CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE
MINUTES

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

Members Present
Bryan Osborne, Colchester
Aaron Martin, Essex
Chris Yuen, Essex Junction
Chris Damiani, GMT
Erica Quallen, South Burlington
Jacqui DeMent, FHWA
Jonathon Weber, Local Motion
Julia Ursaki, Burlington
Lisa Schaeffler, Milton
Mary Anne Michaels, Vermont Rail System
Matthew Arancio, VTrans
Sam Andersen, GBIC

Staff
Eleni Churchill, Transportation Program Manager
Christine Forde, Senior Transportation Planner
Chris Dubin, 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
Pam Brangan, GIS Data & IT Manager

Guests
Faith Dall, VTrans
Jim Cota, VTrans

1. Bryan Osborne called the meeting to order at 9:02 AM.

2. Consent Agenda
SAM ANDERSEN MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY AARON MARTIN. THE MOTION PASSED UNANIMOUSLY.

In the chat Christine shared:
Essex – Jericho Culvert Bundle - Regional Concerns Meeting, 1) Essex Junction Meeting -- main conference room at the Town Offices, Monday, March 18, 2024, 6:30 PM-7:30 PM, 2) Jericho Meeting -- Town Hall., Thursday, March 21, 2024, 6:30 PM-7:30 PM, I don't think meetings have been set for Essex or Charlotte.

3. Approval of February 6, 2024 Minutes
CHRIS YUEN MADE A MOTION TO APPROVE THE MINUTES OF FEBRUARY 6, 2024, SECONDED BY LISA SCHAEFFLER. THE MOTION PASSED UNANIMOUSLY.

4. Public Comments
No comments from the public.

5. Class 1 Town Highway Reclassification Study
Sai Sarepalli, CCRPC, and David Saladino, VHB, shared 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.

David explained that two goals of the study were to look at opportunities to generally encourage reclassification of State highways to Class 1 Town Highway, and specifically to examine the feasibility of reclassifying US 2 through Taft Corners in the Town of Williston to a Class 1 Town Highway.

David presented a statewide scan to identify where the Class 1 Town Highways are located and their correlation to population. He shared a map that ranked municipal property value per person, suggesting it could be a proxy for ability to pay for maintenance responsibilities on Class 1 Town Highways. The study also includes a chart showing a comparison of maintenance responsibilities between State highways and Class 1 Town Highways.

The team identified cost estimates for operations and maintenance if the Town took over the roadway as a Class 1 Town Highway. For this 1.7-mile section of US 2, the estimated cost would be around $36,000 per year, but the State would contribute approximately $12,000, reducing the Town's cost to $23,000. Additional labor costs would bring the total to about $24,000 per year. The study considered different scenarios that could affect the local capital responsibilities depending on whether the State retained maintenance of signals, striping, or both. The State would bring the roadway to a "state of good repair" before it was reclassified.

David described the characteristics of the roadway and noted that Williston passed a Form Based Code which included a typology for the roadway. There are some streetscape elements that would not be permitted in the State right of way.

Sam asked to what extent the Town was receptive. David responded that the Town decided not to pursue reclassification mainly due to the additional financial responsibility.

Jonathon noted that a lot of the design considerations are based on the curb offset, likely to accommodate plowing, and asked if there is an opportunity to consider other plowing options. David said they did look at the curb offset but they didn't reach a point where the Town was interested in taking over plowing responsibilities. David also noted that his team is working with the State on updating their design standards so could be another opportunity to explore that option.

Jim Cota, VTrans District 5, pointed out that their plow trucks are 13.5 feet wide with the plow wing down, so they prefer the 15-foot curb line. It's also challenging to plow if you have to turn around to plow additional lanes, like turn lanes, and it can get expensive if traffic continues to pack down snow. He noted in some cases it makes sense for the State to retain or take on some responsibilities but not in others. A Town may also need to add a new garage or bay to accommodate an additional plow if they took over plowing responsibilities.

Bryan Osborne asked where the project team got the cost information for the estimates. They came from the State and other sources, as well as professional judgement and accounting for inflation. Bryan noted an estimated cost for Colchester to take over State highways would be double his current total budget. David noted the challenges in estimating the benefits of changing land uses and recouping some of those additional costs.

Erica asked if there was consideration for a short-term change to VTrans compensating per lane mile, rather than centerline mile? For Williston Road in SB, it is ~2 miles of centerline, but ~8 miles of lane miles. David said this didn't come up but is a consideration and those miles can add up quickly.

6. <u>Shelburne Bike Parking Survey Tool</u>

Pam Brangan, CCRPC staff, shared 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. This project was borne out of a local task force to improve walk bike conditions, which included looking at bike parking in Town. She used ESRI Survey123 to create the survey which allowed people to input different aspects, location, and add photos. The Town will use the information to identify which racks should be replaced and locations where bike parking is needed.

Jonathon asked how long the tool will stay open, Pam isn't sure how long the task force would like to keep it open. He's interested in how other communities may use this type of tool for bike parking mapping and management.

Eliana asked if the survey fields are editable after someone uploads information. Pam confirmed is possible but may have been disabled currently.

7. FY25 UPWP Update

Marshall Distel, CCRPC staff, provided an overview of the Unified Planning Work Program (UPWP) process and an update on the status of the FY25 UPWP. He noted that CCRPC will have enough planning funds to support all of the requests but we haven't evaluated if we'll have enough staff capacity to manage all of them. We will bring the draft FY25 UPWP to the TAC in April and then to the Board in May. He noted we received more data requests from municipalities than is typical, so we'll also need to determine staff and intern capacity to complete the requests. View the UPWP webpage here.

8. Complete Streets Reporting

Bryan Davis, CCRPC staff, provided an overview of the need and requirements for annual compete streets reporting. He shared the form sent to municipalities and explained the different sections. The timing of the request can be challenging since it coincides with preparations for Town Meeting Day. Matthew Arancio agreed and said VTrans will consider this as the complete streets reporting shifts to other staff internally.

9. 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.

10. CCRPC Board Meeting Report

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

- 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
  - 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/.

Matthew Arancio, VTrans, introduced Faith Dall who joined the VTrans planning coordinator team from the State right of way section.

The next TAC meeting is scheduled for Tuesday, April 2, 2024.

LISA SCHAEFFLER MOVED TO ADJOURN, SECONDED BY AARON MARTIN. THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 9:50 AM.

Respectfully submitted, Bryan Davis