

FY2024 UPWP Committee - Meeting 2 (Virtual Meeting via Zoom)

February 27, 2023

Members Present:

Michael Bissonnette, Board
Jaqueline Murphy, Board
John Zicconi, Board
Katharine Otto, VTrans
Matthew Arancio, VTrans
Chris Damiani, GMT
Chris Jolly, FHWA
David Wheeler, CWAC
Annie Costandi, CWAC
Kurt Johnson, TAC

Barbara Elliott, TAC
Charles Dillard, PAC

Staff:

Charlie Baker, CCRPC
Eleni Churchill, CCRPC
Amy Irvin Witham, CCRPC
Forest Cohen, CCRPC
Taylor Newton, CCRPC
Marshall Distel, CCRPC

1. Welcome & Introductions

Chair, Chris Shaw, was not able to attend the meeting. Charlie Baker opened the meeting at 5:30 p.m.

2. Review and approval of UPWP Committee Minutes – Meeting #1 (Action)

Barbara Elliott made a motion, seconded by Jaqueline Murphy to approve the January 26, 2023, UPWP Committee meeting minutes. The motion carried unanimously.

3. Review of FY24 Project Applications, Comments and Updates

Eleni Churchill shared the FY24 UPWP spreadsheet. Prior to starting with a review of the regional projects, Charlie provided a brief review of the available funding and indicated that all of the projects conveyed in the draft project spreadsheet would fit into the FY24 budget.

John Zicconi asked about the ability of unspent funds to roll over into the following fiscal year. Charlie confirmed that funding does roll over into the next fiscal year, but ultimately needs to be spent or it will roll back to FHWA. Chris Jolly outlined the federal PL funding process and clarified that the CCRPC has four years to expend PL funding once it has been allocated. John then echoed that every UPWP request does not need to be approved even though the CCRPC may currently have the funding to do so. Any trepidation about the merits of a project should be discussed by the UPWP Committee.

Barbara questioned whether the CCRPC's allocated PL funding would trend downwards if the CCRPC underspent our allocation. Charlie responded that is not the case. He provided brief details about the PL funding formula created by Congress that provides CCRPC with a small state minimum funding allocation.

Following this discussion, Eleni started to walk through the regional projects.

For the CCRPC Equity Work task, Charlie added that this initiative would seek to further build capacity within the community so that equity-related groups are ready to engage when a project comes along.

For the possible Safety Action Plan, Eleni outlined that staff will be discussing this with the TAC. Chris Jolly mentioned that FY23 funding was left on the table for this program and FHWA is looking to award additional planning grants for FY24.

Kurt Johnson added that Underhill has a handful of dangerous intersections and roadways with poor sightlines. Would this task help to evaluate some of these problem areas? Eleni explained that it could help, but this initiative would serve as a higher-level regional plan, rather than focusing on specific local roadways. Eleni also provided some details about other programs available to assist with rural road safety issues. Kurt will connect with Eleni to discuss this further.

The Shelburne St/Home Ave Intersection Scoping project was briefly discussed. Charles Dillard added that Burlington staff believes that the Shelburne St Intersection should be a regional project. However, the question is whether the City would like to examine this now, or following the Champlain Parkway construction. John Zicconi expressed support for this as a regional project. There were no objections from the committee. CCRPC staff will contact Burlington staff to confirm the desired timeline for this intersection study.

Charlie noted that the regional project bottom line may be stretched due to match availability. There may be some proposed regional project budget changes to review at the next UPWP Committee meeting.

For the Universal Access to and within Burlington Parks project, John noted that the focus of this project seems to be on access within the parks rather than to the parks. Given that an evaluation within the parks would not be eligible for PL funding, does Burlington still want to move forward with this project? CCRPC staff will reach out to confirm.

Burlington's Transportation Workforce Development Needs Assessment was not deemed eligible for PL funding. Chris noted that there are other federal aid funds that go through VTrans that would be eligible for workforce development initiatives.

The TOD RAISE Grant planning application from Essex Junction was removed from the UPWP project list and will be funded directly through the RAISE grant.

Kurt provided some details about the Underhill Active Transportation Study that intends to evaluate an expansion of the sidewalk network into the Underhill Center. Kurt also asked about park and ride planning. Marshall provided some brief details about the CCRPC's Park and Ride Plan. A link to the study was also provided in the meeting chat:

https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/09/Park_Ride_Plan_Update_2022_final-1.pdf

Following the review of the municipal projects, Eleni moved on to the partner organization requests. Chris noted that FHWA tries to be as flexible as possible, especially with new partner programs. However, the purchasing of equipment to continue to sustain a project is not

something that FHWA is comfortable continuing to fund, as this is considered implementation rather than planning. CCRPC will work with partner organizations (Net Zero and Local Motion) to convey these details.

Chris Damiani noted the budget line for GMT appears to be using last year's funding request. Staff will update the spreadsheet to show \$442,340.

John asked about UVM's Transportation Sustainability Assessment Tool and Data Dashboard project. Is this something that has real value to CCRPC? Eleni noted that this will have great value in terms of the data this it will give us from the DMV. It will help CCRPC monitor regional transportation goals for both VMT and GHG emissions. It will also help as municipalities work on local energy and climate action plans.

John questioned the value of the Chittenden County SOV Commuter Reduction Program and encouraged the committee to remove the project from the UPWP. Dave Wheeler asked why the project should not be included in the UPWP. John detailed how there is a lack of evidence that the program sustains any transportation mode change, other than a temporary change to receive a cash incentive. Kurt noted that it seemed like an interesting project and would like to see more work done to reduce SOVs on Vermont's roadways. Barbara asked for feedback from staff. Marshall provided brief details about the project to the committee and conveyed that this program also previously received a VTrans MTI grant. Katharine Otto will connect with VTrans staff to evaluate any concerns about the value of the project.

Charlie suggested a compromise that previous program participants be surveyed to evaluate if any transportation mode change was sustained. Kurt Johnson moved, and Barbara Elliott seconded this motion. The UPWP Committee unanimously approved this stipulation that previous participants be surveyed prior to being awarded future UPWP funding. Michael Bissonnette abstained from the approval.

Charles asked about maintenance of the UVM dashboard and how that would be funded. CCRPC staff will reach out to the UVM TRC with this question.

John asked for more details about food/grocery delivery initiative within CarShare VT's request. CCRPC staff will reach out to CarShare VT.

4. Next Steps & Adjourn

Charlie outlined the next steps, which include assembling the full draft of the FY24 UPWP, taking a closer look at the budget availability and staff availability.

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Marshall Distel