DATE: Tuesday, October 6, 2020
TIME: 9:00 a.m.
PLACE: Meeting held remotely via Zoom

Members Present
Justin Rabidoux, South Burlington
Nicole Losch, Burlington
Matthew Langham, VTrans
Ashley Bishop, VTrans
Jon Rauscher, Winooski
Jonathon Weber, Local Motion
Josh Arneson, Richmond
Bob Henneberger, Seniors
Mary Anne Michaels, Rail
Chris Damiani, GMT
Bruce Hoar, Williston
Barbara Elliott, Huntington
Dennis Lutz, Essex
Dean Pierce, Shelburne
Larry St Peter, Bolton
Maria Rinaldi, People with Disabilities
Sandy Thibault, CATMA
Dave Allerton, Milton

Joss Besse, Bolton
Katherine Sonnick, Jericho
Chris Jolly, FHWA
Seth Bowden, GBIC

Staff
Eleni Churchill, Transportation Program Manager
Regina Mahony, Planning Program Manager
Bryan Davis, Senior Transportation Planner
Christine Forde, Senior Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Sai Sarepalli, Senior Transportation Planning Engineer
Chris Dubin, Senior Transportation Planner
Marshall Distel, Transportation Planner

Guests
Evan Fitzgerald, Fitzgerald Environmental Assoc.
Evelyn Boardman, Fitzgerald Environmental Assoc.

1. Justin Rabidoux called the meeting to order at 9:03 AM and Bryan Davis did a roll call for attendance.

2. Consent Agenda
None.

3. Approval of Minutes
Justin asked for any changes, which there were none. BOB HENNEBERGER MADE A MOTION TO APPROVE THE MINUTES OF SEPTEMBER 1, 2020, SECONDED BY SANDY THIBAULT. THE MOTION PASSED WITH ABSTENTIONS BY DEAN PIERCE, SETH BOWDEN AND JOSH ARNESON.

4. Public Comments
None.

5. Jericho MRGP Plan
Evan Fitzgerald and Evelyn Boardman of Fitzgerald Environmental Associates presented their work to prepare the Jericho Municipal Roads General Permit (MRGP) plan. They used road erosion inventory data to develop town-specific prioritization criteria and customized unit costs. They created a 10-year MRGP improvement plan to address non-conforming road segments using annual funding allocated in the Town’s budget. Through their work they found that ditch costs drive the overall costs, and kept their cost assumptions conservative. The MRGP Plan goes through 2029 which is within the 2036 MRGP compliance deadline. Finally, there is flexibility to adjust the plan depending on the Town’s annual budget.

Maria asked how long the road improvements would last, and how the priorities were determined. Evelyn replied that the priorities were based on a combination of the Town’s available budget and water quality
screening process. Evan noted that the longevity of road improvements depended on factors including weather and maintenance. Work like stone ditches could last about 5 to 10 years. Joss asked about the budget implications for 10 years of maintenance, and Evan replied that Jericho plans to set aside funds each year for both maintenance and upgrades to meet MRGP standards, and the Town will adjust their budget as needed.

6. Transportation Resilience Planning Tool (TRPT)

Jason Charest, CCRPC staff, gave a presentation on the CCRPC’s assistance with the expansion of the State’s Transportation Resilience Planning Tool to three watersheds in Chittenden County. Jason gave an overview of the tool and described how past damages and failure types were categorized into a vulnerability score, and UVM staff’s previous work created a criticality score, both of which were combined into a risk score for roadway segments. Jason pointed out that there is a User’s Guide for the tool on the project website (https://vtrans.vermont.gov/planning/transportation-resilience) and suggested sections 1 and 7 as useful starting points. Eventually the tool will be expanded to cover the entire state. Plans aren’t finalized for how the tool will be updated but that is one of the issues the state is working to address. Joss asked if the tool uses the same road segments as the road erosion inventory (REI) segments. Jason replied there might be some overlap but this tool uses the VTrans roadway layer so there is a difference. Jason and Evan pointed out the REI and TRPT examine different things: the TRPT looks at fluvial erosion rather than stormwater impacts on road erosion. Chris Dubin noted that REI and TRPT layers can be analyzed together using GIS software. Eleni asked if the tool considers other access points as part of the criticality score; for example, if a roadway is cut off because of a storm, are there other roadways available. Jason responded yes, and vulnerability also factors into that score.

7. Williston Form-based Code consultant

Regina Mahony, CCRPC staff, noted that the CCRPC doesn’t have a pre-qualified consultant for land use projects so the CCRPC and the Town of Williston released a RFP for consultant services to develop a form-based code to regulate development in its state-designated Growth Center. Nine firms submitted proposals which were reviewed by a team of CCRPC and Town of Williston staff, with four firms selected for interviews and Geoffrey Farrell Associates selected as the preferred consultant. This recommendation needs approval before the CCRPC may enter into a contract with Geoffrey Farrell Associates. Dean asked about the final four consultants, and Regina noted they were VHB, Principle Group, Behan Planning And Design, and Geoffrey Farrell Associates. DEAN PIERCE MADE A MOTION THAT THE TAC APPROVE HIRING GEOFFREY FARRELL ASSOCIATES TO COMPLETE THE WILLISTON FORM-BASED CODE PROJECT, SECONDED BY JOSS BESSE. THE MOTION PASSED UNANIMOUSLY.

8. FTA Title VI Program

Bryan Davis, CCRPC staff, reminded the TAC of his update in September on CCRPC efforts related to Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving Federal financial assistance. Bryan noted the distinction in reporting requirements from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Each year the CCRPC compiles and submits a Title VI annual report for FHWA and VTrans which summarizes our efforts over the previous calendar year to include diverse populations in our work. Their review looks for our involvement of diverse social and ethnic groups, members of the public with limited English proficiency, low-income as well as people with disabilities. We recently completed development of an FTA Title VI Program, required of federally designated metropolitan planning organizations, which includes the CCRPC Title VI Policy Statement, formalizes the complaint process if someone believes they experience discrimination, references the Public Participation Plan (PPP) and includes project examples of outreach to diverse populations, and includes county demographic data and maps. We had some of these pieces already but developing this program not only helps us meet federal regulations but provides us with another tool to guide our anti-racism work. The draft FTA Title VI Program is being shared with the TAC as an information item, and it will go the Executive Committee this week, with the Board to vote on it at their October meeting. We are also updating the PPP to not only reflect use of online virtual opportunities and meetings but also to
ensure that the Plan acknowledges, supports and promotes racial equity and social justice. A draft for review is planned for Spring 2021.

9. **Status of Projects and Subcommittee Reports**

See the project list on the back of the agenda. TAC members are encouraged to contact CCRPC staff with any questions.

10. **CCRPC Board Meeting Report**

In September the Board learned more about the Racism is a Public Health Emergency Declaration from Mark Hughes, Executive Director of Justice for All and a member of the Vermont Racial Justice Alliance, heard an update on the Building Homes Together campaign, approved Committee member appointments, and approved the Town of Williston Determination of Energy Compliance.

11. **Chairman’s/Members’ Items:**

Bruce pointed out that towns recently received an email from VTrans and asked if VTrans staff could provide more clarification about how Class 2 funding will be distributed. Matthew replied he’s filling in for Amy Bell today but will ask her to share more information. Justin asked how projects in the queue referenced by VTrans will receive funding next year. Ashley noted that District 5 staff has been fielding calls about this issue and is asking for clarification from VTrans leadership, which D5 will share with their towns. Bruce asked if towns will be able to spend funds on other Class 2 roads if they’ve already spent funding. More information is anticipated from VTrans.

Bryan welcomed and thanked Maria Rinaldi as a new TAC member as a representative of people with disabilities. Bryan noted that VTrans announced the Transportation Alternatives grant program, with applications due Friday, November 27. CCRPC staff are available to assist with applications and provide letters of support. Bryan said that the Way to Go! Challenge is again focused on schools this year but also includes broader public engagement through discrete challenges open to everyone. A fall challenge is underway from October 5-16. More information is available at [https://www.waytogovt.org/](https://www.waytogovt.org/). Bryan noted that this evening VTrans is hosting a Virtual Town Hall to solicit comments on the Vermont Rail Plan and Freight Plan Updates via Microsoft Teams.

Justin raised the issue of salt availability and pricing through the state contract process. Previously towns received the same pricing as the state, but this year the state contract process with suppliers was changed, which may affect town contracting and pricing. While the pricing may end up being lower, the concern is with the change in process. He contacted the acting director of VTrans Building and General Services and encourage other towns to do so. Contract information is available on the Building and General Services website [http://www.bgs.vermont.gov/](http://www.bgs.vermont.gov/). Ashley pointed out that these are state contracts, with the option to provide contracts to towns or other parties.

Justin noted the next TAC meeting is scheduled for November 3.

The meeting adjourned at 10:23AM.

Respectfully submitted, Bryan Davis