

## **FY2024 UPWP Committee - Meeting 3 (Virtual Meeting via Zoom)**

### **March 29, 2023**

#### **Members Present:**

Michael Bissonnette, Board  
Jacki Murphy, Board  
Matthew Arancio, VTrans  
Katharine Otto, VTrans  
Chris Jolly, FHWA  
Jacqui DeMent, FHWA  
David Wheeler, CWAC  
Annie Costandi, CWAC  
Barbara Elliott, TAC  
Chris Damiani, GMT

#### **Staff:**

Bryan Davis, CCRPC  
Eleni Churchill, CCRPC  
Amy Irvin Witham, CCRPC  
Forest Cohen, CCRPC  
Marshall Distel, CCRPC  
Taylor Newton, CCRPC  
Anne Nelson Stoner, CCRPC

#### **Others:**

Richard Watts, UVM  
Jack Hanson, VNRC  
Phoebe Melchinskey, VNRC

### **1. Welcome & Introductions**

Chair, Chris Shaw, was not able to attend the meeting. Marshall Distel opened the meeting shortly after 10:00 a.m.

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

Barbara Elliott made a motion, seconded by Michael Bissonnette, to approve the February 23, 2023 UPWP Committee meeting minutes. The motion carried unanimously.

### **3. Review of Chittenden County SOV Commuter Reduction Program**

Marshall Distel introduced the Chittenden County SOV Commuter Reduction Program proposal and summarized the discussion that took place at the second UPWP Committee meeting about this project. Richard Watts spoke on behalf of the proposal and outlined that he is volunteering his time to work on the project as a strong advocate for sustainable transportation. One of the overarching goals of the proposal would be to encourage people to drive less through the use of financial incentives. This would be the third iteration of this type of project, with the first two rounds focused on targeting UVM employees.

Jack Hanson also spoke on behalf of the proposal and conveyed the results of the previous project iterations. Following the program, participants were surveyed. When

asked if participants would continue commuting to work via car in the future, only 15% said yes, that they would return to driving. Following the request made at the second UPWP Committee meeting that the previous program participants be surveyed again to evaluate their current commuting patterns, Jack detailed the results of the follow up survey. 15 previous program participants were surveyed. 13 out of 15 indicated that they are still driving less today than prior to the start of the program.

Richard stated that VRNC would be sponsoring this proposal and will be submitting a match commitment letter. Richard noted that this project was already approved last year but was delayed due to academic sabbatical.

Chris Jolly asked how much of the project funds would be going towards incentives. Jack detailed how a majority of the project funding would be dedicated towards gift card incentives, with other funding going towards marketing the program and staff time to run the program.

Jacki Murphy asked for clarification about what is being asked of the UPWP Committee with regards to this project. Eleni Churchill clarified that the project had been previously approved, then postponed and now is being brought back to the committee to address some questions about the effectiveness of the proposed program and the potential for a new fiscal agent (VNRC in place of UVM). Eleni stated that without a support letter from VNRC, the project would not be able to be approved.

Jacki brought up the VTrans suggestion that this project be managed by CATMA, given their experience with TDM and providing commuting resources to the public. Eleni stated that CATMA would not be providing the 20% local match. Richard noted that CATMA would still be a project partner.

Michael Bissonnette made a motion, seconded by Jackie Murphy, to approve the addition of the Chittenden County SOV Commuter Reduction Program to the FY 2024 UPWP pending the receipt of a letter of match commitment from VNRC. The motion carried unanimously.

#### **4. Review of Draft FY 2024 UPWP**

Eleni walked through changes made since the last committee meeting on the draft FY 2024 UPWP document. Chris brought up the Safety Action Plan mentioned during the previous meeting. Eleni detailed that it was been added to the draft UPWP as task 5.1.4. Chris also mentioned having a Safety Action Plan will enable the CCRPC to be able to apply for a Safe Streets and Roads for All (SS4A) discretionary grant.

Eleni noted some changes to Burlington's proposed Vision Zero Action Plan, which will be narrowed down to focus primarily on bike/pedestrian safety and create an action plan for future improvements. The budget will also be increased by \$15,000 to a total of

\$75,000. There were no committee objections to this change.

Eleni explained that \$71,300 will be added to the Burlington South End TOD project for FY24. This will enable an additional TOD build-out analysis evaluation to be conducted. There were no committee objections to this change.

## **5. Review breakdown of MPO consultant funding for FY 2019 – FY 2024**

Marshall shared some graphics and tables to provide an overview of MPO consultant funding from FY 2019 – FY 2024.

In FY19 and FY20, CCRPC allocated about \$1.25 million for consultant-funded transportation projects. Which increased to \$1.4 million in FY21, \$1.5 million in FY22, \$1.8 million in FY23 and now \$2.2 million in FY24.

Marshall detailed the funding by project category. Funding for TDM and Bike/Ped projects has grown significantly in recent years, while funding for traditional intersection and corridor studies has been making up a significantly smaller share of the available funding. Barbara Elliott mentioned that it would be helpful to include a percent of overall program funding breakdown by project category.

Marshall then described the funding breakdown by regional, municipal and partner projects.

Jackie asked about the partner project questions that were raised during the second committee meeting. Marshall responded that CarShare VT has provided more details about how their request differs from a program like UberEats. NetZero VT was also asked about whether their project funding could be rolled into a program like Go! Vermont. In an email to Marshall, Deb Sachs explained that future funding partnerships are continuing to be explored. Jacki questioned how what is being offered by NetZero VT program fits into our program designed to support planning projects. Chris Jolly detailed some of the flexibility of FHWA planning funds to be used for TDM programs to reduce VMT and to address equity issues and social justice.

## **6. Recommendation to advance FY 2024 UPWP to the Executive Committee and Board**

Jackie Murphy made a motion, seconded by Michael Bissonnette, to advance the FY 2024 UPWP to the Executive Committee and Board. The motion carried unanimously.

The meeting was adjourned shortly before 11:00 a.m.

Respectfully submitted,

Marshall Distel