

1 Chittenden County Metropolitan Planning Organization  
2 Regular Meeting Minutes  
3

4 Date: Wednesday, October 20, 2004

5 Time: 7:00 pm.

6 Place: CCMPO Offices, 30 Kimball Avenue, Suite 102; South Burlington, VT 05403

7 Present:

8 Members: Bill Keogh, Burlington (7:07)  
9 Jeff McDonald, Charlotte (Vice-Chair)  
10 Chris Conant, Colchester  
11 Jeff Carr, Essex  
12 Dale Arango, Essex Junction  
13 Andrea Morgante, Hinesburg  
14 Bob Penniman, Jericho (Chair)  
15 Virginia Clarke, Richmond  
16 Jim Dudley, Shelburne  
17 Tom Buckley, Westford  
18 George Gerecke, Williston  
19 Mike O'Brien, Winooski (Secretary-Treasurer)  
20 Patricia McDonald, VTrans Secretary  
21 Polly McMurtry, VTrans Planning Coordinator  
22 Ex-Officio: Lew Wetzal, CCRPC  
23 Chris Jolly, FHWA  
24 Mike Flaherty, VTA  
25 Others: Greg Brown, CCRPC Executive Director  
26 Rich Ranaldo, VTrans Special Projects office  
27 Matthew Langham, VTrans Policy & Planning Div.  
28 Melody Zagami, Vermont Times  
29 Joseph McKeever, The Louis Berger Group, Inc.  
30 Lawrence Pesesky, The Louis Berger Group, Inc.  
31 James Purdy, The Louis Berger Group, Inc.  
32 Staff: Bill Knight, Executive Director  
33 Peter Keating, Sr. Transportation Planner  
34 Christine Forde, Sr. Transportation Planner  
35 Dave Roberts, Sr. Transportation Planner  
36 Susan Smichenko, Sr. Transportation Planner  
37 Daryl Benoit, Transportation Planner  
38 Paul Craven, Special Projects  
39 Bernadette Ferenc, Administrative Assistant  
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41 The meeting was called to order at 7:06 p.m. by the Chair, after determining the presence of a  
42 quorum.

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44 1. Changes to the Agenda. There were none.

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46 2. Public Comment Period. There were none.

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48 3. Action on Consent Agenda: There were two items on the consent agenda. Report from the  
49 TAC and report from the Executive Committee. JEFF CARR MADE A MOTION,

1 SECONDED BY CHRIS CONANT, TO ACCEPT THE CONSENT AGENDA. MOTION  
2 CARRIED UNANIMOUSLY.

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4 4. Approval of Minutes. JEFF CARR MADE A MOTION TO APPROVE THE MINUTES OF  
5 SEPTEMBER 15, 2004 WITH BOARD COMMENTS AND EDITS AS NEEDED. GEORGE  
6 GERECKE SECONDED. The following changes were noted: Page 4, line 1 should be FY05-07  
7 TIP (not FY05-17); Page 5, lines 23, 24 and 25 should be clarified to say that in Chittenden  
8 County there are two designated downtowns – Burlington and Winooski, and two with village  
9 center designations in Shelburne and Jericho (Jericho Corners Historic District). MOTION  
10 CARRIED TO APPROVE THE MINUTES WITH CORRECTIONS. ANDREA MORGANTE  
11 ABSTAINED.

12  
13 5. Implications of a Larger MPO Region. Bill Knight noted that what classifies an MPO is  
14 when a Metropolitan Statistical Area (MSA) reaches a population of 50,000. There are other  
15 designations when you reach other thresholds. In the 2000 Census our MSA population was just  
16 below 200,000. Jericho and Milton were added as urbanized areas, and it may not be too far off  
17 until Franklin County would be considered urbanized. He noted that we could expand the MPO  
18 area in the relatively near future, although the earliest would be after the 2010 Census. The  
19 governor, as well as the local communities, would have to approve any expansion. Bob  
20 Penniman noted that this is based on contiguous population and not political boundaries. Tom  
21 Buckley noted that this will impact land use as well and he wanted to be sure the regional  
22 planning commissions are involved in this. Bill Knight noted that several RPCs are working  
23 together on projects already. There are implications for all things RPCs deal with. Bob  
24 Penniman noted that we did discuss this at the Joint Executive Committee earlier today. He  
25 suggested the Census website would give members much information on SMSA, etc.  
26 ([www.census.gov](http://www.census.gov))

27  
28 6. Circumferential Highway (Circ) Environmental Impact Statement (EIS) Sec. McDonald  
29 asked Rich Ranaldo of VTrans Special Projects Office to introduce the consultant team for the  
30 Circ. EIS. Rich Ranaldo introduced folks from The Louis Berger Group, Inc. who bring  
31 expertise in EIS, and the study of indirect and cumulative impacts. Larry Pesesky is from the  
32 New York City office and is the project manager; Joe McKeever is from the Manchester, NH  
33 office and Jim Purdy from the Needham, MA office. Mr. Pesesky is looking forward to working  
34 with the MPO board, our staff and the local communities on this project. They were given the  
35 Notice to Proceed on October 6<sup>th</sup> and have been working very closely with Rich since then.  
36 They have numerous tasks that they'll be doing. They will immediately get scoping detail  
37 prepared and invite public input to what the scope of the EIS should be, identify purpose of the  
38 EIS and the purpose and need for the project. They will look at land use and transportation.  
39 Scoping will be conducted over the course of the winter and they hope to complete it by March  
40 and have the alternatives developed. They're talking about 18-24 months for this project. When  
41 asked about the company, Mr. Pesesky noted they are an international transportation consulting  
42 firm based in East Orange, NJ. They have offices in 20 states and work in over 70 countries.  
43 The three representatives here are based in three different regional offices. It was noted that  
44 there are several sub-contractors working with them including Zans and Company  
45 (environmental science); Fitzgerald and Halliday (public involvement); Nobis Engineering  
46 (environmental engineering); KK&O (Karen O'Neil – transit specialist); KM Chung (air quality  
47 and noise); and environmental lawyers. Five work orders have been bid that'll take them to next  
48 spring. For NEPA (National Environmental Policy Act) you must announce you're going to  
49 prepare an EIS before you start, because anything you do before notice doesn't count. Rich

1 Ranaldo noted there is a contract limit of \$2M but we're putting this in small pieces and task  
2 orders. Chris Jolly noted that this is not like a construction contract where you take a low bid.  
3 This is qualification based and negotiated. It's an ongoing process. Jeff Carr expressed concern  
4 about this EIS only covering a portion of the project area. When Virginia Clarke asked where  
5 we should tell our constituents to look for information about this, Larry Pesesky said they've  
6 been instructed to reach out to the public. Berger will maintain a website through VTrans. Sec.  
7 McDonald said they hope to have a public involvement plan in place by our next board meeting.  
8 Bill Knight noted that the MPO will hyperlink to that website as well.

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10 b. CCMPO Representation on Circ EIS policy committee. JEFF CARR MADE A MOTION  
11 THAT WE APPOINT THE CHAIR OF THE CCMPO, BOB PENNIMAN, TO REPRESENT  
12 THE CCMPO ON THE POLICY COMMITTEE WITH THE VICE-CHAIR, JEFF  
13 McDONALD AS THE ALTERNATE, WITH THE CAVEATS THAT THEY KEEP THE  
14 BOARD AND EXECUTIVE COMMITTEE INFORMED, GET FEEDBACK FROM THE  
15 ENTIRE BOARD AND KEEP AN OBJECTIVE VIEWPOINT. BILL KEOGH SECONDED.

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17 Bob Penniman noted that VTrans offered the MPO seats on the two committees - to have the  
18 MPO Board represented at the management policy level and Dave Roberts of MPO staff will be  
19 the interface on the technical committee. He, as chair, is willing to step up to the plate because  
20 he has been through EIS before and has working knowledge of the model. Jeff McDonald has  
21 similar experience. At a minimum, he and Jeff would be on top of all communications. One of  
22 the caveats is that we'd have a standing item at each board meeting for the foreseeable future so  
23 members could be updated. He would bring any issues to this board. He did sit in on a kickoff  
24 meeting on October 6<sup>th</sup> at the behest of the Executive Committee. Dave Roberts and  
25 representatives of many state agencies were also involved on the technical level. He's optimistic  
26 that this will be a very open process and feels the MPO has to be involved every step. VOTE:  
27 MOTION CARRIED UNANIMOUSLY TO HAVE BOB PENNIMAN AND JEFF  
28 MCDONALD REPRESENT THE CCMPO ON THE MANAGEMENT COMMITTEE.

29  
30 7. Warn for Public Hearing for Major Amendment to the FY04-06 Transportation Improvement  
31 Program (TIP) – to specifically amend the FY05 year. Bob Penniman noted that we've been  
32 methodically updating the FY04-06 TIP year by year. Christine Forde noted that members  
33 received copies of the amended TIP. The list of projects that were in your packet came from an  
34 assessment we did about six months ago and we had proposed making these changes for the  
35 FY05 year. With these suggested amendments, we are still over the constrained limit by \$6,000.  
36 She suggested we take the \$400,000 for Shelburne Road and move it back to FY06 where we  
37 had it; and that we leave \$200,000 in FY05 for Williston Park and Ride and move \$300,000 to  
38 FY06. Basically we have a \$36.5M constraint limit that was set by last year's TIP. The lower  
39 fiscal constraint was set by the legislature. Christine said, as far as we know, these changes  
40 accommodate all the needs for Chittenden County. GEORGE GERECKE MADE A MOTION  
41 THAT WE WARN A PUBLIC HEARING FOR THE NOVEMBER MEETING. MIKE  
42 O'BRIEN SECONDED. Chris Jolly said there has to be a comment in the remarks column to be  
43 sure that we note that a project will receive full funding in the out years. Christine said it is set  
44 up that way. VOTE: MOTION CARRIED UNANIMOUSLY.

45

1 8. Executive Director's Report.

- 2 a. Bill Knight reported that the NARC Executive Directors' meeting was held October 6-9 and  
3 over 100 people were here with 80 Executive Directors. The conference was a success and  
4 we received many compliments.
- 5 b. The MTP Steering Committee will meet tomorrow. Revisions have gone out to the  
6 committee as a result of their comments. We're anticipating they'll review these and release  
7 the draft to the board and the communities. We will present it to the Board next month and  
8 then in December we can warn for a public hearing in January.
- 9 c. Transportation model is on schedule. We're meeting with the consultant next week.

10  
11 9. Committee Reports.

- 12 a. Finance Committee. Mike O'Brien reported that all the FY05 local assessments were paid  
13 this year within 30 days after billing. The Finance Committee agreed to send out the  
14 estimate for FY06 local assessments based on a 5% increase. The FY04 year end financial  
15 report will be adjusted for 12 month year end. There was some confusion because of the 13-  
16 month contract year. Audit is being completed and we should have a report soon. FY 04  
17 budget was revised to reflect actual spending. To get in line with the FY06 state budget  
18 process – Bill and Polly have recommended an amount for adequate funding for FY06. We  
19 also had some initial discussion for development of a reserve fund.
- 20 b. Public Transportation Task Force. Micque Glitman, Chris Cole and Bill Knight have been  
21 visiting towns in the county. Based on the reaction of the MPO two months ago and the  
22 opposition of the CCTA board, they had to revise their presentation to the communities. The  
23 transit authority is already expanding through its subsidiary Green Mountain Transit.  
24 They've expanded to Washington County, Middlebury and soon to St. Albans. What they've  
25 been hearing is the central towns want it to be Chittenden County only. Outlying  
26 communities feel it should be multi-county district. We've decided to slow down and a  
27 recommendation will come out of the task force in November and will go to the board next  
28 month. Bill Keogh said they had thought they'd get something to the legislature next  
29 session, but that's not going to happen and we'll have to regroup. We're hoping that by  
30 expanding the service folks may see that we need a regional authority. Brief discussion  
31 continued. Tom Buckley said Westford doesn't even understand what services we have now.  
32 Bill Knight said we need to do a needs assessment.

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34 10. Other business. Jeff McDonald wanted members to know the status of the earmark for the  
35 Burlington/Essex. Our Congressional delegation is pushing to move all rail earmarks in the state  
36 from FTA to FRA, which then makes it easier to update infrastructure.

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38 JIM CONDOS MADE A MOTION, SECONDED BY BILL KEOGH, TO ADJOURN AT 8:20  
39 P.M. MOTION CARRIED UNANIMOUSLY. (Members then went off to watch/listen to the  
40 7<sup>th</sup> game of the playoffs between Red Sox and Yankees.)

41  
42 Respectfully submitted,

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46 Bernadette Ferenc  
47 Administrative Assistant

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