

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 TRANSPORTATION ADVISORY COMMITTEE
3 MINUTES
4

5 DATE: Tuesday, October 6, 2020
6 TIME: 9:00 a.m.
7 PLACE: Meeting held remotely via Zoom
8

9 **Members Present**

10 Justin Rabidoux, South Burlington
11 Nicole Losch, Burlington
12 Matthew Langham, VTrans
13 Ashley Bishop, VTrans
14 Jon Rauscher, Winooski
15 Jonathon Weber, Local Motion
16 Josh Arneson, Richmond
17 Bob Henneberger, Seniors
18 Mary Anne Michaels, Rail
19 Chris Damiani, GMT
20 Bruce Hoar, Williston
21 Barbara Elliott, Huntington
22 Dennis Lutz, Essex
23 Dean Pierce, Shelburne
24 Larry St Peter, Bolton
25 Maria Rinaldi, People with Disabilities
26 Sandy Thibault, CATMA
27 Dave Allerton, Milton

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

28 **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

29 **Guests**

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

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

31 **2. Consent Agenda**

32 None.

33 **3. Approval of Minutes**

34 Justin asked for any changes, which there were none. BOB HENNEBERGER MADE A MOTION TO
35 APPROVE THE MINUTES OF SEPTEMBER 1, 2020, SECONDED BY SANDY THIBAUT. THE
36 MOTION PASSED WITH ABSTENTIONS BY DEAN PIERCE, SETH BOWDEN AND JOSH
37 ARNESON.
38

39 **4. Public Comments**

40 None.

41 **5. Jericho MRGP Plan**

42 Evan Fitzgerald and Evelyn Boardman of Fitzgerald Environmental Associates presented their work to
43 prepare the Jericho Municipal Roads General Permit (MRGP) plan. They used road erosion inventory
44 data to develop town-specific prioritization criteria and customized unit costs. They created a 10-year
45 MRGP improvement plan to address non-conforming road segments using annual funding allocated in the
46 Town's budget. Through their work they found that ditch costs drive the overall costs and kept their cost
47 assumptions conservative. The MRGP Plan goes through 2029 which is within the 2036 MRGP
48 compliance deadline. Finally, there is flexibility to adjust the plan depending on the Town's annual
49 budget.
50

51 Maria Rinaldi asked how long the road improvements would last, and how the priorities were determined.
52 Evelyn replied that the priorities were based on a combination of the Town's available budget and water
53
54

1 quality screening process. Evan noted that the longevity of road improvements depended on factors
2 including weather and maintenance. Work like stone ditches could last about 5 to 10 years. Joss asked
3 about the budget implications for 10 years of maintenance, and Evan replied that Jericho plans to set aside
4 funds each year for both maintenance and upgrades to meet MRGP standards, and the Town will adjust
5 their budget as needed.
6

7 **6. Transportation Resilience Planning Tool (TRPT)**

8 Jason Charest, CCRPC staff, gave a presentation on the CCRPC's assistance with the expansion of the
9 State's Transportation Resilience Planning Tool to three watersheds in Chittenden County. Jason gave an
10 overview of the tool and described how past damages and failure types were categorized into a
11 vulnerability score, and UVM staff's previous work created a criticality score, both of which were
12 combined into a risk score for roadway segments. Jason pointed out that there is a User's Guide for the
13 tool on the project website (<https://vtrans.vermont.gov/planning/transportation-resilience>) and suggested
14 sections 1 and 7 as useful starting points. Eventually the tool will be expanded to cover the entire state.
15 Plans aren't finalized for how the tool will be updated but that is one of the issues the state is working to
16 address. Joss asked if the tool uses the same road segments as the road erosion inventory (REI) segments.
17 Jason replied there might be some overlap but this tool uses the VTrans roadway layer so there is a
18 difference. Jason and Evan pointed out the REI and TRPT examine different things: the TRPT looks at
19 fluvial erosion rather than stormwater impacts on road erosion. Chris Dubin noted that REI and TRPT
20 layers can be analyzed together using GIS software. Eleni asked if the tool considers other access points
21 as part of the criticality score; for example, if a roadway is cut off because of a storm, are there other
22 roadways available. Jason responded yes, and vulnerability also factors into that score.
23

24 **7. Williston Form-based Code consultant**

25 Regina Mahony, CCRPC staff, noted that the CCRPC doesn't have a pre-qualified consultant for land use
26 projects so the CCRPC and the Town of Williston released a RFP for consultant services to develop a
27 form-based code to regulate development in its state-designated Growth Center. Nine firms submitted
28 proposals which were reviewed by a team of CCRPC and Town of Williston staff, with four firms
29 selected for interviews and Geoffrey Farrell Associates selected as the preferred consultant. This
30 recommendation needs approval before the CCRPC may enter into a contract with Geoffrey Farrell
31 Associates. Dean asked about the final four consultants, and Regina noted they were VHB, Principle
32 Group, Behan Planning and Design, and Geoffrey Farrell Associates. DEAN PIERCE MADE A
33 MOTION THAT THE TAC APPROVE HIRING GEOFFREY FARRELL ASSOCIATES TO
34 COMPLETE THE WILLISTON FORM-BASED CODE PROJECT, SECONDED BY JOSS BESSE.
35 THE MOTION PASSED UNANIMOUSLY.
36

37 **8. FTA Title VI Program**

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

1 ensure that the Plan acknowledges, supports and promotes racial equity and social justice. A draft for
2 review is planned for Spring 2021.

3
4 **9. Status of Projects and Subcommittee Reports**

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

7
8 **10. CCRPC Board Meeting Report**

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

13
14 **11. Chairman's/Members' Items:**

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

22
23 Bryan welcomed and thanked Maria Rinaldi as a new TAC member as a representative of people with
24 disabilities. Bryan noted that VTrans announced the Transportation Alternatives grant program, with
25 applications due Friday, November 27. CCRPC staff are available to assist with applications and provide
26 letters of support. Bryan said that the Way to Go! Challenge is again focused on schools this year but also
27 includes broader public engagement through discrete challenges open to everyone. A fall challenge is
28 underway from October 5-16. More information is available at <https://www.waytogovt.org/>. Bryan noted
29 that this evening VTrans is hosting a Virtual Town Hall to solicit comments on the Vermont Rail Plan
30 and Freight Plan Updates via Microsoft Teams.

31
32 Justin raised the issue of salt availability and pricing through the state contract process. Previously towns
33 received the same pricing as the state, but this year the state contract process with suppliers was changed,
34 which may affect town contracting and pricing. While the pricing may end up being lower, the concern is
35 with the change in process. He contacted the acting director of VTrans Building and General Services and
36 encourage other towns to do so. Contract information is available on the Building and General Services
37 website <http://www.bgs.vermont.gov/>. Ashley pointed out that these are state contracts, with the option to
38 provide contracts to towns or other parties.

39
40 Justin noted the next TAC meeting is scheduled for November 3.

41
42 The meeting adjourned at 10:23AM.

43
44 Respectfully submitted, Bryan Davis