

# REGULAR MEETING AGENDA

Wednesday, May 19, 2021 - 6:00 p.m.



## Remote Access Meeting Only

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*When participating remotely, please wait until you are recognized by the Chair before you speak. For each agenda item, the Chair will make sure to ask if anyone participating remotely would like to speak.*

- a. Use the "chat" feature, raise your hand if on video, or ask the Chair to request to speak. To ensure everyone is heard, only one person should speak at a time.*
- b. When recognized by the Chair, introduce yourself each time.*
- c. Speak up so everyone in person and on the phone can hear clearly.*
- d. When participating remotely, take steps to avoid background noise, and make sure your microphone/phone is muted when you are not speaking.*

## CONSENT AGENDA –

C.1. TIP Amendment\*

## DELIBERATIVE AGENDA

1. Call to Order; Attendance; Changes to the Agenda (Action; 1 minute)
2. Public Comment Period on Items NOT on the Agenda (Discussion; 5 minutes)
3. Consent Agenda\* (MPO Action; 1 minute)
4. Minutes of April 21, 2021 Meeting\* (Action; 1 minute)
5. Draft VELCO Long Range Transmission Plan presentation (Discussion; 30 minutes)
6. FY22 UPWP and Budget\* (Action; 10 minutes)
  - a. Public Hearing
  - b. Action
7. VPSP2 - Equity Screen for Regionally Driven Transportation Projects\* (Discussion; 15 minutes)
8. Chair/Executive Director Report (Discussion; 5 minutes)
  - a. Equity Leadership Team
  - b. I-89 Update
  - c. CWSP Update – Rule and Start-up
  - d. Legislative Update
9. Committee/Liaison Activities & Reports\* (Information, 2 minutes)
  - a. [Executive/Finance Committee](#) (draft minutes May 5, 2021)\*
    - i. Act 250 Sec 248 letters
  - b. [CWAC Committee](#) (draft minutes May 4, 2021)\*
  - c. [MS-4 Sub-Committee](#) (draft minutes May 4, 2021)\*
  - d. [Transportation Advisory Committee](#) (draft minutes, May 4, 2021)\*
10. Future Agenda Topics (Discussion; 5 minutes)
11. Members' Items, Other Business (Information; 5 minutes)

*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 requested accommodations, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. \*21 or [evaughn@ccrpcvt.org](mailto:evaughn@ccrpcvt.org), no later than 3 business days prior to the meeting for which services are requested.*

## 12. Adjourn

The May 19, 2021 Chittenden County RPC streams LIVE on YouTube here:

[https://www.youtube.com/playlist?list=PLljLFn4BZd2O0l4hJU\\_nJ9q0l3PdQR0Pp](https://www.youtube.com/playlist?list=PLljLFn4BZd2O0l4hJU_nJ9q0l3PdQR0Pp), and will be available on the web, Sunday, May 23, 2021 at 1pm, here: <https://www.cctv.org/search/node/ccrpc>

Upcoming Meetings - Unless otherwise noted, all meetings are held at our offices:

- Transportation Advisory Committee – Tuesday, June 1, 2021, 9am
- Clean Water Advisory Committee - Tuesday, June 1, 2021, ~11am
- CWAC MS4 Subcommittee - Tuesday, June 1, 2021, ~12:30pm
- Executive Committee – Wednesday, June 2, 2021, 5:45pm
- CCRPC Annual Board Meeting - Wednesday, June 16, 2021 6:00pm

Tentative future Board agenda items:

June 16, 2021	Annual Meeting Warn Public Hearing for FY22-25 TIP VPSP2 FY23 Transportation Projects Draft VELCO Long Range Transmission Plan comments?
July 21, 2021	FY22-25 TIP Review Committee Members Telework trends and forecasts – CATMA? CEDS Update?
August	No Meeting
September 15, 2021 – Annual Celebration	Committee Member Appointments (including LRPC) Underhill Town Plan? VPSP2 Status? Equity Summit?
October 20, 2021	Board training prior to the Board meeting ECOS Plan Schedule Municipal Dues 2020 Census results?



## **Chittenden County Regional Planning Commission**

**May 19, 2021**

**Agenda Item C.1: Consent Item**

### **FY2021 TIP Amendments**

**Issues:** Make the following changes to the FY21 year of the TIP. These amendments will change both the FY2021-2024 TIP and the FY2020-FY2023 TIP because the FY2021 TIP has not yet been approved by FHWA.

#### **I-89 Culvert, Colchester (Project BR065, Amendment FY21-24)**

**Description of TIP Change:** Add \$205,245 in federal funds to rehabilitate a culvert on I-89 at north bound mile marker 97.45.

#### **Airport Drive Infiltration Project, South Burlington (Project OT048, Amendment FY21-25)**

**Description of TIP Change:** Add a new Municipal Highway and Stormwater Mitigation program award for a stormwater infiltration project in South Burlington. Add \$60,000 for preliminary engineering in FY21, \$8,000 for right-of-way in FY22, and \$320,000 for construction in FY23.

#### **VT2A Connector Path – Beaudry Lane to VSECU, Williston (Project BP112, Amendment FY21-26)**

**Description of TIP Change:** Add a new Transportation Alternatives award for a connector path along VT2A in Williston. Add \$46,512 for preliminary engineering in FY21.

#### **Spear Street Bike/Ped Connector – US Forest Service to Swift Street, South Burlington (Project BP113, Amendment FY21-27)**

**Description of TIP Change:** Add a new Transportation Alternatives award for a connector path along Spear Street in South Burlington. Add \$53,904 for preliminary engineering in FY21.

#### **Exit 16 Improvements, Colchester (Project HP102, Amendment FY21-28)**

**Description of TIP Change:** Remove \$4,794,000 in federal funds for construction in FY21 and add \$1,250,000 for preliminary engineering in FY21. The current project schedule does not anticipate that construction funds will be needed in FY21 (before September 30, 2021). Additional preliminary engineering funds are needed.

#### **Class I Concrete Pavement Repair, US7 and West Allen Street, Winooski (Project HP145, Amendment FY21-29)**

**Description of TIP Change:** The low bid for this project was \$1,297,953 and the project cost in the TIP is \$1,150,000 which is a 13% increase in project cost. Add \$222,362 in federal funds in FY22 for this project.

**Exit 17 Improvements, Colchester (Project BR050, Amendment FY21-30)**

**Description of TIP Change:** Advance \$600,000 in right-of-way funds from FY20 to FY21. The FY20 TIP had \$800,000 for right-of-way but only obligated \$100,000. An additional \$600,000 is needed.

**TAC/Staff Recommendation:** Recommend that the Board approve the proposed TIP Amendments

**For more information contact:** Christine Forde  
cforde@ccrpcvt.org or 846-4490 ext. \*13

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
REGULAR MEETING MINUTES  
DRAFT

DATE: Wednesday, April 21, 2021

TIME: 6:00 PM

PLACE: REMOTE ATTENDANCE VIA ZOOM MEETING VIDEO

PRESENT:	Bolton:	Sharon Murray	Buel's Gore:	Garret Mott
	Burlington:	Andy Montroll	Charlotte:	Jim Donovan
	Colchester:	Jacki Murphy	Essex:	Elaine Haney
	Essex:	Jeff Carr (Alternate)	Essex Junction:	Dan Kerin
	Hinesburg:	Michael Bissonette	Huntington:	Barbara Elliott
	Jericho:	Catherine McMains	Milton:	Tony Micklus
	Richmond:	Bard Hill	St. George:	Absent
	Shelburne:	John Zicconi	So. Burlington:	Chris Shaw
	Underhill:	Kurt Johnson	Westford:	Absent
	Williston:	Erik Wells	Winooski:	Michael O'Brien
	Cons/Env.:	Absent	VTrans:	Amy Bell
	Bus/Ind:	Absent	GMT :	Absent
	Agriculture:	Absent	Socio/Econ/Housing:	Justin Dextradeur

Others: Matthew Langham, VTrans

Meghan O'Rourke, CCTV

Dave Roberts, VTrans

Dan Dutcher, VEIC

Staff: Charlie Baker, Executive Director

Regina Mahony, Planning Prgm Mgr.

Eleni Churchill, Trans. Prgm Mgr.

Amy Irvin Witham, Business Office Mgr.

Marshall Distel, Trans. Planner

Melanie Needle, Senior Planner

Bryan Davis, Senior Trans. Planner

Christine Forde, Senior Trans. Planer

Forest Cohen, Senior Business Mgr.

1. Call to order; Attendance; Changes to the Agenda. The meeting was called to order at 6:00 PM by the Chair, Michael O'Brien.

Mike asked members to observe a moment of silence in remembrance of long time board member, Marty Illick, who recently and suddenly passed away in a boating accident.

Jim Donovan said Marty was an integral part of the Town of Charlotte. She had previously served the CCRPC as the representative, and currently, as the alternate. John Zicconi said Marty was a force of nature; she had a unique perspective and her never ending quest for knowledge was truly amazing. Members shared memories of Marty and discussed her many contributions to our communities. Charlie said the CCRPC will send a card to her family and donate to the Lewis Creek Association in Marty's name on behalf of the Board and staff.

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

3. Action on Consent Agenda, MPO Business.

The consent agenda included the following requested FY21 TIP Amendments:

- Rehabilitate/Replace Culverts on US-7, Charlotte-South Burlington, Project BR063, Amendment FY21-20. Add \$10,000 for Preliminary Engineering and \$500,000 for Construction in FY21 for culvert improvements. This project will be funded with 100% COVID Relief funds and is not subject to CCRPC's Fiscal Constraint limit.
- Rehabilitate/Replace Culverts on US-2, Richmond-Bolton, Project BR064, Amendment FY21-21. Add \$10,000 for Preliminary Engineering and \$500,000 for Construction in FY21 for culvert improvements. This project will be funded with 100% COVID Relief funds and is not subject to CCRPC's Fiscal Constraint limit.
- Railyard Enterprise Project, Burlington, Project HC015, Amendment FY21-22. Program \$80,000 in federal funds for Preliminary Engineering in FY21 and \$920,000 in federal funds for Preliminary Engineering in FY22. The TIP estimated \$960,000 in federal funds for Preliminary Engineering; this is a 4% increase in project cost which qualifies as a minor amendment.
- Champlain Parkway, Burlington, Project HC001A, Amendment FY21-23. Reduce the TIP amount in FY21 by \$80,000 and in FY22 by \$920,000 to accommodate the Railyard Enterprise Project listed above. \$4,713,003 remains in this project in FY21 and \$13,220,000 remains in FY22, which is adequate to accommodate anticipated project expenses.

JIM DONOVAN MADE A MOTION, SECONDED BY ELAINE HANEY, TO APPROVE THE CONSENT AGENDA ITEMS. THE MOTION CARRIED UNANIMOUSLY BY MPO MEMBERS.

4. Approve Minutes of the March 17, 2021 Board Meeting. ANDY MONTROLL MADE A MOTION, SECONDED BY JIM DONOVAN, TO APPROVE THE MARCH 17, 2021 BOARD MEETING MINUTES, WITH EDITS. MOTION CARRIED UNANIMOUSLY.
  - Edit pg 7 line 22: Update name from "Jeff" to "Matt" for Matt Dunn.
  - Edit pg 7 line 37: Insert the word "tax" for Gas Tax Revenue.
  - Edit pg 7 line 39: Replace the word "Officer" with the word "Board" in the Board Development Committee.
  - Edit pg 5 line 39: Add the phrase "In developing the final project rating" to the beginning of Jeff's question.
5. Review Draft FY22 UPWP and Budget

Charlie referred members to the Draft FY22 UPWP and Budget documents included with the packet. He reminded members the approval of the UPWP and Budget will be an action item at the May Board meeting. He explained the committee meetings went very well and thanked Catherine and members of the committee for the work that was accomplished. He noted how the availability of extra Federal Highway funds made the job a bit easier. Catherine agreed the overall process went very smoothly. She said staff did a great job in accommodating projects. Charlie explained with the additional funding, there are opportunities for more projects if the towns can provide the local match. He explained this is something to consider for the fall. Charlie asked members to let us know if their towns have any projects they want to propose. Mike said additional projects are also based on staff time availability, not only if local match funds are available. Charlie agreed and thanked him for the clarification.
6. Electric Vehicles Presentation, Dan Dutcher, VTrans and Dave Roberts, VEIC

Mike introduced Dan Dutcher, VTrans Senior Environmental Policy Manager and Dave Roberts, VEIC Drive Electric Vermont Coordinator. Dave and Dan shared their PowerPoint presentation, Electric

1 Vehicle Update with members. Dave explained “Drive Electric Vermont” is the public-private  
2 partnership established in 2012 by VEIC and the State of Vermont. This partnership is working to  
3 advance transportation electrification through quarterly stakeholder meetings, policy engagement,  
4 consumer education, outreach, and infrastructure development. Dave outlined the following  
5 reasons for people to consider buying an electric vehicle:  
6

- 7 • Reduce emissions
- 8 • Great performance
- 9 • Quiet
- 10 • Convenient charging at Home
- 11 • Savings
- 12

13 Dave explained there are many different vehicles coming out, including hybrids. He discussed costs,  
14 mileage range, and various models of popular electric vehicles. He said Tesla, Subaru and Mitsubishi  
15 all offer vehicles with AWD and roomier vehicle options to fit many requirements of people living in  
16 areas like Vermont with snow and variable road conditions. Dave said the cold weather does reduce  
17 the electric range between 20-50%, depending on the vehicle and conditions it is being operated in.  
18

19 The Drive Electric Vermont website, [www.driveelectricvt.com](http://www.driveelectricvt.com), offers a lot of information, including a  
20 great filtering tool. The filter allows users to choose and compare the mileage range, price, seating  
21 capacity, and incentives being offered on multiple vehicles available in Vermont. Dave stated, in  
22 addition to individual use EV’s we are also seeing transit buses, commercial vehicles, lawncare  
23 equipment, electric bicycles and CarShare using electrification. The website also offers a tool that  
24 explains and helps calculate many of the available incentives. The incentives are based on various  
25 factors, including income levels and tax filing status.  
26

27 Dave said there is a need to continue to work on increased speed and convenience in charging  
28 options. He reviewed and outlined the following EV charging equipment:  
29

- 30 • Level 1, 120V, yields 5 miles per hour charge
- 31 • Level 2, 240V, yields 10-20 miles per hour charge
- 32 • DC Fast Charging, 480V, yields 150-1000 miles per hour charge
- 33

34 Dave explained hiring an electrician to install the Level 2 option at home, would cost between \$300  
35 and \$500, and DC Fast Charging stations (public charge stations). Dave outlined the following  
36 challenges with Multifamily EV charging:  
37

- 38 • 23% of Vermont housing stock is multifamily, approximately 61K of 260K total housing units
- 39 • Renter willingness/ability to invest
- 40 • Dedicated parking vs. shared access
- 41 • Metering/usage fees
- 42 • Potential service upgrades required for existing structures
- 43 • Condo/HOA agreements
- 44

45 Dave concluded his portion of the presentation and introduced Dan to members. Dan said there is a  
46 lot happening in the transportation world. The reality seems to be that electric vehicles are the way  
47 of the future and there are plans to increase charging stations and EV supply equipment. Charging

1 infrastructure opportunities on the Federal level include an EV charging tax credit and new funding  
2 programs proposed in the Federal Infrastructure Bill. Infrastructure opportunities at the State level  
3 include building energy code requirements for new developments and, as a part of the Federal  
4 American Recovery Plan Act, there is a \$25 million dollar proposal to help cover charging stations.  
5 Dan outlined the following:

6  
7 Infrastructure Funding and EV's

- 8
- 9 • State
    - 10 - Several studies exploring fee options completed since 2012.
    - 11 - Many states have additional registration fees already in place, but VT has held off as
    - 12 EV's are less than 1% of current vehicle registrations.
    - 13 - VTrans has issued an RFP for a new study looking at milage-based road user charge
    - 14 options for EV owners. Plan to report back to Legislature on feasibility next year.
  - 15 • Federal
    - 16 - Discussion of mileage based fees for EV's and possibly other vehicle types, but no clear
    - 17 policy intent at present.

18 FY22 Draft Transportation Bill

- 19
- 20 • Incentives for new PEV's, \$3 Million
    - 21 - \$250k for Drive Electric Vermont support
  - 22 • MileageSmart used efficient vehicles (40 mpg+), \$600K
  - 23 • Replace Your Ride, \$1.5 Million
  - 24 • E-Bike incentives, \$50K
  - 25 • Utility EV Electric Rate Design, off-peak charging
  - 26 • Public Transit Electrification Plan

27 Dan explained this was a quick summary that outlines only a portion of what is going on. He added,  
28 it is inevitable there will be a push to electrify at a faster pace to meet many environmental goals  
29 that are in place.

30  
31 Bard thanked Dan and Dave for the great presentation. He thinks many consumers are unaware  
32 there are so many great incentives and wondered if there will be a push to raise awareness? Dave  
33 said Efficiency Vermont will be doing work on the transportation electrification which involves some  
34 funding specifically to help raise awareness. The hope is this will be approved in the next month.

35  
36 Dan Kerin thanked Dan and Dave for the presentation. He pointed out the current limitations and  
37 challenges associated with Electric Vehicles and any type of long-distance travel. Dave explained the  
38 Tesla is an example of a vehicle that can run a range of 300-400 miles on a charge, but you still need  
39 to stop every few hours. Unfortunately, long distance trips require more advanced planning. Dan  
40 Dutcher said the Biden administration is aware of this issue and the next generation of fast chargers  
41 are on the horizon. Once we have a network of 350KW chargers, it will significantly reduce the  
42 charge time.

43  
44 Tony Micklus asked what impact thousands of vehicles might have on the power grid? Dave said  
45 Vermont Electric Power Company (VELCO) has updated their plan for Electric Vehicles and energy  
46 use. They have found, for the short term, this is not a problem if off-peak charging is managed.  
47 There may be potential needs, but we are years from this being a problem. Garret asked, if the



1 Federal Gas Tax pays for so much of our maintenance, if a per mile fee is charged for Electric Vehicle  
2 use, why would not gas engines have a fee as well, and is Vermont looking into Hydrogen vehicles?  
3 Dave answered the state has not funded any Hydrogen infrastructure at this time. In terms of the  
4 roadway user fees, this would likely apply to all vehicles. Mike asked, if with increased EV use are  
5 there any projections of increased traffic volumes? Dave said, with a move to EV's there may be  
6 more driving since the cost of travel is lower, but this is not something there has been evidence of in  
7 the state. Jim asked about the roadway user fees and if VTrans is hiring a consultant, would there  
8 be public involvement? Dan and Dave both said yes, absolutely, as this would go through the  
9 legislature first. There will be an advisory committee set up and representatives from multiple  
10 regional planning commissions would be involved. John asked what considerations have been made  
11 in terms of Electric Vehicles, affordability, and socio economic challenges? He feels we may be  
12 creating challenges for lower income Vermonters, since the majority of people with limited means  
13 would not be able to afford a new vehicle, unfortunately, it seems the performance and mileage  
14 range for used EV's is lacking. Dave said this is being discussed. Also, battery technology for EV's is  
15 being improved at a rapid pace. There are various programs with incentives and rebates available,  
16 many of which are income based. Mike thanked Dan and Dave for their presentation.  
17

18 7. VPSP2 Initial Review of Potential FY23 Transportation Projects

19 Charlie reminded members this will be an action item at next month's Board Meeting. He explained  
20 this is the first opportunity we have had to take a different role and propose new projects be added  
21 to the Transportation Capital Program. Charlie introduced Christine and said she will review the list  
22 of short- and medium-term projects that were sent to VTrans to score.  
23

24 Christine referred members to the VPSP2 Memo and Qualifications sheet. She explained 29 projects  
25 were identified and screened by the TAC using a Qualification Sheet that provides a preliminary  
26 VPSP2 score. They came up with the following 12 projects to be forwarded to VTrans for scoring  
27 using the VPSP2 workbook. This list includes the four remaining CIRC Alternatives Phase III projects  
28 in the categories Roadway or Traffic & Safety that have not yet advanced. The projects are listed in  
29 order of Qualification Sheet score from high to low.  
30

- 31 • South Burlington, US2 Intersection and Roadway Improvements, Dorset to Garden
- 32 • South Burlington, US2 Intersection and Roadway Improvements, Garden to VT116
- 33 • Winooski, East Allen Street Improvements
- 34 • Burlington, Colchester Avenue/Riverside Avenue Intersection Improvements
- 35 • Burlington, Main Street Great Street, Battery to Union
- 36 • Williston, Exit-12 Stage 3: Diverging Diamond Interchange, CIRC ALT PHASE III
- 37 • Burlington, Colchester Avenue/Prospect Street Intersection Improvements
- 38 • Williston, Exit-12 Stage 2: New Grid Streets and VT2A Intersection, CIRC ALT PHASE III
- 39 • Essex Jct., Train Station Access and Circulation Improvements
- 40 • Williston, Mountain View Road Multimodal Improvements: Old Stage to VT2A, CIRC ALT
- 41 PHASE III
- 42 • Milton, US7/ Racine/ Legion/ Bartlett/ West Milton Road Improvements
- 43 • Essex, North Williston Road Hazard Mitigation, CIRC Alt Phase III
- 44

45 In addition, there are five Traffic & Safety projects already on the VTrans Asset Driven project list.  
46 These projects will also be scored by VTrans and CCRPC as part of the Asset Driven project track.  
47 The Asset Driven projects are:

- Shelburne, US7/Harbor Road Improvements
- Colchester, Roundabout at Bayside Park Intersection
- St George, VT2A/VT116 Intersection Safety Improvements
- South Burlington, VT116/Cheesefactory Road Intersection Safety Improvements
- Jericho, VT117/Skunk Hollow Road Intersection Safety Improvements

VPSP2 scores are developed cooperatively between VTrans and RPCs using a Workbook developed for this process. Christine said there are 8 criteria, and, of the 8, VTrans has responsibility for scoring 5 (safety, asset condition, economic access, resiliency, environment), and RPCs have responsibility for scoring 3 (connectivity, regional, and health access). We are also looking at how to incorporate equity. RPCs also have an opportunity to see and comment on VTrans scores. CCRPC will present the VPSP2 Workbook and VPSP2 project scores to the TAC in May. The first year of this pilot will consider projects in the categories of Roadway, Traffic and Safety, and Paving. The second year will consider bridge programs.

Christine reminded members they will see this list again next month; we are simply sharing it now in case anyone has any questions. This list does not include some projects that are in the Capital Program. Charlie said we wanted to make sure members saw the list and thanked VTrans for opening this process to us. Jim said he has some questions for Christine, and he will follow up with her later.

#### 8. TIP Amendment Policy Update, MPO Business

Christine referred members to the Memo and TIP Amendment Policy documents included with the packet. She explained she worked with Matthew Langham from VTrans with some of these updates. These are very minor changes, and the policy document includes the edits in red. The Transportation Improvement Program (TIP) Amendment Policy was last updated on September 2, 2011. The CCRPC staff have proposed minor changes to the policy and recommend approval from the Board. The changes included:

1. Remove references to MPO/Assistant Director because the position no longer exists.
2. New Administrative Amendment criteria:  
*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 the FHWA.* The reason for the proposed change is CCRPC typically adopts the TIP each year at the July Commission meeting. The effective date of the TIP is no earlier than October 1, however, VTrans must combine the TIP with the State Transportation Improvement Program (STIP) and receive approval of the document from FHWA. Between the time of the CCRPC and the FHWA approval, the second year of the old TIP remains in effect. TIP amendments may be required to change the second year of the old TIP to match the new TIP. Since the new TIP has already been approved, changes have already been reviewed by the Transportation Advisory Committee (TAC), the Commission and have been subject to a Public Hearing. Adding this criterion as an administrative amendment would streamline the process of funding amounts that were previously approved.
3. New Administrative Amendment criteria:  
*Project cost adjustment of 10% or less from the pre-bid cost estimate to the actual bid price.* The reason for the proposed change is that VTrans prepares a construction cost estimate before projects are advertised for bid and the TIP amount must match the construction cost

estimate. When a project is bid, the costs might be slightly different, which requires a TIP Amendment. VTrans analyzes all bids before award to determine if the cost is reasonable. The CCRPC staff is proposing the TIP change be considered administrative if the bid amount does not exceed 10% more than the pre-bid estimate.

BARBARA ELLIOTT MADE A MOTION, SECONDED BY CHRIS SHAW, TO APPROVE THE TIP AMENDMENT POLICY UPDATES. THE MOTION CARRIED UNANIMOUSLY BY MPO MEMBERS .

9. Equity Leadership Team, Member appointments

Mike explained the Equity Leadership Team has a meeting next Wednesday, April 28, from 9am to 11am and anyone is welcome to join. The committee appointments have been made and include himself, Justin Rabidoux, Elaine Haney, Jacki Murphy, and CCRPC Staff: Bryan Davis and Emma Vaughn. Charlie said the Equity Leadership Committee is not currently posted on the CCRPC website but will be very soon. Bard stated there were around 38 recommendations made by the State Equity and Inclusion workgroup. He said we need to contemplate ways to engage with and include more members of the BIPOC community to the various committees we have. Charlie agreed, and said part of our Equity Leadership work is to strengthen our relationships within the BIPOC community and that this committee should eventually include BIPOC members.

10. Charge to Board Development Committee for FY22 Nominations

Andy Montroll said the Board Development Committee met on April 7 and developed a slate of officers for FY22. The committee recommended the following slate of officers:

- Catherine McMains, Chair
- Chris Shaw, Vice-Chair
- John Zicconi, Secretary/Treasurer
- Jacki Murphy, At-large for Towns >5000
- Bard Hill, At-large for Towns <5000
- Mike O'Brien, Immediate Past Chair

Charlie reminded members the election of officers will be an action item at our Annual Meeting in June.

11. Chair/Executive Director Report

a) ECOS Annual Report

Charlie asked if everyone received the ECOS Annual Report that was recently e-mailed out by Emma Vaughn. Sharon Murray said it turned out great. Charlie gave kudos to Melanie Needle, Emma Vaughn, and Regina Mahony for their work.

b) I-89 Study Update

Charlie said there were mixed opinions at Monday's South Burlington City Council meeting. There has been a great deal of engagement from the South Burlington community, particularly around proposals for the interchanges 12B and 13. Charlie said we are looking into the possibility of keeping both 13 and 12B in the next stage of analysis. A public meeting will be held next Thursday, April 29 at 7:00PM. Information can be found on the Envision-89 website: <https://envision89.com>. Charlie explained the team is looking into more holistic bundles that include investments in Bike, Pedestrian, Transit, Park & Ride, etc. along with these interchanges. Jeff thanked Charlie for the update and cautioned we need to ensure we have full support from

the host community; he does not want to move forward with plans if a community is not on board. Jim thanked Charlie for the update and said he would like more information on the discussions from the recent I-89 Board Workshop. Jim will reach out to Charlie and Eleni.

c) Legislative Update

Charlie said he is less optimistic about the Project Based Tax Incremental Funding (TIF) bill, as this may not move forward, which would likely affect some of our towns. There have been Act 250 conversations happening, however, it is unlikely it will be acted on this year, it will probably be pushed into 2022. There is a Bylaw Modernization bill, to create an incentive for towns to update bylaws and create affordable housing. The Clean Water Funding has become a topic recently, the House suggested to stop the dedicated funding source through Rooms and Meals tax. This will be debated over the next few weeks, but Charlie hopes the 6% of Rooms and Meals tax will remain and not be removed.

Jim asked if any response has been received on the Draft Rail Comments yet. Charlie said VTrans thanked us and acknowledged receipt, but he was not sure if there was any response. Eleni said we have not received a response yet. Jim is hoping we track this and continue to monitor any progress on the State Rail Plan.

12. Committee/Liaison Activities & Reports. Mike noted that minutes for our committees were included as links as well as documents within the packet (Executive/Finance Committee, TAC, PAC, MS4 Sub-Committee and CWAC).

13. Future Agenda Topics. Charlie said we will adopt the FY22 UPWP and Budget in May. We will discuss Transportation Priorities and possibly telework trends. This will also be discussed at the Executive Committee meeting.

14. Members' Items, Other business. There were none.

15. Adjournment. GARRET MOTT MADE A MOTION, SECONDED BY JIM DONOVAN, TO ADJOURN THE CCRPC APRIL BOARD MEETING AT 7:52 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Amy Irvin Witham



**CCRPC Board**

**May 19, 2021**

**Agenda Item 7: Discussion Item**

**VTrans Project Selection and Prioritization System (VPSP2): Transportation Equity Screen for Regionally Driven Projects**

**Background:** At the April Board meeting, CCRPC staff presented the scoring of 17 Roadway and Traffic & Safety regionally driven projects that the TAC selected to send to VTrans to calculate their Transportation Value. The expectation was that VTrans would provide their scoring by the May TAC and Executive Committee meetings for members to review and then select the final list of projects to recommend to the CCRPC Board to send to VTrans for consideration in their capital program. Unfortunately, VTrans was not able to provide their scores by the May TAC and Executive Committee meetings.

Please note that this is year 1 of the pilot VPSP2 process that focuses only on Roadway, Traffic and Safety, and Paving projects. Year two of the pilot will consider bridge projects. This current project list is based on two of the five ways in which projects can be added to the VTrans Transportation Capital Program: Asset Driven (based on VTrans asset management systems), and Regionally Driven (based on CCRPC recommendations).

Transportation equity is not currently part of the VPSP2 criteria, but it is necessary to ensure public funds are being allocated to projects that minimize burdens and maximize benefits, particularly to traditionally underserved populations. To begin to address equity, CCRPC staff engaged in a process to qualitatively evaluate the equity impact of each of the 17 selected projects on people living around the project area or access the transportation facility for employment. **The general outline of the Equity Screening Process is described below, followed by the equity screen and VPSP2 scores.**

We (CCRPC staff) acknowledge there is much room for improvement in this process and offer this as a starting point to developing a transportation equity screen. We also acknowledge that applying this tool at this stage of the VPSP2 process is too late, but this provides a first chance at doing better at evaluating projects through an equity lens. In the coming months and years this type of screening will be central to CCRPC functions including the annual UPWP solicitation, individual project planning/scoping/etc., the Metropolitan Transportation Plan, project prioritization through VPSP2, and more.

We have asked for assistance in this current transportation equity screen from Mark Hughes of Racial Justice Alliance and the Transportation Equity Coalition assembled by Old Spokes Home. We will re-screen the projects using feedback from these partners before presenting the VPSP2 project recommendation to the TAC, Executive Committee and the CCRPC Board in June.

**CCRPC – VPSP2 Initial Equity Screening Process:**

- Reviewed project planning reports to understand:
  - Existing conditions such as traffic volumes, crash history, walk/bike facilities, transit service, destinations such as education, healthcare, civic centers, employment centers, natural areas, etc.

- Recommended changes such as roadway redesign, intersection/signal changes, walk/bike facilities, streetscape changes, etc.
- Used the [ECOS Map viewer](#) to understand some of the populations living in and near the project area. The data included:
  - Race (currently categorized as % non-white; there is a need for disaggregated data)
  - % of population linguistically isolated
  - % of population with income below Federal poverty level
  - Subsidized housing as well as type of housing (single, multifamily, group quarters, mobile home)
  - Opportunity index which includes data on poverty rate, school proficiency, homeownership rate, unemployment, and job access.
- Considered our personal knowledge and experience of the project area, facilities, outreach during the scoping study, etc.

Using that information, we then applied an impact-benefits based approach to assign a general equity “rating.” We considered the following project aspects, used by the New Jersey Transportation Planning Authority as described in this [Transportation Equity Project Prioritization Criteria paper](#) by Augustina Krupp:

- Higher positive ranking: Address safety problems, results in reduced noise, air or pollutant impacts, mitigates community cohesion or other social impacts; mitigates cumulative impacts, or improves accessibility to employment, education, healthcare, and other essential services for Environmental Justice (EJ) communities
- Medium positive ranking: Add/improve vehicle, bicycle, transit, or pedestrian connectivity within EJ communities
- Lower ranking: Repair roadways or bridges, or streetscapes unless project would result in permanent negative impacts to traffic conditions in the neighborhood (e.g., by bringing in more vehicle traffic) or would involve significant right-of-way acquisition in EJ communities

We deemed some projects “neutral” if they didn’t seem to have a positive or negative impact on EJ communities. We didn’t rate any projects as negative using this approach.

We appreciate the Board’s feedback on the Equity Screening Process we used and ways we can improve it. We would also like to know: 1) Do these project equity ratings look right? 2) How would these ratings influence the final project scores and ranking? Should we add points based on the screen (e.g., 20 points for high impact, 10 points for medium, and 5 for low? Other suggestions?

Once we receive the Transportation Value scores from VTrans, staff will apply the updated equity screen to the regionally driven projects, as directed by the TAC and Executive Committee, and present again at the June 16<sup>th</sup> Board meeting.

**For more information contact:** Christine Forde, [cforde@ccrpcvt.org](mailto:cforde@ccrpcvt.org)  
Bryan Davis, [bdavis@ccrpcvt.org](mailto:bdavis@ccrpcvt.org)

**Next Page:** VPSP2 Scoring and Transportation Equity Screen for All Potential Chittenden County Regionally Driven Projects

CCRPC Proposed Regionally Driven and Asset Driven (VTrans) Potential Project List -- Roadway and Traffic & Safety Programs (includes paving projects)											
April 19, 2021											
Project	VPSP2 Score*	DRAFT Equity Screen^	Safety Max Points = 20	Asset Condition Max Points = 20	Mobility Max Points =5	Connectivity Max Points = 10	Economic Access Max Points = 15	Resiliency Max Points = 10	Environment Max Points = 10	Community Max Points = 10	Health Access Max Points = 5
South Burlington - US2 Intersection and Roadway Improvements - Dorset Street to Garden Street	98	Medium	20	20	5	10	13	5	10	10	5
South Burlington - US2 Intersection and Roadway Improvements - Garden Street to VT116	98	Medium	20	20	5	10	13	5	10	10	5
Winooski - East Allen Street Improvements	98	High	20	20	5	10	13	5	10	10	5
Shelburne - US7/Harbor Road Improvements - ON ASSET DRIVEN LIST	96	Medium	20	20	5	10	11	5	10	10	5
Burlington - Colchester Avenue/Riverside Avenue Intersection Improvements	90	High	20	18	5	8	9	6	9	10	5
Burlington - Main Street Great Street - Battery to Union	84	High	20	12	5	10	12	3	7	10	5
Williston - Exit 12 Stage 3 - Diverging Diamond Interchange - CIRC ALT PHASE III	82	Medium	20	14	5	10	13	4	5	6	5
Burlington - Colchester Avenue/Prospect Street Intersection Improvements	80	Medium	20	10	5	9	11	5	5	10	5
Colchester - Roundabout at Bayside Park Intersection - ON ASSET DRIVEN LIST	77	Medium	20	10	5	5	8	5	9	10	5
Williston - Exit 12 Stage 2 - New Grid Streets and VT2A Intersection - CIRC ALT PHASE III	69	Low	20	0	5	8	13	0	10	8	5
Essex Jct. Train Station Access and Circulation Improvements	67	Medium	10	14	5	10	8	0	10	10	0
St George - VT2A/VT116 Intersection -- ON ASSET DRIVEN LIST	65	High	20	18	0	5	5	3	7	4	3
Williston - Mountain View Road Multimodal Improvements: Old Stage Road to VT2A - CIRC ALT PHASE III	57	Low	20	2	0	6	4	4	10	8	3
South Burlington - VT116/Cheesefactory Road ON ASSET DRIVEN LIST	55	Neutral	20	12	0	3	4	4	7	2	3
Jericho - VT117/Skunk Hollow Road Improvements - ON ASSET DRIVEN LIST	55	Neutral	20	6	0	4	4	6	9	6	0
Milton - US7/ Racine/ Legion/ Bartlett/ West Milton Road Improvements	55	High	10	12	0	8	8	4	2	8	3
Essex - North Williston Road Hazard Mitigation - CIRC Alt Phase III	47	Low	10	14	0	2	4	4	7	6	0
*VPSP2 score is based on safety, asset condition, mobility, connectivity, economic access, resiliency, environment, community, health access											
View this worksheet for more detailed scoring information: <a href="https://www.ccrpcvt.org/wp-content/uploads/2021/04/VPSP2QualificationSheetAllProjects.pdf">https://www.ccrpcvt.org/wp-content/uploads/2021/04/VPSP2QualificationSheetAllProjects.pdf</a>											
^ Equity screen is based on information about the populations that live within the project area, populations that would use and benefit from the facility, the types and potential impacts of project improvements											

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
JOINT EXECUTIVE & FINANCE COMMITTEE MEETING MINUTES  
DRAFT

DATE: Wednesday May 5, 2021

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM Meeting

PRESENT:	Mike O'Brien, Chair	Catherine McMains, Vice Chair
	Bard Hill, At Large <5000	Jeff Carr, Finance
	Andy Montroll, Immediate Past Chair	Chris Shaw, At Large >5000 (6:05 PM)

STAFF:	Charlie Baker, Executive Director	Regina Mahony, Planning Mgr.
	Eleni Churchill, Transportation Program Mgr.	Forest Cohen, Senior Business Mgr.
	Bryan Davis, Senior Planner	Amy Irvin Witham, Business Office Mgr.
	Emma Vaughn, Communications Mgr.	

ABSENT: John Zicconi, Treasurer

1. Call to Order, Attendance. The meeting was called to order at 5:48 PM by the Chair, Mike O'Brien.
2. Changes to the Agenda, Members' Items. Mike stated there is one change to the agenda, item 12, there is no Executive Session this evening.

Jeff Carr asked, since vaccination rates are increasing, will we continue holding remote meetings or are we considering a return to in-person meetings? Charlie stated he and Mike recently discussed this. We will continue to refer to the guidance, however, we may begin holding hybrid meetings in September. Mike suggested we add this topic to the June Executive Committee agenda. Charlie said we will also include the topic on the July Board agenda. Jeff and members agreed.

3. Approval of the April 7, 2021 Joint Executive & Finance Committee Meeting Minutes  
ANDY MONTROLL MADE A MOTION, SECONDED BY JEFF CARR, TO APPROVE THE APRIL 7, 2021 JOINT EXECUTIVE & FINANCE COMMITTEE MEETING MINUTES, WITH EDITS. MOTION CARRIED UNANIMOUSLY.

- Edit: Page 4, line 42, remove the second "e" from EV's.
- Edit: Page 2, line 13, add the word 'increase' in front of the percentages.
- Edit: Page 4, line 24, add the word 'zoning' in front of Bylaws.
- Edit: Page 4, line 37, add the word 'appointments' after Equity Leadership Team.

Per the Chair, Mike O'Brien, the meeting will move into the financial portion.

4. Quarterly Financials  
Forest referred members to the quarterly financial documents distributed to members via e-mail, prior to the meeting.

- a. Journal Entries: July 2020 - March 2021  
JEFF CARR MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO APPROVE THE QUARTERLY JOURNAL ENTRIES. MOTION CARRIED UNANIMOUSLY



- 1 b. Balance Sheet/Statement of Revenues and Expenses Forest reviewed the following items with  
2 members:

3  
4 Balance Sheet

- 5 • Cash in checking at \$80,515 (operating)
- 6 • Cash in money market at \$254,053 (reserve)
- 7 • Current assets over liabilities, \$661,361
- 8 • Deferred Income Communities – Match, \$109,470

9  
10 Statement of Revenues and Expenses

- 11 • FY21 Year to Date Surplus/Deficit (unaudited): \$8332
- 12 • Operations Revenue as a % of Budget at 75% of the Budget year: 72.1%
- 13 • Operations Expense as a % of Budget at 75% of the Budget year: 71.8%

14  
15 Jeff asked Forest if there was concern about having only \$80,515 in the checking account?  
16 Forest explained, although this amount is slightly lower than we like to see, it is not concerning  
17 based on the overall financial picture.

18  
19 Jeff asked what the outlook for the ACCD Grant is? Charlie explained we are going to receive  
20 approximately \$7000 less from the basic formula grant because Windham County has received  
21 larger amounts in property transfer tax, and our share went down. Also, the Agency of  
22 Commerce and Community Development shows us having a decline in population and that  
23 numbers factor into the formula. We are, however, slated to receive an additional \$75K in  
24 funds per the State Legislature, which more than makes up for the decrease in the formula  
25 grant.

- 26  
27 c. Cash Balances

28 Forest outlined the following to members:

- 29 • Revenue: We are in position to finish the fiscal year with a modest surplus of revenues  
30 over expenses. Typically, the last quarter of the fiscal year is our largest revenue  
31 generator. To reduce over-collection, we requested and received a lowered indirect  
32 rate reimbursement for January through June. We are hoping we can reduce a potential  
33 future penalty and reduce the amount of the 'swing' that changes in our indirect rate  
34 have on our budget. The reduction in reimbursement, combined with a reduced  
35 balance of excess dues to be distributed at the end of the year, (because we need funds  
36 to match relatively expensive regional projects), will likely contribute to a less dramatic  
37 increase in revenue generation during the last quarter.
- 38 • Expense: Expenses associated with in-person meetings and travel (Conferences,  
39 Program Workshops and Mileage) have tracked very low due changes in work patterns  
40 with the COVID pandemic. In contrast, the EV (Electric Vehicle) line is tracking higher  
41 because there is less usage expense offset occurring. Office cleaning costs also  
42 increased due to the established COVID protocols.
- 43 • Cash Flow: The cash flow picture is comparable to the overall financial situation. The  
44 cash flow is adequate for operations. We transferred \$80,000 from the operating  
45 account into the reserve account since the beginning of the fiscal year. Along with  
46 December, March is often another low point for cash, and this is true again. However,

we rebounded nicely through April and into May. The balances are within an acceptable range and are projected to remain this way.

5. DRAFT FY2022 UPWP and Budget Recommendation

Charlie referred members to the Draft FY22 UPWP and Budget document included with the packet. He said a new task was added that the UPWP committee did not have a chance to review on line 159, task number 8.1.3, Transportation Equity Framework. Charlie said there are \$50,000 in PL funds budgeted for this, and he is working with Michele Boomhower from VTrans. The work includes an analysis of how equity is addressed in the State's existing transportation project decision-making process and to make recommendations to the legislature by January 15, 2022. Charlie recommends this, in addition to what the TAC and UPWP committee are recommending.

Charlie explained the yellow shading denotes pending projects and many of these are shaded yellow simply because we do not yet know the actual budgeted amounts. For instance, the Clean Water Service Provider work will begin soon, but we do not know the actual budget amount.

Charlie said the overall budget ends showing a negative \$35,000, however, we have stopped the \$100K swings that were occurring due to indirect rate changes. We are trying to be conservative in the budgeting and hope to get closer to a balanced budget over the course of the year. Charlie does not feel this is necessarily bad, it is simply what is currently projected. The upcoming year will also bring funding changes related to the American Rescue Plan Act and, potentially, an Infrastructure bill.

Chris Shaw asked about the budget line 45, DIBG (Design Implementation Block Grant). Charlie explained these are separate from the Clean Water Service Provider task in line 41 and it should perhaps be shaded yellow because he is unsure of the exact budget. Forest stated some of the DIBG's are currently under contract, so we do know some of these will go through.

Jeff asked why there are so many pending projects as denoted by so many yellow lines? He said this number seems excessive. Charlie explained some of the yellow lines are set because staff wanted to highlight items they need to revisit. Regina and Eleni indicated there is not an excessive number of pending projects highlighted with yellow, but there is a greenish shade which denotes new transportation projects that looks very close to a yellow on the screen. Jeff agreed that he included the greenish shade with the yellow. Staff agreed to change the yellow and possibly green shading in the UPWP document.

ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS SHAW, THAT THE EXECUTIVE COMMITTEE RECOMMEND THE DRAFT FY22 UPWP AND BUDGET TO THE BOARD FOR APPROVAL. MOTION CARRIED UNANIMOUSLY.

With the financial portion of the meeting being over, Jeff Carr excused himself at 6:23 PM.

6. Act 250 & Section 248 Applications There were none, however, Regina said members will soon receive e-mail correspondence with an application pertaining to an upgrade to the wastewater treatment plant in Hinesburg. Although she is aware of this project, she has not seen any of the details yet.

7. VPSP2-Equity Screening for Proposed Regional Projects

Charlie referred members to the VTrans Project Selection and Prioritization System, Transportation Equity Screen for Regionally Driven Projects memo included with the packet. He said we have been talking about the VPSP2 project selection and prioritization process at our last few meetings, and with this, we should also start to work on how to address equity in this process. Charlie explained we asked for assistance in this initial round of equity evaluation from Mark Hughes, of the Racial Justice Alliance, and also from the Transportation Equity Coalition assembled by Old Spokes Home. We were hoping that VTrans would provide their scoring by the May TAC and May Executive Committee meetings for members to review and then select the final list of projects to recommend to the CCRPC Board to send to VTrans for consideration in their capital program. However, there is more work to be done than anticipated so we expect to get the VTrans before the June meetings. Once we receive the Transportation Value scores from VTrans, CCRPC staff will apply the updated equity screen to the regionally driven projects, as directed by the TAC and Executive Committee, to present at the June meeting. Charlie reminded everyone this is a rough draft in the very early stages of development. He explained certain aspects of the draft could shift once we receive the scoring back from VTrans.

Charlie introduced Bryan Davis. Bryan addressed members and said Christine Forde has been an integral part of this process for the past two years. She is very familiar with the scoring and the assignment of points to certain processes. He explained what is missing is scoring /ranking/rating of how well the process addresses equity. We want to develop and employ a functional Equity Screening process, and we are seeking help from outside consultants to help set this up. We hope this will become the framework that VTrans, other RPC's, and our towns will find useful.

The first round of research focused on what other organizations are doing and reviewed project planning reports to develop understanding:

- Existing conditions such as traffic volumes, crash history, walk/bike facilities, transit service, destinations such as education, healthcare, civic centers, employment centers, natural areas, etc.,
- Recommended changes such as roadway redesign, intersection/signal changes, walk/bike facilities, streetscape changes, etc.

We utilized the ECOS Map viewer to understand some of the populations living in and near the project area. The data included:

- Race (currently categorized as % non-white; there is a need for disaggregated data)
- % of population linguistically isolated
- % of population with income below Federal poverty level
- Subsidized housing as well as type of housing (single, multifamily, group quarters, mobile home)
- Opportunity index, which includes data on poverty rate, school proficiency, homeownership rate, unemployment, and job access.

We considered our personal knowledge and experience of the project area, facilities, outreach during the scoping study, etc.

With this information, we applied an impacts-benefit based approach to assign a general equity “rating” as used by the NJ Transportation Planning Authority, and described in the [Transportation Equity Project Prioritization Criteria paper](#) by Augustina Krupp

- Higher positive ranking: Address safety problems, results in reduced noise, air or pollutant impacts, mitigates community cohesion or other social impacts; mitigates cumulative impacts, or improves accessibility to employment, education, healthcare, and other essential services for Environmental Justice (EJ) communities.
- Medium positive ranking: Add/improve vehicle, bicycle, transit, or pedestrian connectivity within EJ communities.
- Lower ranking: Repair roadways or bridges, or streetscapes unless project would result in permanent negative impacts to traffic conditions in the neighborhood (e.g., by bringing in more vehicle traffic) or would involve significant right-of-way acquisition in EJ communities.

Also, some projects would be considered “neutral” if they do not appear to have a positive or negative impact on EJ communities. We did not rate any projects as negative using this approach.

Bryan reminded everyone this is simply a starting point. We are very open to feedback and would appreciate hearing members thoughts on various ways we can improve. Member discussion on the scoring ensued.

Mike said he thinks this is a great idea, however, it seems we need to wait for VTrans to weigh in on it. Charlie, Eleni and Bryan said yes. Charlie said this is truly a first attempt and we are not sure how it will end up. Mike said in terms of the scores, rather than a number score, he prefers a High, Medium, Low, or Neutral ranking. Members discussed various ways to measure, score and rank. Bryan said some organizations have faced challenges in sorting out the weight of scores; but it is clear from the research that the scores need to be meaningful in order to have a real effect. Charlie stated that there are more discussions to be had, this is in the infancy stage of development and we will look for feedback from members. Mike thanked Bryan and Charlie.

#### 8. Equity Leadership Team Update

Emma Vaughn provided a quick update on the recent Equity Leadership Team meeting. She said the purpose of the meeting was to get to know one another better. The team discussed shared experiences and roles. The next step in the work plan will be an equity assessment. The group will work on drafting a survey to distribute to area community leaders. The goal is to complete an assessment of how the CCRPC is doing with equity and to identify the areas of improvement. Mike thanked Emma and mentioned he felt discomfort in some parts of the meeting. Bryan said, yes; this is good because if it is uncomfortable, then we are doing it right.

#### 9. Chair/Executive Director Report

Charlie said he wanted to provide an update on the I-89 Study, since there was a recent meeting held last Thursday in South Burlington. He said there were about 120 people in attendance and approximately 25 people spoke at the meeting. There were also about 70 questions submitted in the “Q&A”. There will likely be continued media attention on this. Much of the feedback was in relation to how well we are addressing the climate emergency and concerns with the potential interchange investments. Charlie explained that he and Eleni are looking for feedback from members because he wants to address the perception that the CCRPC is somehow against addressing climate change, however, we are completely committed to addressing climate change as

1 evidenced by our energy planning and want to reduce any negative effects transportation projects  
2 may have. Specifically, Charlie asked the Committee members if they have any reactions to him  
3 taking a stronger position to make it clear to the public that we will prioritizing all non-auto user  
4 improvements first, and as a last resort, investing in interstate interchange upgrades if needed.  
5

6 Charlie asked Chris Shaw if he had any thoughts after all the meetings in South Burlington. Chris  
7 said the feedback process can be overwhelming in this type of setting. Chris checked in with South  
8 Burlington City Councilors to confirm their desire is to keep both exits 12B and 13, in addition to exit  
9 14, as viable options. Those exits would help alleviate congestion at exit 14. He acknowledged the  
10 CCRPC is not tied to any specific outcome and that CCRPC would like to receive clear direction from  
11 the South Burlington community. The City Council needs more time to decide on their preferred  
12 direction based on additional input from the community.  
13

14 Mike stated traffic congestion is a key issue and, in the past, congestion has been tied to emissions.  
15 However, he feels moving toward more or exclusively electric vehicles does not really change the  
16 congestion problem. Charlie said these are long range questions; we'll need to focus more on what  
17 we can do to increase the use of other modes of transportation and decrease traffic. Member  
18 discussion ensued. Charlie stated, much of this analysis was done pre-pandemic, and there has  
19 been a reduction in traffic volumes during peak hours. Bard said he noticed there is less traffic. He  
20 also said there are different ways to approach the discussion and offered up an approach to fielding  
21 questions, instead of using the word 'but' replace it with "and" whenever answering questions.  
22

#### 23 Legislative Update

24 Charlie explained the Rental Registry Bill is moving forward. This would take some responsibilities  
25 away from Town Health Officers and shift this work of a statewide inspection system to the Division  
26 of Fire Safety. The Project Based Tax Incremental Funding (TIF) bill will not move forward with that  
27 part of the bill, but will help in clarifying TIF requirements for the existing TIF districts. The Bylaw  
28 Modernization bill, to create an incentive for towns to update bylaws to create more affordable  
29 housing, is moving forward. There will be funding to help towns update their bylaws. The House  
30 Natural Resources Committee is taking up Act 250 Amendments and although conversations  
31 continue, it is unlikely to be acted on this year.  
32

#### 33 10. Draft CCRPC Board Meeting Agenda.

34 Charlie reviewed the May Board agenda with members. The FY22-UPWP & Budget Public Hearing is  
35 an action item. If we receive the VPSP2 FY23 Transportation scoring from VTrans we will include  
36 this, however, we may wait until the June meeting for any formal action. If VTrans needs this in  
37 early June, we could ask the Executive Committee to make the recommendation. Since we have had  
38 many discussions about an electrified future, we will invite a representative from VELCO to attend  
39 the May Board meeting to share information about the electric grid and capacity.  
40

#### 41 11. Other Business: We need to warn the Public Hearing on the TIP at our annual meeting in June. Also, 42 July will bring in new officers. Charlie said we can talk more about updating our COVID policies at 43 the June Executive Committee meeting. 44

#### 45 12. Executive Session: There was none. 46

#### 47 13. Adjournment: ANDY MONTROLL MADE A MOTION, SECONDED BY BARD HILL TO ADJOURN THE 48 MEETING AT 7:10 PM. MOTION CARRIED UNANIMOUSLY.

- 1
- 2 Respectfully submitted,
- 3 Amy Irvin Witham

DRAFT

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
CLEAN WATER ADVISORY COMMITTEE – **DRAFT** MINUTES

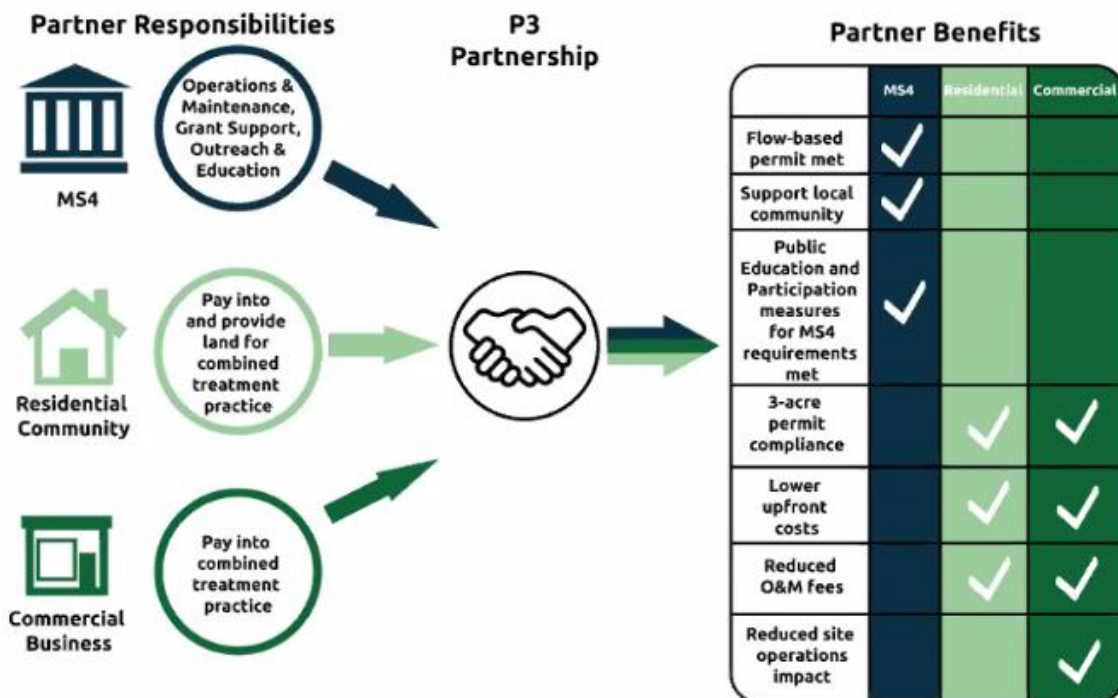
DATE: **Tuesday, May 4, 2021**  
SCHEDULED TIME: 11 a.m. to 12:15 p.m.  
PLACE: ONLINE  
DOCUMENTS: Minutes, documents, and presentations discussed accessible at:  
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Bolton: Joss Besse	Hinesburg: Merrily Lovell, arr. 11:45	St. George:
Buels Gore:	Huntington: Darlene Palola	Underhill:
Burlington: James Sherrard	Jericho: Adam Magee	Westford:
Charlotte:	Milton: Kirsten Jensen	Williston: Christine Dougherty
Colchester: Karen Adams	Richmond: Ravi Venkataraman	Winooski: Ryan Lambert
Essex: Annie Costandi, Co-Chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo	South Burlington: David Wheeler	VANR:
Burlington Airport: Catie Calabrese (EIV)	University of VT: Lani Ravin	CCRPC Board: Don Meals, co-chair
Friends of the Winooski River:	Lewis Creek Assoc: Andrea Morgante	Winooski NRCD:
<b>Other Attendees:</b> DEC: Karen Bates <b>VTrans:</b> Tanya Miller; Emily Parkany <b>UVM:</b> Beverley Wemple <b>Other:</b> Andres Torrizo, WCA; Emily Porter-Goff, BLUE (R) Salix Solutions; Amy Macrelis, Stone Environmental		
<b>CCRPC Staff:</b> Dan Albrecht, Chris Dubin, Sai Sarepalli, Regina Mahony, Charlie Baker		

- 1. Call to Order.** With the consent of the co-chairs, it was agreed to have Dan Albrecht run the meeting since it was all online. The meeting was called to order by Dan Albrecht at 11:03 a.m.
- 2. Changes to the Agenda and public comments on items not on the agenda** No changes.
- 3. Review and action on draft minutes of March 3, 2021** After a brief recap by Dan Albrecht, *Karen Adams made a motion, seconded by Chelsea Mandigo to approve the minutes as drafted with a correction to fix Line 40, pg. 2 change “od” to “of”. MOTION PASSED with no abstentions.*
- 4. Recruitment of one CWAC member to review Water Quality firms responding to CCRPC RFQ**  
Annie Costandi volunteered to help CCRPC review the proposals for the pre-qualified consultants.
- 5. Public-Private Partnerships to meet DEC Permit 3-9050 (aka 3-acre): Andres Torizzo, WCA**  
Using an ArcGis story map at: <https://arcg.is/1KjK9P0>, Andres Torizzo described that he has been working on a grant to pilot a couple of projects to meet and exceed the new 3-acre permit – particularly as public-private partnerships. Andres explained how they evaluated and choose the sites: mix of urban and rural communities; red flag screening (wetlands, Act 250 permit, etc). After site ranking, and landowner outreach they landed on 10 sites. Andres provided the benefits associated with three different sites.  
  
Pomerleau (Price Chopper Plaza) and Champlain Housing Trust sites next to each other in Burlington on Shelburne Road and South Meadow Drive, respectively.

## Forming a Public-Private Partnership (P3)

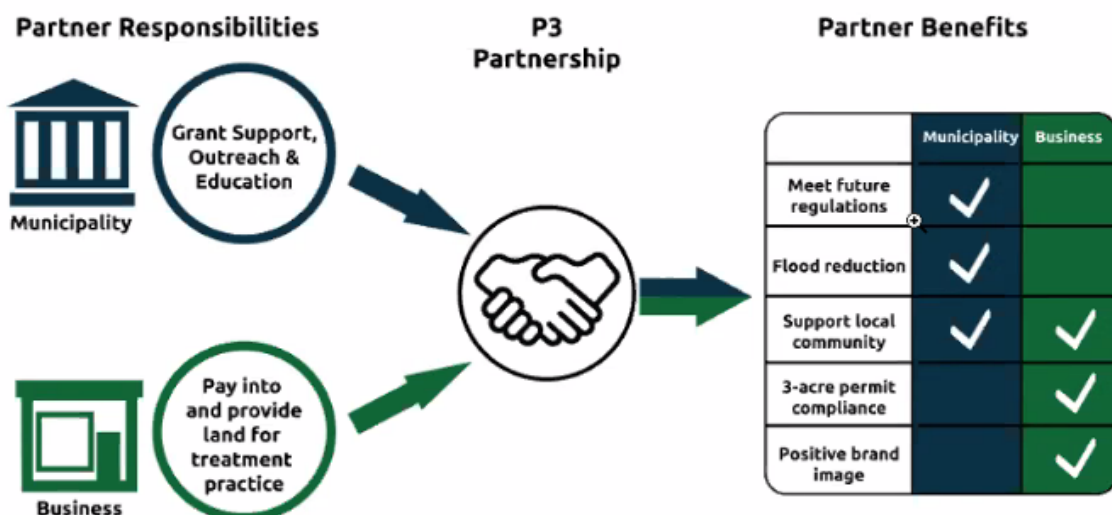
### Scenario 1: Multiple Private Landowners and MS4



Richmond and 1 private landowner – former Saputo cheese plant site. The Town owns the road so they are a co-applicant.

## Forming a Public-Private Partnership (P3)

### Scenario 2: Single Landowner and Municipality





## Barre example of municipality and residential homeowners association



### Project Takeaways:

- Public-private partnerships can help private landowners meet permit requirements while helping municipalities meet additional water quality, permitting, or other community goals.
- While this project is focused on compliance with the Vermont 3-acre permit, these types of partnerships can be leveraged to meet other permitting and water quality goals.
- Frequently, managing stormwater runoff from multiple sources can be more efficient than creating multiple systems that would each require design, construction, and ongoing maintenance.
- Combined systems can also be a way to manage areas above and beyond permit requirements to further protect and improve water quality.

### Discussion:

There was a clarifying question regarding the municipal benefit associated with the Barre homeownership example. Barre took it to the next level to take the burden off of the homeowners association. How is the Town funding the maintenance? It is an additional burden for the Town and if it isn't a MS4 town they aren't required to take it on. In this example Barre owns the road so they are a co-applicant. Prior to the 3-acre rule it was relatively easy for a Town to just keep up the permit: but now the maintenance is significant. Barre will have to figure out if it makes sense to charge the homeowners a fee or just carry it themselves.

## 6. Quantifying Nutrient Pollution Reductions

### Achieved by Erosion Remediation Projects on Vermont's Roads: Dr. Beverly Wemple, UVM

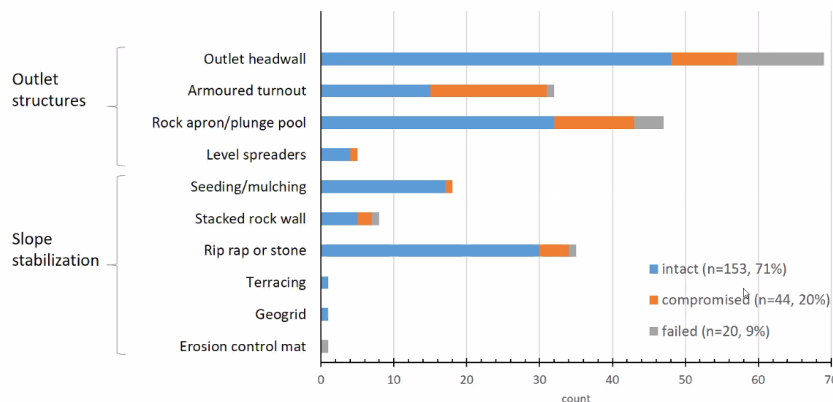
This study has been done to quantify rates of sediment and phosphorus production. 8 out of 13 sites in Chittenden County. Sites were paired, so that a BMP would be applied to one location and compare the results.

Some observations:

- Quite a bit variation in phosphorus concentration over the 13 sites. But overall the average is a P concentration of 600 mg/kg soil.
- There is a relationship between road length, road area and contributing area and gully volume.
- They have not been measuring particulate P, only soluble P.

Also wanted to build on change over time data from airplane LIDAR and looked at a much larger data set. Ultimately, they found that that are very high success rates when investments are made in BMPs.

## Retrospective assessment – BMP effectiveness



additional 296 Ditch practices assessed: 70% intact, 27% compromised, <4% failed

There will be another year of research and a final report will be provided to all when done.

### 7. Update: CWSP Rule, Guidance and Clean Water Service Providers

Dan Albrecht provided an update. The rule is not yet finalized. The start-up grants have been delayed for now; hoping they will start up in a month or so. Will have about a year to get CWSP and the Basin 5 Water Quality Council up and running. Project funding wouldn't flow until July 2022.

### 8. Updates

No updates

### 9. Items for Tuesday, June 1st meeting agenda

CWSP Update, potential legislative update, other items t.b.d.

### 10. Adjournment. The meeting adjourned at 12:12 p.m.

*Respectfully submitted, Regina Mahony & Dan Albrecht*

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
**MS4 SUBCOMMITTEE**  
OF CLEAN WATER ADVISORY COMMITTEE – **DRAFT** MINUTES

DATE: **Tuesday, May 4, 2021**

SCHEDULED TIME: 12:15 p.m. to 1:30 p.m.

PLACE: ONLINE via Zoom

DOCUMENTS: Minutes, documents and presentations discussed and a video recording accessible at:  
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Burlington: James Sherrard	Burlington Airport: Catie Calabrese	Williston: Christine Dougherty
Colchester: Karen Adams	Milton: Kirsten Jensen	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo, co-chair	South Burlington: Dave Wheeler	Univ. of VT: Lani Ravin
DEC:		
<b>Other Attendees:</b> Winooski NRCDC: Kristen Balschunat; DEC: Karen Bates; BLUE-Salix Solutions: Emily Porter-Goff; Stone Environmental: Amy Macrelis		
<b>CCRPC Staff:</b> Dan Albrecht, Charlie Baker, Regina Mahony, Sai Sarepalli		

**1. Call to Order, Changes to the Agenda and Public Comments on Items not on the agenda:**

The meeting was called to order at 12:15 p.m. No public comments were made.

**2. Review and action on draft minutes of April 6, 2021**

After a brief recap by Dan, *James Sherrard made a motion, seconded by Karen Adams to approve the minutes of April 4<sup>th</sup> as drafted. No further discussion. MOTION PASSED with no abstentions.*

**3. Consider exercising option to extend MM#2 contract with Winooski NRCDC**

Dan recapped an email sent to members yesterday.

The original contract was signed with WNRCD after a spring 2018 RFP was issued for Stream Team / MM#2 services. As has had be done with prior MM#1 and MM#2 contracts, that contract included language specifying an initial term followed by a renewal/extension option that maxes out at 5 years. For example, we recently issued the RFP for MM#1 services because the contract with Tally Ho / Pluck had reached its 5-year limit. **Section 5 of the current contract with WNRCD reads:** *The period of Contractor's performance shall begin on July 1, 2018 and end on June 30, 2021, with an option for renewal for two additional years.* It is my recommendation that you vote to authorize the extension. Winooski NRCDC has performed admirably with attention to detail and a willingness to adapt to our direction as well as provide their own initiative. In response to a question, Dan clarified that at the end of the proposed two-year extension a new RFP would be issued for Stream Team services.

*Karen Adams made a motion, seconded by James Sherrard to have CCRPC extend the contract with WNRCD for Stream Team services through June 30, 2023. MOTION PASSED.*

**4. Receive recommendation of Social Marketing Services RFP proposal review subcommittee and authorize CCRPC to enter into negotiations with recommended vendor**

Dan recapped a memo sent to members via email yesterday.

- 1) The RFP was posted on [www.vermontbidsystem.com](http://www.vermontbidsystem.com) as well as distributed by email to Vermont-based firms with experience in social change marketing
- 2) Six timely replies were received
- 3) The Selection Committee was comprised of Dan Albrecht, Karen Adams, Annie Costandi, Kirsten Jensen and Chelsea Mandigo. Members evaluated the proposals separately and then met via Zoom on April 27 and reached consensus to conduct online interviews with Motivf and Pluck. Online interviews were conducted on April 29. After conclusion of these interviews, the Selection Committee reached consensus to recommend that the CCRPC enter into contract negotiations with Pluck as the first choice. While Motivf's response was responsive and they had some applicable experience and good ideas, Committee members

were unanimous that Pluck had demonstrated its ability to meet all of the requirements in the RFP in the most effective manner compared to Motivf.

Chelsea added that they also received good feedback from Dave Barron of Pluck regarding new ideas to implement. She noted that Pluck had been kept on a fairly tight leash as far as “new creative” was concerned due to the major work and focus was rebranding the RSEP and RRST into one combined campaign. James Sherrard advocated for a longer discussion with Dave once contract is up and running to brainstorm.

*Jennifer Callahan made a motion, seconded by Lani Ravin to authorize CCRPC to enter into contract negotiations with Pluck. No further discussion. MOTION PASSED with no abstentions.*

#### **5. Decide use of anticipated FY21 year-end surplus of ~\$14,886**

Dan kicked off the item noting members could a) maintain some funds as an operating reserve, b) refund some of the funds and/or c) invest the money in new initiatives. Discussion among members identified the following issues/concerns:

- Several members noted that any kind of refund sent by check would not function very well due to intricacies of bureaucracy. Any refund should just be issued through reducing dues in a future year.
- Christine Dougherty and Lani Ravin spoke in favor of members receiving some refund amount.
- Chelsea noted that we could have a win-win and both use a portion of the surplus to reduce future dues and invest in new initiatives.
- Christine noted the concern of bumping up against contract maximums such as the \$27k in the Winooski NRCD contract. She also noted a concern that if you build up a new program there is pressure to then maintain it and then conversely if it is not maintained the investment is wasted.
- Ryan Lambert he would go with the group, either reinvest in new programming or go with the group.
- James noted that it is harder to raise dues than to reduce dues therefore rather than lowering the Annual Dues set by contract for each member it would be better to apply some of the surplus to just reducing temporarily (editor’s note: i.e. show reduction amount applied to overall dues).
- Dan read out applicable sections of the MOU governing this MS4 effort: *the annual dues shall be set by a two-thirds majority by October 15<sup>th</sup> of the preceding calendar year and Any funds remaining at the end of a Program Year shall be carried over to the next Program Year, unless a majority of the voting Members of the Steering Committee decides otherwise.* Dan noted that the dues FY22 were established earlier at \$6,000 per member.

Discussion concluded that a decision on the surplus is somewhat driven by any action on whether or not to join the Adopt-a-Drain program.

#### **6. Decide whether to participate in Adopt-A-Drain Program**

James reiterated Burlington’s support for participation as part of the planned three outreach towns’ (Burlington, Essex, Essex Junction) programming for FY22. Kristen reiterated that her coordination and outreach time could be covered by the WNRCD FY22 budget allocation. However, these three towns would need to cover their individual subscription and set up fees. Christine reiterated Williston’s decision to not participate. Karen Adams said that Colchester is still interested but can’t invest staff time into it. Kristen Jensen that Milton is possibly interested but they would need help at the start. Dan noted that this mimics the results noted at last months meeting.

	Interested	Not Interested	Unsure/Maybe
Burlington	X		
Essex	X		
Essex Junction	X		
Milton	X		
Williston		X	
Winooski			X
So. Burlington		X	
Shelburne			X
Colchester	X		

1 Chelsea concluded the discussion stating that any MS4 participation in Adopt-a-Drain would be based out  
2 of those towns individually and not a regional effort.

3  
4 **7. Review and comment on draft Costandi & Mandigo presentation to NEWIPCC Nonpoint Source**  
5 **Pollution Conference**

6 Chelsea noted that the presentation had been reselected by NEIWPCC after last year's conference was  
7 cancelled. Annie stated that the theme this year was watersheds so they are trying to highlight all the various  
8 partners that have built this effort. Chelsea share the proposed powerpoint and members suggested various  
9 edits. In light of the fact that the draft PPT was not posted on time before today's meeting, Chelsea will  
10 circulate the draft to members via email with comments due by noon tomorrow.

11  
12 **6. Resumption of discussion on disposition of surplus**

13 Chelsea suggested that she, Annie, Dave and Kristen meet to brainstorm a list of potential ideas for use of the  
14 surplus. Dan noted that there was no majority in favor of not carrying over the money to the next year. Kristen  
15 said she can price out some different options such as targeted programming to UVM or Airport or resuming  
16 stream cleanup. Dan noted since Pluck came onboard we have gotten good click-thru results without  
17 automatically spending all of the full \$10k/\$20k for fall / spring ads, respectively. Annie closed this discussion  
18 noting they will meet offline and come back to the group.

19  
20 **8. Updates**

21 Kristen said WNRCD will again conduct stream sampling. 10 of the 14 selected sites already have  
22 volunteers identified and training will begin soon. Turbidity data will no longer be collected (no collection was  
23 done in 2020 either) and nitrogen has been added at a few sites.

24  
25 **9. Items for June 1<sup>st</sup> meeting agenda**

26 James, Ryan and Dave Wheeler noted the need for discussion of how to keep stream flow monitoring going  
27 via cost-sharing.

28  
29 **10. Adjournment**

The meeting was adjourned at 1:06 p.m.

30  
31 *Respectfully submitted, Dan Albrecht*  
32

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
TRANSPORTATION ADVISORY COMMITTEE  
MINUTES

DATE: Tuesday, May 4, 2021  
TIME: 9:00 a.m.  
PLACE: Meeting held remotely via Zoom

**Members Present**

Bryan Osborne, Colchester  
Justin Rabidoux, South Burlington  
Nicole Losch, Burlington  
Amy Bell, VTrans  
Matthew Langham, VTrans  
Jonathon Weber, Local Motion  
Bob Henneberger, Seniors  
Jon Rauscher, Winooski  
Barbara Elliott, Huntington  
Sandy Thibault, CATMA  
Kirsten Jensen, Milton  
Dennis Lutz, Essex  
Dean Bloch, Charlotte  
Mary Anne Michaels, Rail  
Andrea Morgante, Hinesburg

Wayne Howe, Jericho  
Bruce Hoar, Williston  
Sam Andersen, GBIC  
Chris Damiani, GMT  
Josh Arneson, Richmond  
Kurt Johnson, Underhill

**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  
Chris Dubin, Senior Transportation Planner  
Marshall Distel, Transportation Planner

**Guests/Public**

None

1. Bryan Osborne called the meeting to order at 9:01 AM and welcomed Sam Andersen from GBIC, who will be the new Business representative as Seth Bowden has taken a new job with a different organization.

**2. Consent Agenda**

DENNIS LUTZ MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY BRUCE HOAR. THE MOTION PASSED UNANIMOUSLY.

**3. Approval of Minutes**

Bryan Osborne asked for any changes, which there were none. JUSTIN RABIDOUX MADE A MOTION TO APPROVE THE MINUTES OF APRIL 6, 2021, SECONDED BY BOB HENNEBERGER. THE MOTION PASSED UNANIMOUSLY.

**4. Public Comments**

None.

**5. Draft FY22 UPWP Work Plan and Budget**

Marshall Distel, CCRPC staff, described the process to develop the draft FY22 UPWP annual work plan and budget, gave an overview of the funding history in the past few years, noted the availability of FHWA funds for this fiscal year, and highlighted the project categories. Bryan Osborne asked if there is a time limit for CCRPC to spend the FHWA funds from previous years that carried over into the FY22 program. Amy replied the funds need to be spent within four years, and Matthew Langham noted that the oldest funds get spent first so the CCRPC hasn't been in a situation to return any funds. Dennis asked that since it seems all submitted projects will be funded, can towns proceed with moving projects forward? Charlie said yes. Dennis asked if any ARPA (American Rescue Plan Act) funds were included in the FY22 UPWP. Eleni replied no, these are FHWA PL (planning) funds only. Charlie said the MPO isn't getting ARPA funds directly as it goes to towns. He is also having conversations with towns about the

1 additional FHWA funds available in FY22 so they can consider any potential projects to add during the  
2 FY22 UPWP mid-year adjustment. DENNIS LUTZ MADE A MOTION FOR THE TAC TO  
3 RECOMMEND APPROVAL OF THE FY22 UPWP TO THE CCRPC EXECUTIVE COMMITTEE  
4 AND BOARD, SECONDED BY JUSTIN RABIDOUX. THE MOTION PASSED UNANIMOUSLY  
5

## 6 **6. Traffic Impact Studies 101**

7 Jason Charest, CCRPC staff, presented an overview of traffic impact studies, the background and process,  
8 and pointed out common issues for which municipal reviewers should be aware. He suggested that if  
9 there is sufficient interest, a separate workshop could be planned to go into more detail. Sam Andersen  
10 asked if transportation impact fees are one-time fees, and Jason replied yes. He noted the CCRPC is  
11 available to towns to help review traffic impacts studies, and that earlier in the process is better rather  
12 than waiting until the Act 250 review process. Andrea asked that with the increase in deliveries, is data  
13 available on the number of delivery vehicles like UPS, FedEx, and USPS, are they tracked separately than  
14 other trucks? Jason said he hasn't seen them tracked separately. Andrea asked that when a town is  
15 considering a zoning change, can there be a traffic impact study on the proposed zoning change rather  
16 than waiting for a developer to propose a project? Also, could fees be used for traffic mitigation rather  
17 than improving impacts to traffic? Jason suggested this would be part of a build out analysis rather than a  
18 traffic impact study. Andrea asked if a build out analysis would look at traffic data. Justin noted that video  
19 detection software can classify trucks versus cars versus bikes/peds but not necessarily types of trucks,  
20 like bread delivery truck versus UPS truck. He also noted that South Burlington worked with the CCRPC  
21 to look at what improvements might be needed for expected build out, so yes the CCRPC can help earlier  
22 in the process rather than a town being reactive. Dennis said that Essex did a build out process for the  
23 Susie Wilson corridor. He said that Essex has different types of impact fees including a weight impact fee  
24 and gravel fee. He said the Route 15 and Allen Martin Parkway will eventually need a signal but  
25 improvements could also be phased in over time. A signal impact fee would be so high no one would be  
26 willing to pay. There's a lot of traffic coming from outside of town so it's not fair to only charge the  
27 locals, it's an imperfect process. Jonathon Weber asked if there is treatment and analysis for people  
28 bicycling and walking? Jason said that walk, bike and transit are seen as ways to reducing vehicles trips,  
29 and reduces the need to do mitigation and pay a fee. Jonathon noted the Burton/Higher Ground study,  
30 which wasn't a CCRPC study, didn't talk about walk/bike except to note that no facilities exist. Jason said  
31 that project is an example of the CCRPC being in the process too late. He also noted the CCRPC is  
32 working with the City on a scoping project for Queen City Park Road near that site. He said that the ITE  
33 Trip Generation Manual hasn't yet focused on estimating walk/bike trips and that it will take time to  
34 recover from auto-centric planning. Andrea asked if we can use a predictive model to anticipate needed  
35 changes like new bus routes so a signal wouldn't be needed, can we predict the future rather than reacting  
36 to the past. Bryan Osborne, in reflecting on Act 145, asked if the links in the presentation also include a  
37 map of where there are impact fees, and what those fees are? Jason said yes. Amy clarified that those  
38 resources only show places where fees have been applied to a project, not just where there is a fee policy  
39 in place. Dennis asked what happens to the fees? Matthew replied that they are held in escrow until a  
40 project starts, but he isn't sure of the escrow timeframe. Amy said she thinks it's between 6-8 years.  
41 Dennis said that fees are being collected for the Route 2A/289 intersection project, what happens to those  
42 funds after the 6-8 years when the project is already built and it won't need upgrading again for another  
43 20 years. Amy said she isn't sure, Joe Segale at VTrans is a good resource for these questions. Jason said  
44 the funds are returned if they're not used.  
45

## 46 **7. VPSP2 Proposed Project List: Transportation Equity Screen**

47 Bryan Davis, CCRPC staff, said that at the April TAC meeting Christine Forde gave a detailed overview  
48 of the VPSP2 process and the regional project scoring. The CCRPC hoped to receive VTrans scores on  
49 the project list by today's meeting for TAC consideration, but we did not receive those scores. Bryan said  
50 that as outlined in the agenda memo for this item, transportation equity is not currently part of the VPSP2  
51 criteria, but is necessary to ensure public funds are being allocated to projects that minimize burdens and  
52 maximize benefits, particularly to traditionally underserved populations. Between the April and May TAC  
53 meetings CCRPC staff engaged in a process to begin to qualitatively evaluate the equity impact of each of  
54 the 17 selected projects on people living in and near the project area, as well as people who would use the

1 transportation facility. The general outline of the Equity Screening Process is included in the agenda item  
2 memo. Bryan acknowledged there is room for improvement in this process and staff offers this as a  
3 starting point to developing a transportation equity screen. CCRPC is working with Mark Hughes of  
4 Vermont Racial Equity Association as well as the Transportation Equity Coalition assembled by Old  
5 Spokes Home to identify and integrate improvements into this screening process. Based on their  
6 feedback, as well as input from the TAC, the CCRPC will re-screen the projects before presenting the  
7 VPSP2 project recommendation at the CCRPC Board meeting. The floor was opened for discussion.

8  
9 Bryan Osborne asked if there are no points as part of the current scoring, then how will it work to  
10 potentially change the priority order of projects? Dennis asked how it will be used to rank regional versus  
11 local projects, which is more important? Andrea agreed that this is late in the process for this type of  
12 screen, noted this pilot round of VPSP2 is for roadway, traffic and safety projects, and that it's important  
13 to look at the bigger context. Bryan Osborne asked if the state is doing this screen as well. Bryan Davis  
14 noted that there is language in the Transportation Bill for the state and all RPCs to develop and engage in  
15 transportation equity screening, and all parties would work together. Dennis noted the number of projects  
16 screened as "high," "medium" and "low," and he's not sure this screen would change the order but going  
17 forward would like to better understand and see how those ratings are defined, explain why some are  
18 high, medium, low. Charlie acknowledged Dennis's question about wanting more description of why a  
19 project would get more "points," as he thinks eventually points will be assigned as part of this screen.  
20 Incorporating points may change the point range and max points, and we don't necessarily need to stay  
21 with a 100-point system. Another issue is that we're used to doing things this way and that we haven't  
22 looked at the bigger picture of where we're doing projects, for example in white, suburban towns because  
23 those communities are the most vocal, and we may not be addressing projects in other areas. Bob  
24 suggested that we also look at data about percent of population isolated because of age, and Bryan noted  
25 that yes, there is other data to be considered, and racial data should be disaggregated as well. Andrea  
26 would like a better understanding of the exact criteria being used, for example a recommended  
27 "improvement" may mean more traffic so it would have impacts on a community or certain populations.  
28 Kirsten said they hear more complaints from some neighborhoods, there may be complaints from other  
29 areas, but we're not hearing them so they don't get addressed. She also said there are UVM faculty  
30 working on similar issues who might be interested in the CCRPC's work and be able to provide input into  
31 the process. Jonathon asked for an example of a "low" positive impact project, and Bryan said staff  
32 identified the Williston Mountain View Road Bicycle/Pedestrian Facilities project as having a low  
33 positive impact based on factors such as majority housing type (single family), not a very diverse  
34 population in the project area, it's not a current high crash location, there's no existing transit service, it  
35 has a high opportunity index as defined by HUD (e.g., area has high home ownership, very low poverty,  
36 moderate job access, moderate school proficiency), the proposed improvement (widening shoulders to  
37 create new bike lanes) may not provide the level of comfort and safety to attract new cyclists, etc. Dennis  
38 asked if equity is already included in some of the VPSP2 criteria, or could it be added to and change the  
39 point value of existing criteria like "mobility and access." Christine noted that equity isn't included in the  
40 current VPSP2 criteria. Charlie said equity would likely become its own criteria. Jonathon suggested that  
41 equity could be used as a multiplier effect on the existing criteria. Andrea asked why the Route 2A/116  
42 project is ranked as high positive? Charlie said because of the number of low-income residents in the area.  
43 Christine said that project hasn't been scoped yet so screening could change based on additional  
44 information. Bruce asked why are there zero points for mobility for the Mountain View Road project?  
45 Christine said we could revisit that scoring. Bryan Osborne asked VTrans staff if they are having internal  
46 discussions and if they are thinking of numeric values? Amy said that's where they will probably end up,  
47 but they haven't had conversations yet, they need to get the right people at the table. Charlie said CCRPC  
48 will help VTrans, and that the transportation bill has equity language in it but it hasn't passed yet. As part  
49 of the T-bill a report with recommendations about how to incorporate equity into transportation project  
50 decisions would be due to the legislature by January 15, 2022.

## 51 52 **8. Request for RFQ Reviewers**

53 Marshall Distel, CCRPC staff, noted that the CCRPC released a Request for Qualifications to solicit  
54 consulting firms interested in being pre-qualified to work on CCRPC project, and he is asking for one



volunteer to help review the 20 proposals received so that a recommendation could be brought to the June Board meeting. Nicole Losch volunteered.

#### **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 April the Board recognized the life and sudden passing of Marty Illick, a long-time CCRPC Board member and passionate advocate for the Lewis Creek watershed and beyond. She is already missed. The Board reviewed the draft FY22 UPWP, heard a presentation from VEIC and VTrans on electric vehicles, reviewed the initial VPSP2 project list, approved updates to the TIP amendment policy, learned of appointments to the Equity Leadership Team, reviewed nominations for FY22 Board Leadership positions, and heard Executive Director updates.

#### **11. Chairman's/Members' Items:**

- **VTrans 2021 VTrans Bicycle and Pedestrian Grant Program**

The Vermont Agency of Transportation (VTrans) has issued a grant solicitation for new infrastructure projects that improve access and safety for bicyclists and pedestrians. Materials and information at <https://vtrans.vermont.gov/highway/local-projects/bike-ped>. Applications must be received by 1:00 p.m., June 4, 2021. A pre-application training webinar will be offered on April 27. For more information contact Jon Kaplan at 802-498-4742 or [Jon.Kaplan@vermont.gov](mailto:Jon.Kaplan@vermont.gov).

- **Way to Go! Spring Challenge May 1-16**

Spring is here, so it's a great time to Get Up and Go! Take the challenge to walk, bike, roll, bus, or carpool May 1-16. Whether you're getting healthy, supporting a clean, green Vermont, or doing your part to battle pollution, you can earn points to win awesome prizes. Learn more and sign up here <https://www.connectingcommuters.org/waytogo/>.

- Bryan Davis reminded the TAC that the CCRPC is working with the UVM Transportation Research Center to understand progress made on the 2017 Regional Active Transportation Plan, and that he sent around a survey link for towns to indicate types of projects being planned or constructed. Survey link: [https://qualtrics.uvm.edu/jfe/form/SV\\_5oQFYjCSJhyiggS](https://qualtrics.uvm.edu/jfe/form/SV_5oQFYjCSJhyiggS)

The next TAC meeting is scheduled for Tuesday, June 1.

BRUCE HOAR MADE A MOTION TO ADJOURN, SECONDED BY BOB HENNEBERGER, APPROVED UNANIMOUSLY. The meeting adjourned at 10:42 AM.

Respectfully submitted, Bryan Davis