DATE: Tuesday, October 7, 2025
TIME: 9:00 AM
LOCATION: Virtual meeting using Zoom
ATTENDANCE:

Members Present:	Staff:
Aaron Martin, Essex Adam Wechsler, People with Disability Bob Henneberger, Older Adults Chris Damiani, GMT Chris Yuen, Essex Junction Deirdre Holmes, Charlotte Holly Francis, Environment Joe Cavanaugh, Shelburne Joe Segale, Huntington Jon Rauscher, Winooski Josh Arneson, Richmond Faith Dall, VTrans Michael Giguere, Essex Junction Julia Ursaki, Burlington Richard Amore, Local Motion Roger Thompson, FHWA Sam Andersen, GBIC Sandy Thibault, CATMA Tom DiPietro, South Burlington	Charlie Baker, Executive Director Eleni Churchill, Transportation Program Director Bryan Davis, Senior Transportation Planner Christine Forde, Senior Transportation Planner Eliana Fox, Transportation Planner Jason Charest, Senior Transportation Planning Engineer Marshall Distel, Senior Transportation Planner Sai Sarepalli, Senior Transportation Planning Engineer Guests: Jesse Devlin, VTrans Jenn Conley, VHB Evan Haugh, VHB Jack Evans, Local Motion Will Hodgson, GMT

1. Call to Order, Welcome + Attendance
   Julia Ursaki called the meeting to order at 9:02 AM.

   Christine Forde, CCRPC, asked to add a TIP amendment to the deliberative agenda. This would have been a consent agenda item but the request came in too late to update the agenda. The memo describing the amendment is included following the minutes. The amendment would add additional funds to a paving project already in the TIP. The change would increase the project cost by 24%, which qualifies as a minor amendment according to CCRPC's TIP Amendment Policy.

   JOE SEGALE MADE A MOTION TO RECOMMEND THAT THE TAC APPROVE THE PROPOSED TIP AMENDMENT, SECONDED BY SAM ANDERSEN. THE MOTION PASSED UNANIMOUSLY.

2. Consent Agenda
   No consent agenda this month.

3. Group Agreements
   Bryan Davis, CCRPC, introduced the CCRPC's Group Agreements/Expectations, which the Board adopted in their Code of Conduct in March. We will use these group expectations to set standards for participation during meetings and foster an inclusive environment. Group expectations ensure all of us in the meeting can have a positive and constructive experience, especially when

discussing sensitive topics and conversations where there may be disagreement. More information about the group agreements are included in the meeting packet, and staff are available to answer questions. TAC members can modify the expectations to meet the needs of the group. We will include/refer to the Group Agreements as part of our regular meeting agendas. Bryan read the 9 group agreements:

1. Be present and ready to actively participate.
2. Engage respectfully, accepting diversity in ability, culture, and perspective.
3. Use accessible language.
4. Focus on interests, not positions.
5. Expect and accept lack of closure.
6. Listen generously and for understanding.
7. In cases of hurt and harm, assume best intent and attend to impact.
8. Take space, make space.
9. Have fun and dare to dream!

4. Approval of September 2, 2025 Minutes

Michael Giguere asked to update Line 4 to reflect his affiliation to Essex Junction rather than Shelburne.

BOB HENNEBERGER MADE A MOTION TO APPROVE THE MINUTES OF SEPTEMBER 2, 2025, SECONDED BY SANDY THIBAULT. THE MOTION PASSED UNANIMOUSLY.

5. Public Comment Period

No comments from the public.

6. Complete Streets Training Opportunities

Bryan Davis, CCRPC, said that RPCs statewide are partnering with VTrans to co-host complete streets trainings across the state. This training, which includes a walk audit, will introduce complete streets principles with an emphasis on creating a common understanding of complete street elements and the importance of context and incremental improvements. The CCRPC event will be held November 6, 10 AM-2:30 PM at the United Church of Underhill, 7 Park St, Underhill. To register visit: https://localroads.vermont.gov/workshops/register-workshop-1

Key takeaways from the trainings:

1. Complete Streets benefit everyone.
2. Complete Streets improvements can be incorporated at many scales & budgets.
3. The importance of planning ahead for Complete Streets improvements.
4. Reporting component associated with the 2011 Complete Streets Bill (Act 34)

In 2011, Governor Shumlin signed into law Act 34 which requires the state and all municipalities to consider the needs of all users in all projects and all phases, regardless of funding sources. The Vermont Agency of Transportation (VTrans) developed internal guidance for their staff regarding Act 34, and a handbook for municipalities was created.

Learn more about complete streets at:

- https://www.ccrpcvt.org/our-work/transportation/transportation-resources/complete-streets/
- https://vtrans.vermont.gov/highway/complete-streets

7. VTrans Safe Systems Unit

Jesse Devlin, VTrans, gave a presentation on the Vermont Agency of Transportation (VTrans) Safe Systems Approach and creation of the Safe System Section, which he manages. The safe systems approach recognizes that the transportation network is both large and complex, and the approach works by building and reinforcing multiple layers of protection to help prevent crashes from happening and minimize harm to those involved when crashes do occur. It promotes a safety program with a focus on infrastructure, human behavior, responsible oversight of the vehicle and transportation industry, and emergency response. Jesse noted that safety is a key element in both the Mission and Vision of VTrans.

There are six principles for the Safe Systems Approach:

1. Death and serious injuries are unacceptable
2. Humans make mistakes
3. Humans are vulnerable
4. Responsibility is shared
5. Safety is proactive
6. Redundancy is crucial

There are five objectives for the Safe Systems Approach:

1. Safer People
2. Safer Roads
3. Safer Speeds
4. Safer Vehicles
5. Post-Crash Care

Jesse noted that safety is a key element in both the Mission and Vision of VTrans so they created the **Safe System Section** in the **Operations and Safety Bureau** to better integrate safety into all planning efforts and projects. This program is about a year old so they are still learning. The Safe Systems Section goals are to:

- Build and promote a strong safety culture by capitalizing on relationships across Bureaus and Divisions
- Management of HSIP funds, development of implementation plans and reports
- Project identification and prioritization
- Development of processes/tools to better incorporate safety within all phases of project development
- Evaluation of the safety impact of countermeasure and projects
- Active Transportation resource for the Agency
- Alignment of behavioral efforts and infrastructure improvements

Holly asked if wildlife and vehicle collisions are considered as part of the safety program. Jesse said the program is data-focused and they can use a network screening tool to determine contributing crash factors, such as wildlife collisions, and potential countermeasures. Note there are no new funding sources for this work.

Christine noted that CCRPC works with municipalities to address safety issues and asked if VTrans will create and share tools that municipalities can use. Jesse said he expects they will create guidance and countermeasures that could be implemented at the local level. The state will also create a small-scale grant program to fund local improvements.

Joe asked if this will change how VTrans prioritizes projects and funding. Jesse said there is no change in funding but they are trying to have a more balanced program in future years that will have systemic improvements at the state and local levels.

Eleni asked if the agency will be moving away from high crash locations and funding for projects in those locations? Jesse said it's not a complete elimination but a more balanced approach. They need to finalize their screening tool which will help guide funding decisions.

Christine noted that the human factors are especially important and maintaining signage and striping is important. Jesse noted their approach is to tackle a problem from many perspectives.

VTrans Safe System Section: https://vtrans.vermont.gov/operations/OSB/safe-systems
US Department of Transportation Safe Systems webpage:
https://www.transportation.gov/NRSS/SafeSystem

6. Regional Safety Action Plan

Sai Sarepalli, CCRPC, introduced the Regional Safety Action Plan effort. Evan Haugh, VHB, presented the draft Regional Safety Action Plan. The objective of the Plan is to develop a proactive and integrated approach to enhance regional roadway safety by identifying innovative and measurable proven safety solutions in the form of projects, initiatives, practices, programs, policies, campaigns, and technologies to reduce the number of fatal and serious injury crashes for all road users that offer the greatest benefits to public safety. The Plan provides the foundation for Chittenden County cities and towns to apply for safety related grant opportunities.

Evan shared crash type and location data, noting that lane departures are responsible for half of crashes. He shared a map showing the high injury network at both the regional scale and urban/local level and reviewed some of the top comments from the public on safety issues and specific locations. The plan's draft recommended project list includes policy and process changes, pilot and demonstration projects, systemic countermeasures, and advancing previous plans and studies.

There is one more year of federal Safe Streets for All (SS4A) funding (spring 2026), and municipalities should plan ahead for potential application. There is a 20% match requirement.

The team is asking the TAC for feedback in October, and in November they will ask the TAC to endorse the Plan, followed by asking the Board to adopt in November.

Jack asked about intersection crashes versus lane departures and if vulnerable road users are accounted for in the data. Evan noted that most pedestrian crashes are not at intersections, however most bicyclist crashes are at intersections.

Christine asked if specific crash data was reviewed and included, and Evan said yes it was. https://www.ccrpcvt.org/wp-content/uploads/2025/01/Crash-Data-Review.pdf

Jack asked if newer intersection designs, like protected intersection, are applicable? Not as the plan is currently written since it is a higher level plan, but that type of design could be considered as part of a more detailed study like a scoping study.

Eliana shared a map that groups the types of crashes by category that could be a tool for cities/towns to consider how to work together, perhaps on a joint grant application. Map link: https://ccrpc.maps.arcgis.com/apps/instant/interactivelegend/index.html?appid=25d8efabfed343259562ee79a59d7b20

Project website: https://www.ccrpcvt.org/our-work/transportation/current-projects/corridors-circulation/regional-safety-action-plan/

7. FY26 UPWP Transportation Projects

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.

8. CCRPC Board Meeting Report

In September the Board voted to approve Transportation Improvement Plan (TIP) amendments, heard a financial update, voted to approved the Williston Town Plan, voted to approve committee appointments, voted to warn a public hearing for the FY26-29 TIP, and heard Act 181 implementation and ECOS Plan (future land use map and housing targets) updates, staff introductions, and other Executive Director/Chair updates.

9. Chair/Members' Items
    a. **VTrans Transportation Alternatives Program (TAP)** and **Municipal Highway and Stormwater Mitigation Program (MHSMP)** grant opportunities: This year over $4.6 million of TAP grant funding is available for all eligible activities. Approximately 50% of TAP grant program funds are reserved for pollution mitigation projects relating to stormwater and highways, including eligible salt and sand shed projects. Also, approximately $1.5 million of MHSMP grant funding is available for eligible stormwater pollution mitigation projects. **Applications are due by e-mail by November 7, 2025.**
        i. **TAP**: **Transportation Alternatives Program | Agency of Transportation (vermont.gov)**
        ii. **MHSMP**: **Municipal Highway and Stormwater Mitigation Program | Agency of Transportation (vermont.gov)**

b. **VTrans Small Scale Safety Grants**: more details coming soon from VTrans Safe Systems Section but generally: $1.5 million to be available for quick build, low cost safety improvements such as signage, striping, guardrail, rumble strips, fixed object removal. Max award of $50,000 per applicant which can be used for multiple projects.
c. **CATMA Transportation Summit:** CATMA is hosting their annual Transportation Summit on October 14, from 8:30am to 4:30pm at the UVM Davis Center in Burlington. This year's theme is "Future in Motion: Elevating Transportation in Housing and Economic Growth" with sessions and speakers exploring how collaborative sustainable mobility solutions can drive housing and economic development. Learn more and register at: https://catmavt.org/transportation-summit/
d. **Complete Streets Training:** The CCRPC is co-hosting this training with VTrans which will be held November 6, 10 AM-2:30 PM at the United Church of Underhill, 7 Park St, Underhill. This training, which includes a walk audit, will introduce complete streets principles with an emphasis on creating a common understanding of complete street elements and the importance of context and incremental improvements. To register visit: https://localroads.vermont.gov/workshops/register-workshop-1
e. **Better Roads Grant Program:** VTrans is accepting applications to the Better Roads Grant Program to support projects on municipal roads that improve water quality and result in maintenance cost savings. The grant funds are provided by AOT in partnership with the Vermont Agency of Natural Resources. The Vermont Better Roads Program promotes the use of erosion control and maintenance techniques that save money while protecting and enhancing water quality throughout the state. **Applications accepted until October 31, 2025.** Find information or download the application at: http://vtrans.vermont.gov/highway/better-roads.
f. **Vermont Road Salt Education Summit**: interactive sessions about salting practices, tracks for both municipal staff and private contractors, opportunity for municipal leaders and commissioners/board members to learn more about practices that can be used to significantly reduce salt use, saving costs in salt and minimizing impacts to the environment and infrastructure while still maintaining public safety. Morning break and lunch provided. Thursday, October 9 from 9 AM (registration opens at 8:30 AM) to 3 PM at Outbound Stowe, 876 Mountain Rd, Stowe, VT. For more information and to register, visit: https://www.uvm.edu/seagrant/2025-road-salt-education-summit.
g. **2025 Municipal Day:** The Agency of Natural Resources (ANR) invites Vermont's Local Government Officials, Employees and Volunteers to participate in a day-long event of informational trainings on Friday, October 17, 7:45-3:45 at National Life in Montpelier. More information at https://anr.vermont.gov/special-topics/municipal-day.
h. Vermont Department of Environmental Conservation **2025 River & Roads Trainings**: https://dec.vermont.gov/event/vermont-rivers-roads-tier-2-and-tier-3-training

i. **ADA and Title VI One-Sheets for Local Public Agencies**: VTrans has designed one-pagers to simplify your understanding of ADA and Title VI compliance. Compliance isn't just a legal requirement—it's about safeguarding vulnerable communities and ensuring everyone has equal access. Get started here: ADA and Title VI.
j. **USDOT Discretionary Grants Dashboard:** https://www.transportation.gov/grants/dashboard.

The next TAC meeting is scheduled for Tuesday, November 4, 2025, 9:00 AM.

The meeting adjourned at 10:23 am.

Respectfully submitted,
Bryan Davis

CHITTENDEN COUNTY RPC
Communities Planning Together

CCRPC Transportation Advisory Committee
October 7, 2025
Agenda Item _: ___ Item

Transportation Improvement Program TIP Amendment

Issues:

Make the change described below to the FY25-28 TIP.

Resurface VT15, Colchester-Essex, Winooski City Line to Susie Wilson Road (Project HP158, Amendment FY25-41.

Description of Change:

- Increase total construction amount from $3,732,022 to $4,691,650. This is an increase in total project cost of 24% which qualifies as a minor amendment according to CCRPC's TIP Amendment Policy.
- Move $500,000 in federal funds from FY25 to FY26. These funds were not obligated prior to the end of the federal fiscal year on September 30.
- Increase federal funds in FY26 to $2,416,786.
- $1,387,203 remains in FY27 – no change to this amount.

Reason for Change:

- This project will install conduits and other utility items associated with the **VT15 Traffic Signal Replacement** project (signals from Campus Avenue to Ethan Allen Avenue) to be constructed in around 2030. This avoids having to dig up new pavement when the Signal project is constructed.
- A geotechnical investigation completed this summer identified severe cracking/weathering in the Westbound direction. It was decided to increase the milling depth in the right line (Westbound), to mitigate the subsurface issues..
- Switch from type IVs wearing course, to a type IIIS wearing course. This requires an increase in milling depth from 2" to 2 ¼," as well as additional pavement tonnage. Type IIIs is more resilient to rutting and will last longer than the original type IVs pavement type.

Staff Recommendation:

Recommend that the TAC approve the proposed TIP Amendments

For more information contact:

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