



## ***Transportation Advisory Committee Agenda***

**Wednesday, March 6, 2024**

**9:00 to 10:00 am**

**This will be a virtual meeting:**

<https://us02web.zoom.us/j/82462008536?pwd=NVllaWlyZEU2aXRaNHUxZIY5cHoyZz09>

**Meeting ID:** 824 6200 8536

**Password:** 684952

**One tap mobile:** +16468769923,,82462008536#,,,,\*684952#

**Dial by phone:** 1-646-876-9923 **Meeting ID:** 824 6200 8536

## **Agenda**

### **1. Call to Order, Attendance**

### **2. Consent agenda\* (2 min)**

Please see the attached memo.

### **3. Minutes of February 6, 2023\* (Action Item – 2 min)**

Please see attached draft minutes.

### **4. Public Comment Period**

Members of the public are invited to raise issues of interest or concern to the TAC on items not on the agenda.

### **5. Class 1 Town Highway Reclassification Study (Information Item – 30 min)**

Sai Sarepalli, CCRPC, and David Saladino, VHB, will share the results of a study that investigated the feasibility of reclassifying a section of US 2 in Williston as a Class 1 Town Highway, describing reclassification opportunities and constraints for the State and local municipalities. View the [final report here](#).

### **6. Shelburne Bike Parking Survey Tool (Discussion Item – 10 min)**

Pam Brangan, CCRPC staff, will share a survey tool she developed for the Town of Shelburne to collect information on bike parking. This is an example of a technical assistance project available for your city/town.

### **7. FY25 UPWP Update (Information Item – 10 min)**

Marshall Distel, CCRPC staff, will provide an overview of the Unified Planning Work Program (UPWP) process and an update on the status of the FY25 UPWP. View the [UPWP webpage here](#).

### **8. Complete Streets Reporting\* (Information Item – 5 min)**

Bryan Davis, CCRPC staff, will provide an overview of the need and requirements for annual complete streets reporting.

### **9. Status of Projects and Subcommittee Reports (Information Item – 1 min)**

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.

#### 10. CCRPC Board Meeting Report (Information Item – 1 min)

In February the Board heard a presentation about the Vermont Futures Project from Executive Director Kevin Chu, was updated on the annual federal transportation funding spent in Chittenden County and the state's capital program, received an update on board and committee appointments, discussed the draft code of conduct, heard an equity program update, and heard other miscellaneous Director updates.

#### 11. Chair/Members' Items (Information Item – 2 min)

- The **Northern Border Regional Commission** has announced availability of \$50M in **2024 Catalyst Program** funding for infrastructure (awards up to 1M) and non-infrastructure (awards up to \$500,000). Infrastructure broad categories of transportation, basic public infrastructure, telecommunications, and energy.  
<https://www.nbrc.gov/content/Catalyst> and [program overview](#)
- **USDOT Funding Resources/Opportunities:**
  - USDOT Safe Streets and Roads for All (SS4A) grant program, NOFO now available with multiple deadlines depending on grant request (April 4 for Planning and Demonstration Grants; May 16 for Implementation Grants, second round for Planning and Demonstration Grants; August 29, final round for Planning and Demonstration Grants). This round includes leftover funds from FY23 so this is good opportunity for new applicants. <https://www.transportation.gov/grants/SS4A>
  - USDOT Discretionary Grants Dashboard (<https://www.transportation.gov/grants/dashboard>) provides an overview of discretionary grant opportunities The Dashboard also includes Federal grant programs outside of DOT that may be of particular interest to [rural communities](#).
  - DOT Navigator <https://www.transportation.gov/dot-navigator>
  - Active Transportation Infrastructure Investment Program (ATIIP), NOFO expected later this winter [https://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/atiip/index.cfm](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atiip/index.cfm)
  - Rural Opportunities to Use Transportation for Economic Success (ROUTES) <https://www.transportation.gov/rural>
  - Reconnecting Communities – note that Burlington and South Burlington applied last round, awards not yet announced. This program is more competitive than SS4A.  
<https://www.transportation.gov/grants/rcnprogram>
- **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>.
- **Walk to Shop follow up\*** – in February the TAC heard a presentation on the Walk to Shop shopping trolley program. The program team is available to: 1) provide technical assistance and guidance; 2) create connections to partners and resources; 3) direct community engagement; and 4) bring awareness and access to shopping trolleys as a tool and amenity for choice riders and transit dependent residents. More information is attached, and visit <https://www.netzerovt.org/walk-to-shop/>.

\* = Attachment

**Next Meeting: Tuesday, April 2, 2024**



**Project List:**

- Title VI program participation and Public Participation Plan implementation
- Participation in the Vermont Highway Safety Alliance
- Participation in the State's Rail Council
- Regional Transportation Energy Planning
- Regional Travel Demand Model On-Call Assistance
- Regional Transportation Options/TDM Plan
- Northwest VT Transit Oriented Development (TOD) Project – RAISE Grant
- I-89 Corridor Monitoring Committee
- Exit 14 Supplemental Scoping Study
- Chittenden County Transportation Survey
- Transportation Sustainability Assessment Tool and Data Dashboard
- Transportation Hazard Mitigation Planning
- Coordination with GMT on ADA and Older Adults & Persons with Disabilities advisory committees
- Milton Downtown Core Master Planning
- Route 116 Crosswalk Improvements – Phase 2 (Hinesburg)
- planBTV: New North End (Burlington)
- PlanBTV Walk Bike Safety Action Plan (Burlington)
- Burlington South End Multimodal Facility and TOD Study
- Burlington Impact Fee Study – Revision & Expansion
- Burlington Property Transportation Plans
- Universal Access to and within Burlington Parks
- Battery Street Corridor Study (Burlington)
- Shelburne St / Home Ave Intersection Scoping (Burlington)
- Northern Waterfront Connectivity (Burlington)
- Cottage Grove, Stanbury Road, and Green Acres Drive Sidewalk Scoping (Burlington)
- VT 127 Shared Use Path Scoping & Feasibility Study (Burlington)
- Public Outreach Study to Determine Transportation & Parking Needs (Charlotte)
- Reimagining and Enabling Charlotte's East and West Villages
- Bike/Pedestrian Bridge over I-89 Connections Study (South Burlington)
- South Burlington Traffic Overlay District Replacement
- South Burlington Active Transportation Plan
- South Burlington City Center Modelling
- Underhill Center Active Transportation Scoping Study
- Winooski Bicycle & Pedestrian Plan
- Lafountain and Dion Street Scoping Study (Winooski)
- Intermodal connections for the Burlington Amtrak service
- Richmond Gateway Feasibility Study
- Cochran Road Scoping and Feasibility Study (Richmond)
- MPM services for Shelburne – Irish Hill Road Sidewalk and Pedestrian Bridge project
- MPM services for Jericho – Riverside Village Sidewalk project
- MPM services for Richmond – Bridge Street Sidewalk project
- Municipal Road General Permit (MRGP) Work
- Grants-In-Aid Coordination with Municipalities

In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, as amended, the CCRPC will ensure public meetings are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested reasonable accommodations, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. 121 or [evaughn@ccrpcvt.org](mailto:evaughn@ccrpcvt.org), at least 5 business days prior to the meeting for which services are requested.

- Watershed Resiliency Mapping/Transportation Resiliency Planning Tool (TRPT)
- Right-of-Way Condition Inventory for Stormwater Retrofit Feasibility – Phase 3 (Burlington)
- Essex Stormwater CCTV Inspection – Phase 3
- Essex Junction Stormwater CCTV Inspection – Phase 3
- Inspection and Inventory of Existing Stormwater System in Winooski (Phase 2)
- Shelburne Stormwater Plan Update and Conceptual Design – *on hold*



## **CCRPC Transportation Advisory Committee**

**March 6, 2024**

### **Agenda Item 2: Consent Item**

## **Transportation Improvement Program TIP Amendment**

**Issues:** Make the changes detailed below to the FY24 year of both the FY22-25 TIP and the FY24-27 TIP. The FY24-27 TIP has been submitted to FHWA but has not yet been approved. The FY22-25 TIP remains in effect.

### **Bridge and Culvert Projects**

- Add PE fund for the bridge/culvert projects listed below. These projects are nearing completion of scoping and will soon be ready to begin preliminary engineering. A map showing the location of the first four culvers is on the following page.

| <b>Amendment Number</b> | <b>CCRPC Number</b> | <b>Project Location</b>                                               | <b>PE to be added in FY24</b> |
|-------------------------|---------------------|-----------------------------------------------------------------------|-------------------------------|
| FY24-21                 | BR074               | Essex Bridge 17A on VT Route 289                                      | \$200,000                     |
| FY24-22                 | BR075               | Essex Bridge 11 on VT Route 2A                                        | \$160,000                     |
| FY24-23                 | BR076               | Essex Bridge 2 on VT Route 15                                         | \$232,000                     |
| FY24-24                 | BR077               | Jericho Bridge 6A on VT Route 15                                      | \$100,000                     |
| FY24-25                 | BR077               | Charlotte BR 27 over Holmes Creek<br>(Covered Bridge near Town Beach) | \$60,000                      |

### **Winooski River Bridge, Burlington-Winooski (Project BR070, Amendment FY24-26)**

- **Description of TIP Change:** Add \$1,000,000 in federal RAISE grant funds in FY24.
- **Reason for Change:** These funds were programmed in FY23 but were not obligated. Preliminary Engineering is underway and the funds will be needed in FY24.

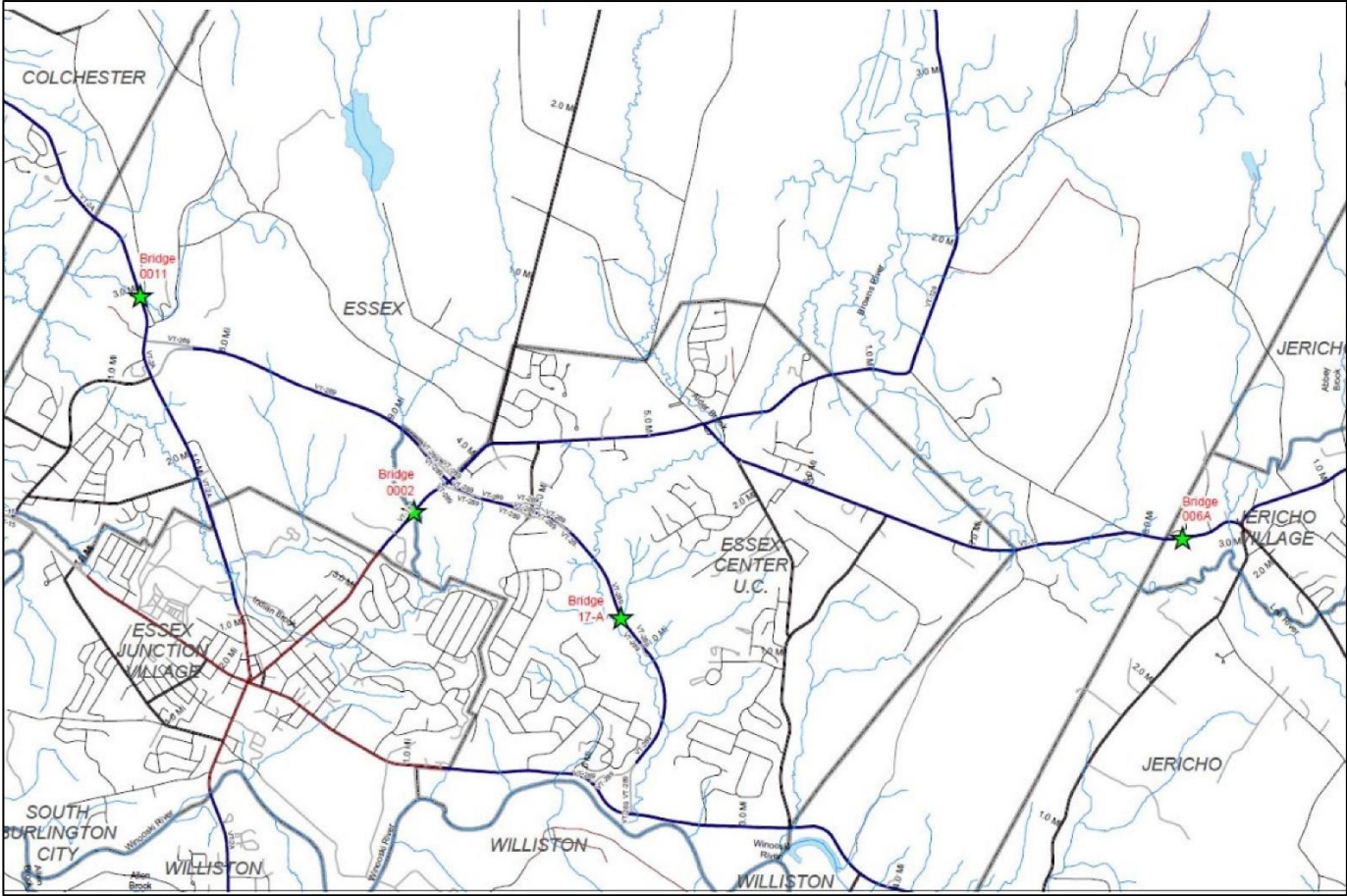
### **Resurfacing VT15, Colchester-Essex (Amendment FY24-27, Project HP158)**

- **Description of TIP Change:** Remove \$1,500,000 in federal funds for construction from FY24.
- **Reason for Change:** Construction of this paving project is being delayed until completion of another project impacting the same location -- HP155 VT15 Traffic Signal Replacement. Paving will be completed following completion of the signal work and is anticipated to begin in FY25.

**Staff Recommendation:** Recommend that the TAC approve the proposed TIP Amendments

**For more information contact:** Christine Forde  
cforde@ccrpcvt.org or 846-4490 ext. 113

Map showing location of four culvert projects listed on the previous page.





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 30<sup>th</sup> 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](mailto:deb@netzerovt.org) or [poneillv@uvm.edu](mailto: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/spm/state\\_safety\\_targets/](https://safety.fhwa.dot.gov/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](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](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

---

## MUNICIPAL COMPLETE STREETS COMPLIANCE FORM

---

**Town:**

**Road:**

**Project Description:**

**Name of Municipal Official:**

**Position:**

**Date:**

---

Act 34 became effective July 1, 2011 and requires that the needs of all transportation users, regardless of their age, ability, or preferred mode of transportation be considered in state and municipal transportation projects and project phases. This project compliance form serves to document that Complete Streets practices and principles were considered and implemented where applicable for the project listed above. This project compliance form should be submitted when the project has been finalized. It should be retained in the Town's files and a copy provided to VTrans via the Regional Planning Commission.

**Please complete only one of the three sections.**

**1) Compliance** – Please select all Complete Streets principles and practices that have been incorporated into the project.

- |                                                                                |                                                                                |
|--------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <input type="checkbox"/> Sidewalks: installation, repair, ramps, railing, etc. | <input type="checkbox"/> Pavement Improvements: replacement, repair, etc.      |
| <input type="checkbox"/> Crosswalks: installation, repair, markings, etc.      | <input type="checkbox"/> Shoulder Improvements: widen with new pavement.       |
| <input type="checkbox"/> Lighting: street or pedestrian scale.                 | <input type="checkbox"/> Bike/Shared Use: paths, lanes, etc.                   |
| <input type="checkbox"/> Signals: pedestrian features.                         | <input type="checkbox"/> Public Transit: bus stops, bus pullouts, kiosks, etc. |
| <input type="checkbox"/> Streetscaping: benches, bulbouts, landscaping, etc.   | <input type="checkbox"/> Other (please describe):                              |

**2) Exemption** – Please select one.

- ☐ A. The use of the transportation facility by pedestrians, bicyclists or other users is prohibited by law.
- ☐ B. Incorporating complete streets principles is outside the scope of the subject project due to its very nature.  
Indicate project scope below.
- |                                                                                                                                                                                                                         |                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> Crack sealing                                                                                                                                                                                  | <input type="checkbox"/> Culvert replacement                          |
| <input type="checkbox"/> Emergency repairs                                                                                                                                                                              | <input type="checkbox"/> Guardrail replacement                        |
| <input type="checkbox"/> High risk rural road (HRRR) projects                                                                                                                                                           | <input type="checkbox"/> Ledge/slope projects                         |
| <input type="checkbox"/> Pothole repair                                                                                                                                                                                 | <input type="checkbox"/> Preventative maintenance, bridge maintenance |
| <input type="checkbox"/> Roadside mowing                                                                                                                                                                                | <input type="checkbox"/> Road/shoulder sweeping                       |
| <input type="checkbox"/> Shim/leveling projects                                                                                                                                                                         | <input type="checkbox"/> Sign replacement                             |
| <input type="checkbox"/> Traffic signal equipment upgrades                                                                                                                                                              | <input type="checkbox"/> Other miscellaneous maintenance activities   |
| <input type="checkbox"/> Projects with pre-approved scopes of work (Often funded through grant programs such as Transportation Alternatives, Scenic Byways, Public Lands Highways or earmarks with a specific purpose.) |                                                                       |
- ☐ C. The cost of incorporating complete streets principles is disproportionate to the need or probable use.

If 2)C is selected, please provide a short justification below:

**3) Non-Compliance** – If none of the boxes under “Compliance” and “Exemption” are checked please draft and attach justification for not incorporating Complete Streets principles and practices into the project.

---



*City Councilor Meaghan Emery enjoys walking home with a full trolley*

## What is Walk to Shop all about?

Walk to Shop is a community-based “active transportation” program designed to encourage more people to walk more often. With gas prices through the roof, why not avoid the pump and save by walking to the grocery store and Farmers Market?

## Why use a Trolley?

Did you know that 10 billion miles are driven each year in the U.S. for trips less than one mile? Most people in Burlington and beyond live within 1,500 steps or a 15-minute walk from a grocery store. Make walking to the grocery store a pleasant part of your weekly routine. Walking is great exercise, it's good for the environment, and saves you money too! It's a great way to travel and see your neighbors, too.

## Just One Hand!

It's true - the trolley is so light and maneuverable you only need one hand to effortlessly pull it along; the sturdy wheels roll smoothly over the sidewalk and across the intersection. Our stylish lime green shopping trolleys are highly visible and carry a lot of groceries. They are available in two sizes: medium and large - you can carry up to 40 or 50 pounds of groceries in just one trip. We believe it's the perfect tool to walk to the store and carry more groceries home with just one hand – easily and safely! Each trolley has a rear pouch, ideal for an umbrella, water bottle and reusable shopping bags, and an inside zippered pouch for coupons, keys, and phone. And it's not bulky like some of the wire frame carts which you push and that take a lot more room on the sidewalk. One smiling owner confesses, “I call the Walk to Shop trolley my sportscar!”

## How Do I Get My Trolley?

You'll love our ridiculously low prices which will encourage you to pick up a trolley and “walk to shop” more often. To get your own personal trolley, you can choose one of two sizes, medium and large. The price is only \$40 and \$50 plus tax, a huge savings below their suggested retail. Please contact either:

- Stu (802) 862-2980 / [stu@netzerovt.org](mailto:stu@netzerovt.org)
- Phil (802) 233-9143 / [phil@netzerovt.org](mailto:phil@netzerovt.org)

## Spread the Word!

We would love to share your experience with others- let us know what you think! We'd also like to see Walk to Shop projects expand to towns state-wide. Contact Deb Sachs on how you and your community can become involved!

- Debra Sachs (802) 238-9807 / [deb@netzerovt.org](mailto:deb@netzerovt.org)

**For more information, please visit: [www.walktoshop.org](http://www.walktoshop.org)**





## Medium Size Model

Holds up to 40 lbs.

High quality - Made by Rolser

Comfort Grip Handle is easy on the hands

Fashionable European design

Weight 3.6 lbs.



Drawstring closure keeps items secure

Aluminum frame is lightweight and durable

Weatherproof durable fabric is easy to wipe clean

Safety lime green for visibility

\*Large pouch on back to carry an umbrella, water bottle, reusable bags, etc.

Base easily folds for storage

\*5" cushioned wheels glide over bumpy sidewalks



38 1/4" Height

14" wide base for stability



Large inside pouch with one zippered pouch for valuables, phone, and open pocket for coupons, lists, etc.

*All features shown above (excluding those marked with an \*) are the same on the large trolley (please see over)*

For more information, please visit: [www.walktoshop.org](http://www.walktoshop.org)

Walk to Shop is part of Net Zero Vermont, a Vermont Non-Profit





**Large Size Model**

**Holds up to 50 lbs.**

Weight 5.2 lbs.



41 1/2" Height ideal for taller people

16" wide base for stability



\*6.25" cushioned wheels

\*Large Zippered pocket on back to carry an umbrella, water bottle, reusable bags, etc.



Scan to visit  
our website

Simple to fold! Just grasp the base and push towards the handle. To use, open the base and listen for the click!

Easily folds for storage



**For more information, please visit: [www.walktoshop.org](http://www.walktoshop.org)**

**Walk to Shop, 1042 Dorset St., Charlotte, VT 05445 (802) 238-9807**