and other
34 socially distanced-open air activities to help slow the spread of the Coronavirus in Vermont.
35 VTrans fully supported these efforts and recently adopted a new guidance document for
36 state highways.
- 37 • Racial Equity. The State of Vermont developed a Racial Equity task force and will begin using
38 equity analysis to ensure the impacts of programs and developments are being considered
39 in relation to diverse, marginalized, and underrepresented residents and communities.

40
41 Mike thanked Michele, Jesse and Secretary Flynn for the informative presentations and opened the
42 meeting up for member questions. Catherine McMains asked Secretary Flynn what steps need to be
43 taken to have a pedestrian cross walk and flashing lights installed near the Jericho Tavern. Joe
44 explained, to install a crosswalk, there needs to be a clear area to direct pedestrians to on either
45 side of the roadway; currently this section of the road does not support this. Catherine stated many
46 residents are concerned about a lack of safety and want something to be done, especially
47 considering there was a recent fatality on this section of Rt 15. She said they want to at least lower

1 the speed limit. Joe explained that the speed limit could be lowered; to accomplish this the Jericho
2 Selectboard can submit a formal written request to VTrans. Once the letter is submitted, VTrans will
3 conduct a speed study and make a recommendation to the Vermont Traffic Committee for an
4 appropriate speed limit.

5
6 Mike asked if the multi-use path on RT 15 would run from Essex to Winooski. Jesse Devlin explained
7 the current project will construct a multi-use path from Lime Kiln Road in Colchester to Suzy Wilson
8 Road in Essex, however there are no plans to extend through to Winooski at this time.

9
10 Bard Hill thanked Secretary Flynn and VTrans staff for joining the meeting and sharing information.
11 Joe stated said Richmond residents pay attention to the road work going on and he appreciates the
12 efforts of the town to work out details of road projects. Bard thanked the Secretary.

13
14 Charlie offered to Michele to collaborate on Social Justice and Racial Equity work. He suggested they
15 could possibly combine efforts rather than duplicating work that is being done. Members and
16 Michele agreed this was a good idea.

17
18 Chris Shaw asked if there is a lot of concern with bridges and culvert replacements in Vermont. Joe
19 explained we are closer to the top of the list in the country in terms of bridge condition, however,
20 culverts are of concern. The current culverts in our interstate system are original, over a half
21 century old and reaching the end of their life cycle. These are expensive projects; however, these
22 types of projects will be looked at as a priority going forward, especially when most of the big legacy
23 projects are completed.

24
25 Charlie and Mike thanked Secretary Flynn, Michele, and Jesse for coming to the meeting and
26 covering the projects. Charlie thanked VTrans for the great partnership and all the work they do to
27 make investments in Chittenden County.

28
29 6. I-89 2050 Study Update

30 Eleni shared a power point presentation on the status of the I-89 2050 Study. She briefly provided a
31 project overview (working on the second round of interchange evaluation) and discussed the most
32 current version of the Vision, Goals and Objectives for the I-89 corridor. The project's Draft Vision
33 Statement reads: "The 2050 Vision for the I-89 Corridor through Chittenden County is an interstate
34 system (mainline and interchanges) that is safe, resilient and provides for reliable and efficient
35 movement of people and goods in support of state, regional, and municipal plans and goals." She
36 explained this document will remain in draft form as the study team and committees recognize that
37 there is uncertainty of long lasting changes of where people will live and how they will travel in the
38 future due to the COVID-19 pandemic, technology (autonomous/connected vehicles),
39 demographics, and other dynamics. The I-89 Vision, Goals, Objectives, will be reassessed periodically
40 to ensure that they continue to address any evolving situation.

41
42 Eleni explained that during the first round of the interchange evaluation, a high-level screening was
43 conducted for 8 new or expanded interchanges in Chittenden County. Previous interchange
44 scoping/feasibility studies for interchange configuration, impacts and cost were utilized. The
45 evaluation metrics are tied to project goals. There is double weighting for metrics tied to consistency
46 with Regional Plan and exit 14 impacts. The interchanges evaluated were:

- 47 1. Exit 10A – Bolton
- 48 2. Exit 12B – South Burlington

- 1 3. Exit 13 Full Interchange – South Burlington
- 2 4. Exit 13 U-Turn – South Burlington
- 3 5. Exit 13 Hybrid – South Burlington
- 4 6. Exit 14 N – South Burlington
- 5 7. Exit 15 Full interchange – Winooski
- 6 8. Exit 17N - Milton
- 7

8 Results of the first round of interchange evaluation indicated the following:

- 9 • The Exit 13 (Hybrid), Exit 13 (U-Turn) and exit 12B scored the highest and exhibited the best
- 10 regional benefits in the urban core of the county.
- 11 • Exit 10A (Bolton) and Exit 17N (Milton) have localized transportation benefits and economic
- 12 benefit potential and may be considered in a separate process at a later date.
- 13

14 The I-89 Advisory Committee's actions at their meeting in late June included:

- 15 • Advance I-89 Interchanges 12B, 13, and 14 to the second round of evaluation
- 16 • Consider I-89 Interchanges 10A (Bolton) and 17N (Milton) for the second round of
- 17 evaluation if CCRPC funding and resources are available.
- 18 ○ The CCRPC determined that there is no funding available this fiscal year to advance
- 19 these projects and staff is proposing to include them in the FY22 UPWP for
- 20 consideration.
- 21

22 Eleni explained a Delphi panel was used and a meeting was held on July 28 to evaluate secondary

23 land use growth from proposed capacity expansion projects. Secondary growth includes relocated

24 growth within the county or new to the county. The Delphi panel was used to help develop and

25 inform future forecasts and planning.

26

27 Eleni said they are currently evaluating two concepts for Exit 14, two concepts for Exit 13, and one

28 for Exit 12B and the study team will have a recommendation to present to the project committees,

29 the general public and the South Burlington City Council in the next few months. Any interchange

30 concept(s) that move forward for further analysis will be combined with other multimodal

31 recommendations into three bundles of alternatives that will be analyzed for the entire I-89

32 Corridor. Once the bundle evaluation is complete, the team can establish an implementation plan.

33 Because of the uncertainties in travel, they are proposing to establish implementation triggers for

34 major roadway capacity projects. She briefly described the second round of interchange and

35 corridor screening metrics. A number of the corridor metrics are still under development.

36

37 Eleni said the next steps will be to finalize the second round interchange evaluation by December.

38 There will be an online public meeting scheduled in December or January to present the information

39 to the public and the South Burlington City Council. Eleni stated an important aspect of the project

40 is communication and transparency and that the CCRPC intends to conduct targeted outreach to

41 under-represented populations before developing the alternative bundles for the I-89 Corridor.

42

43 Mike thanked Eleni for her presentation and asked members and VTrans for questions and

44 comments. Joe said it is very impressive that Eleni and the team can have a vision of how to

45 improve intersections and to have the ability to think in concepts of 15 to 30 years into the future.

46 He greatly appreciates the work. Michele stated it is an exciting time to lock down improvements

47 like these, since they are projects that will take 10 to 20 years to develop, permit and build. Jesse

1 said the RPC and VHB have done a great job of progressing and moving this project along with so
 2 many contributors.
 3

4 7. FTA Title VI Program

5 Emma referred members to the FTA Title VI Program Memo and Federal Transit Administration Title
 6 VI Program Draft document included in the packet. She explained the CCRPC, as a designated MPO,
 7 receives Federal Transit Authority (FTA) Funding. Federal regulations require the CCRPC, as a
 8 recipient, to submit reports to FTA so they can verify compliance with the US Department of
 9 Transportation Title VI regulations. The report provides an overview of work done over the past
 10 three years. Emma said the CCRPC has had components of a Title VI Program available for many
 11 years, (e.g., complaint procedures, complaint form, equity maps, etc.), however, these were not
 12 assembled in a formal FTA Title VI Program until this year. The current draft document includes
 13 revisions recommended by the Executive Committee to specify that the Executive Director will
 14 notify the Executive Committee of any Title VI complaints and outcomes. The CCRPC is requesting
 15 Board approval of the FTA Title VI Program document as presented, to submit to FTA and VTrans for
 16 review.
 17

18 [Note: There were five separate consecutive calls into the meeting during this discussion. It was
 19 apparent that these were prank calls attempting to disrupt the meeting. The caller(s) were promptly
 20 dismissed.]
 21

22 JIM DONOVAN MADE A MOTION, SECONDED BY SHARON MURRAY, TO APPROVE THE FTA TITLE VI
 23 PROGRAM DOCUMENT, AS PRESENTED. MPO VOTE:

24 Bolton:	Yes	Burlington:	Yes (4)	Charlotte:	Yes
25 Colchester:	Yes (2)	Essex:	Yes	Essex Jct:	Yes
26 Hinesburg:	Yes	Huntington:	Absent	Jericho:	Yes
27 Milton:	Yes	Richmond:	Yes	St. George:	Absent
28 Shelburne:	Yes	So. Burlington:	Yes (2)	Underhill:	Absent
29 Westford:	Absent	Williston:	Yes	Winooski:	Yes
30 VTrans:	Yes				

31 MOTION CARRIED WITH 20 OF 24 VOTES: AND 14 OF 18 MUNICIPALITIES VOTING IN THE
 32 AFFIRMATIVE.
 33

34 8. FY22 Municipal Dues

35 Charlie stated this is a motion to keep dues level. Charlie and Forest referred members to the FY22
 36 Municipal Dues Memo included with the board packet. He stated we are proposing a zero percent
 37 increase and reminded everyone, however, that the individual municipal dues may go up or down
 38 depending on the change in the equalized education grand list. Members agreed it is best to keep
 39 dues level. GARRET MOTT MADE A MOTION, SECONDED BY JIM DONOVAN TO KEEP DUES LEVEL
 40 FOR FY22. MOTION CARRIED UNANIMOUSLY.
 41

42 9. Chair/Executive Director Report

43 a. CCRPC Budget and Operations

44 Charlie stated next month’s meeting will include the annual audit report. He was pleased to
 45 note that we ended up positively for FY20. Operationally, staff continues to work from home
 46 and are in the office infrequently.
 47

48 b. Clean Water Service Provider update

1 Charlie reminded members we volunteered to be a clean water service provider and the DEC
2 has proposed the CCRPC to be the provider for the Direct to Lake Basin as well as the back-up
3 provider for all other basins. The Central Vermont Regional Planning Commission will serve as
4 provider for the Winooski Basin and the Northwest Regional Planning Commission will serve as
5 provider for the Lamoille Basin. The draft rules and rulemaking are currently in process with
6 DEC conducting a very open process.

7
8 c. Council/Trustees/Selectboard Meetings

9 Charlie stated he is continuing to present the annual reports to the municipalities; he said he is
10 very pleased with the response so far and if he has not reached out to your town yet, he will
11 very soon. To date, the towns have been very appreciative of the role we play. Charlie noted
12 that it is important to have strong relationships with our municipalities which includes the role
13 board members play.

14
15 d. Legislative Breakfast

16 Charlie said the Legislative breakfast will be held virtually in early December; Since this will be a
17 remote meeting rather than an in person gathering, he will refer to this as a Legislative briefing
18 instead of a breakfast.

19
20 10. Committee/Liaison Activities & Reports. Minutes for various meeting were included in the packet
21 (Executive Committee, TAC, PAC, Brownfields, and CWAC). There were no questions.

22
23 11. Future Agenda Topics. Charlie stated there are not many topics to discuss next month, only the
24 legislative briefing. There was discussion about the Hinesburg Energy Plan coming sometime in the
25 next few months. Mike requested that if any members would like other items to be on the agenda
26 that they contact Charlie.

27
28 12. Members' Items, Other business. There were none.

29
30 13. Adjournment. ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS SHAW, TO ADJOURN THE
31 CCRPC BOARD MEETING AT 7:45PM. MOTION CARRIED UNANIMOUSLY.

32
33 Respectfully submitted,
34 Amy Irvin Witham