

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
2 EXECUTIVE COMMITTEE MEETING MINUTES  
3 DRAFT  
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5

6 DATE: Wednesday September 15, 2021  
7 TIME: 5:00 PM  
8 PLACE: CCRPC office and/or Remote Attendance via ZOOM Meeting  
9

10 PRESENT: Catherine McMains, Chair Mike O'Brien, Immediate Past Chair  
11 Jacki Murphy, at large >5000 Bard Hill, at large >5000  
12 John Zicconi, Treasurer  
13

14 ABSENT: Chris Shaw, Vice-Chair  
15

16 STAFF: Charlie Baker, Executive Director Eleni Churchill, Trans. Program Mgr.  
17 Amy Irvin Witham, Business Office Mgr. Christine Forde, Senior Trans. Planner  
18

19 OTHERS: Matthew Langham, VTrans  
20

- 21 1. Call to Order, Attendance. The meeting was called to order at 5:00 PM by the Chair, Catherine  
22 McMains.  
23  
24 2. Changes to the Agenda, Members' Items. There were none.  
25  
26 3. TIP Amendments  
27 Eleni referred members to the TIP Amendment Memo they received previously, via e-mail. She  
28 asked Matthew Langham to review the TIP Amendments with members. Matthew provided an  
29 overview and asked Christine if she wanted to add any other details. Christine thanked Matthew and  
30 stated he summarized the information appropriately.  
31

32 The CCRPC Staff and TAC recommend the following requested changes to the FY20-2023 TIP:  
33

34 **Champlain Parkway, Burlington (Project HC001A, Amendment FY21-58)**

35 Description of TIP Change:

- 36 • Transfer \$1,000,000 from construction to preliminary engineering in FY21.  
37 • Move \$5,227,121 in Federal funds for construction from FY21 to FY22. \$100,000  
38 remains for construction in FY21.  
39 • Add \$5,227,121 for construction in FY22. The FY20 TIP has \$4,162,460 for  
40 construction in FY22. The new total is \$9,389,581.  
41 • Add \$10,000,000 for construction in FY23.  
42 • Add balance of construction funds in FY24 - \$9,960,419.

43 Reason for Change: The current estimated advertising date for this project is late September  
44 so there will be minimal expenditures in FY21. Construction is expected to take place in  
45 FY22, FY23 and FY24. This change does not result in an increase in the construction cost but

1 just changes the funding schedule. The funding changes will be accommodated outside of  
2 CCRPC's fiscal constraint limit.

3  
4 Add the following 2021 VTrans Bicycle and Pedestrian Program grant awards to the TIP. Note that both  
5 the current TIP and the FY2022-2025 TIP will be updated.

6  
7 **VT15/Underhill Flats Sidewalk, Underhill (Project BP077, Amendment FY21-62)**

8 Description of TIP Change:

9 Add \$76,000 in additional federal funds to construct a sidewalk along VT15 from Park Street to  
10 Dumas Street in Underhill. This project previously received a 2013 Bicycle and Pedestrian  
11 Program award of \$347,022.

12

13 **Intervale Road Shared Use Path, Burlington (Project BP115, Amendment FY22-01)**

14 Description of TIP Change:

15 Add \$207,490 in federal funds for design in FY22. Burlington was awarded a 2021 VTrans Bicycle  
16 and Pedestrian Program grant (\$1,162,000 in federal funds) to construct a curb-separate, ten-  
17 foot-wide shared use path along Intervale Road from Riverside Avenue to the Intervale Center.

18

19 **Riverside Village Sidewalk, Jericho (Project BP116, Amendment FY22-02)**

20 Description of TIP Change:

21 Add \$112,000 in federal funds for design in FY22. Jericho was awarded a 2021 VTrans Bicycle  
22 and Pedestrian Program grant (\$600,000) to construct a sidewalk on the east side of VT15  
23 between the Jericho Market and Park Street.

24

25 Make the following rail project changes to the FY2021 and FY2022 years of the TIP. Note that both the  
26 current TIP and the FY2022-2025 TIP will be updated.

27

28 **Burlington Train Station Platform (Project RR007, Amendment FY22-03)**

29 Description of TIP Change:

30 Reduce federal funds (TIGER VII) in FY21 by \$480,000 to a new total of \$400,000 and add  
31 \$294,200 in federal TIGER VII funds in FY22.

32

33 **Vermont Railway Switch Replacement, Burlington (Project RR013, Amendment FY22-04)**

34 Description of TIP Change:

35 Revise the comment section to read "2 switches", instead of 3. Add the latest cost estimate --  
36 \$2,417,813 of which 53.94% is Federal TIGER VII funds. Remove \$1,874,500 in federal TIGER VII  
37 funds from FY21 and add \$2,469,055 in federal TIGER VII funds in FY22.

38

39 **Amtrak Siding, Burlington (Project RR014, Amendment FY22-05)**

40 Description of TIP Change:

41 Change VTrans project number to VTRY(51). The latest cost estimate is \$4,577,411. This project  
42 is funded with 100% state funds; therefore, no funds are shown in the TIP. Construction will take  
43 place in FY22.

44

45 **Intervale Road Rail Crossing Improvements, Burlington (Project RR015, Amendment FY22-06)**

46 Description of TIP Change:

47 This project is included in the FY2022 TIP, which has not yet been approved by FHWA so this

1 amendment adds this project to the current TIP. Add \$135,000 in federal Section 130 Rail Grade  
2 Crossing funds for preliminary engineering in FY22 and \$405,000 in Section 130 funds for  
3 construction in FY22.  
4

5 **Mallets Bay Rail Crossing Improvements, Winooski (Project RR011, Amendment FY22-07)**

6 Description of TIP Change

7 Reduce federal Section 130 Rail Grade Crossing funds in FY21 from \$315,000 (CON) to \$31,500  
8 (PE) and add \$380,880 in Section 130 Rail Grade Crossing funds for construction in FY22.  
9

10 MIKE O'BRIEN MADE A MOTION, SECONDED BY JOHN ZICCONI TO APPROVE THE TIP AMENDMENTS ON  
11 BEHALF OF THE BOARD. MOTION CARRIED UNANIMOUSLY.  
12

13 4. Other Business: Mike reminded everyone the regularly scheduled Board Meeting for this evening  
14 was canceled due to the date falling on the Yom Kippur holiday. Charlie noted that we are trying to  
15 do a better job in being respectful of the different cultures in our community. He explained we are  
16 currently reviewing our meeting calendar to ensure we are not holding any other Board meetings on  
17 significant holidays. Members agreed this was the right action to take.  
18

19 5. Executive Session: There was none.  
20

21 6. Adjournment: JACKI MURPHY MADE A MOTION, SECONDED BY JOHN ZICCONI, TO ADJOURN THE  
22 MEETING AT 5:09 PM. MOTION CARRIED UNANIMOUSLY.  
23

24 Respectfully submitted,  
25 Amy Irvin Witham