



Transportation Advisory Committee Agenda

Wednesday, March 3, 2021

9:00 to 10:00 am

Remote Access Meeting Only

Please join the meeting from your computer, tablet or smartphone:

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Agenda

1. Call to Order, Attendance (1 min)

2. Consent agenda (--)

No items this month.

3. Minutes of February 2, 2021* (Action Item – 1 min)

See attached minutes.

4. Public Comment Period (Information item)

Members of the public are invited to raise issues of interest or concern to the TAC on items not on the agenda.

5. Proposed Updates to Transportation Improvement Program (TIP) Amendment Procedures* (Action Item – 10 min)

Staff will review proposed changes to the TIP Amendment Policy and ask the TAC to take action.

6. CCRPC Comments on Draft State Rail Plan* (Action Item – 15 min)

Staff will review CCRPC's draft comments on the Draft State Rail Plan and ask the TAC to take action.

7. I-89 2050 Study Update (Discussion Item – 30 min)

Staff will provide an update on this significant regional project. www.envision89.com

8. Status of Projects and Subcommittee Reports (Information Item – 1 min)

See bulleted list at the end of the agenda for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these on-going or recently completed projects.

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other opportunities to participate, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext *21 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.

9. CCRPC Board Meeting Report (Information Item – 2 min)

In February the Board approved comments on the Draft Clean Water Service Provider Rule, heard an update presentation of and discussed the I-89 2050 Study, appointed a Board representative to the All Hazards Mitigation Plan Update Committee, and heard an update on the hiring of a racial equity consultant.

10. Chairman's/Members' Items (Information Item – 5 min)

- VT Department of Environmental Conservation has developed a **Municipal Roads General Permit (MRGP) compliance dashboard** which lists all the MRGP towns and whether they are fully compliant or not and if not, which requirements are not currently being met. It can be accessed through the MRGP website and is updated regularly in real time:
<https://anrweb.vt.gov/DEC/IWIS/ReportViewer2.aspx?Report=SWMRGPComplianceStatus&ViewParms=False> For more information contact Jim Ryan, Jim.Ryan@vermont.gov, 802-490-6140
- **AARP Community Challenge Grant Program:** AARP Vermont invites community organizations and local governments to apply for the [2021 Community Challenge](#) grant program, *now through April 14*. Grants fund quick-action projects that can range from several hundred dollars for small, short-term activities to several thousand or tens of thousands for larger projects. The Community Challenge is open to 501(c)(3), 501(c)(4) and 501(c)(6) nonprofits and government entities. Other types of organizations will be considered on a case-by-case basis. The application deadline is 8:00 p.m. ET, April 14, 2021, and all projects must be completed by November 10, 2021. To submit an application and view past grantees, visit www.AARP.org/CommunityChallenge

* = Attachment

Next Meeting: Tuesday, April 6, 2021

Potential Future Agenda Items:

- April
 - Asset Management discussion (software, etc.)
- May
 - FY22 UPWP
- Later
 - Traffic calming policies
 - Intro to traffic impact studies
 - Bike lane design guidance
 - Local Motion present bike facility winter maintenance based on Montreal learning journey
 - Elders and Persons with Disabilities update (June Summit)
 - AID grant/ Bluetooth sensors update
 - Title VI and racial equity update
 - Burlington School District travel plans for 9 schools

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Project List:

- Title VI program participation and Public Participation Plan implementation
- Participation in the Vermont Highway Safety Alliance
- Participation in the State's Rail Council
- Advanced Traffic Monitoring System through FHWA AID grant – Maintenance and Monitoring
- Regional Transportation Energy Planning
- Transportation Hazard Mitigation Planning
- Coordination with United Way on Neighbor Rides and Elders & Persons with Disabilities Program analysis
- Coordination with GMT on ADA and Elders & Persons with Disabilities advisory committees
- Chittenden County I-89 2050 Study
- Winooski Avenue Parking Management Plan (Burlington)
- So. Burlington VT116-Kimball-Tilley Land Use and Transportation Plan
- South Burlington Pedestrian Crossing and Bike Access
- Update to South Burlington's Transportation Impact Fee Ordinance
- Municipal Road General Permit (MRGP) Work
- Grants-In-Aid Coordination with Municipalities.
- 2020/2021 Way to Go! to School
- Greenride Bikeshare
- Congestion Policy Evaluation
- Lower Village Supplemental Scoping Study (Huntington)
- Colchester Ave Protected Bike Lanes and East Ave Intersection Improvements (Burlington)
- CCTV Stormwater infrastructure inspection project (Essex/Essex Junction)
- CCTV Stormwater infrastructure inspection project (Winooski)
- Essex Tanglewood Drive Shared-Use Path and Stormwater Scoping study
- Watershed Resiliency Mapping/Transportation Resiliency Planning Tool (TRPT; Bolton, Richmond, Huntington (and a little bit of Jericho, Essex and Williston)
- River/Pleasant Valley Road Bicyclist and Pavement Analysis (Underhill)
- Winooski Transportation Impact Fee Study
- LPM services for Underhill sidewalk construction on VT 15
- LPM services for Hinesburg – Village South Area Sidewalk on VT 116
- LPM services for Shelburne – Irish Hill Road Sidewalk and Pedestrian Bridge project
- Property Transportation Plan: Reduce transportation emissions in commercial and affordable multi-unit sectors with Burlington Electric Department and Burlington 2030 District
- Richmond Bike/Ped/Trails Master Plan
- Bridge Street (Richmond) Complete Streets Corridor Study
- Old North End Mobility Audit (Burlington)
- City of Burlington School District School Travel Plan and Traffic Control Plan
- Close the Gaps in Regional Bike Facilities
- CCRPC Bicycle Count Program Evaluation and Data Analysis
- Winooski Parking Inventory, Analysis, and Management Plan
- Development of Performance Parameters for the Shelburne Street Roundabout
- Huntington Bridge Improvement & Maintenance Plan
- South Burlington Bike/Ped Mapping Phase II

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- Shelburne Bicycling and Pedestrian Connectivity Study – *On hold*
- Exit 17 Park & Ride Supplemental Evaluation
- Jericho Riverside Village Sidewalk Scoping Study
- Jericho Bolger Hill Road Supplemental Scoping
- South Burlington Multi-site Intersection Scoping
- Williston Route 2A Connector Path Scoping Study

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

5 DATE: Tuesday, February 2, 2021
6 TIME: 9:00 a.m.
7 PLACE: Meeting held remotely via Zoom
8

9 **Members Present**

10 Bryan Osborne, Colchester
11 Justin Rabidoux, South Burlington
12 Nicole Losch, Burlington
13 Amy Bell, VTrans
14 Matthew Langham, VTrans
15 Jonathon Weber, Local Motion
16 Josh Arneson, Richmond
17 Bob Henneberger, Seniors
18 Chris Damiani, GMT
19 Jon Rauscher, Winooski
20 Barbara Elliott, Huntington
21 Robin Pierce, Essex Junction
22 Sandy Thibault, CATMA
23 Kirsten Jensen, Milton
24 Chris Jolly, FHWA
25 Seth Bowden, GBIC
26 Ashley Bishop, VTrans
27

Dave Allerton, Milton
Mary Anne Michaels, Rail
Joss Besse, Bolton
Richard Watts, Environment

28 **Staff**

Charlie Baker, Executive Director
Eleni Churchill, Transportation Program Manager
Bryan Davis, Senior Transportation Planner
Christine Forde, Senior Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Sai Sarepalli, Senior Transportation Planning Engineer
Marshall Distel, Transportation Planner

29 **Guests**

Kevin Marshia, VTrans
Susan Hurd, Burlington

30 1. Bryan Osborne called the meeting to order at 9:02 AM. He informed the TAC of new agenda item 4a
31 Expedited TIP Amendment for Rail Crossing Safety Improvements at College Street in Burlington.

32 **2. Consent Agenda**

33 JUSTIN RABIDOUX MADE A MOTION THAT THE TAC APPROVE THE PROPOSED TIP
34 AMENDMENTS AND SAFETY TARGETS AS PRESENTED IN THE CONSENT AGENDA
35 MEMOS, SECONDED BY BARBARA ELLIOTT. THE MOTION PASSED UNANIMOUSLY.

36 **3. Approval of Minutes**

37 Bryan Osborne asked for any changes, which there were none. BARBARA ELLIOTT MADE A
38 MOTION TO APPROVE THE MINUTES OF JANUARY 5, 2021, SECONDED BY BOB
39 HENNEBERGER. THE MOTION PASSED UNANIMOUSLY.
40

41 **4. Public Comments**

42 Susan Hurd of Burlington provided comments regarding the CCRPC's comment letter on The Burton
43 Corporation's Act 250 application for the Higher Ground project on Queen City Park Road. Susan noted
44 there are lots of facilities at the site with minimal screening, there is a one lane bridge serving 500-600
45 vehicles, and large trucks entering and exiting. There is no sidewalk, crosswalk, bike lanes, or shoulders.
46 There is a lot of parking but no plans for additional parking, which is likely needed. People will likely
47 arrive early before events. She asks that the CCRPC reconsider their comment letter, visit the site in
48 person, review the traffic analysis, and don't put profit over people. She asks what steps will CCRPC take
49 to assure that Burton Corporation and the City of Burlington truly comply with Act 250's criterion as it
50 relates to traffic impact, rather than allowing it to be rubber stamped through? Eleni Churchill, CCRPC
51 staff, noted that CCRPC is preparing a response to similar comments offered at the recent Board meeting
52 and will include Susan on the response. Susan will provide her comments by email to CCRPC staff.
53
54
55

1 **4a. FY2021 Transportation Improvement Program (TIP) Amendments**

2 As per the memo sent by email and in the online meeting packet, this is a TIP Amendment to add funds to
3 the Rail Crossing Safety Improvements at College Street in Burlington and meet the October 1, 2021
4 deadline to use federal TIGER IV funds for the Burlington Train Station Platform. This is considered a
5 minor TIP amendment and funds aren't subject to the CCRPC's fiscal constraint. Even though staff is
6 asking the TAC to approve this amendment in the typical process, this is considered an Expedited TIP
7 Amendment because the Board will be asked to approve this amendment virtually since VTrans wants to
8 bid this project on February 10, which is before the February Commission Meeting. BARBARA
9 ELLIOTT MADE A MOTION THAT THE TAC APPROVE THE PROPOSED TIP AMENDMENT,
10 SECONDED BY JUSTIN RABIDOUX. THE MOTION PASSED UNANIMOUSLY.
11

12 **5. VPSP2 Update**

13 Kevin Marshia, VTrans, gave an [overview and update presentation](#) of the VTrans Project Selection and
14 Project Prioritization Process (VPSP2). In the mid-2000s VTrans had more projects than they could
15 deliver, resulting in many delayed projects while still adding more. In 2006 legislation was adopted to
16 establish a project prioritization system to determine which projects were worked on first. This was
17 successful as it established rules and expectations to follow and it allowed us to focus on streamlining and
18 improving our project delivery processes which have been instrumental in establishing an effective asset
19 management program. The current process is now about 12 years old and presents an opportunity within
20 the next few years to accept more community driven projects into the Capital Program. VPSP2 defines a
21 new process for an RPC/Municipality to get a project on to the Capital Program. The vision for VPSP2 is
22 to develop a performance-based, data driven project selection & prioritization framework that maximizes
23 the "transportation value" delivered to Vermont taxpayers. The process has three objectives:

24 - Identify and utilize criteria that provide "transportation value" within potential and planned VTrans
25 projects.

26 - Develop a mechanism for RPC and communities to provide input in the selection and prioritization of
27 transportation projects.

28 - Provide a defined, consistent, and transparent process for selecting and prioritizing the projects that
29 ultimately make up VTrans' Capital Program.

30 Four workshops were attended by a diverse group of stakeholders representing the five modes (highway,
31 rail, bike/ped/trails, transit, aviation). The 8 criteria (safety, asset condition, mobility/connectivity,
32 community, economic access, environment, resiliency, and health access) resonated with the stakeholders
33 who helped determine the initial weighting of the evaluation criteria. The highway mode is being used as
34 a two-year pilot to review the nine process steps and proposed timeline for potential projects. Selected
35 projects must stay within the fiscal constraint, and geographic equity is also examined in the process. If a
36 project moves higher on the list, then that will bump another project down the list. Bryan Osborne
37 commented that VPSP2 clarifies the project selection process and incorporates transparency, noted that it
38 doesn't seem dissimilar to the previous process, and asked if it will make a difference. Kevin replied that
39 because of the strong asset management program we won't notice a big difference for the paving
40 program, but it does provide more opportunity for regionally driven process to add projects. Christine
41 Forde said that CCRPC is looking at the MTP project list and previously scoped projects to decide which
42 projects in our region to advance. Charlie Baker said we want to get a project list to the TAC by March 1.
43

44 **6. TAC Agenda Topics**

45 Bryan Davis, CCRPC staff, noted that on each agenda is a request for TAC members to provide any
46 topics for future agenda items but wanted to set aside this dedicated time to address the request in more
47 detail. CCRPC staff provided a list of potential future topics in the meeting packet for consideration and
48 asked for other ideas. Nicole Losch and Jonathon Weber could present on winter maintenance and
49 innovative facilities for active transportation. Sandy Thibault suggested that each municipality present on
50 their community's work as it relates to TDM activities, needs, and projects. Bryan Osborne is interested
51 in more emphasis on how TAC members can help with their community's issues by understanding the
52 full range of opportunities and programs through the CCRPC. He suggested the UPWP selection process
53 needs more framework to enhance or refine and make it more transparent and efficient. Richard Watts

1 noted the information and community sharing is useful, and appreciated the previous presentations about
2 CCRPC funding allocations by program.

3
4 **7. 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 **8. CCRPC Board Meeting Report**

9 In January the Board approved the FY21 UPWP mid-year adjustment, held a public forum for the FY22
10 UPWP, participated in a discussion of municipal powers led by VLCT, reviewed CCRPC's 2021
11 legislative policy participation, and heard an update on the hiring of a racial equity consultant.

12
13 **9. Chairman's/Members' Items:**

14 • **2021 VTrans Small-scale Bicycle and Pedestrian Grants**

15 VTrans is soliciting applications for small-scale projects through the Bicycle and Pedestrian
16 Program. Complete applications are due by 1:00 PM on Friday, February 19, 2021. The intent of
17 the Small-scale Bike/Ped grant Program is to improve access and safety for people walking
18 and/or bicycling through the construction of simple physical improvements. Grants are to
19 reimburse construction costs only and will be awarded in the range of \$5,000 to \$75,000. The
20 local share of projects is 50%. For a copy of the VTrans 2021 Small-scale Bicycle and Pedestrian
21 Grant Guide and to access the application materials, visit the VTrans Bike/Ped Program website:
22 <http://vtrans.vermont.gov/highway/local-projects/bike-ped>.

23 • **Vermont AV-Xchange Forum**

24 VTrans is hosting an online forum on February 8, 2021, 1:00-2:30 PM, to promote and discuss
25 testing of Automated Vehicles in the State.

26
27 **The next TAC meeting is scheduled for Wednesday, March 3 due to Town Meeting Day.**

28
29 ROBIN PIERCE MADE A MOTION TO ADJOURN, SECONDED BY SANDY THIBAUT,
30 APPROVED UNANIMOUSLY. The meeting adjourned at 10:05 AM.

31
32 Respectfully submitted, Bryan Davis

Chittenden County Regional Planning Commission
Transportation Improvement Program (TIP) Amendment Policy
Updated ~~March 17, 2021~~ ~~September 2, 2011~~

I. TIP Amendment Schedule

Amendment Type	Definition/Process
Project cost \$600,000 or less	
Major Amendment Public Hearing	<ol style="list-style-type: none"> 1. Addition of a new project unless it is a new earmark, grant, or project not subject to CCRPC’s fiscal constraint limit. 2. Moving the construction phase of a project that is “ready to go” from the current year to an out year. 3. Cost increase resulting from a significant change in project scope.*
Minor Amendment Consent Agenda item for TAC and Board. Amendment must be available on CCRPC’s website 15 days before the board meeting.	<ol style="list-style-type: none"> 1. Change in project cost of more than 25 percent. 2. Addition of a new earmark, grant or project not subject to CCRPC’s fiscal constraint limit. 3. Adding funds to an illustrative project, or other project on the TIP without funding, if VTrans agrees to advance the project and if funds are available within CCRPC’s fiscal constraint limit. Funding limits will be based on the cost estimates listed in the TIP.
Administrative Amendment approved by CCRPC MPO/Assistant Director or Executive Director with subsequent Board notification and posting on CCRPC’s website.	Anything not detailed under Major or Minor including: <ol style="list-style-type: none"> 1. Change in project cost of 25 percent or less. 2. Designating use of regional line items. 3. Change in funding between phases with no change in overall project cost. 4. Moving a project from an out year, or the previous year, to the current year if funds are available within CCRPC’s fiscal constraint limit. 5. Adjustments to TIP projects to match grant or earmark award amounts. 6. Removing funds from projects that do not need the funds. <u>7. Typographical changes to the TIP or changes to clarify project details.</u> <u>8. Changes to a prior year TIP that match funding amounts in a current TIP that has been adopted by the CCRPC Board but has not yet been approved by FHWA.</u> <u>7-9. Project cost adjustment of 10% or less from the pre-bid cost estimate and the actual bid price.</u>
Project cost over \$600,000	
Major Amendment Public Hearing	<ol style="list-style-type: none"> 1. Change in project cost of more than 25 percent, unless not subject to CCRPC’s fiscal constraint limit. 2. Addition of a new project unless it is a new earmark, grant, or project not subject to CCRPC’s fiscal constraint limit. 3. Moving the construction phase of a project that is “ready to go” from the current year to an out year. 4. Cost increase resulting from a significant change in project scope.*

<p>Minor Amendment Consent Agenda item for TAC and Board. Amendment must be available on CCRPC's website 15 days before the board meeting.</p>	<p>Any condition not detailed under Major or Administrative, including:</p> <ol style="list-style-type: none"> 1. Change in project cost greater than 10 percent but not to exceed 25 percent, up to a maximum change of \$1,500,000. 2. Addition of a new earmark, grant or project not subject to CCRPC's fiscal constraint limit. 3. Adding funds to an illustrative project, or other project on the TIP without funding, if VTrans agrees to advance the project and if funds are available within CCRPC's fiscal constraint limit. Funding limits will be based on the cost estimates listed in the TIP. 4. Moving a project from an out year to the current year if funds are available within CCRPC's fiscal constraint limit without taking them from another project that is ready to use them. 5. Designating use of Regional line items.
<p>Administrative Amendment approved by CCRPC MPO/Assistant Director or Executive Director with subsequent Board notification and posting on CCRPC's website.</p>	<ol style="list-style-type: none"> 1. Change in project cost of 10 percent or less, up to a maximum change of \$300,000. 2. Change in funding between phases with no change in overall project cost. 3. Adjustments to TIP projects to match grant or earmark award amounts. 4. Moving funds from the previous year to the current year if funds are available within CCRPC's fiscal constraint limit. 5. Removing funds from projects that do not need the funds. <u>6. Typographical changes to the TIP or changes to clarify project details.</u> <u>7. Changes to a prior year TIP that match funding amounts in a current TIP that has been adopted by the CCRPC Board but has not yet been approved by FHWA.</u> <u>6.8. Project cost adjustment of 10% or less from the pre-bid cost estimate and the actual bid price.</u>
<p>Expedited TIP Amendment</p>	
	<ol style="list-style-type: none"> 1. From time--to--time conditions may arise when a funding opportunity becomes available to CCRPC that would be lost by following the time requirements to process TIP amendments, or an emergency arises requiring immediate expenditure of funds. 2. If such condition arises the CCRPC MPO/Assistant Director or Executive Director may approve TIP amendments in consultation with the Executive Committee. 3. In such cases the full Board and TAC will be notified of the amendment a minimum of 24 hours before the amendment is approved in order to provide comment to the MPO/Assistant Director or Executive Director. 4. Expedited TIP amendments may not take funds from ready to go projects. An informational item will be included on the agenda of the next TAC and Board meetings.

* The significance of a requested project scope change will be determined by the staff and Executive Director, in consultation with the affected municipality and/or agency

Notes:

The ~~MPO/Assistant Director or~~ Executive Director may designate an Administrative Amendment as a Minor or Major Amendment, or a Minor Amendment as a Major Amendment if additional review is desired.

For the purpose of the TIP, “project” is defined as a combination of all related individual TIP line items that, when grouped together under the CCRPC project number, make up an independent and stand-alone project.

Cost increases shall be evaluated cumulatively over the entire federal fiscal year.

II. Project Advancement Guidelines

Project advancement will adhere to the following guidelines:

1. If a specific project cannot meet its intended time schedule, the first option will be for another project in the same category to be substituted within the limits of fiscal constraint;
2. If a specific project cannot meet its intended time schedule, another project regardless of category, will be considered as a substitute (within the limits of fiscal constraint) provided it has been identified in the VTrans’ Capital Program and Project Development Plan; and
3. If there are no CCRPC projects ready for implementation, the TIP will be amended accordingly.

The CCRPC’s TIP fiscal constraint level may be adjusted during the fiscal year due to revisions to VTrans federal and state funding projections, CCRPC revisions to TIP project/program schedules and budgets, and/or other events. In the event of a mutually-agreed upward adjustment in the TIP fiscal constraint level for a particular fiscal year, the above project advancement guidelines will apply.



Chittenden County Regional Planning Commission

March 3, 2021

Agenda Item 6: Action Item

CCRPC Comments on Draft State Rail Plan

Background:

VTrans has released a draft of the [Vermont Rail Plan](#) for public input. The Plan provides a framework for maintaining and enhancing the State's freight and intercity passenger rail system. CCRPC staff has reviewed the Plan and has a few comments on priority policy areas and a few requested clarifications in other areas of the Plan.

Priority Area Comments:

- Page #47: Burlington Railyard Enterprise Project (REP) should be elevated to the first priority set since this project was added to the proposed State Capital Program for FY22. Additionally, the note on table 6.1 should be updated to reflect the status of the REP and correct the statement that this project is seeking grant funding.
- Page #47: The Passenger Rail Station Improvements should be broken out into individual projects given the differing timeframes and priorities. Essex Junction improvements should be within the first priority set.
- Page #48: Publicize existing voluntary efforts of railroads and encouraging "freight as a good neighbor" should be moved from the second to the first priority set.
- Page #49: The Burlington to Essex track improvements and connecting the *Ethan Allen Express* with the *Vermont* should be elevated to the second priority set. This connection is necessary to achieve the [State's Energy Plan](#) goal of quadrupling Vermont-based passenger rail trips to 400,000 annual trips.

Requested Clarifications:

-
- Page #1: Even though we understand why commuter rail is not addressed in the State Rail Plan but included in the Public Transit Plan, it will be helpful to briefly describe the reasons for this.
 - Page #21: More details are needed to explain Positive Train Control.
 - Page #32: it will be important to reference training first responders with regards to hazardous materials being moved by rail.
 - Page #34: For the performance measures listed here, are there associated target years related to those not being met?
 - Page #38: In table 6.1, connecting the *Ethan Allen Express* with the *Vermont* should be given an ID#. Rather than highlighting this as a complicated issue, it would be beneficial to detail how this would connect Vermont's eastern and western corridor intercity rail services that would help increase ridership.
 - Page #40: In table 6.1, the initiative to explore transit-oriented development (TOD) could use more details. What does municipal support look like? RPC's should be added to as an involved party in these discussions.
 - Page #50: The funding discussion could be more robust in terms of detailing opportunities to address the projected rail funding gap. There was a mention of innovative funding approaches in table 6.1, but no details were provided. It would be beneficial to reference the potential of public-private-partnerships.



CHITTENDEN COUNTY RPC

Communities Planning Together

CCRPC Staff

Recommendation:

TAC recommends that the Board approves the comments and transmits them to VTrans for consideration.

Staff contact:

Marshall Distel, 802-861-0122 mdistel@ccrpcvt.org