

1 Chittenden County Metropolitan Planning Organization  
2 Regular Meeting  
3 Minutes  
4

5 Date: Wednesday, February 16, 2005

6 Time: 7:00 p.m.

7 Place: CCMPO Offices, 30 Kimball Avenue, South Burlington, VT

8 Present:

9 William Keogh, Burlington Jeff McDonald, Charlotte (Vice-Chair)

10 Marc Landry, Colchester Alternate Jeff Carr, Essex

11 Andrea Morgante, Hinesburg (7:07) Bob Penniman, Jericho (Chair)

12 Jim Manley, Milton Virginia Clarke, Richmond (7:05)

13 Paul Bohne, Shelburne Alternate Jim Condos, South Burlington

14 Tom Buckley, Westford George Gerecke, Williston

15 Mike O'Brien, Winooski (Sec.-Treas.)

16 Polly McMurtry, VTrans Planning Coordinator

17 Ex-Officio: Chris Jolly, FHWA Garret Mott, CCRPC

18 Others: Matthew Langham, VTrans Marilyn Sowles, Colchester resident

19 Roslyn Graham, Graham Communications

20 Staff: Bill Knight, Executive Director Peter Keating, Sr. Trans. Planner

21 Christine Forde, Sr. Trans. Planner Dave Roberts, Sr. Trans. Planner

22 Susan Smichenko, Sr. Trans. Planner Daryl Benoit, Trans. Planner

23 Paul Craven, Project Manager Bernadette Ferenc, Exec. Assistant

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25 The meeting was called to order at 7:02 p.m. by the Chair, Bob Penniman, after determining the  
26 presence of a quorum. He welcomed Paul Bohne, the Alternate for Shelburne..

27  
28 1. Changes to the Agenda. Bob Penniman noted that we will have a standing RPC committee  
29 report at each of our meetings. He added an item 10 e. to report on the NARC Washington  
30 Policy conference he attended.

31  
32 2. Public Comment Period for items not on the agenda. Marilyn Sowles of Colchester came to  
33 make sure all members understand the \$75.6M mistake she uncovered by a question she asked  
34 during the public hearing last month. She had asked if the price used for the circ was for a two-  
35 lane or four-lane circ, since a four-lane circ was referred to throughout the MTP. Peter Keating  
36 had replied to the question that the cost for a two-lane circ was used, and it was noted that we  
37 didn't choose that alternative. After getting that information she still felt there was something  
38 wrong with the data because on page 40 of the MTP we talk about the initial alternatives. Under  
39 freeway expansion we mention new interchanges at VT 116/I-89 and West Milton Road/I-89; a  
40 full interchange at Exit 15; a full interchange at Exit 13/Dorset Street; a completed Circ Hwy  
41 from Williston to Colchester at 4 lanes, 3 lanes each direction in I-189 and I-89 from Exit 12 to  
42 Exit 17. She looked at all those projects and felt they'd cost more than the \$122.6 M listed in  
43 Table 5-4. She spoke to Peter Keating and he responded in an email and found a bigger mistake  
44 than even she expected, or \$75.6M. He discovered that the four-lane circ alternative was off by  
45 \$30.4M, segments G-J were also underestimated, as well as the completion cost of the Southern  
46 Connector. She feels we need to look at all the data pro and con on the circ and keep an open  
47 mind on the EIS. Peter Keating has agreed to change this in the MTP. She then asked if we  
48 could clarify under the recommended MTP alternatives (page 45) that the full circumferential

1 highway is for two lanes, since we refer to four-lanes throughout the rest of the MTP. Given the  
 2 size of the mistake on Table 5-4, she then asked that we review the information in Tables 5-6 and  
 3 5-7 to be sure the data is correct. Peter Keating has been reluctant to do that and she asked that  
 4 members pass a motion to review that data. She feels we need to admit there was a major  
 5 mistake and that we're correcting it. We need to inform the municipalities and public that were  
 6 involved with this to say it has been changed. She hopes this board will agree that correct  
 7 information in the report really matters. Since we don't normally debate comments during  
 8 public comment period, the Chair closed the public comment period. Andrea Morgante  
 9 suggested a change to the agenda and asked that we deal with it now. ANDREA MORGANTE  
 10 OFFERED A MOTION THAT STATED DUE TO THE IDENTIFICATION OF THE  
 11 SIGNIFICANT DIFFERENCE TO TABLE 5-4 THAT THE STAFF VERIFY THE  
 12 CORRECTNESS OF THE DATA SHOWN IN TABLES 5-4, 5-5, 5-6 AND 5-7 AND 7-4 AND  
 13 7-5 SO THAT WE HAVE AN MTP THAT IS BASED ON AN ACCURATE PROCESS OF  
 14 ANALYSIS. JEFF McDONALD SECONDED. Her intent is to correct the data but not  
 15 necessarily bring this back to the board. Lengthy discussion ensued. Jim Condos feels we  
 16 should verify the data and clarify the language but feels it should come back to the board. He  
 17 made a FRIENDLY AMENDMENT TO BRING THE INFORMATION BACK TO THE  
 18 BOARD FOR ACTION. Andrea and Jeff McDonald accepted the friendly amendment.  
 19 Discussion continued. It was noted that the dollars were based on planning estimates, and not  
 20 actual construction costs, compiled by Wilbur Smith Associates about 3 years ago. It was agreed  
 21 we should try to correct the numbers if we discover discrepancies even though it would not  
 22 change the recommended alternative in the MTP. VOTE ON MOTION:

23	Bolton	absent	Burlington	yes (4)	Charlotte	yes
24	Colchester	no (2)	Essex Jct.	absent	Essex	no
25	Hinesburg	yes	Huntington	absent	Jericho	no
26	Milton	no	Richmond	yes	St. George	absent
27	Shelburne	yes	So. Burl.	No (2)	Underhill	absent
28	Westford	yes	Williston	yes	Winooski	yes
29	VTrans	yes				

30 Motion carried with 12 of 19 votes in favor; and 7 opposed.

31  
 32 3. Consent Agenda. JIM CONDOS MADE A MOTION, DULY SECONDED, TO MOVE  
 33 ITEM C-3 TO THE DELIBERATIVE AGENDA AS ITEM 3.1. MOTION CARRIED  
 34 UNANIMOUSLY.

35  
 36 JEFF CARR MADE A MOTION, DULY SECONDED, TO APPROVE CONSENT AGENDA  
 37 ITEMS 1 AND 2 (Executive Committee Report and TAC report). MOTION CARRIED  
 38 UNANIMOUSLY.

39  
 40 3.1 Minor TIP Amendments. VIRGINIA CLARKE MADE A MOTION TO ACCEPT C-3  
 41 REVISED - MINOR TIP AMENDMENTS. JIM CONDOS SECONDED. There were some  
 42 minor changes sent out in an email and they are at the table today. Christine Forde said the  
 43 reason for the revision is that now VTrans has added administrative costs to the total cost of  
 44 bike/ped awards, so Exit 16 Pedestrian & landscape project in Colchester now shows \$75,000 in  
 45 federal funds (rather than \$60,000) for PE in FY05; and Route 7 Corridor Community Sidewalks  
 46 in Milton now shows \$92,800 in federal funds for PE in FY05; \$509,500 (\$407,600 fed)  
 47 ROW/CON in FY06. Chris Jolly noted that the state needs to keep track of the total costs of a  
 48 project and the administrative costs are eligible for federal funds. There were changes to the PE

1 costs on the Winooski Riverwalk to \$297,974; overall project cost reduced to \$2,005,245 and  
2 add \$64,864 (fed) in PE in FY05. Other amendments were as in the original memo. VOTE:  
3 MOTION CARRIED UNANIMOUSLY TO APPROVE THESE MINOR TIP AMENDMENTS.

4  
5 4. Approval of Minutes. JEFF CARR MADE A MOTION, SECONDED BY BILL KEOGH,  
6 TO APPROVE THE MINUTES OF JANUARY 19, 2005 WITH CORRECTIONS IF ANY.  
7 MOTION CARRIED UNANIMOUSLY.

8  
9 5. Procurement System Self-Certification. JIM CONDOS MADE A MOTION TO APPROVE  
10 THE DOCUMENT AND AUTHORIZE THE CHAIR TO SIGN IT. VIRGINIA CLARKE  
11 SECONDED. Garret Mott questioned as a contractor that there doesn't seem to be anything in  
12 there protecting the MPO from non-performance. It was noted that is dealt with in the actual  
13 contract. VOTE: MOTION CARRIED UNANIMOUSLY.

14  
15 6. Unified Planning Work Programs (UPWP)

16 a. FY05 Mid-Year Adjustment. Bill Knight noted that annually we review the work program  
17 and budget mid-year to see what changes might be needed. The biggest change that  
18 decreases the budget is the loss of the earmark money (5309) for the Route 15 project. Most  
19 of the other amendments move dollars among tasks. We did everything we could to keep  
20 additional funds in locally managed categories. Mike O'Brien noted the Finance Committee  
21 reviewed this and had a concern that the TLC committee didn't allocate all funds available  
22 even though there were applications. They wanted to encourage communities to take  
23 advantage of this program. The whole issue of the circ EIS and how it impacts staff was also  
24 questioned. This is covered in the overall agency budget rather than the UPWP. The  
25 Finance Committee does recommend that we approve the mid-year adjustment. JIM  
26 CONDOS MADE A MOTION, SECONDED BY JEFF CARR, TO APPROVE THE MID-  
27 YEAR ADJUSTMENTS. Bill Knight addressed questions from board members. VOTE:  
28 MOTION CARRIED UNANIMOUSLY.

29  
30 b. FY 06 UPWP. Bill Knight reported that the committee will meet on March 4<sup>th</sup>. Next month  
31 the board will be updated on priorities and have a preliminary budget. Without the earmark  
32 this year our budget is \$2.5 M and we anticipate using most of our funds this year, without  
33 much carryover. With level funding of FHWA and FTA we anticipate a budget of \$1.5-\$2 M  
34 for FY06 which means a reduction of \$.5 to \$1M. When he arrived here he was told to use  
35 the backlog of federal funds, which he has done, so we will have some tough decisions to  
36 make in next year's work program.

37  
38 7. Route 15 – Jericho to Hardwick. Dave Roberts gave a presentation on the Route 15 corridor  
39 study between Jericho Hardwick. This was requested by Lamoille County Planning Commission  
40 to use some of the excess PL funding. They agreed to extend the study into Jericho, Underhill  
41 and Westford. Resource Systems Group (RSG) was the selected consultant with a steering  
42 committee made up of the communities along the corridor. The final report is available on the  
43 MPO website. Dave reviewed the study purpose and goals; the general study area, specific  
44 intersections; existing traffic conditions; existing peak hour traffic; existing and projected  
45 congestion hot spots; large truck trips per day; geometric constraints to truck travel, safety-high  
46 accident locations; and bicycle facilities. Dave then reviewed the summary of transportation  
47 system issues and various recommendations for the corridor in general and Jericho and Underhill  
48 in particular.

1  
2 8. Circ EIS Update. Bob Penniman said the public meeting schedule in March was solidified.  
3 This is the first series of public meetings which are outreach sessions to help identify all  
4 alternatives to study. March 15 will be in Jericho/Underhill; March 16 in Williston and March  
5 17 in Burlington. CCRPC and CCMPO staff are being asked to participate in those workshops.  
6 Last Thursday there was a day-long session of the resource agencies (EPA, ANR, historic  
7 preservation, U.S. Dept. of Agriculture, CCRPC, CCMPO) to meet collectively to see what  
8 resources are available. RPC and MPO are still up in the air about tasks and amount of work  
9 we'll be asked to do. In some cases we'll be updating data, including build-out data. Garret Mott  
10 noted that the CCRPC executive committee approved signing the interagency cooperative  
11 agreement to share information with VTrans. Polly McMurtry said the money to pay for Dave's  
12 time and CCRPC would flow through MPO. Bob Penniman noted only two alternatives have  
13 been identified so far: no-build; and the Vermont Smart Growth Collaborative roundabout  
14 proposal. Andrea Morgante questioned whether we hadn't hired experts to come up with  
15 alternatives rather than relying on general public for ideas? Bob said the public meetings will be  
16 to get general public talking about alternatives.

17  
18 9. Executive Director's Report. Bill Knight noted that he emailed the January report. He did  
19 meet with the House Transportation Committee and has had a request to meet with the Chair of  
20 the House Transportation Committee so he can learn about the CCMPO. When Jim Manley  
21 asked if they could get the ED report in the meeting packet, Bill Knight said we made a decision  
22 a few months ago to email it rather than having him do a verbal report at the meeting. This  
23 month it just didn't get out until yesterday. We will try to get it out earlier in the future.

24  
25 10. Committee Reports.

- 26 a. Finance Committee. Mike O'Brien said they reviewed the quarterly financial statements and  
27 once a couple of questions were answered they were satisfied. The audit was received last  
28 week and management letter today. They have a couple of questions and hope to have it  
29 ready for Board action in March.
- 30 b. Ad Hoc Public Transportation Committee. Mike O'Brien said the committee felt it was  
31 important to continue this process and asked Mique Glitman to submit a list of tasks that we  
32 agreed on her pursuing. Virginia Clarke said the consensus was that there was a lot going on  
33 in the world and we needed to keep in touch with legislature, VLCT, etc. to be kept in the  
34 loop on this. Bill Keogh said we had a couple of meetings in state house cafeteria because  
35 there is so much going on there. Burlington has a 1% sales tax option on the ballot and even  
36 if it passes in the city, he doesn't know how it'll fare in the legislature. There are a number  
37 of bills in the hopper that would add income to the transportation fund, but none has  
38 materialized. One recommendation is to establish a public transportation standing  
39 committee which he feels is good. Bill Knight said CCTA already has a 5310 committee  
40 (elderly and disabled) so we asked Peter Keating to serve on it to have coordination. We are  
41 planning to do a study in the spring where we do an inventory of the unmet needs. Virginia  
42 Clarke said the committee feels once we have that information we could be in touch with  
43 selectboards because if they know the needs they're more likely to be receptive. Jim Condos  
44 said a group from CCTA member communities met recently because in the TIP there is  
45 \$700,000 annually for CCTA for ongoing maintenance. However, the \$700,000 is not in the  
46 Administration's budget and they're writing letters to ask that this be included in capital  
47 program.

- 1 c. Project status committee. Christine Forde distributed an update from the January 18<sup>th</sup>  
2 meeting. Polly McMurtry will provide sections of VTrans Weekly Reports relevant to  
3 Chittenden County projects and Christine will then distribute it to one point person in each  
4 community. We have asked the TAC to identify the appropriate person in each community.  
5 After a brief discussion it was agreed that the MPO board representative and one community  
6 member will be notified. All agreed we'll start this on a trial basis. When Jeff McDonald  
7 asked if we could get the state capital program, Christine Forde noted she prepared a  
8 spreadsheet with all the Chittenden County projects that are in the Capital Program.
- 9 d. CCRPC Report. Garret Mott said they have talked about cooperating with MPO and VTrans  
10 on circ EIS. They're planning on devoting whatever resources are needed to do that, but they  
11 want to make sure that this does not get politicized. In January their monthly meeting was a  
12 retreat to go through town priorities. They found that technical help was way down on the  
13 list at #12. They're also working on regional plan. Penrose Jackson, Greg Brown and Garret  
14 met with the Free Press editorial board today to try to get some publicity on getting public  
15 input. They want to focus on differences in planning areas and growth centers and how they  
16 can work together. Their initial draft of the regional plan is due in June. When asked about  
17 review of the MTP, Garret said their focus has to be on their regional plan. Bill Knight noted  
18 that Greg Brown feels the MTP should go to the RPC in late spring or early summer. Right  
19 now the 1997 LRTP is the transportation section of the regional plan. Questions arose about  
20 Act 250 and role of RPC and MPO. RPC has a moratorium on Act 250. Bob said the  
21 Executive Committee has talked about having MPO be a resource to the DEC. Virginia  
22 Clarke said when we get to the strategic plan, we need to define the MTP process with a  
23 timeline. We really did need to get this to the RPC so they could've responded to it. Garret  
24 said the joint executive committees have agreed that communication needs to be improved  
25 and the goal is to get these plans in sync.
- 26 e. National Association of Regional Councils (NARC). Bob Penniman said this is the second  
27 national meeting he's attended. The first meeting he attended in 2002 was AMPO and the  
28 first thing he noticed was that AMPO is heavy executive director oriented. NARC is heavily  
29 board oriented including elected officials. Highlights:
- 30 • They arrived on Saturday and President released his budget on Monday.
  - 31 • NARC has very heavy focus on regionalism.
  - 32 • One area talked about this year was pre-disaster and emergency planning. Large cities  
33 want money to go directly to them and small communities have to deal at regional level.
  - 34 • There were many briefing sessions from staff and lobbyists on what they thought would  
35 happen with reauthorization.
  - 36 • He attended a session with USDA on forestry preservation and conservation and open  
37 space which he found fascinating.
  - 38 • On the Congressional side he and Bill met with Sen. Leahy and many other people from  
39 Vermont. Then Jeff Squires came over and they had a very good dialog about their  
40 perspective on reauthorization. Bill referred to that in his report. Jeff Squires said  
41 Administration coming to \$284B was seen to be major step and would probably allow  
42 House and Senate bills to be brought forward and not have to start from scratch. When  
43 asked for his best guess, Jeff Squires said there is a large contingency that thinks we're  
44 getting along fine without reauthorization. If reauthorization doesn't happen in the next  
45 2-3 months, we're likely to not have a new bill. Vermont does very well on continuing  
46 resolutions and budget extensions, although VTrans may not agree.
  - 47 • There was a discussion about CMAQ getting away from three-year limit and being able  
48 to be used for operating and maintenance. Everyone liked that.

1 11. Other business.

- 2 a. ANDREA MORGANTE MADE A MOTION TO INVITE THE SMART GROWTH  
3 COLLABORATIVE TO MAKE A PRESENTATION AT THE MARCH MEETING AND  
4 IN PREPARATION HAVE THE STAFF REVIEW THE REPORT AND HELP THE  
5 BOARD UNDERSTAND THE PROCESS. (there was no second). Bob noted that staff is  
6 meeting with that group on Friday and he and Virginia will attend. Jeff McDonald would  
7 rather see this happen down the road. Andrea said we know we have a problem in this  
8 corridor and this is something that's been out there that's been funded by someone else that  
9 may give insight. Bob said this will be evaluated with all the other alternatives in the EIS.  
10 Bill Keogh feels "Other business" is not the place for a motion.
- 11 b. Jim Condos wanted to be sure CCMPO staff was aware that the Western Vermont corridor  
12 was on the agenda for the Transportation Committee this week. He feels Western rail  
13 corridor should include Chittenden County since we're between Rutland and St. Albans.  
14 Bob said we met with VTrans and that was included in our rail discussion. We made it  
15 known that we're in favor of purchasing rail ROW and that we were instrumental in getting  
16 money moved from FTA to FRA. Members agreed that we need to make sure staff stays on  
17 top of the Western Vermont corridor discussions, since they're looking for funding.
- 18 c. Jim Manley said the UPWP talks about a Route 7 Corridor study. He wanted it put on the  
19 record that Milton is concerned about the condition of the road surface of Route 7, which he  
20 had talked to us about back in May 2004. Bill Knight said staff met with Milton and they  
21 said that the condition of Route 7 was such that VTrans didn't want to pave it now when it  
22 was in need of reconstruction. When asked if he was looking for something specific, Jim  
23 Manley said a Milton legislator has asked for Route 7 to be paved. Brief discussion ensued.  
24 Christine Forde will follow up on this tomorrow.

25  
26 JEFF CARR MADE A MOTION, DULY SECONDED, TO ADJOURN AT 9:55 P.M.  
27 MOTION CARRIED UNANIMOUSLY.

28  
29 Respectfully submitted,

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33 Bernadette Ferenc, Executive Assistant