

Agenda
Executive Committee
Wednesday, June 2, 2021 – 5:45 p.m.
Remote Access Meeting Only



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

1. Call to Order, Attendance
2. Changes to the Agenda, Members' Items (Action)
3. Approval of the May 5, 2021 Joint Finance and Executive Committee Minutes * (Action)
4. Act 250 & Section 248 Applications
 - a. Hinesburg Wastewater – ratification* (Action)
5. Review the Draft FY22-25 TIP* (Action)
6. VPSP2 – Draft Scoring and Ranking * (Discussion/Action)
7. FY22 Calendar of Meeting Dates* (Action)
8. Review VELCO Long Range Transmission Plan Comment Letter* (Discussion)
9. Equity Leadership Team Update (Discussion)
10. Chair/Executive Director Report (Discussion)
 - a. I-89 2050 Study Update
 - b. Legislative Update
11. Draft CCRPC Board Meeting Agenda* (Discussion)
12. Other Business (Discussion)
13. Executive Session (requested to discuss personnel matters) (Action)
14. Adjournment (Action)

*Attachments

NEXT MEETING – Executive Committee – **Wed. July 7, 2021; 5:45 p.m.**

*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, no later than 3 business days prior to the meeting for which services are requested.*

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



May 14, 2021

Rachel Lomonaco
District #4 Coordinator
111 West Street
Essex Junction, VT 05452

RE: Town of Hinesburg; Hinesburg; Application #4C1336

Dear Ms. Lomonaco,

The Chittenden County Regional Planning Commission's (CCRPC) Staff and Executive Committee have reviewed this Act 250 application for Phase I upgrades (wick drains) to the existing municipal wastewater system. The project is located at 290 Lagoon Road in Hinesburg, Vermont and serves the village of Hinesburg. Local approval has not yet been sought.

CCRPC offers the following comments on the proposed project:

The project is located within the Rural Planning Area. This planning area is defined in the Chittenden County Regional Plan, entitled the *2018 Chittenden County ECOS Plan*. CCRPC finds this project to be consistent with this Planning Area for the following reasons:

1. The Rural Planning Area is identified in the Plan as an area that is generally not planned for growth, yet allows for low density development provided that the development is "compatible with working lands and natural areas." The proposed project strives to avoid conflict with existing natural resources on site and is confined to the footprint of the existing wastewater treatment facility. Therefore, the project is consistent with Strategy #2 of the Plan.

The project primarily serves development within Hinesburg's village which is located within the Village Planning Area. This planning area is also defined in the *2018 Chittenden County ECOS Plan*. CCRPC finds this project to be consistent with the Planning Areas for the following reasons:

1. The Village Planning Area is identified in the Plan as an area planned for growth. The proposed project is needed to enable growth in this area and therefore the proposed project helps implement Strategy #2 of the Plan, which calls for 80% of new development in the areas planned for growth.
2. The project's service area includes a state-designated Village Center that is served by a GMT transit route.

Therefore, we find this project to be in conformance with the Planning Areas of the *2018 Chittenden County ECOS Plan*.

The *2018 Chittenden County ECOS Plan* also contains a strategy which calls for the region to "improve the safety, water quality, and habitat of our rivers, streams, wetlands, and lakes in each watershed" (Strategy #3). Wastewater treatment plan upgrades to meet the requirements of the Total Maximum Daily Load (TMDL) for phosphorus in Lake Champlain, including the currently proposed upgrade in Hinesburg, are specifically identified in the *ECOS Plan* as a way to

meet this water quality-related strategy.

These comments are based on information currently available; we may have additional comments as the process continues. Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in blue ink, reading "Charlie Z. Baker". The signature is fluid and cursive, with the first name "Charlie" and last name "Baker" clearly legible, and a middle initial "Z.".

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service

CERTIFICATE OF SERVICE

I hereby certify on this 14th day of May 2021, a copy of the foregoing ACT 250 NOTICE OF APPLICATION, SITE VISIT & PREHEARING #4C1336, was sent by U.S. mail, postage prepaid to the following individuals without email addresses and by email to the individuals with email addresses listed.

Town of Hinesburg
10632 VT Route 116
Hinesburg, VT 05461
jdubingrossman@hinesburg.org

Melissa Ross, Town Clerk
Chair, Selectboard/Chair, Planning Commission
Town of Hinesburg
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Hinesburg, VT 05461
mross@hinesburg.org

Wayne Elliott, PE/Merrick Gillies, Staff Engr.
Aldrich + Elliott, PC
6 Market Place, #2
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Chittenden County Regional Planning Commission
c/o Charlie Baker, Exec. Dir.
Regina Mahony, Planning Program Manager
110 West Canal Street, Suite 202
Winooski, VT 05404
permitting@ccrpcvt.org

Elizabeth Lord, Land Use Attorney
Agency of Natural Resources
1 National Life Drive, Davis 2
Montpelier, VT 05602-3901
anr.act250@vermont.gov

Barry Murphy/Vt. Dept. of Public Service
112 State Street, Drawer 20
Montpelier, VT 05620-2601
barry.murphy@vermont.gov
psd.vtdps@vermont.gov

Craig Keller/Jeff Ramsey/Christopher Clow
VTrans Policy, Planning & Research Bureau
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aot.act250@vermont.gov

Vt. Agency of Agriculture, Food & Markets
116 State Street, Drawer 20
Montpelier, VT 05620-2901
AGR.Act250@vermont.gov

Division for Historic Preservation
National Life Building, Drawer 20
Montpelier, VT 05620
scott.dillon@vermont.gov; james.duggan@vermont.gov
accd.projectreview@vermont.gov

FOR YOUR INFORMATION

District #4 Environmental Commission
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Pam Loranger/Scott Baldwin
111 West Street

Essex Junction, VT 05452

Linda Bullard/Department of Libraries
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NRCS, District Conservationist
Natural Resources Conservation Service
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Winooski NRCD Office
617 Comstock Road, Suite 1
Berlin, VT 05602
info@winooskinrcd.org

Ethan Tapper, County Forester/FPR
John Gobeille & Toni Mikula/ANR-Dept. of Fish & Wildlife
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Seven Days/Classified Ad Section
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Michael Barsotti, Water Quality Director
Champlain Water District
403 Queen City Park Road
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mike.barsotti@champlainwater.org

ADJOINING LANDOWNERS

Available via:

<https://anweb.vt.gov/PubDocs/ANR/Planning/4C1336/Application%20Documents/001a%20-%20Hinesburg%20Act%20250%204-26%20PDF.pdf>. NOTE - the address for Knight Jeffrey is not an adequate street address so it was not sent.

Dated at Burlington, Vermont, this 14th day of May, 2021.

/s/Regina Mahony _____
Planning Program Manager
CCRPC
rmahony@ccrpcvt.org



Chittenden County RPC Executive Committee

June 2, 2021

Agenda Item 5: Action Item

Draft FY2022-2025 Transportation Improvement Program

Issues:

Federal regulations require the Chittenden County Regional Planning Commission (CCRPC), as the designated Metropolitan Planning Organization (MPO) for Chittenden County, to develop and maintain a Transportation Improvement Program (TIP). The TIP contains funding information for transportation projects proposed to spend federal transportation funds in Chittenden County. Projects must be listed in the TIP to spend federal transportation funds. The TIP includes all modes of transportation including highways, bicycle and pedestrian facilities and transit.

The TIP covers a four-year period, and it must be fiscally-constrained. It is typically updated every year with the assistance of the Transportation Advisory Committee (TAC), the Vermont Agency of Transportation (VTrans), Green Mountain Transit (GMT) and Burlington International Airport.

The TIP lists federal funding amounts in the federal fiscal year when they are expected to be needed. It should be noted that the TIP is a planning and not a budget document. The TIP represents the intent to construct or implement a specific project and the anticipated flow of federal funds. Funds correspond to the following project development phases:

- Scoping – a process that develops safe and effective alternatives based on documented rationale that meet the stated purpose and need while minimizing environmental impacts
- Preliminary Engineering – detailed design of the preferred alternative
- Right-of-Way - process of determining if land rights are needed for construction and negotiation of appropriate compensation
- Construction

The Draft Fiscal Year 2022–2025 Transportation Improvement Program is provided as a [separate attachment](#).

Staff

Recommendation:

Recommend that the Executive Committee ask the board to warn a public hearing for their July meeting for the FY2022–2025 TIP; and that the board approve the TIP in July.

**For more
information
contact:**

Christine Forde
802-238-2261 or cforde@ccrpcvt.org



Chittenden County Regional Planning Commission – Executive Committee

June 2, 2021

Agenda Item 6: Action Item

2023 Transportation Project Prioritization using VTrans Project Selection and Prioritization System (VPSP2) and Transportation Equity Screen

Issues

VTrans and RPC partners have been working to revamp the annual project prioritization process to develop a performance-based, data driven project selection and prioritization framework that maximizes the transportation value delivered to Vermont taxpayers as measured by eight criteria identified by stakeholders as important –

- safety
- asset condition
- mobility & connectivity
- economic access
- environmental
- resiliency
- regional
- health access

VPSP2 scores are developed cooperatively between VTrans and RPCs using a Workbook developed for this process. VTrans has responsibility for scoring five criteria (safety, asset condition, economic access, resiliency, environment), and RPCs have responsibility for scoring three criteria (connectivity, regional, and health access). RPCs also have the opportunity to see and comment on VTrans scores.

Year one of this pilot will consider projects in the categories of Roadway, Traffic & Safety, and Paving. Year 2 will consider bridge programs.

This item is considering Chittenden County projects identified through VTrans asset management systems (Asset Driven Projects) and projects identified by CCRPC through our planning process and endorsed by the TAC (Regionally Driven Projects).

The list of Asset Driven (separated into the categories Paving, Roadway, and Traffic & Safety) and Regionally Driven projects is attached to this memo with VPSP2 scores calculated using the VPSP2 Workbook. Also attached is a table providing all inputs used to score projects in the Workbook. These can also be downloaded from the [TAC webpage](#). Staff will provide more detail on project scoring at the June TAC meeting.

All Asset Driven and Regionally Driven projects identified statewide will be sorted by VPSP2 score and prioritized by VTrans for input into the FY23 Capital Program. CCRPC will have an opportunity to review and comment on that list in September.

Transportation equity is not currently a VPSP2 criteria but is necessary to ensure public funds are being allocated to projects that minimize burdens and maximize benefits, particularly to traditionally underserved populations. CCRPC created a pilot transportation equity screening process to incorporate equity into the VPSP2 process to ensure that underserved populations equally benefit from, and are not disproportionately harmed by,

investments in transportation infrastructure. The transportation equity screening process considered a variety of factors including race, linguistic isolation, and income below the poverty level, to identify project areas with higher numbers of underserved populations. The process also considered the extent to which the type of infrastructure improvements might either positively (e.g., improving safety, walkability) or negatively (e.g., new facility construction, road widening) impact adjacent populations. Please refer to the [May 4 TAC agenda item 7 memo](#) for a more complete description of the pilot transportation equity screen process.

We asked for assistance in this pilot transportation equity screen from Mark Hughes of Vermont Racial Equity Association, and his report is attached. Based on his suggested VREA Equity Ratings (page 5), we have applied two different scoring scenarios for Committee members to understand and discuss potential changes in project rankings with equity scores, as shown in the VPSP2 Transportation Values spreadsheet.

We acknowledge there is much room for improvement in this process and offer this as a starting point to developing a transportation equity screen. Ultimately this process needs to be quantifiable, replicable statewide, and not personally subjective. This process also serves as a starting point for VTrans to create a transportation equity framework as required by the legislature.

- | | |
|----------------------------------|---|
| Draft TAC Recommendations | <ul style="list-style-type: none">‣ Approve the project scores and provide comments to VTrans on scores and the methodology.‣ Consider the equity screening preliminary scores and ranking and provide comments to VTrans‣ Ask the CCRPC Board to accept the VPSP2 project scores and comments and submit to VTrans for their use. |
|----------------------------------|---|

Exec Comm Action	Review and take action on TAC recommendations to Board
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For more information contact:	Christine Forde cforde@ccrpcvt.org
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Attachments:	VPSP2 Transportation Value Scores VPSP2 Workbook Project Inputs VREA Equity Review of Regionally Driven Capital Projects
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Chittenden County Regional Planning Commission

June 2, 2021

Agenda Item 7: Action Item

FY2022 Schedule of Meetings

Issues:

Vermont's Open Meeting Law requires that public bodies clearly designate the time and place of all regular meetings. Below is the proposed meeting schedule for both the Executive Committee and the CCRPC Commission for the 2022 fiscal year beginning July 2021. Please mark your calendars.

EXECUTIVE COMMITTEE

First Wednesday of the Month

5:45 p.m. – 7:00 p.m.

July 7, 2021

NO AUGUST MEETING

September 1, 2021 (Joint w/Finance. Comm.)

October 6, 2021

November 3, 2021 (Joint w/Finance Comm.)

December 1, 2021

January 5, 2022

February 2, 2022

March 2, 2022

April 6, 2022

May 4, 2022 (Joint with Finance Comm.)

June 1, 2022

COMMISSION MEETINGS

Third Wednesday of the Month

6:00 p.m. – 8:00 p.m.

July 21, 2021

NO AUGUST MEETING

September 15, 2021 - Celebration

October 20, 2021

November 17, 2021

Legislative breakfast December TBD, 2021

January 19, 2022

February 16, 2022

March 16, 2022

April 20, 2022

May 18, 2022

June 15, 2022 (ANNUAL MEETING)

The Transportation Advisory Committee (TAC) meets the first Tuesday of each month at 9:00 a.m. (except on Town Meeting Day, when they meet on the 1st Wednesday.)

The Clean Water Advisory Committee (CWAC) meets the first Tuesday of each month at 11:00 a.m. (except on Town Meeting Day, when they meet on the 1st Wednesday.)

The Planning Advisory Committee (PAC) generally meets bi-monthly on the 2nd Wednesday of the month from 2:30-4:30 p.m.

The Finance Committee meets the 4th Wednesday of each month at 5:45 p.m. as needed.

Staff Recommendation:

That the Commission approve the FY2022 Meeting Schedule.

Exec. Comm.

That the Commission approve the FY2022 Meeting Schedule.

Recommendation:

**For more information
contact:**

Charlie Baker – cbaker@ccrpcvt.org or 735-3500

May 25, 2021

Shana Louiselle
Communications and Policy Advocate
VELCO
366 Pinnacle Ridge Road
Rutland, VT 05701

RE: 2021 Vermont Long-Range Transmission Plan – CCRPC Comments

Dear Ms. Louiselle,

Thank you for the opportunity to review and comment upon the 2021 Vermont Long-Range Transmission Plan. The planning work completed by VELCO during the compilation of this plan is essential. The plan has provided our organization with a clearer understanding of not only the transmission constraints that exist in Vermont, but of the challenges that Vermont faces in achieving its renewable energy goals.

CCRPC offers the following comments on the draft plan:

1. CCRPC supports the plan's recommendation to focus on increased electric efficiency and non-transmission alternatives to avoid negative impacts on electric transmission reliability in the short-term.
2. CCRPC understands the requirement that VELCO and the Vermont Systems Planning Committee (VSPC) conduct least-cost integrated planning and seek non-transmission alternatives to reliability issues (30 V.S.A. 218c and PUC Docket 7081). However, CCRPC observes that the findings of the 2021 Vermont Long-Range Transmission Plan clearly indicate that it will be extremely difficult for municipalities, regional planning commissions, and the State of Vermont to achieve the goals of our enhanced energy plans (24 V.S.A. 4352) and the State Comprehensive Energy Plan through only non-transmission alternatives. Additional transmission infrastructure will be needed, particularly in northern Vermont, to ensure that each geographic region of the State is able to contribute to our future renewable energy goals. Therefore, CCRPC recommends that VELCO establish a "next steps" section of this plan to include work with all necessary partners to identify and plan for transmission upgrades to ensure the state meets the future energy goals; and identification of best locations for storage near distributed generation.
3. CCRPC also recommends a summary of the findings and an action agenda with specific next steps and identification of responsible entities for a clearer and more concise message to all stakeholders.

Thanks again for the opportunity to comment on the 2021 Vermont Long-Range Transmission Plan. Please reach out if you have any comments or questions about CCRPC's comments.

Sincerely,

Charlie Baker
Executive Director

Cc: CCRPC Board

June Tierney – Commissioner, VT Dept. of Public Service

Ed McNamara – Director, Regulated Utility Division, VT Dept. of Public Service

DRAFT

ANNUAL MEETING AGENDA

Wednesday, June 16, 2021 - 6:00 p.m.



Remote Access Meeting Only

Please join the meeting by clicking <https://global.gotomeeting.com/join/400917253>

For those who would prefer to join by phone or those without a microphone on your computer, please dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)

Call: +1 (224) 501-3412

Access Code: 400-917-253

- One-touch: <tel:+18722403311,400917253#>

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 Minor TIP Amendment – none

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. Action on Consent Agenda (MPO Action, if needed; 1 minute)
4. Approve Minutes of May 19, 2021 Meeting* (Action; 1 minute)
5. Election of Officers and Executive Committee for FY22 * (Action: 2 minutes)
6. FY22 Meeting Calendar* (Action: 1 minute)
7. Warn Public Hearing for FY22-25 Transportation Improvement Program (TIP) *(MPO Action; 2 minutes)
8. VPSP2 FY23 Transportation Project Priorities * (MPO Action; 20 minutes)
9. Draft VELCO Plan Comments* (Action; 10 minutes)
10. Chair/Executive Director Report (Discussion; 10 minutes)
 - a. Interstate 89 Study update
 - b. Legislative Update
11. Committee/Liaison Activities & Reports * (Information, 2 minutes)
 - a. Executive Committee (draft minutes June 3, 2020)*
 - i. Act 250 Sec 248 letters

*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, no later than 3 business days prior to the meeting for which services are requested.*

b. Transportation Advisory Committee (draft minutes June 2, 2020)*

12. Future Agenda Topics (Discussion; 5 minutes)
13. Members' Items, Other Business (Information, 5 minutes)
14. Adjourn

The June 17, 2020 Chittenden County RPC streams LIVE on YouTube at https://www.youtube.com/playlist?list=PLjLFn4BZd2O0l4hJU_nJ9q0l3PdQR0Pp. The meeting will air Sunday, June 21, 2020 at 1 p.m. and is available on the web at <https://www.cctv.org/watch-tv/series/chittenden-county-regional-planning-commission>.

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

- Executive Committee – Wednesday, July 1, 2020, 5:45pm
- Transportation Advisory Committee – Tuesday, July 7, 2020, 9am
- Clean Water Advisory Committee - Tuesday, July 7, 2020, ~11am
- CWAC MS4 Subcommittee - Tuesday, July 7, 2020, ~12:30pm
- CCRPC Board Meeting - Wednesday, July 15, 2020 6:00pm
- Planning Advisory Committee – TBD, 2:30pm

Tentative future Board agenda items:

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?