

REGULAR MEETING AGENDA
Wednesday, February 21, 2024, 6:00 pm
Remote Meeting via Zoom



Remote Attendance:

Join Zoom Meeting: <https://us02web.zoom.us/j/85217552963>

Dial in 1 646 876 9923 Meeting ID: 852 1755 2963

CONSENT AGENDA

- C.1 Safety Targets *
- C.2 Minutes of the January 17, 2024, Board Meeting*
- C.3 South Burlington City Plan Approval*

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. Staff introductions – Eliana and Trudy (Discussion; 5 minutes)
4. Action on Consent Agenda
 - a. Safety Targets* (MPO Action: 1 minute)
 - b. Minutes of the January 17, 2024, Board Meeting* (Action: 1 minute)
 - c. South Burlington City Plan Approval* (Municipal Action; 1 minute)
5. Vermont Futures Project – Kevin Chu (Discussion; 30 minutes)
6. Annual Federal transportation funding spent in Chit Co & Capital Program* (Discussion; 15 minutes)
7. Board and Committee Appointments*
 - a. Committees Appointments – Brownfield, BWQCs, Equity Advisory (Chair Action; 2 minutes)
8. Draft Code of Conduct (*to be provided prior to the meeting*) (Discussion; 20 minutes)
9. Equity Update (Discussion; 5 minutes)
10. Chair/Executive Director's Updates (Information/Discussion; 10 min.)
 - a. Minutes format
 - b. Legislative update
 - c. Staffing and Compensation Study update
 - d. Other
11. Committee/Liaison Activities & Reports * (Information; 1 min.)
 - a. [Executive & Finance Committee](#) ([draft minutes](#), February 7, 2024)*
 - i. Act 250 and Sec 248 letters
 - b. [Transportation Advisory Committee](#) ([draft minutes](#), February 6, 2024) *
 - c. [MS4 Sub-committee](#) ([draft minutes](#), February 6, 2024)*
 - d. [Equity Advisory Committee](#) ([meeting notes](#), January 31, 2024)*
 - e. [Planning Advisory Committee](#) ([draft minutes](#) February 14, 2024)*

*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 emma.vaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.*

12. Adjournment

(Action; 1 min.)

**Attachment(s)*

Upcoming Meetings - Unless otherwise noted, all meetings are held virtually:

- Equity Advisory Committee – Wednesday, February 28, 2024, 5:30pm at CCRPC offices
- Transportation Advisory Committee – Tuesday, March 5, 2024, 9am
- Clean Water Advisory Committee - Tuesday, March 5, 2024, 11am
- CWAC MS4 Subcommittee - Tuesday, March 5, 2024, ~12:30pm
- Executive Committee – Wednesday, March 6, 2024, 5:45pm
- Planning Advisory Committee – Wednesday, March 13, 2024, 2:30pm
- CCRPC Board – Wednesday, March 20, 2024

Tentative future Board agenda items:

March 20, 2024	Essex Town Plan Single Audit Board Code of Conduct ECOS Plan Update – engagement strategy Draft Equity Action Plan? Regional Dispatch update? Ambulance/rescue bill?
April 17, 2024	UPWP warn public hearing for May 2025 ECOS Plan Update
May 15, 2024	FY25 UPWP & Budget public hearing FY25 UPWP & Budget Action VTrans and Chit Co. Greenhouse Gas Targets

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CCRPC Board

February 21, 2024

Consent Agenda Item 4a – Action Item

Safety Performance Targets for the Metropolitan Planning Area

Background: Past Federal Transportation Acts (MAP-21 and FAST Act) placed considerable emphasis on system performance and directed State Departments of Transportation (DOTs), MPOs and Transit Providers to evaluate how well the transportation system is doing. At the national level, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have established a Transportation Performance Management (TPM) program, a strategic initiative designed to achieve national transportation performance goals. The intent is to measure progress against the national goals through a reliable data-driven process. FHWA has established measures in the following areas: Safety, Infrastructure Condition (Pavement & Bridges), Congestion, System Reliability (NHS Performance), Freight Movements (Interstate), and Environmental Sustainability. Once the *measures* were established, it was up to state DOTs and MPOs to set quantifiable *targets* to gauge progress towards national goals. The schedule to establish targets varies by measure. Federal regulations generally have state DOTs set targets in various categories (safety, asset condition, system performance, etc.) and then give MPOs another 180 days to either accept the State targets or establish their own.

Safety Measures and Targets

Targets for the Safety Measures tabulated below are established every year by VTrans, in collaboration with the CCRPC. The TAC and the Board have reviewed and accepted these targets annually, beginning with the first statewide safety targets established in the summer of 2017 and reported to FHWA in the Highway Safety Improvement Program (HSIP) report. The CCRPC is now asked to review and act on the 2024 targets.

Under federal regulations the CCRPC can either: 1) Accept the state targets for the safety performance measures and support them through programming; or 2) Define their own quantifiable targets for the MPO area.

The statewide safety measures and targets for CY 2022, 2023, 2024 are listed below:

VTrans Safety Performance Measures	2022 Targets (5 Year Average)	2023 Targets (5 Year Average)	2024 Targets (5 Year Average)
Number of Fatalities	58	65	65
Fatality Rate (Fatalities per 100M VMT)	0.82	0.965	0.965
Number of Serious Injuries	260	258	258
Serious Injury Rate (Serious Injuries per 100M VMT)	3.70	3.746	3.746
Total Number of Non-motorized Fatalities and Serious Injuries	35	34	34

**TAC and Staff
Recommendation:**

The TAC and CCRPC Staff recommends that the Board accepts the 2024 VTrans statewide safety targets, as reported in the 2023 HSIP Annual Report, for the metropolitan planning area.

The factors considered to reach this recommendation are listed below:

1. The regional level data on fatalities and injuries fluctuates (sometimes wildly) from year to year making it difficult to establish a clear, reasonable data-driven target.
2. There are no practical policies or financial consequences for the CCRPC to set regional targets.
3. Safety is important and the CCRPC is committed to incorporate the federal safety performance measures into the ECOS/MTP report (together with other transportation measures) and track and report regional safety data annually as part of the ECOS Scorecard.
4. The CCRPC will have an opportunity every year to review the statewide targets and set its own quantifiable targets for the MPO area if it chooses to do so.

Staff contact:

Sai Sarepalli, ssarepalli@ccrpcvt.org

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, January 2024

TIME: 6:00 PM

PLACE: REMOTE ATTENDANCE via ZOOM MEETING VIDEO

PRESENT:	Bolton:	Vacant	Buel's Gore:	Garret Mott
	Burlington:	Andy Montroll	Charlotte:	Dana Hanley
	Charlotte:	Deirdre Holmes (Alt)	Colchester:	Jacki Murphy
	Essex:	Andrew Watts	Essex Junction:	Elaine Haney
	Huntington:	Joe Segale	Hinesburg:	Michael Bissonnette
	Jericho:	Catherine McMains	Milton:	Absent
	Richmond:	Bard Hill	St. George:	Absent
	Shelburne:	Jeff Carr (Alt)	So. Burlington:	Chris Shaw
	Underhill:	Absent	Westford:	Benjamin Bornstein
	Williston:	Andrew Watts	Williston:	Karen Peterson (Alt)
	Winooski:	Mike O'Brien	Winooski:	Kristine Lott (Alt)
	Cons/Env.:	Miles Waite	VTrans:	Matthew Arancio
	FHWA:	Absent	Ind/Bus:	Tim Baechle
	GMT:	Absent	Agriculture:	Absent
	Socio/Econ/Housing:	Bruce Wilson		

Others: CCTV, Scott Moody
Patty Davis
Matthew Langham, VTrans

CCRPC Staff:	Charlie Baker, Executive Director	Taylor Newton, Planning Prog. Mgr.
	Eleni Churchill, Transp. Prog. Mgr.	Forest Cohen, Sr. Business Mgr.
	Amy Irvin Witham, Business Office Mgr.	Christine Forde, Sr. Transp. Planner
	Anne Nelson Stoner, Equity Mgr.	Melanie Needle, Senior Planner
	Bryan Davis, Sr. Transp. Planner	Dan Albrecht, Sr. Planner
	Emma Vaughn, Communications Mgr.	Marshall Distel, Sr. Transp. Planner
	Eliana Fox, Transp. Planner	

1. Call to order; Attendance; Changes to the Agenda. The meeting was called to order at 6:00 PM by the Chair, Chris Shaw. Jeff Carr requested item 3b be removed from the Consent Agenda. Chris Shaw agreed and renumbered it as agenda item 3.5. Christine Forde noted the TIP Amendments were previously approved by the TAC; however, it was not a unanimous vote, Local Motion voted no on the Exit 16 amendment.
2. Public Comment Period on Items NOT on the Agenda. There were none.
3. Action on Consent Agenda. The following items were included in the consent agenda:
 - a. Minor Tip Amendments (MPO Action)
 - **I-89 Paving, Milton-Georgia, Amendment FY24-19, Project HP173.**
Add a new paving project on the northbound and southbound lanes of I-89 beginning at mile marker 102 (north of West Milton Road) and extending 11.4 miles. Add \$2.5 million in federal funds in FY24 and \$2.5 million in federal funds in FY25 for the Chittenden County

portion of this project. Interstate projects are not subject to CCRPC's fiscal constraint limit. This section of I-89 has significant rutting and VTrans wants to expedite a paving to correct the issues.

- **Exit 16 Improvements, Colchester, Amendment FY24-20, Project HP102A.** Increase construction cost from \$12 million to \$23.4 million. Add \$6 million in FY25 and \$6 million in FY26. These funds will be added to CCRPC's fiscal constraint limit and as a result this amendment is defined as minor. The last update of the construction cost estimate for this project was prior to the pandemic. A lot has changed in the construction industry since that time. Some of the factors contributing to the increase in cost are detailed below.
 - Lead times for many construction materials have increased significantly.
 - The materials themselves have increased in cost based on overall inflation of the nation's economy.
 - The lack of construction labor has proven challenging for most contractors and has created scheduling issues and has driven up the costs, especially for projects like Exit 16 DDI where nighttime and weekend work will be required.
 - The cost of ledge removal will be significant. VTrans is expecting to encounter more subsurface ledge than originally expected.
 - The costs of traffic control will be significantly higher than previously expected.

MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY WATTS (Williston), TO APPROVE CONSENT AGENDA ITEM 3a. MOTION CARRIED WITH 19 OF 24 MPO VOTES: AND 14 OF 18 MUNICIPALITIES VOTING IN THE AFFIRMATIVE.

Bolton:	Vacant	Burlington:	Yes (4)	Charlotte:	Yes
Colchester:	Yes (2)	Essex:	Yes	Essex Jct.:	Yes
Hinesburg:	Yes	Huntington:	Yes	Jericho:	Yes
Milton:	Absent	Richmond:	Yes	St. George:	Absent
Shelburne:	Yes	So. Burlington:	Yes (2)	Underhill:	Absent
Westford:	Yes	Williston:	Yes	Winooski:	Yes
VTrans:	Yes				

c. Approve the Jericho Town Plan

CATHERINE MCMAINS MADE A MOTION, SECONDED BY GARET MOTT, TO APPROVE THE CONSENT AGENDA ITEM 3c, APPROVAL OF THE JERICHO TOWN PLAN. MOTION CARRIED BY VOTE OF THE MUNICIPAL MEMBERS.

3.5. Minutes of the November 15, 2023, Board Meeting

JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, TO APPROVE THE NOVEMBER 15, 2023, MINUTES WITH A CLARIFYING EDIT. MOTION CARRIED WITH ABSTENSIONS BY JACKI MURPHY.

- Edit Page 7, Lines 6-10. Add the following clarifying statement: "The lack of economic growth to Chittenden County would be to the detriment of the rest of the state of Vermont" after the line [...] *keep the economy regenerating itself*.

4. Open Public Forum FY25 UPWP

Chris Shaw requested to open the public forum at 6:05 PM for comments from any members of the public regarding the FY25 UPWP.

1 BARD HILL MADE A MOTION, SECONDED BY GARRET MOTT, TO OPEN THE PUBLIC FORUM FOR
2 THEFY25 UPWP.

3
4 Chris Shaw asked if there were any public comments on the FY25 UPWP. There were none. Jeff Carr
5 suggested leaving the public forum open until closer to the end of the meeting. Chris Shaw agreed.
6 Marshall Distel (CCRPC) introduced himself and explained he manages the UPWP and said we hold a
7 public forum to allow input from members of the community. He encouraged members to ask their
8 towns to share their thoughts for the upcoming annual UPWP. Bard Hill asked if past meetings had
9 many public comments during the open period? Jeff Carr replied yes, there have been meetings
10 with many comments. Prior to COVID, the Board meetings were much more energetic. Marshall
11 Distel stated he receives a lot of public input through e-mail. Joe Segale asked Marshall what types
12 of inquiries he received through e-mail. Marshall said the inquiries vary widely, from housing to
13 transportation, and come from multiple municipalities in Chittenden County. Charlie stated the
14 comments and inquiries received will be summarized at the first UPWP meeting. Charlie clarified the
15 open forum is intended as a time to receive input on the FY25 UPWP and is not related to the FY24
16 Mid-year Adjustment.

17
18 5. FY24 Mid-year Adjustment Budget and UPWP

19 JEFF CARR MADE A MOTION, SECONDED BY ANDREW WATTS (Williston) TO APPROVE THE
20 TRANSPORTATION PORTION OF THE FY24 MID-YEAR ADJUSTMENT BUDGET AND UPWP.
21 (MPO) VOTE:

22 Bolton:	Vacant	Burlington:	Yes (4)	Charlotte:	Yes
23 Colchester:	Yes (2)	Essex:	Yes	Essex Jct.:	Yes
24 Hinesburg:	Yes	Huntington:	Yes	Jericho:	Yes
25 Milton:	Absent	Richmond:	Yes	St. George:	Absent
26 Shelburne:	Yes	So. Burlington:	Yes (2)	Underhill:	Absent
27 Westford:	Yes	Williston:	Yes	Winooski:	Yes
28 VTrans:	Yes				

29
30 MOTION CARRIED WITH 19 OF 24 VOTES: AND 14 OF 18 MUNICIPALITIES VOTING IN THE
31 AFFIRMATIVE.

32
33 GARRET MOTT MADE A MOTION, SECONDED BY ANDREW WATTS (Williston) TO APPROVE THE
34 ENTIRE FY24 MID-YEAR ADJUSTMENT BUDGET AND UPWP. MOTION CARRIED UNANIMOUSLY.

35
36 6. Health Equity Project update

37 Bryan Davis addressed members and provided a Health Equity Project presentation via screenshare.
38 The presentation included information about the CCRPC's participation with RPCs statewide to
39 create a Health Equity Toolkit and provide support to municipalities to incorporate health equity
40 into their plans and policies. Grant funding from the Vermont Department of Health (VDH)
41 supported development of the Toolkit and Resource guide and is also supporting technical
42 assistance in communities across the state.

43
44 The Centers for Disease Control (CDC) states that health equity is achieved when every person can
45 attain their full health potential, and no one is disadvantaged from achieving this potential because
46 of social position or other socially determined circumstances. The RPCs worked together to create
47 the Health Equity Toolkit and Resource Guide to describe the relationship between planning and

1 health equity and to provide examples of actions communities can take to ensure health equity is
2 achieved.

3
4 Changing the built environment to work for people of all ages, incomes, abilities, and backgrounds is
5 critical to supporting our public health, as well as for building social capital. People with strong
6 perceptions of strong social connections are 2.5 times more likely to report good or excellent health
7 compared to people who report having lower perception of social belonging. Social isolation is
8 equivalent to smoking a pack of cigarettes a day, reflecting the significant impact of isolation and
9 loneliness on public health.

10
11 The work planners do in communities for the built and social environment is important to creating a
12 healthy and equitable future for everyone. The projects planners work on should include an equity
13 lens. Health equity is specifically focused on inclusion around broader health concepts.

14
15 These concepts can be incorporated into Town Plans and bylaws related to the following: Land-Use
16 Planning, Transportation planning, recreation opportunities, medical care and emergency response,
17 food access, safe and affordable housing, access to employment, energy use, and environmental
18 quality.

19
20 The VDH grant provided technical assistance to specific projects across the state, including these in
21 Chittenden County:

- 22 • Milton on the Move is working on an inclusive community center to support numerous
23 community group meetings and events.
- 24 • Winooski Parents and Students is working on Co-Operative-Training and Economic
25 Development (i.e., equitable wages) for underrepresented communities in the school bus
26 service industry and fundraising for electric school buses.
- 27 • Burlington-One Day in Vermont is a website where families can find both free and low-cost
28 activities, as well as service and nonprofits serving families in VT.

29
30 The CCRPC has several Health Equity Projects:

- 31 • Equity Map Viewer (accessed via CCRPC Title VI or GIS Pages)
- 32 • South Burlington Climate Action Plan Focus Groups
- 33 • Walk Bike Master Plans
- 34 • ECOS regional plan
- 35 • South Burlington, Essex and Jericho Town Plan updates
- 36 • CCRPC Equity Advisory Committee (EAC)

37
38 CCRPC staff are available to meet with local leaders such as Planning Commissions, Selectboard and
39 City Councils to discuss health equity and planning in more detail.

40
41 The Toolkit and Resources are available here: <https://www.lpcvt.org/healthequitytoolkit>

42
43 The presentation is available here:
44 <https://www.ccrpcvt.org/wp-content/uploads/2023/12/Municipal-Health-Equity-TAC.pdf>

45
46 Garret Mott said he represents Buel's Gore, the smallest community in the county. He has also lived
47 in larger towns and one thing that plays a major role and is crucially important, is the

interdependence of community members, within neighborhoods. Garret said it seems important to promote a sense of community so that people can know their neighbors.

Dana Hanley said that our elderly population is important in terms of equity. She thinks there is equity for seniors sprinkled through the document, but it isn't prominent. She wonders if we can make our Senior population more of a priority.

Anne Nelson Stoner shared that she, Melanie, Bryan and Sarah put together a presentation for RPC and VDH staff around strategies to address resistance to health equity, and encouraged members to reach out if this presentation was of interest or if they experience pushback they don't know how to deal with.

Chris Shaw asked if there are other examples similar to the "curb cut effect" that was presented, which benefits not only people using mobility devices, but all users. He mentioned the Market Street project in South Burlington, which included on-street parking but impacted provision of walk/bike facilities. He wonders if there are better ways to encourage other modes of transportation aside from vehicles. Bryan said how municipalities use of public right of way is a big issue, and if we want to make the most of what we have we need to have community conversations and obtain a better understanding of people's needs are for public infrastructure. He also offered green infrastructure as an example, which uses natural elements to treat stormwater, for example, but can also add a pleasant scenic experience in an urban environment. Garret Mott said Japan doesn't allow on-street parking. Chris Shaw said he has seen businesses storefront's reclaim parking spots but wonders how the spots can be reclaimed in dense communities.

Chris Shaw asked about the ECOS Plan. Taylor Newton explained work continues and the formal adoption process is slated to begin in 2025. Taylor noted that we are evolving the document away from the three categories: People, Place and Prosperity. He said there will be a Board update on the ECOS Plan soon.

7. Draft Code of Conduct

Anne Nelson Stoner provided members with a presentation of the Draft Code of Conduct outline. The goal is to come up with a version that applies to staff members first. Eventually there will be a version that applies to board members as well. Tonight's presentation is applicable to CCRPC staff. The presentation can be found through the following link: https://www.ccrpcvt.org/wp-content/uploads/2024/01/17_24-Code-of-Conduct-to-Board.pdf.

The presentation covered the following sections within the Draft Code of Conduct:

- Timeline
- Resources
- Organizational Values
- General Conduct
- Staff Expectations
- Conflict of Interest
- Political Activity (allowed and not allowed)
- Free Speech
- Unacceptable behavior
- Implementation and Accountability
- Conflict Resolution and Discipline/Process

- Restorative Justice/Process
- Employee Grievance

Joe Segale asked for clarification on the staff expectations where it states staff cannot run for public office in partisan elections, is this referencing elections where candidates are declaring a party?

Anne Nelson said, yes.

Ben Bornstein asked for clarification on restorative justice. He said there are very specific statutes and regulations that come into play and are not based on policy, they are based on laws. He said the legal system can and should be relied on. He feels it is a bit dismissive to suggest violations are mere violations of policy. He said on the restorative justice side, the obligations are based in statute and regulation and the policy is brought together by organizational requirements. Involving stakeholders in the resolution is the law. He appreciates the effort, but there are fundamentals that need to be worked out. Ben volunteered to help Anne Nelson with this.

Bruce Wilson commended Anne Nelson's work on the Draft Code of Conduct and the outreach within area communities and organizations. He feels the work being done is of great importance and has been strong. Bruce volunteered to assist Anne Nelson on the Draft Code of Conduct. He wondered if the word choice was fitting, particularly use of the word humanity in the context of the code of conduct. He feels this is more about respecting different cultures. Bruce said he appreciated that there is a lot going on with the Draft Code of Conduct.

Dana Hanley commended Anne Nelson on the extraordinary amount of work that has been done in creating this document. She agreed with Bruce and said she also wondered about word choices. Dana asked why the word humility was chosen; she feels there are a lot of words that mean the same thing.

Elaine Haney addressed Ben's comments. She said she recognizes that misconduct can rise to a legal level, but the intention of the code of conduct is to address misconduct that occurs at a lower level, in the day-to-day aspect. There are cultural and behavioral aspects of working together that are not at a legal level. Elaine suggested language be added to the document that clarifies this.

Bruce suggested Anne Nelson reach out to Outright Vermont and look at their code of conduct. He also recommended reaching out to Big Hartman with the Human Rights Council. He thinks they are another solid resource for her to review.

8. Equity Update:

Anne Nelson Stoner provided an update on what the Equity Advisory Committee (EAC) has been working on. She is working to increase membership and is trying to find youth to join. She shared that both Elaine and Jacki need to step back and suggested that board members could rotate through the committee annually and encouraged anyone interested in joining to reach out to her. She continues working on the ECOS Public Engagement Plan. The Equity Action Plan draft is almost finished, there is participation in the EPIC program, and she continued her mentorship with Creative Discourse and Siri Russell.

4. [cont'd] Close Public Forum for FY25 UPWP.

Chris Shaw asked if there were any questions or comments from the public. There were none. ANDREW WATTS (Williston) MADE A MOTION, SECONDED BY ANDY MONTROLL TO CLOSE THE PUBLIC FORUM PERIOD. MOTION CARRIED UNANIMOUSLY.

The public forum closed at 7:32 PM.

9. Charge to Board Development Committee to review/update bylaws.

Chris Shaw charged Catherine McMains, Board Development Committee Chair, with the following:

- a. Review/update the current process of MPO voting.
- b. Review/update the CCRPC Vision and Mission.
- c. Review/update the Conflict of Interest and Code of Conduct
- d. Review the Equity Advisory Committee and other committee appointments, member expected duties etc.

Garret Mott said he researched weighted votes and will present his findings at the committee meeting. He said his research found a mere 13% of MPO's nationally use weighted voting. He is not necessarily suggesting we give this up, but he wondered if there is a way to make things more equitable for all the towns within Chittenden County. Catherine said there is consideration for consolidating the Finance Committee and the Executive Committee. Jeff said it looks like we are going to have to look closely at these items and make updates to the bylaws.

10. Chair/Executive Director Updates

a. Legislative Updates

Charlie said they are working on the Act 250/S100 Housing bill studies' recommendations. These have been presented and the House Environment and Energy Committee is taking this up. He is keeping his eye on the Open Meeting Law requirements. He said there has been discussion on whether the State should take over floodplain and river corridor permitting. He explained there were over 200 new bills introduced. He asked members to reach out if there are topics they want him to pay attention to.

Chris Shaw asked about the State of Vermont Ethical Performance Improvement Campaign program recommended ethics standards for municipalities, Charlie said he isn't sure where this is going, but he will pay attention to this.

Jeff said Shelburne has a clear conflict of interest policy and he suggested that the CCRPC look at a policy between municipalities and the CCRPC. Charlie said most of us have conflict of interest policies because it has been a requirement to receive federal funding. He noted that they should be pretty consistent because they are rooted in the same federal requirements. Jeff said he will provide a copy to Anne Nelson.

Dana Hanley asked about the Open Meeting law. Charlie said the discussion isn't about requiring everyone to attend in person, but whether there has to be a physical space for people to attend public meetings. Catherine McMains said she appreciates having a fully remote meeting option; it lessens negative environmental impacts with decreased travel and appreciates not having to travel when there are weather concerns.

b. Staffing and Compensation Study update

Charlie introduced the new transportation planner, Eliana Fox to members. He said we also hired a new Business Office team member. We will plan on them both introducing themselves to the Board at the February meeting. He also noted that a compensation study is underway and will be reviewed by the Executive Committee in the coming months.

11. Committee/Liaison Activities & Reports.

The minutes for various committees are included with the packet and as links to the online documents.

12. Adjournment.

JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, TO ADJOURN THE BOARD MEETING AT 7:40 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

Chittenden County Regional Planning Commission
February 21, 2024

Agenda Item 3: *2024 South Burlington City Plan* Approval, Confirmation of Planning Process, and Determination of Energy Compliance

Issues: The City of South Burlington has requested that the Chittenden County Regional Planning Commission (1) approve the *2024 South Burlington City Plan*, (2) confirm its planning process and (3) grant a determination of energy compliance to the *2024 South Burlington City Plan*. The plan was adopted by the South Burlington Selectboard on January 29, 2024.

As described in the attached proposed resolution, the PAC has held the required hearing, reviewed the Plan in light of these requests, and recommends Board approval at this time. For your information, the staff report to the Planning Advisory Committee regarding approval and confirmation of the plan and the determination of energy compliance is attached.

VAPDA is keeping track of municipalities that receive a determination of energy compliance at this website: vapda.org/vermont-enhanced-town-energy-plans/

Please note that municipal planning process confirmation, plan approval and determination of energy compliance decisions shall be made by majority vote of the commissioners representing municipalities, in accordance with the bylaws of the CCRPC and Title 24 V.S.A. § 4350(f).

**Planning Advisory
Committee
Recommendation:**

The Planning Advisory Committee recommends that the CCRPC Board approve the *2024 South Burlington City Plan*, confirm South Burlington's planning process, and grant an affirmative determination of energy compliance to the *2024 South Burlington City Plan*.

Staff Recommendation:

Staff recommends that the CCRPC Board approve the *2024 South Burlington City Plan*, confirm South Burlington's planning process, and grant an affirmative determination of energy compliance to the *2024 South Burlington City Plan*.

Staff Contact:

Contact Taylor Newton with any questions: tnewton@ccrpcvt.com, 846-4490 ext. *115.

Chittenden County Regional Planning Commission (CCRPC)
Resolution
2024 South Burlington City Plan, Planning Process and Enhanced Energy Plan

WHEREAS, Title 24, V.S.A. §4350 in part requires that CCRPC shall review the municipal planning process of our member municipalities including review of plans; that each review shall include a public hearing which is noticed as provided in 24 V.S.A. §4350(b); and that before approving a plan the Commission shall find that it:

1. is consistent with the goals established in Section 4302 of this title;
2. is compatible with its Regional Plan;
3. is compatible with approved plans of other municipalities in the region;
4. contains all the elements included in § 4382(a)(1)-(12) of this Title;

WHEREAS, Title 24, V.S.A. §4352 in part states that a municipality that wishes to seek a Determination of Energy Compliance may submit its plan to the Regional Planning Commission, if the regional plan has an affirmative determination of energy compliance; that each review shall include a public hearing; and that the Commission shall issue an affirmative determination of energy compliance if the plan:

1. is consistent with the regional plan;
2. includes an energy element;
3. is consistent with Vermont's energy goals and policies; and
4. meets the standards for issuing a determination of energy compliance included in the State energy plans, as described by the Vermont Department of Public Service in their Energy Planning Standards for Municipal Plans;

WHEREAS, the CCRPC's *2018 Chittenden County Regional Plan, entitled the ECOS Plan*, adopted June 20, 2018, received an affirmative determination of energy compliance on August 9, 2018;

WHEREAS, the CCRPC at its September 19, 2018 meeting approved the *CCRPC Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determination of Energy Compliance* dealing with local plans and CCRPC action;

WHEREAS, The City of South Burlington, Vermont is a member municipality of this Commission;

WHEREAS, The City of South Burlington formally requested CCRPC to approve its *2024 South Burlington City Plan* and confirm its planning process and grant a determination of energy compliance on July 18, 2023;

WHEREAS, the Planning Advisory Committee warned a public hearing on July 30, 2023 and held a public hearing on August 17, 2023 to review the *2024 South Burlington City Plan* for approval and confirmation of the planning process and for granting a determination of energy compliance, via Zoom;

WHEREAS, the Planning Advisory Committee reviewed the records and recommended that the Commission approve the *2024 South Burlington City Plan* as meeting the requirements of 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance* and confirm the community's planning process as consistent with Title 24, Chapter 117, as described in CCRPC's staff review and the minutes of the Planning Advisory Committee, dated August 17 2023.

WHEREAS, the Planning Advisory Committee reviewed the records and recommended that the Commission grant an affirmative determination of energy compliance to the *2024 South Burlington City Plan* as meeting the requirements of Title 24, V.S.A. §4352 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, as described in CCRPC's staff review and the minutes of the Planning Advisory Committee, dated August 17, 2023; and

WHEREAS, the City of South Burlington Selectboard adopted the *2024 South Burlington City Plan* on January 29, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, CCRPC approves the *2024 South Burlington City Plan* and the Commission finds that said Plan:

1. is consistent with the goals established in Section 4302 of Title 24;
2. is compatible with the *2018 Chittenden County Regional Plan, entitled the ECOS Plan*, adopted June 20, 2018;

3. is compatible with the approved plans from other adjacent Chittenden County municipalities; and
4. contains all the elements included in § 4382(a)(1)-(12) and/or is making substantial progress toward attainment of the elements of this subsection;

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans*, CCRPC confirms the City of South Burlington's municipal planning process.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with Title 24, V.S.A. §4352 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, CCRPC grants an affirmative determination of energy compliance to the *2024 South Burlington City Plan*.

Dated at Winooski, this 21st day of February, 2024.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Chris Shaw, Chair



CHITTENDEN COUNTY RPC
Communities Planning Together

Chittenden County Regional Planning Commission

February 21, 2024

Agenda Item 6a: Information Item

Annual Listing of Projects Receiving Federal Funds – FY23

Issues

Each year CCRPC is required by federal law to develop a list of projects for which federal funds were obligated in the preceding program year. Obligating funds to a project is a formal process that allocates funds to specific projects to be used to fund project development and construction.

Attached please find the Annual Listing of Projects Receiving Federal Funds for Federal Fiscal Year 2023, and a five-year summary report covering FY19 to FY23. Staff will review these items at the meeting.

**For more
information,
contact:**

Christine Forde
cforde@ccrpcvt.org or 846-4490 ext. *13



Chittenden County Regional Planning Commission

February 21, 2024

Agenda Item 6b: Information Item

Chittenden County Projects in 2025 VTrans Transportation Capital Program – Governor’s Recommend Budget

Issues

The Vermont Agency of Transportation (VTrans) plans, develops, implements, and manages a statewide transportation network - including roads, bridges, railroads, airports, park-and-rides, bicycle and pedestrian facilities, and public transportation facilities and services.

Each year VTrans develops a budget, the Transportation Capital Program, showing projected expenditures for the budget year and the three subsequent years. The Capital Program lists projects and programs statewide that VTrans intends to spend money on over the next four state fiscal years.

The Capital Program is submitted to the Legislature for approval each year.

Attached please find the list of Chittenden County projects listed in the proposed State FY2025 Capital Program as submitted to the Legislature. Staff will review this list at the meeting.

**For more
information,
contact:**

Christine Forde
cforde@ccrpcvt.org or 846-4490 ext. *13

**FY2025 VTrans Transportation Capital Program -- Governor's Recommend
Chittenden County Projects Listed in the "Front of the Book"**

Project	Vtrans Number	Funding in State FY25 (7/1/24 - 6/30/25)				Construction Year
		State	Federal	Local	(fed+state+local)	(State Fiscal Year)
Paving - State Paving						
Burlington Resurface Class I	NH PC22-(1)					Completed
Charlotte-South Burlington Resurfacing US7 from south of Ferry Road to Swift Street	PS22(2)					Completed
Colchester-Essex Resurface VT15	NH PS24(11)	\$174,253	\$746,747		\$921,000	SFY25/26
Colchester-Milton Resurface US7	STP PS26(4)	\$9,460	\$40,540		\$50,000	SFY27/28
New Essex-Fairfax - Resurface VT128	STP FPAV(85)	\$5,676	\$24,324		\$30,000	SFY26/27
Hinesburg-South Burlington Resurface VT116	STP PS25(8)	\$260,150	\$1,114,850		\$1,375,000	SFY25/26
New Milton-St. Albans Resurface I-89 NB and SB	IM 089-3(83)	\$1,025,000	\$9,225,000		\$10,250,000	SFY24/25
Richmond-Bolton Resurface US2	STP 2924(1)	\$141,900	\$608,100		\$750,000	SFY23/24/25
New South Burlington Resurface US2	NH PC26(1)					SFY27/28
St George-Williston VT2A	STP PS26(7)	\$18,920	\$81,080		\$100,000	SFY26/27
TOTAL PAVING					\$13,476,000	
Interstate Bridge						
New Burlington BR147A on US7	BM 24501	\$30,000	\$270,000		\$300,000	SFY25
Colchester Exit 17	NH 028-1(31)		\$13,000,000		\$13,000,000	SFY24/25/26/27
Richmond BR29 on US2	IM 089-2(52)	\$819,412	\$7,374,709		\$8,194,121	SFY23/24/25/26
Richmond BR53N over US2 (Jonesville)	IM 089-2()	\$25,000	\$225,000		\$250,000	SFY27/28
Richmond BR55S over TH4	IM 089-2()	\$25,000	\$225,000		\$250,000	SFY27/28
Richmond BR55-1 -- Culvert	IM -89-2(57)					SB Culvert Completed
TOTAL INTERSTATE BRIDGE					\$21,994,121	
State Bridges						
Buel's Gore BR29 on VT17 over Beaver Meadow Brook	BF 0200(11)	\$26,000	\$104,000		\$130,000	SFY26/27
Essex VT128 Culvert BR1 Carrying Alder Brook	BM19501	\$95,000	\$380,000		\$475,000	SFY24/25
New Essex Replace Cuvlert on I-289	NH CULV(151)	\$16,600	\$66,400		\$83,000	SFY26/27
New Essex Replace Culvert on US2	STP CULV(148)	\$12,000	\$48,000		\$60,000	SFY26/27
New Essex Replace Culvert on VT15	STP CULV(149)	\$19,000	\$76,000		\$95,000	SFY26/27
New Jericho Replace Culvert on VT15	STP CULV(150)	\$8,400	\$33,600		\$42,000	SFY26/27
TOTAL STATE BRIDGE					\$885,000	
Town Highway Bridges						
Burlington-Winooski Main Street Bridge	BP RAIZ(2)	\$237,500	\$1,900,000	\$237,500	\$2,375,000	SFY27/28/29
Jericho BR15 on FAS 0209	BF 0209(10)	\$223,298	\$1,190,923	\$74,433	\$1,488,654	SFY25/26
TOTAL TOWN HIGHWAY BRIDGE					\$3,863,654	
Roadway						
Burlington Champlain Parkway	MEGC M 5000(1)	\$420,121	\$13,303,840	\$280,081	\$14,004,042	SFY24/25/26/27
New Burlington Cherry Street	CD23(1)	\$56,949	\$1,924,051	\$420,000	\$2,401,000	SFY27/28/29
Burlington Railyard Enterprise	BREP (3)	\$93,660	\$851,340	\$105,000	\$1,050,000	SFY27/28/29
New Burlington Rebuild Four Streets	RAIZ(5)		\$1,614,600		\$1,614,600	SFY26/27/28/29
Colcheter VT2A	STP 5600(19)	\$5,000	\$270,000		\$275,000	SFY28/29
Colchester Prim/West Lakeshore Dr	STP 5600(20)	\$408,818	\$1,751,954		\$2,160,772	SFY24/25/26
Essex Stormwater Retrofit at VT289/VT15	NH SWFR(4)	\$11,594	\$49,687		\$61,281	SFY26
Susie Wilson Road Corridor and Intersection Improvements, Essex	STP 5400(11)		\$150,000		\$150,000	SFY26/27

**FY2025 VTrans Transportation Capital Program -- Governor's Recommend
Chittenden County Projects Listed in the "Front of the Book"**

Project		Vtrans Number	Funding in State FY25 (7/1/24 - 6/30/25)				Construction Year (State Fiscal Year)
			State	Federal	Local	(fed+state+local)	
Roadway Continued							
	Essex Junction Crescent Connector	STP 5300(13)	\$1,107,043	\$4,744,137		\$5,851,180	SFY23/24/25
New	Hinesburg-South Burlington Replace Culverts on VT116	STP CULV(138)	\$69,734	\$298,841		\$368,575	SFY25
	Richmond US2 Culvert at MM 2.25	STP CULV(58)	\$8,514	\$36,486		\$45,000	SFY26/27
	South Burlington Stormwater Retrofit in Four Locations on I-89	IM SWFR(3)	\$51,803	\$466,229		\$518,032	SFY25/26
From D&E	Williston VT2A Culvert	NH CULV(110)	\$41,624	\$178,376		\$220,000	SFY25/26
	Williston US2/Industrial Ave	STP M 5500(7)S					Completed
TOTAL ROADWAY					\$28,719,482		
Safety and Traffic Operations							
From D&E	Burlington Colchester Avenue/Barrett Street/Riverside Avenue	STP 5000(29)		\$1,075,000		\$1,075,000	SFY27/28/29
	Colchester Exit 16	HES NH 5600(14)		\$10,000,000		\$10,000,000	SFY25/26
	Colchester Exit 16 Utility Work	MJ 5600(14)C/1					Completed
	Colchester Severance Corners	STPG 5600(17)		\$870,000		\$870,000	SFY27/28/29
	Colchester-Essex Signals	NHG SGNL(58)		\$110,000		\$110,000	SFY26/27
	Colchester - Bayside Intersection Roundabout	STP 5600(22)		\$73,582		\$73,582	SFY26/27/28
	Essex VT117/North Williston Road	STP 5400(10)		\$75,000		\$75,000	SFY26/27
	Essex VT15/Sand Hill Rd	STPG 030-1(22)		\$50,000		\$50,000	SFY26/27
	Milton US7/Middle Rd/Railroad St	STP 5800(3)		\$300,000		\$300,000	SFY26/27/28
From D&E	St. Geroge VT116/VT2A	STP 021-1(36)		\$325,000		\$325,000	SFY27/28
	South Burlington - Exit 14 Signal Upgrades	STP SGNL(53)					Completed in SFY23
	Williston - VT2A/Industrial Ave	STP 5500(17)		\$4,500,000		\$4,500,000	SFY25/26
	Williston US2/Trader Ln	STPG 5500(14)					SFY24
TOTAL SAFETY AND TRAFFIC OPERATIONS					\$17,378,582		
Park and Ride							
	Williston South of Exit 12	CMG PARK(29)					Completed
TOTAL PARK AND RIDE					\$0		
Bike and Pedestrian Facilities							
	Burlington -- Birchcliff Parkway Raised Walks	ST BP23(3)	\$39,851		\$39,851	\$79,702	SFY24/25
	Burlington -- Intervale Road Shared Use Path	STP BP21(11)		\$76,720	\$19,180	\$95,900	SFY26/27/28
	Burlington - Queen City Park Road Path	STP BP22(15)		\$64,000	\$16,000	\$80,000	SFY28
	Hinesburg - Village South Sidewalk	STP BP16(11)					Completed
	Jericho -- VT15 Sidewak, Park Street to Jericho Market	STP BP21(13)		\$64,706	\$16,177	\$80,883	SFY25/26/27
	Shelburne - Irish Hill Road Pedestrian Bridge	STP BP18(3)		\$20,000	\$5,000	\$25,000	SFY24/25
	South Burlington Williston Road Bike/Ped Facility	STP BP17(9)		\$98,400	\$24,600	\$123,000	SFY26/27
	South Burlington - Dorset Street	STP BP19(4)		\$14,702	\$3,675	\$18,377	SFY26/27
	South Burlington Exit 14 Bicycle/Pedestrian Bridge	RAIZ(1)		\$908,114	\$227,029	\$1,135,143	SFY25/26/27
TOTAL BIKE AND PEDESTRIAN					\$1,638,005		
Transportation Alternatives							
	Burlington Schifilleti Park Shared Use Path	TAP TA20(11)		\$109,728	\$27,432	\$137,160	SFY24/25
	Burlington Lake Street Shared Use Path	TAP TA21(1)		\$263,086	\$65,771	\$328,857	SFY25
New	Burlington Calahan Sidepath	TAP TA23(15)		\$45,600	\$11,400	\$57,000	SFY26

**FY2025 VTrans Transportation Capital Program -- Governor's Recommend
Chittenden County Projects Listed in the "Front of the Book"**

Project	Vtrans Number	Funding in State FY25 (7/1/24 - 6/30/25)				Construction Year
		State	Federal	Local	(fed+state+local)	(State Fiscal Year)
Transportation Alternatives Continued						
Colchester - Stormwater BMPs in the Moorings Stream Watershed	TAP TA18(1)		\$80,000	\$20,000	\$100,000	SFY24/25
Hinesburg VT116/Charlotte Road Pedestrian Signal	TAP TA22(7)		\$11,301	\$2,825	\$14,126	SFY26/27
Jericho - Lee River Road Sidewalk	TAP TA17(1)		\$136,026	\$34,007	\$170,033	SFY25/26
Milton Salt/Sand Shed	TAP TA22(5)				\$0	TBD
New Richmond Bridge Street Sidewalk	TAP TA23(17)		\$65,600	\$16,400	\$82,000	SFY27/28
New Shelburne Irish Hill Road Pedestrian Bridge Additional Funds	TAP TA23(18)		\$80,000	\$20,000	\$100,000	SFY24/25
South Burlington Spear Street Shared Use Path	TAP TA21(14)		\$60,000	\$15,000	\$75,000	SFY26
New South Burlington Bartlett Bay Culvert Replacement	TAP TA23(26)		\$28,000	\$7,000	\$35,000	SFY27/28
New South Burlington Allen Road Shared Use Path Scoping	TAP TA23(9)		\$20,000	\$5,000	\$25,000	SFY25
Williston VT2A Connector Path	TAP TA21(6)		\$20,247	\$5,062	\$25,309	SFY27
New Williston Industrial Avenue Sidewalk	TAP TA23(19)		\$20,000	\$5,000	\$25,000	SFY28
TOTAL TRANSPORTATION ALTERNATIVES					\$1,174,485	
Rail Crossings						
Burlington - Improve Intervale Road Crossing	STP 2035(29)	\$141,900	\$608,100		\$750,000	SFY25/26
Winooski Improve Malletts Bay Ave Crossing	STP 5100(14)	\$70,609	\$302,591		\$373,200	SFY25
TOTAL RAIL CROSSINGS					\$1,123,200	
2024 TOTAL					\$90,252,529	

Notes

Totals do not include Public Transit or Aviation.

**FY2025 Governor's Recommend
Chittenden County Projects On the Development and Evaluation* Lists**

Project		Vtrans Number	Funding in State FY25 (7/1/24 - 6/30/25)			
			Federal	State	Local	Total
Paving						
	Williston VT2A	NH PS26(8)	Funds amounts not identified			
Town Highway Bridge						
	Charlotte BR27 on TH9	BO CVBR(6)	\$68,000	\$8,500	\$8,500	\$85,000
Roadway						
	Milton-Georgia US7 Reconstruction	STP 0285(17)	\$40,540	\$9,460		\$50,000
	South Burlington Williston Road Scoping	NH 5200(22)	\$40,540	\$9,460		\$50,000
	Williston US2 Reconstruction	STP 5500(20)	\$40,540	\$9,460		\$50,000
	Williston VT2A Scoping	NH 5500(21)	\$40,540	\$9,460		\$50,000
	Winooski VT15 Scoping	NH 5100(15)	\$40,540	\$9,460		\$50,000
Traffic & Safety						
Regionally Driven Projects via	Burlington - Colchester Ave/Prospect	STP 5000(30)	\$75,000			\$75,000
	Jericho - VT117/Skunk Hollow Road	NH 035-1(3)	\$75,000			\$75,000
	Milton - US7/West Milton Road	STP 5800(4)	\$75,000			\$75,000
	Shelburne - US7/Harbor Road	NH 019-4(34)	\$150,000			\$150,000
	South Burlington - VT116/Cheesefactory Road	STP 5200(23)				\$0

* **Development & Evaluation** - A project moves from the *Candidate* list to the *Development and Evaluation* list when the project is expected to proceed to preliminary plans within 12 to 24 months. Development and Evaluation projects are anticipated to have preliminary engineering and/or right-of-way expenditures during the budget year.

**FY2025 Governor's Recommend
Chittenden County Projects On the Candidate** Lists**

Project	VTrans Number
Roadway	
Essex VT117 - Safety/Armoring	Not assigned
Williston Mountain View Road	Not assigned
Bike and Pedestrian Facilities	
Colchester - Mill Pond/Severance Road	
Essex VT15 Path -Old Stage Rd to Essex Way	
Williston US2 - Taft Corners to Village	
Williston VT2A Taft Corners Area	
Town Highway Bridge	
Charlotte BR31 on Dorset Street	BO 1445()
Huntington BR10 on Main Road	BF 0211()
Underhill BR7 on Pleasant Valley Road	BF 0233()

** **Candidate** - A project gets on the *Candidate* list after it has completed the planning process and has been accepted by VTrans. Candidate projects are not anticipated to have significant expenditures for preliminary engineering and/or right-of-way during the budget year, and funding for construction is not anticipated within a predictable time-frame. Candidate projects do not have specific funding levels identified.



Chittenden County Regional Planning Commission Executive Committee

February 21, 2023

Agenda Item 7: Action Item

Changes to FY2024 Regional Board Member & Committee Appointments - highlighted below

1. Regional Board Member Appointments per the Bylaws: Article IV.C. "... Regional Board members shall be appointed by the Chittenden County Regional Planning Commission for a term of two years for even numbered fiscal years at the June meeting..."

Agriculture: Tom Eaton, **Socio-Economic-Housing:** Bruce Wilson, Deac (Katherine) Decarreau (alt.), **Industrial/Business:** Tim Baechle, **Austin Davis (alt.)**, **Conservation/Environmental:** Miles Waite

2. Committee Appointments per the Bylaws: Article VII.B. "The Chair shall ... with concurrence of the Chittenden County Regional Planning Commission, establish and appoint committees and their members." Article XI: "All Chittenden County Regional Planning Commission Board members are encouraged to participate in a minimum of at least one standing committee. The Chair may appoint ad hoc committees for a specific purpose with the approval of the Chittenden County Regional Planning Commission. Committees should include subject matter experts as needed to provide advice to the Chittenden County Regional Planning Commission Board."

Finance Committee (Secretary/Treasurer, Vice Chair and 1 other board member): Jacki Murphy, Colchester, Secretary/Treasurer; Bard Hill, Richmond, Vice Chair; and Jeff Carr, Shelburne alt.

Board Development Committee (past Chair and up to 4 other board members): Catherine McMains, Jericho; Mike O'Brien, Winooski; Elaine Haney, Essex Junction; Jeff Carr, Shelburne alt.; Andy Montroll, Burlington.

Unified Planning Work Program Committee (3-5 board members Bard Hill, Richmond (Chair); John Zicconi, Shelburne; Michael Bissonette, Hinesburg; Jacki Murphy, Colchester.

Transportation Advisory Committee (1 board member): Kurt Johnson, Underhill alt.

TAC Interest Group Reps: Elderly - Bob Henneberger; Bike/Ped - Jonathon Weber; Rail - Mary Anne Michaels; Environmental - Richard Watts; Disabled - Adam Wechsler; Business - Sam Andersen

Planning Advisory Committee (1 board member): Wayne Howe, Jericho alt.

Long Range Planning Committee (3-6 board members, one of them to be Chair of the LRPC): Tracey Delphia, Essex; Andy Watts, Williston; Dana Hanley, Charlotte; Benjamin Bornstein, Westford; _____.

Clean Water Advisory Committee: (1 board member): Miles Waite; and Tom Eaton as alternate

Basin 5 Water Quality Council: (1 member): Brett McCreary and Miles Waite as alternate

Basin 5 Water Quality Council: (1 member): Brad Holden and Sai Sarepalli as alternate

Basin 5 Water Quality Council: (1 member): Darlene Paloloa and Garret Mott as alternate

ad hoc Brownfields Advisory Committee: Sam Andersen, GBIC; Matt Vaughn, LCBP; Samantha Dunn, Burlington CEDO; Jon Rauscher, City of Winooski; Dr. Pablo Bose, UVM; **Heath Kirby**, VT Dept of Health; Sam Arnold, Community Health Centers of Burlington; Kristie Farnham, VT Dept of Economic Development (ex officio); Sarah Palmer Bartlett, VT DEC (ex officio); William Lariviere, EPA Region One (ex officio); _____, CCRPC Board

ad hoc All Hazards Mitigation Plan Update Committee: Garret Mott, Buels Gore.

Equity Advisory Committee: Catarina Campbell, Omar Derzi, Lydia Diamond, Melissa Heitkamp, Zoraya

Hightower, Ahmed Mohamed, Ragab Mohamed, Jasim Mudaffar, Faried Munarsyah, Elaine Wang, Bruce Wilson, Mona Tolba, Urmila Chhetri, Kashka Orlow, Jules Wetechi, Alli Castile, Corali Cotrina, Clayton Clark

For questions, contact Charlie Baker, 802-735-3500 or cbaker@ccrpvt.org

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING MINUTES
DRAFT

DATE: Wednesday, February 7, 2024

TIME: 5:45 PM

PLACE: Remote Attendance via Zoom

PRESENT: Chris Shaw, Chair Catherine McMains, Past Chair
Elaine Haney, at large >5000 Bard Hill, Vice-Chair
Michael Bissonette, at large <5000

ABSENT: Jacki Murphy, Secretary/Treasurer

STAFF: Charlie Baker, Executive Director Taylor Newton, Planning Mgr.
Forest Cohen, Senior Business Mgr. Amy Irvin Witham, Business Office Mgr.
Anne Nelson Stoner, Equity & Engagement Mgr. Emma Vaughn, Communications Mgr.
Bryan Davis, Sr. Transportation Planner Eleni Churchill, Transp. Program Mgr.

OTHER: Karyn Tierney, Hickok & Boardman Katrina Meigs, Hickok & Boardman

1. Call to Order, Attendance: C. Shaw called the meeting to order at 5:48pm.
2. Changes to the Agenda, Members items: There were no changes to the agenda.
3. Approval of the January 3, 2024, Executive Committee Meeting Minutes:
C. McMains moved to approve the minutes with one correction (page 3, line 30: *said* is misspelled).
M. Bissonette seconded. Motion carried unanimously.
4. Initial Compensation Study Discussion:
C. Baker introduced Karen Tierney and Katrina Meigs from Hickok & Boardman, who shared a presentation about the compensation study process they've been undergoing for CCRPC. Topics included the importance of organizations being intentional about their compensation and benefits; the process of compensation analysis and its role in attracting, engaging, and retaining talent; an employee engagement survey that revealed a high level of satisfaction, but also some concerns about cost of living, professional growth, and a paid family leave option; and the consultant's approach to benchmarking compensation within an organization. C. Shaw noted concern about the lack of childcare and housing options; K. Meigs acknowledged the significance of this issue and mentioned a new state insurance program for paid family and parental leave that CCRPC staff are looking into. B. Hill discussed the complexity of wage determination, emphasizing the need to consider factors such as travel distance, location, and organization size. The consultant team is currently gathering market data from South Burlington, Burlington, and the State of Vermont and expects to complete the compensation study in March.
5. Act 250 & Section 248 Applications: There were none.
6. Draft Code of Conduct:
A.N. Stoner asked if anyone has questions or comments on the draft Code of Conduct and clarified

1 that this version is for staff only; we are holding off on the Board/Committee version until external
2 partners can review. C. Shaw asked whether our contractors would need to abide by our Code of
3 Conduct, and AN explained they would likely be expected to sign some shortened version of this. B.
4 Hill noted that contractors may have their own Code of Conduct, and wondered which would take
5 precedent. E. Haney suggested that a contractor hired by CCRPC should be required to perform
6 based on CCRPC's standards. C. Baker added that there are existing standard provisions in contracts,
7 and staff will review. The next steps in the Code of Conduct process are to do a final review with
8 staff and incorporate edits and clarifications. The goal is to bring the final draft to the Executive
9 Committee in early March for the 3/6 meeting, and the Board version to the Board in mid-March for
10 the 3/20 meeting.

11
12 7. Equity Update

13 AN Stoner updated members about the latest [Equity Advisory Committee meeting on 1/31](#), during
14 which CCRPC partnered with the State's Climate Action Office to gather input that will feed into
15 both the State's work and CCRPC's ECOS Regional Plan update. This was a largely successful and
16 diverse gathering; 50 people attended, with 3-4 languages spoken. The meeting yielded six pages of
17 written feedback. AN Stoner updated members about the EPIC survey that went out to CCRPC staff,
18 committees, and partners. Due to the low response rate, C. Baker will send a follow-up email asking
19 for participation. AN Stoner provided a brief ECOS engagement update, indicating that she and
20 other staff are in the process of planning many public engagement efforts. There was a brief
21 discussion about the upcoming installation of three small meeting pods in the CCRPC office, within
22 the context of potentially affecting existing meeting space. C. Baker noted that the pods will be
23 located in the front of the office, will not affect existing meeting space, and will allow more staff to
24 meet virtually while in the office.

25
26 8. Minutes Format Discussion

27 C. Baker noted that staff is trying Zoom's AI summary tool to reduce time spent on meeting minutes,
28 with E. Vaughn tasked with testing it for this meeting. He suggested that the minutes might shift
29 toward a summary format, capturing the essence of the discussions rather than a more detailed
30 transcript. Members should speak up throughout the meeting if they have specific comments they
31 want captured in the summary. C. McMains expressed that the minutes should reflect the substance
32 of the discussions. Staff have been testing the AI tool with other committees (TAC and UPWP) and
33 finding that it saves a lot of time. Members agreed to proceed with testing the AI tool.

34
35 9. Chair/Director Report

36 a) Legislative Update. C. Baker provided a legislative update, focusing on the Senate Committee on
37 Government Operations' deliberation on the Open Meeting Law ([S.55](#)); [S.213](#), which would
38 increase state responsibility for flood plain and river corridor regulation; and three bills relating
39 to Act 250. Members discussed how adverse weather conditions and other factors might limit
40 participation in in-person meetings, and C. Baker noted that the deliberation regarding Open
41 Meeting Law meeting requirements for advisory and decision-making bodies is ongoing and that
42 RPCs have been providing feedback to the legislature. C. Baker also discussed the ongoing
43 challenges with three bills dealing with Act 250 changes happening concurrently in three
44 different committees. He highlighted the three studies conducted over the summer and two
45 bills under consideration ([H.687](#) and [S.308](#)). C. Baker noted that the Senate Committee on
46 Economic Development is working on a housing bill that has some pieces of Act 250 in it; this
47 may come out this week or next. C. McMains suggested using the Tier 3 protections for natural
48 resources to capture the 30x30 and 50x50 land. B. Hill brought up the issue of the 3-acre

stormwater rule, highlighting that it might be an unfunded mandate for small towns and rural areas without homeowner associations. C. Baker mentioned that the Senate Committee on Government Operations is considering a county governance bill to make it easier for municipalities to work together. Clarity about roles (municipal, regional, state) and conversations about municipal capacity are needed. Chris Campany from Windham Regional Commission referenced this topic in a recent [commentary](#) in VT Digger.

b) Staffing Update. C. Baker noted that Trudy Namubiru is starting on 2/12 as Business Office Manager. Eliana Fox and Trudy will introduce themselves at the 2/17 Board meeting.

c) Other. None.

8a. Draft January Board Agenda review

C. Baker directed members to the draft February Board agenda. Members reviewed the draft agenda, making small adjustments including consent agenda additions and the removal of the staff Code of Conduct. T. Newton noted that an ECOS Plan update is planned for March, but we can move to February if desired.

10. New Business: None.

11. Executive Session: C. McMains made a motion to enter Executive Session to discuss a potential contract with VELCO based upon the finding that premature public knowledge would clearly place the public body, or a person involved, at a substantial disadvantage. M. Bissonnette seconded. Motion carried unanimously.

C. McMains moved to exit Executive Session at 7:48 pm. E. Haney seconded. Motion carried unanimously.

12. Adjournment: E. Haney made a motion to adjourn at 7:48 pm. M. Bissonnette seconded. Motion carried unanimously.

Respectfully submitted,
Emma Vaughn

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE
MINUTES

DATE: Tuesday, February 6, 2024
TIME: 9:00 a.m.
PLACE: Virtual Meeting via Zoom

Members Present

Bryan Osborne, Colchester
Aaron Martin, Essex
Adam Wechsler, People with Disability
Bob Henneberger, Seniors
Bruce Hoar, Williston
Chris Yuen, Essex Junction
Connor Smith, GMT
Deirdre Holmes, Charlotte
Jacqui DeMent, FHWA
Joe Segale, Huntington
Jon Rauscher, Winooski
Jonathon Weber, Local Motion
Josh Arneson, Richmond
Julia Ursaki, Burlington
Katharine Otto, VTrans
Kit Luster, Shelburne
Kurt Johnson, Underhill
Lisa Schaeffler, Milton
Mary Anne Michaels, Vermont Rail System
Matthew Arancio, VTrans

Sandy Thibault, CATMA
Tom Dipietro, South Burlington

Staff

Eleni Churchill, Transportation Program Manager
Christine Forde, Senior Transportation Planner
Eliana Fox, Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Sai Sarepalli, Senior Transportation Planning Engineer
Bryan Davis, Senior Transportation Planner
Marshall Distel, Senior Transportation Planner
Chris Dubin, Senior Transportation Planner

Guests

Deb Sachs, Walk to Shop
Peggy O'Neill-Vivanco, Walk to Shop
Eliza Gebb, Walk to Shop
Christina Mendoza, Walk to Shop
Jim Cota, VTrans

1. Bryan Osborne called the meeting to order at 9:00 AM.

Bryan Davis introduced Eliana Fox, CCRPC's new transportation planner. He also recognized Joe Segale, a new representative for Huntington as of a few months ago.

2. Consent Agenda

JOE SEGALE MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY JONATHON WEBER. THE MOTION PASSED UNANIMOUSLY.

3. Approval of December 5, 2023 Minutes

KURT JOHNSON MADE A MOTION TO APPROVE THE MINUTES OF DECEMBER 5, 2023, SECONDED BY BOB HENNEBERGER. THE MOTION PASSED UNANIMOUSLY.

4. Public Comments

No comments from the public.

5. Walk to Shop Program Update

Deb Sachs and Peggy O'Neill-Vivanco from Walk to Shop shared information about the program, the goal of which is for more residents to be engaged in and benefit from using an affordable, convenient, safe and equitable shopping trolley to access daily goods and services. This is a CCRPC-supported TDM project. Through this project they have been working for equity in transportation and to elevate walking and walkable communities since 2021. The trolley is an elegant solution to carrying groceries and other items. They use both direct and indirect community engagement, and the program's impact is amplified with partners, reflected in the 1,059 trolleys distributed to date statewide.

Peggy recognized the work of Eliza Gebb, UVM student, who has been integral in mapping, outreach and engagement. As part of its 30th anniversary, the Vermont Clean Cities Coalition national program recognized “Shopping Trolleys Improve Access to Vital Communities for Underserved Communities” due to its role in helping to meet the federal Justice40 equity goal.

The team recognized that a trolley can’t take the place of a car, but for people with limited or no access to a vehicle the trolleys increase access to food and transit. Their partnership with AALV helps make it more equitable and dignified to walk and use transit since the family wage earner typically uses the family’s only vehicle.

Peggy discussed her work with fleets and municipalities to provide sustainable transportation options and a project in collaboration with the Department of Energy to improve access to vital services for underserved communities. She emphasized the importance of equity and justice in their initiatives, particularly in rural areas. Peggy also mentioned a grant application for community-driven transportation plans for the Northeast. The team also discussed ongoing and future projects, including working with towns to encourage walking and providing educational resources about the trolley's capabilities.

Deb and Peggy discussed the cost and ownership of their program's trolleys, which are purchased and distributed to external partners who apply for grants to bring money to the table. They can then sell to clients for a nominal fee (e.g., \$10) or provide at no charge in some circumstances. Individuals then own the trolleys. They clarified that the trolleys are distributed at a certain cost and the cost is recovered through grants or direct sales. They also mentioned testing different approaches, inspired by Local Motion’s e-bike lending library and CarShare VT, including trolley sharing and a trolley loan program at the Winooski School’s community store. The team also discussed the displacement of car trips, possible locations for their project, and potential collaboration with a local food pantry. The team emphasized the importance of connecting with the food pantry to understand their needs and ensure effective collaboration.

Deb and Peggy encouraged TAC members and others to contact them to coordinate with food pantries and other potential partners: deb@netzerovt.org or poneillv@uvm.edu. Here is their presentation: <https://docs.google.com/presentation/d/1vP4P1c8HYeVFsw0USfyK7jMpVQGDOCKg/edit#slide=id.p1>

6. Annual Safety Targets

Past Federal Transportation Acts (MAP-21 and FAST Act) placed considerable emphasis on system performance and directed State Departments of Transportation (DOTs), MPOs and Transit Providers to evaluate how well the transportation system is doing. Sai Sarepalli, CCRPC, provided an update on statewide safety targets for five performance measures: total number of fatalities, fatality rate, total number of serious injuries, rate of serious injuries, and total number of non-motorized fatalities and serious injuries. Sai noted that the statewide safety targets for this year (2024) are recommended to remain the same as in the previous year. He also presented a review of the past five years of crash data, highlighting an increase in total and serious injuries.

Chris Yuen raised a concern about underreporting of hospitalization data in cases without police involvement and suggested a system to collect this data. He shared an example from the Netherlands. Jonathon agreed with Chris's idea and proposed setting future targets based on these data and suggested that the CCRPC’s Regional Safety Action Plan could inform the process and targets. Joe Segale asked about the implications of rejecting the proposed targets and developing our own, with Sai and Eleni Churchill explaining the effort and process required to establish alternative targets for the region with no actual benefits because the CCRPC is not controlling the funding. Kurt asked about crash data comparisons with other Northern New England states, which Sai agreed to look into.

There was a discussion about the increase in road fatalities in 2021 and 2022. The team also discussed whether the pandemic had contributed to the rise in fatalities. Jason inquired about the inclusion of bicyclist and pedestrian fatalities in the total number, which Eleni confirmed. Jonathon Weber noted that

the 2019 numbers were lower than usual and wondered if 2019 was an anomaly. There was a national trend of higher injuries and fatalities due to the pandemic, and our data reflects that trend. The discussion ended with a suggestion to invite VTrans to a future meeting to discuss their Strategic Highway Safety Plan.

Julia asked about the accessibility of serious injury data from the State's crash query tool. She has to request it directly from VTrans and asked if there are plans to make this data more easily accessible. Sai isn't aware of any other way than requesting directly from VTrans.

Bryan Osborne said it's interesting to see the Chittenden County data relative to the rest of the state, and questioned how the difference between the statewide average and county average could be explained, possibly by lower speeds in urban areas. Eleni noted that rural roads account for most of the serious injuries and fatalities and offered that the CCRPC will have another presentation to the TAC about the safety issues, approach and policies.

Comment from the chat:

Katharine Otto: VTrans crash data usually isn't complete for a calendar year until about 5 months later. So around May/June you can be reasonably confident most crashes are recorded for the previous year. As Eleni and Sai mentioned, it takes time to collate all the records.

Jacqui DeMent: There was a question about safety in other New England states - if you scroll to the bottom of this page, there is a map where you can see the safety performance targets, annual fatalities, and 5 year average of fatalities for each state from calendar year 2020:

https://safety.fhwa.dot.gov/hsip/spm/state_safety_targets/

BRUCE HOAR MADE A MOTION TO ACCEPT THE 2024 VTRANS STATEWIDE SAFETY TARGETS AND RECOMMEND THAT THE BOARD AGREE TO THE STATEWIDE SAFETY TARGETS FOR THE METROPOLITAN PLANNING AREA. BOB HENNEBERGER SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

7. Annual Listing of Projects Receiving Federal Funds and SFY25 Transportation Capital Program Review

CCRPC is required to report annually on the federal funds that have been spent in the County. Christine Forde, CCRPC, provided an overview of FY23 annual federal spending in Chittenden County (Item 7a) and the projects funded in the upcoming VTrans SFY25 Capital Program (Item 7b).

Christine discussed the process of obligating funds, emphasizing its necessity under federal law and the potential for the obligated amount to differ from the initially approved amount. Funds must be obligated for a project to be listed. She highlighted the allocation of \$82.5 million in County funds for various projects, with the majority going to construction, and noted the significant projects such as the Champlain Parkway, the Crescent Connector, and the Route 2 bridge over I-89 in Richmond. Christine Forde also pointed out that \$11.5 million was dedicated to transit projects and \$1 million for Amtrak services.

She compared the funding allocation over the last decade, noting that the County continues to receive a fair share of state money. On average Chittenden County gets about 17% of statewide funding. FY22 and FY23 were large obligation amounts due to the federal IIJA funds coming to the state and county.

Finally, she discussed the capital program for the state FY25, which includes several new paving projects. This information is included in the budget presented to the state legislature as recommended by the governor. Similar to the TIP, Chittenden County used about 17% of statewide funding.

8. Status of Projects and Subcommittee Reports

See bulleted list at the end of the agenda for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these ongoing or recently completed projects.

9. CCRPC Board Meeting Report

The Board did not meet in December, but the CCRPC hosted its annual Legislative Breakfast on December 5. Topics discussed included housing, climate resilience, open meeting law, transit revenue options, municipal local options tax, and other miscellaneous Director updates. You can view the presentation slides at https://www.ccrpcvt.org/wp-content/uploads/2023/12/2023-Municipal-Legislative-Breakfast-Presentation_20231205-1.pdf.

In January the Board held a public forum for the FY25 UPWP, voted to approve the FY24 mid-year adjustment budget and UPWP, accept the draft FY23 audit, heard an update on Health Equity grant work, received a staff presentation on the CCRPC draft Code of Conduct, heard an equity program update, charged the Board Development Committee to consider potential bylaw updates, and heard other miscellaneous Director updates.

10. Chair/Members' Items

- **Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program, NOFO:** https://www.transportation.gov/sites/dot.gov/files/2023-11/RAISE%202024%20NOFO%2011.30.23_0.pdf. Mandated minimum award amounts for capital grants: \$1 million minimum in rural areas and \$5 million minimum in urban areas. There is no minimum for planning grants. The maximum for both capital and planning grants is \$25 million. Application deadline is February 28, 2024.
- **AARP Vermont 2024 Community Challenge Grant:** AARP Vermont invites local eligible non-profit organizations and governments across the country to apply for the [2024 AARP Community Challenge](https://www.aarp.org/CommunityChallenge) grant program, now through March 6th. Grants fund quick-action projects that help communities become more livable in the long-term by improving public spaces, transportation, housing, digital connections, and more. More information at <http://www.aarp.org/CommunityChallenge>.
- **USDOT Discretionary Grants Dashboard** (<https://www.transportation.gov/grants/dashboard>) provides communities with an overview of discretionary grant opportunities that can help meet their transportation infrastructure needs. Designed with all communities in mind, the Dashboard identifies grant programs with rural and Tribal set-asides or match waivers available. The Dashboard also includes Federal grant programs outside of DOT that may be of particular interest to [rural communities](#). The Dashboard is updated weekly.
- **2024 Tier 2 & Tier 3 River & Roads Training Dates**, to view more details visit <https://dec.vermont.gov/event/vermont-rivers-roads-tier-2-and-tier-3-training>:
 - **Tier 1 Online Slide Show:** Online training (30-60 min) that provides a general awareness and understanding of river processes, aquatic habitat and how transportation infrastructure affects and is affected by river stability. Works best with Internet Explorer: <https://anrweb.vt.gov/PubDocs/DEC/WSMD/Rivers/RiversAndRoadsTier1Training/story.html5.html>
 - **Tier 2 workshops:** Two-day training with both indoor and outdoor exercises. Receive 4 hours of continuing education credits. Open to all municipal staff, state staff, construction contractors, engineers, consultants, regional planning commission staff, conservation districts, and others working with communities on river and road related issues.
 - May 15 & 16 at VTrans Dill Building at 2178 Airport Rd, Berlin.
 - October 2 & 3 at VTrans Dill Building at 2178 Airport Rd, Berlin.
 - October 16 & 17 at VTrans District Office at 870 US Route 5, Dummerston.
- **Tier 3 Advanced Flood Recovery & River Management Training Modules:** Tier 1 and Tier 2 River and Roads trainings are a prerequisite. One day class, in-person and virtual options, participants receive 6 hours of continuing education credits. Dates/locations available at <https://dec.vermont.gov/event/vermont-rivers-roads-tier-2-and-tier-3-training>.

1 Bryan Davis noted another funding source: The Northern Border Regional Commission has announced
2 availability of \$50M in 2024 Catalyst Program funding. Infrastructure (awards up to 1M) and non-
3 infrastructure (awards up to 500,000). Infrastructure broad categories of transportation, basic public
4 infrastructure, telecommunications, and energy. <https://www.nbrc.gov/content/Catalyst> and [program](#)
5 [overview](#). Bryan Osborne said NBRC had a good overview of the program so it's worth checking out.
6

7 The next TAC meeting is scheduled for Wednesday, March 6, 2024 due to Town Meeting Day on
8 Tuesday.
9

10 LISA SCHAEFFLER MOVED TO ADJOURN, SECONDED BY SANDY THIBAUT. THE MOTION
11 PASSED UNANIMOUSLY.
12

13 The meeting adjourned at 10:19 AM.
14

15 Respectfully submitted, Bryan Davis

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

DATE: **Tuesday, February 6th, 2024** **REGULAR MEETING**
SCHEDULED TIME: 12:15 p.m. to 1:30 p.m.
PLACE: online via Zoom
DOCUMENTS: Minutes, documents discussed, and presentations accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance (all attending online unless otherwise noted)		
Burlington:	Burlington Airport: Catie Calabrese (EIV), Heidi Miller (EIV)	Williston: Lisa Cicchetti
Colchester: Karen Adams, Brett McCreary	Milton: Lisa Schaeffler	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Shayne Geiger, Chris Robinson	VAOT:
Essex Jct.:	South Burlington: Marisa Rorabaugh	Univ. of VT:
Guests: Adelaide Dumm, WNRCD; Dave Allerton, July Medina-Triana – Town of St. Albans, Dave Barron – Pluck, Sarah Gratz - NWRPC		
CCRPC Staff: Dan Albrecht, Chris Dubin, Sai Sarepalli		

1. Changes to the Agenda and Public Comments on Items not on agenda:

The meeting commenced with the introduction of the attendees with Mr. Geiger specifically introduced as Shelburne's new Stormwater Coordinator. Annie Costandi led a review and approval of the draft agenda and public comment on items. No changes were made to the agenda nor were public comments received.

2. Review and approval of minutes (November 7th, 2023)

Dan recapped the meeting minutes from the November 7th meeting. *Chris Robinson made a motion to accept the minutes with Karen Adams providing the second. A minor correction was made to the spelling of Ms. Cicchetti's last name. The motion carried unanimously.*

3. Review and approval of draft annual reports for 2023. (ACTION)

Annie Costandi led a discussion on the review and approval of the draft annual reports for 2023. Dan Albrecht then reviewed the two reports, highlighting new initiatives and strategies from the report by Pluck, such as a stronger focus on targeted digital advertising and a large fall campaign. The team also discussed metrics showing the highest number of sessions, users, and page views in 2023. The WNRCD report outlined outreach events, water quality monitoring work, and the adoption of rain gardens.

Minimum Control Measure #1 (Rethink Runoff) by Pluck Dan recommended a motion to adopt the report. *Lisa Schaeffler made a motion to adopt the report. Seconded by Karen Adams. The motion was approved unanimously.*

Minimum Control Measure #2 (RR Stream Team) by Winooski NRCD

Dan recommends a motion to adopt the report. *Karen Adams made a motion to adopt the report. Seconded by Lisa Schaeffler. The motion was approved unanimously.*

4. FY24 Budget: Overview of expenditures to date (information).

Dan Albrecht presented an overview of the fiscal year 2024 budget and current expenditures. Staff hours are on track and budgeted at about 5 hours per month. He also discussed the advertising vendors, including Facebook and Google ads, which Dave handles and they reimburse. He reported a surplus of around \$19,000 which was achieved in part due to lowered ad expenditures as Barron is able to adjust dollar allocations in real time rather than pre-paying. He emphasized that they were doing well financially, with no one overspending their allocated budget.

1
2 **5. Rethink Runoff Advertising, Pluck (discussion)**

- 3 a) Highlighting municipal stormwater projects within Rethink Runoff
4 b) Consolidation of rain drop and cloud logos
5 c) Budget update & Proposed use of surplus/unused advertising funds
6

7 Annie Costandi and David from Pluck discussed the idea of showcasing municipal projects related to
8 stormwater improvements on the rethink runoff website. David proposed the creation of a map
9 highlighting these projects, allowing visitors to see what different cities and towns are doing to address
10 stormwater issues. Dan Albrecht suggested that a Google spreadsheet could be used to collect this
11 information, and David agreed to set this up. They also discussed the possibility of including details
12 such as project names, locations, photos, and completion dates.
13

14 David proposed a minor change in the brand identity of Rethink Runoff to consolidate on the raindrop,
15 which was accepted by the subcommittee. Adelaide, Chris, Annie, and Lisa expressed their approval.
16 The subcommittee also agreed to use surplus funds to purchase different merchandise such as hats. Dan
17 mentioned she had stickers that were not distributed due to Covid, which Adelaide offered to take to
18 replenish their stock. David then discussed the surplus from the previous year, suggesting allocating it
19 into this year in various ways, including towards ads in community newspapers and exploring new
20 advertising avenues. Dan suggested increasing the budget further and adding a buy in *Seven Days*,
21 which David agreed to consider. The team discussed the shift to digital media in the Milton
22 Independent and the Colchester Sun. Dan, David, and Lisa discussed the possibility of expanding their
23 advertising strategy to include digital and local print media as a way of giving back to the community.
24 The subcommittee was supportive of an expanded ad buy using the surplus funds.
25

26 **6. How are different MS4s handling O&M efforts/agreements with stormwater BMPs in**
27 **neighborhoods, and which projects are identified in a PCP or FRP? (Discussion)**
28

29 Dave Allerton asked the members how they were addressing O&M agreements for new projects. Should
30 Town take them over 100%, does the HOA deal with mowing while the DPW takes care of the heavy
31 lifting?
32

33 Annie Costandi said that they have a few shared projects coming up. The Town will take care of
34 maintenance and inspections but the costs will be shared with the HOA (via formal agreements) based
35 upon the percent impervious from each sector. We have our summer interns take care of the
36 inspections.

37 Marisa said that the City has taken over a lot of stormwater practices. We take care of about 90 right
38 now. For split projects where the right of way has not yet been conveyed to the city, the City takes care
39 of the treatment and the maintenance of the treatment but the HOA takes care of the maintenance for
40 the conveyance system (if still a private road). If we are moving towards taking over an upgraded
41 system, we do a cost-share for construction but if we take it over, we take on all responsibilities.

42 Dave noted that it brings up the challenge of getting a grant for a project but not for others. Marisa
43 noted we use the SW utility funds as a grant match or if a 100-% city project.

44 Karen discussed the town's approach to handling infrastructure, stating they don't have the resources to
45 adopt infrastructure as their own and instead place that shared responsibility on the Homeowners
46 Association and the town accordingly as co-permitees. She mentioned that they have extended permit
47 coverage to 3-acre residential sites and added ordinance language to hold the HOA responsible for
48 maintenance. The HOA is responsible for items outside of their ROW.
49
50

51 **7. Brief update by WNRCD on MCM #2 compliance activities**
52

1 Adelaide Dumm from the Winooski NRCD gave an update on her work on the annual report, volunteer
2 tracking, water quality monitoring, and the hiring of a new conservation specialist, Macy Broussard
3 who will take over primary responsibility for the Stream Team. The subcommittee also discussed the
4 need to increase adopters for the Adopt-a-Drain program in the five participating towns and the
5 potential for hosting an event to promote it. Albrecht noted that, given the surplus funds, a dedicated ad
6 buy could be used to boost participation. Dumm noted they hope to double the number of participants in
7 2024.

8
9 **8. Staff, Member, and guest updates**

10
11 Marisa reported that there are several applicants for the LC Sea Grant regional stormwater fellow and
12 will start interviews soon.

13
14 Karen noted they need a new water quality sampler in Colchester. Adelaide and Chris suggested posting
15 on certain job boards, with Chris also offering temporary help via CCRPC interns if needed. Adelaide
16 suggested Texas A&M job board and Shayne suggested the Conservation Job Board.

17
18 Chris will reach out to MS4 municipalities regarding the MRGP reporting requirements due in April.

19
20 Marisa then inquired about the number of people issued cell phones for work by their cities or towns
21 and received varied responses.

22
23 Dave will set up a Google spreadsheet for municipal project information and share it with the group.
24 David Allerton will consider different maintenance models for stormwater BMPs based on the
25 experiences shared in the meeting.

26
27 **9. Agenda Items for WEDNESDAY March 6th meeting**

28 SWMP permit requirements, especially inspections.

29
30 The meeting was adjourned by Costandi at approximately 1:15 p.m.

31
32 *Respectfully submitted, Chris Dubin and Dan Albrecht*
33
34

Equity Advisory Committee Meeting Notes

Wednesday, January 31, 2024 3 | 5:00 - 6:30 PM

Chittenden County Regional Planning Commission

110 West Canal Street, Suite 202

Winooski, VT 05404

Participants: Anne Nelson Stoner, Sarah Muskin, Melanie Needle, Ann Janda, Eliana Fox (CCRPC); Sophi Veltrop, Jane Lazorchak, Indra Acharya, Kashka Orlov (CAO); Omar Derzi, Lydia Diamond, Bruce Wilson, Zoraya Hightower, Jasim Mudaffar, Elaine Wang, Mona Tolba, Ragab Mohamed, Faried Munarsyah, Jules Wetechi, Urmila Chhetri (EAC Members); Chandra Sunar, Hawa Ismail, Talal Al Samraei, Eli Jones, Basim AlDulaimi, Alli Amrani, Heather Bauman, Ken Nukaya, Hend Rajbo, Mashaer Ebaid, Hakima Laita, Houda Musanovic, Aziz Bakkali, Tasneem Mohamed, Saher Muhamed, Mohamed Hussein, Mohamed Abdullahi, Lachi Pradhan, Amber Pradhan, Bisnu Pradhan, Merida Ntirampeba, BalHazar Batakanwa, Maryam Shabbir Abbasi, Alli Castille.

1. Welcome, announcements & agenda

AN called meeting to order at 5:20 once folks settled in, had a chance to connect with one another, received handouts, and had a chance to pray. She informed everyone that food from The People's Kitchen is coming and directed people towards the bathrooms.

2. Overview of EAC & welcome to new faces

AN shared that this meeting is growing out of an Equity Advisory Committee and welcomed all the new faces in the room. She pointed out where attendees can find more information about the EAC and encouraged anyone interested in joining to reach out. She reviewed the ground rules for the meeting and shared that Jane and Sophi from the State's Climate Action Office are here to share a brief presentation about the CAO and climate change in Vermont. After the presentation, we will break out into smaller discussion groups. She directed everyone to use the handouts they received to answer questions posed throughout the presentation since we will not have time to hear from everyone.

3. Overview of the Vermont Climate Action Office & purpose of today's conversation

Sophi and Jane introduced themselves with the Climate Action Office and shared the goal of the presentation: to provide an overview of climate change in Vermont, the role of the CAO, and to hear from everyone here about how climate change is impacting them and what decision-makers should know when designing programs and policy. Sophi and Jane covered (1) the impacts of climate change in Vermont, (2) contributors to climate change in Vermont, (3) proposed solutions to climate change in Vermont, (4) and questions to get today's discussion going.

4. Climate Action Focus Groups

Following the presentation, Anne Nelson broke the room into four different breakout groups, each with a facilitator and interpreter as needed. Anne Nelson & Mona led one group of Arabic speakers, Indra and Sophi another group with Nepali speakers; Jane an English-speaking group, and Sarah an

English speaking group. Each group discussed the remaining questions in the handout.

Summary of Feedback Received:

Reasons for Climate Change

- Global warming
- High emissions
- Too much waste & litter (“...at the medical center, I see countless amounts of materials and items just thrown to waste including gloves, rags, blankets, and other linens!”)
- Wastewater flowing into Lake Champlain
- Out of balance with the natural world
- Gap between policy makers and climate action (and lack of knowledge about communities)
- Flawed economic system and too much consumption
- Injustice
- Human behavior

Impacts of climate change on non-human natural world:

- Warmer temperatures
- Less biodiversity (environmental degradation)
- Poor air & water quality: “I can’t swim in the lake in the summer anymore”; “I don’t trust the water we drink.”; Heavy metal pollution in waterways; Polluted Lake Champlain
- Extreme weather & more frequent natural disasters: “The planet is sending messages.”; They are unpredictable.
- Mass extinction
- Erosion
- Droughts & flooding
- No more snowy winters (“Winter, cold and snow feel safe and comfortable”
- Heatwaves & hot summers
- Wildfires
- Pollution
- Noise pollution from industry (F35s)

Impacts of climate change on humans:

- **We Know!:** “People know how the impacts of climate change are felt and know how vulnerable we are.”; “We feel it in all aspects of our lives!”; Climate change impacts every aspect of our lives; “Even though the terminology ‘climate change’ is new, when you describe the effects of it, it is nothing new. I am familiar. Even back home, people cut down the trees, wells are drying up, etc.”
- **Fear:** A sense of doom & crisis (“it is scary and out of control”); “Fear that we have broken promises to our children”; Marvin Gaye’s song “Save the Children”; Heat ignites fear: “At refugee camps, people died of heat.”; Fear of insect borne illnesses (“At refugee camps, people died of mosquito-borne illnesses.”)

- **Inequitable Impacts:** Impacts disproportionately affecting marginalized and disadvantages people and communities; “Low income people are the ones suffering from the effects of climate change and we need more help!”; Poor water quality impacting vulnerable communities in VT
- **Sickness:** Sicker communities; difficulty breathing; more disease; “I am worried about insect-borne illnesses because ticks and mosquitoes are coming further and further into areas they didn’t used to be, such as my urban backyard.”
- **Food Insecurity & Struggling Farmers:** BIPOC & New American farmers are struggling (“New American farmers lost all their crops last summer”); “I am concerned about food deserts and food security.”
- **Limited Outdoor Recreation:** “The Irregular weather makes planning outdoor recreation more difficult.”; “Because of climate change, I can no longer do what I want to do in the summer. It is so wet and hot.”; “I wasn’t able to get outside at all this summer”
- **Mental Health Challenges:** We are setting the next generation up for more stress and uncertainty; Children who do not see a future for themselves and struggle with a lack of motivation and mental illness; “it feels like the world is ending.”; “People are having a really hard time.”
- **Economic Downturn:** Our dying winters and wet summers will impact our economy because we will have fewer visitors.
- **Inflation:** Food costs are rising, and it is unsustainable (“We cannot afford healthy food.”); “Heating is way too much here. I am on social security and make \$700 per month. I spend up to \$300 on heat alone. By the time I have paid rent and heating, I have no money left for food.”; “Food is way too expensive.”; If food prices keep rising we will not be able to afford food;
- **Lack of Affordable Housing:** Housing is too expensive; “Almost 1,000 families that are refugees cannot find housing.”; Affordability is pushing poorer people out;
- **Damages from (un)Natural Disasters:** Natural disasters are causing damages that are too expensive to fix; People cannot afford to pay for home repair work after storms; Carpenter bees are causing serious damage to my house.
- **Death:** Extreme disasters are killing people;

Daily routines: What contributes to climate change and what changes could be made to lessen your footprint?

- **Recycling & Waste**
- **Travel & Commuting:** bike & walk more, take public transportation, carpool, reduce driving, giving up driving
- **Electricity:** turn the lights off more, reduce energy usage, use technology less
- **Home Heating & AC:**
- **Food:** Eat locally (“depend less on global products”), eat less meat, switch to free range animal products, produce less food waste
- **Plastic Packaging & Materials:** reduce packaging and embedded carbon in clothes and other products, refuse to use plastic take-out containers.
- **Shopping:** Buy more local products and services to support the local economy, buy fewer clothes, less consumption,

Important Solutions & Strategies (“We need all of them! We need to come at it from all sides!”)

- **Urgency to Act:** Need to change human behavior; Urgency to act NOW; We acted urgently when COVID hit, why can't we do that with climate change?; Leaders need to have the audacity to take action; "Don't just come to me asking to gather community members. You have lots of feedback, enough to act for the rest of your life. Start acting! If you need to, use the money you use to pay us to lobby or do whatever is the most effective. We need action now!"
- **Action from the Top:** Reduce emissions from the top! We need global leaders to act, national leaders to act, and state leaders to act; Change needs to come from leadership; Need federal support; Address the root problems and stop focusing on the symptoms; This is not about individual choices. It is decision-makers that need to systematize these changes at a macro-level.
- **Funding:** More flexible resilience funding; Community input on investments and funding opportunities.
- **Legal Action:** Mandate the reduction of non-renewables (oil, gas and coal); Ban the use of plastics ("We know how bad it is!"); Ban fossil fuels (& disinvest from fossil fuels); More intense environmental protection laws; Ban deforestation; We need more car regulation—why are we allowing car manufacturers to produce gas guzzling vehicles? Or even EVs that require much larger batteries?;
- **Incompatible Economic System:** Our system is based on profit and not to benefit people and the planet. When are we going to face this?; "We need to design a system that is connected with Pachamama"
- **Dialogue with Impacted Communities (& Build Trust):** More dialogue with impacted and vulnerable communities ("Listen to them. They know best."); More outreach with minority populations who speak different languages; Target outreach based on population; Be transparent about the process and impact; Build trust; Demonstrate; "Give underserved populations the tools to succeed"
- **Care for those Most in Need:** Prioritize care and resources for elderly, people with disabilities, and low-income folks; Focus on saving lives over saving property.
- **More Collaboration & Transparency:** More collaboration between decision-makers (locally, across the country, and internationally). Decisions made anywhere else impact our quality of life. This needs to be a globally coordinated effort; Bring energy and land use planners into the conversation; "No backrooms anymore—we all work together—with our communities."
- **Affordable Renewable Energy;** Affordable home heating and AC options for low- and middle-income Vermonters; The State must invest in wind and solar; State must incentivize programs; Provide A/C; Energy needs to be resilient as we experience more natural disasters.
- **Regulate McNeil:** It is the largest polluter in the state.
- **Greater Energy Efficiency**
- **Climate Friendly Agricultural Practices:** Increase access to locally grown food to increase community resilience; Quality agriculture; Ban the use of pesticides & chemical fertilizers; All food should be healthy; Create a system where unhealthy choices are inaccessible; Support jobs in local food production
- **EV Subsidies:**
- **Increase Tax Credits**
- **Accessible, Reliable, Affordable & Sustainable Public Transportation:** "Vermont has a culture of isolation. We need to change this culture!"; Make sure it is affordable and reliable and broad; Make it work for our rural areas; "Please continue the \$0 bud fare. It helps a lot."; "Keep the bus

free!"; Investing in public transit is equity; The lack of public transportation is forcing people to buy cars; "EVs are not the answer, trains and buses are!"; Public transportation connects people.

- **Design for Walking & Biking:** If you want more people to walk and bike, then build things closer together and make the roads safer; It is not safe to bike over the Winooski Bridge;
- **More Conservation:** protect more forest and wetlands from development; protect the rivers from pollution and flooding; Preserve life and biodiversity in the lake;
- **Reduce Waste:** Trash needs to be picked up at least twice a day in large rental buildings (especially affordable housing).
- **Wastewater Management:** Stop letting wastewater flow into Lake Champlain!
- **Support a Green Workforce:** Just transition to a green workforce; be prepared for the impact of the weather on the tourist industry;
- **Resilient Affordable Housing:** Make it high quality housing to reduce waste in the long-run; Affordable housing protected from flooding, not in the cheaper/low-lying areas; Provide generators if needed.
- **Focus on Public Health:** make insurance more widely available and affordable; Insurance should pay for health problems caused by climate change; Increase tick prevention and Lyme disease education; More comprehensive medical coverage; Create a State-sponsored health fund for health problems stemming from climate change.
- **More Education:** "The community does not have enough information regarding the issue of climate change"; Every student in school should be learning about climate change, its effects, who is responsible, and what needs to be done about it; There is a lack of awareness about mitigation resources or other governmental programs to subsidize mitigation behaviors; Public education/awareness surrounding trash and recycling is important; Educate youth on how to eat locally and healthily; Create materials for a wide range of audiences using multiple communication channels; Share what is working, what solutions are happening to give people hope.
- **Make Landlords Responsible:** Landlords should be responsible and held accountable to making their buildings climate friendly, not renters; There should be strong laws for landlords. They must be held responsible for fixing housing conditions. Inspections must happen. Municipalities need to inspect rental housing and enforce standards ("This is a climate justice issues!").
- **Urban Eco/Agro-Forestry:** In the long run, trees will act to cool our neighborhoods down and absorb CO2 from the atmosphere. In the short term, this can create local jobs that could last year-round; Transform lawns into sites of food production (ideally, cooperative!); Link local farms with local food needs

Additional Concerns:

- **Affordability:** "The solutions to climate change are not accessible by low to middle income individuals because the cost is too high and they don't have modes to connect with the programs."; Renewable Energy is not affordable; EV's only target upper- and middle-class Americans; Solar power is way too expensive for any of us to afford; "EVs are too expensive and they don't pay off. Even a hybrid is not saving me any money. It was not worth it. Batteries are very expensive."; "Stop bringing middle- and upper-class solutions to working class communities."

- **Complicated System & Programs:** “We’ve been here for 10 years, but we don’t know how the system works, so we don’t know how to change it.”; Programs are too complicated; They must be very simple for people to use them; People don’t know how to navigate complicated systems; We need to make all of this simple;
- **Impracticality of EVs:** EVs in Vermont are not practical. Their battery does not last long in the cold and they take longer to charge; “EVs are not the answer, trains and buses are!”
- **Impact of More Production:** EV manufacturing has serious impacts on minerals in the ground; EV battery manufacturing has serious global human rights concerns; “We need new solutions other than EVs.”; “Batteries are horrible for the planet.”
- **Additional Burdens on Low Income Vermonters:** “If you get rid of gas cars or use taxes to disincentivize behavior, it is the poor people who will suffer. We cannot afford EVs. We need to buy used cars and use them for as long as possible.”
- **Vulnerability of Aging Populations:** “I am worried about older folks who are more susceptible to heat and cold impacts and don’t have access to heat/AC nor social support.”
- **Hypocrisy:** “The military industrial complex is a massive polluter and yet why does no one talk about it? If the government really wanted to stop emitting so much CO₂, they would stop flying F35s or stop selling so many weapons internationally!”; Focus directly on the harms of capitalism. Profit drives everything in this country and harms the well-being of humans and the planet. Be clear about the root causes of climate change!; It is the wealthy people who are causing a disproportionate amount of CO₂ emissions. Don’t put the burden on the working class!;
- **More Immediate Needs:** It is difficult to think about climate change, or doing anything about it, when we do not have secure housing, jobs, or food on the table. So, maybe start there; We need to tend to people’s everyday needs so they have the capacity to participate in these conversations about our collective future.

How to share information?

- **Word of Mouth:** “I am able to educate my community.”
- **Door-to-Door Outreach:** Boots on the ground
- **Flyers:** Make sure they are in different languages; post at grocery stores throughout the state
- **Social Media**
- **Direct Outreach:** Identify community leaders and influencers; “Direct person-to-person communication is best because I cannot read or write.”
- **Focus Groups**
- **School Events**
- **Church Events**
- **State Alert System:** This is a good way to get information out since it goes to everyone’s phones.
- **Provide Translation & Interpretation:** Be mindful that people speak different languages (“We want to show up but most events don’t have interpreters present, and when they do, it feels more like a formality and can be intimidating to speak up!”); Having a paid interpreter who is a part of the community makes a huge difference (“I feel like I can express myself more comfortably and freely and speak up.”).
- **In Simple Language:** Explain things in a way that resonates with their daily lives.

- **Audio & Video:** Lean into audio and video formats for those who cannot read.

Feedback on Event:

- “This conversation is bringing climate change to my awareness. It is the first time I have had a conversation about it!”
- Small groups like this result in mutual education and we really need that.
- “I am really struck by the format of this event—we need more of this.”
- “Great turnout! Most diverse room I’ve ever been in in Vermont!”
- Printed packets were super helpful, easy to read, and allowed us to collect more feedback.
- Difficulty getting through presentation at beginning.
- Challenge of having so many languages in one room.
- Hold more time to eat and socialize before digging into content.
- “There was some discomfort in the room around interpretation, but this discomfort is good. It forced people to acknowledge this barrier.”
- “It did not feel performative and that was my main concern.”
- Lots of people, space was too small, overstimulating at times.

5. Looking Ahead

Anne Nelson thanked everyone, encouraged them to come again, and collected all handouts, stipends forms and photo release forms from participants.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
PLANNING ADVISORY COMMITTEE (PAC) - MINUTES

DATE: Wednesday, February 14, 2024
TIME: 2:30 p.m. to 4:00 p.m.
PLACE: Virtual Meeting via Zoom with link as published on the agenda

<u>Members Present:</u> Eric Vorwald, Winooski Cymone Bedford, Milton Linda Blasch, Jericho Chris Yuen, Essex Junction Cathyann LaRose, Colchester Aaron DeNamur, Shelburne Paul Conner, South Burlington <u>Guests</u> Gregory Rowangould, UVM (left early)	<u>Staff:</u> Taylor Newton, Planning Program Manager Sarah Muskin, Planner Darren Schibler, Senior Planner Melanie Needle, Senior Planner Dan Albrecht, Senior Planner Eleni Churchill, Transportation Program Manager Bryan Davis, Senior Transportation Manager Jason Charest, Senior Transportation Planner Engineer (left early) Charlie Baker, Executive Director Eliana Fox, Transportation Planner (left early)
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1. Welcome and Introductions

M. Needle called the meeting to order at 2:33 p.m.

2. Approval of January 10, 202 Minutes

E.Vorwald made a motion to approve the prior meeting's minutes. Seconded by C.LaRose . No further discussion. The motion passed unanimously.

3. Housing Location Dissonance Study, Gregory Rowangould, Ph.D. and Narges Ahmadnia, Ph.D. Candidate
CCRPC recently partnered with the UVM Transportation Research Center to conduct a survey to better understand the potential impacts of Autonomous Vehicles (AVs), Electric Vehicles (EVs), and remote work on individual's housing location choices and travel behavior.

G. Rowangould presented the Chittenden County Housing Location Dissonance Study. The study tried to measure how satisfied or dissatisfied people were with where they live right now and considered how EVs, AVs, and Remote Work might impact the level of dissonance with housing choice. The study collected information about people's housing. The study collected data through an online internet-based survey (n=721). The sample turned out to be a representative distribution of geography, but females were vastly overrepresented. The survey asked preference questions, satisfaction questions, travel related questions, employment status, and demographics.

The study found that about half of households in Chittenden County are housing dissonant. 70% of people in the suburbs were dissonant, only 31% of town centers residents were dissonant. For suburban and rural areas, transportation-related factors and fuels costs are a large source of dissonance. Town centers have the least amount of dissonance. The largest sources of dissonance in town centers were housing cost, fuels cost, energy use, etc. Main sources of dissonance for urban centers are congestion, space, housing cost, energy.

The study takeaways were: 1) Location dissonant rural and suburban households are looking towards town centers to increase their access to amenities 2) Urban households were mostly consonant with their residence, although there are some factors that cause some level of discontent 3) The impact of working from home on housing choice is less clear, given that suburban households had lower but still positive housing dissonance score on proximity to work and school.

P. Conner asked if there was capacity to analyze this same data through different lenses, with the interest being around issues other than transportation (for example, this data could give information about parks and open spaces). G. Rowangould responded that the study team did not have the capacity to investigate "why" respondents responded the way they did. He added that data could be cross tabulated and looked at in different combinations and said that subsets of data could be shared if people are in contact with him.

4. Brownfields Program Update

D. Schibler and D. Albrecht gave PAC a Brownfields Program Update. They started by sharing background on brownfields in general, and where CCRPC funding sources. They discussed Phase I Environmental Site Assessments, and how this step establishes the legal track record that a potential purchaser is not responsible for site pollution. They also discussed Phase II ESAs and Cleanup Planning.

P. Conner asked if the funding cycle is on-going, D. Schibler answered yes, but it is a little element of first come first serve. D. Schibler shared the process for project selection and requested that PAC members share this information with their communities. He shared that there is a \$40,000 per site cap. He encouraged PAC members to find more information on the CCRPC website.

5. Legislative Update

C. Baker shared that VPA and VNRC have an intern who tracks information that may be of interest to planners. He shared that there is an open meeting law discussion about allowing for remote and hybrid meeting options to continue (S.55). Furthermore, the Legislature may require all meetings to be hybrid, which may be a challenge for towns with low technological capacity, but the bill may include grant funding to address this. The Vermont League of Cities and Towns and Vermont Association of Planning and Development Agencies are advocating for meetings of committees or other bodies without full decision-making power to be allowed to be virtual, especially for RPC committees.

C. Baker also shared there is a county governance study that is in senate-gov-ops (Hardy is a sponsor). He discussed that (S.213) the floodplain river corridor's proposal is likely coming out of the Senate Natural Resources and Energy Committee (SNRE) this week.

C. Baker discussed that S.308 in SNRE is the closest to including the recommendations of the three major studies that were required by the HOME Act. The BE HOME Act will be voted out of Senate Economic Development this week. This bill contains a short-term exemption for Act 250 jurisdiction by raising the threshold for the number of housing units within a certain number of years. C. Baker had advised the bill's sponsor (Sen. Ram-Hinsdale) to focus on short-term rather than long-term fixes to Act 250 in this bill, but it's unclear if that advice will be followed.

C. Baker also discussed the other bills that came out of the HOME Act, noting that Rep. Sheldon who chairs House Environment & Energy (H.687) did not include the recommendations of the designation study in her bill but instead drafted separate provisions that significantly increase Act 250 jurisdiction in areas intended for natural resource management protection (referred to as Tier 3 and Tier 2, respectively, in the Natural Resources Board study). Rep. Sheldon seemed to be more hesitant about the bill's provisions after C. Baker and M. Needle presented maps demonstrating the geographic impacts of these provisions.

H.683, the bill to reform the state designations program, is also in House Environment and Energy and is generally considered overcomplicated compared to what the study proposed.

E. Vorwald added that the BE HOME bill has changed drastically in the last week. C. Baker noted that terminology used in the bills is all different which is leading to some confusion.

T. Newton informed members that he is giving testimony to the House Government Operations and Military Affairs on the municipal authority for regulating alcohol retailer density. He noted that the authority is vague and complicated.

6. PAC Meeting Structure, Educational Topics for 2024

To be discussed in March.

7. Members Items Open Forum

None.

1 **8. Regional Act 250/Section 248 Projects on the Horizon**

2 D. Schibler requested PAC members give a warning about projects on the horizon.

3
4 **9. Other Business**

5 1. **ECOS Plan Update.** CCRPC has delayed adoption of ECOS Plan until June 2025. CCRPC staff will spend
6 early 2024 doing engagement specifically with underrepresented communities on the draft ECOS Plan. Staff
7 will also spend the first half of 2024 working on developing municipal housing targets and updates to the
8 regional future land use maps. CCRPC staff and the Housing Target Working Group plan to have a full PAC
9 update by March.

10 2. **Development Activity Report – 2023.** CCRPC Staff has sent out an email request for housing and
11 commercial development built in calendar year 2023 soon. Please return data to CCRPC by March 1st.

12 3. **UPWP Committee Update-** UPWP committee should have recommendations ready by April. CCRPC does
13 not know yet how over or under subscribed we are in terms of budget.

14
15 D. Schibler adjourned the meeting at 4:06 pm.

16
17 Respectfully submitted, Sarah Muskin.