

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

5 Date: Wednesday, April 20, 2005
6 Time: 7:00 p.m.
7 Place: CCMPO Offices, 30 Kimball Avenue, Suite 206, So. Burlington, VT 05403
8 Present: Robin Pierce, Charlotte Alternate Marc Landry, Colchester Alternate
9 Jeff Carr, Essex Dale Arango, Essex Junction
10 Andrea Morgante, Hinesburg Rick Moulton, Huntington
11 Bob Penniman, Jericho (Chair) Jim Manley, Milton
12 Jim Dudley, Shelburne Jim Condos, South Burlington
13 Stan Hamlet, Underhill Tom Buckley, Westford
14 George Gerecke, Williston Mike O'Brien, Winooski (7:25)
15 Dawn Terrill, VTrans Secretary (7:15)
16 Ex-Officio: Chris Jolly, FHWA Lew Wetzel, CCRPC
17 Others: Matthew Langham, VTrans
18 Polly McMurtry, VTrans Planning Coordinator
19 Staff: Bill Knight, Executive Director Peter Keating, Sr. Trans. Planner
20 Christine Forde, Sr. Trans. Planner Dave Roberts, Sr. Trans. Planner
21 Daryl Benoit, Transportation Planner Bernadette Ferenc, Exec. Assistant
22

23 The meeting was called to order at 7:07 p.m. by the Chair, Bob Penniman. He introduced Robin
24 Pierce, the alternate from Charlotte.

25
26 1. Changes to the Agenda. Virginia Clarke had a family emergency and was unable to be here
27 tonight. We'll hear about the strategic planning process and talk about the contract in Executive
28 Session.
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30 2. Public Comment Period. There were none.
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32 3. Action on Consent Agenda. There were three items on the Consent Agenda: Report from
33 Executive Committee; Report from Technical Advisory Committee and Minor TIP amendments.
34 GEORGE GERECKE MADE A MOTION TO APPROVE THE CONSENT AGENDA. JEFF
35 CARR SECONDED AND THE MOTION CARRIED UNANIMOUSLY.
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37 4. Approval of Minutes. JEFF CARR MADE A MOTION, SECONDED BY GEORGE
38 GERECKE, TO APPROVE THE MINUTES OF MARCH 16, 2005, WITH CORRECTIONS IF
39 ANY. MOTION CARRIED WITH JEFF CARR AND BOB PENNIMAN ABSTAINING.
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41 5. Public Hearing on Amendment to FY04-06 Transportation Improvement Program (TIP) Bob
42 Penniman opened the public hearing at 7:10 p.m. Christine Forde noted that this project is to
43 pave 16.2 miles on Interstate 89 from I-189 in South Burlington to Bolton, including the ramps;
44 lengthen the southbound on-ramp at I-189 and Exit 12 southbound off-ramp to meet standards;
45 and to add an additional left turning lane on the Exit 12 southbound off-ramp to reduce potential
46 for traffic back up onto I-89. It will be done this year with night construction. She then
47 distributed an email from Jeff McDonald asking questions about the Act 250 process and the
48 possibility of having Maple Tree Place pay for some of the improvements. She doesn't have a
49 good answer, but would recommend we not hold this up because if they start too late they will

1 not be able to get this done this construction season because it'd be too cold to pave at night.
2 Tom Buckley asked if the project moves ahead are his questions still relevant. Polly said they
3 would but VTrans doesn't have any control over Act 250. Jim Condos asked if VTrans has
4 looked at Act 250 permits for Maple Tree Place to see if there's anything that hasn't been done
5 but could be done. Polly thinks they have reviewed it but she couldn't verify that before coming
6 tonight. Jim Condos noted that unless it's spelled out in Act 250 decision or Williston DRB
7 review, it would be difficult to go back to the private sector to have them pay. Discussion
8 ensued and it was agreed to urge VTrans to look at the Act 250 permit and Williston DRB
9 decisions to be sure there is no avenue. Bill Knight said we will get a report back to this board
10 next month. (Sec. Terrill arrived.) Andrea Morgante read Jeff McDonald's comments into the
11 record:

12 "For the record, I would like to request a response on the role of the traffic
13 projections by Maple Tree Place, Act 250 and assignment of responsibility for
14 infrastructure improvements. It seems apparent that the traffic projections were
15 erroneous. Had an accurate picture been presented, would the improvements with
16 Exit 12 be the responsibility of the developer, or do Federal Highways require only
17 public funds?
18

19 I also understand that this is a short term solution, as further long term
20 improvements are under consideration. As VTrans is able to mitigate this problem,
21 can we also include in this project a temporary Park and Ride Facility at this exit? It
22 is my opinion that had the public known that the Williston Park and Ride would not
23 be replaced for over a decade, that a temporary facility would have been established
24 to mitigate the loss of this asset."
25

26 Discussion ensued about the Williston park and ride. It was noted that after that original
27 temporary park and ride was closed, Jeff Davis allowed the Harvest Lane loop to be used before
28 Wal-Mart was built. It was noted that our latest information was that a park and ride was to be
29 put behind the State Police barracks. Sec. Terrill said there is ongoing discussion but Maple Tree
30 Place doesn't want to do anything there that will prevent further development by them.
31 Discussion continued.
32

33 Chris Jolly responded to Jeff McDonald's question that Federal Highway and VTrans would
34 gladly accept private funding for highways.
35

36 When asked if this project has been on the TIP for awhile, it was noted that this is all new. Bob
37 Penniman said the very fact that this need was developed and a solution found very quickly is
38 valid, but there has been a bigger safety issue on the off-ramp at Exit 14 for 15 years and he
39 hopes the resources are there to make improvements once the scoping study is completed. Sec.
40 Terrill reiterated that it was decided that making these improvements while doing the paving
41 project was the most economical way to do it. This was not in the TIP but they're dealing with
42 replacing pavement that deteriorated much more rapidly than anyone anticipated. When asked if
43 the so called "safety" funds are being used for this, Chris Jolly said it'll be paid out of the 90%
44 interstate maintenance funding. The signal work will be done with 100% federal aid money. It
45 was noted that there is no fiscal constraint with this project. JEFF CARR MADE A MOTION
46 TO CLOSE THE PUBLIC HEARING AT 7:26 P.M. JIM DUDLEY SECONDED AND THE
47 MOTION CARRIED UNANIMOUSLY.
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1 JEFF CARR MADE A MOTION, SECONDED BY GEORGE GERECKE, TO APPROVE THE
2 TIP AMENDMENT. VOTE:

3	Bolton	absent	Burlington	absent (4)	Charlotte	abstained
4	Colchester	yes (2)	Essex Jct.	yes	Essex Town	yes
5	Hinesburg	yes	Huntington	yes	Jericho	yes
6	Milton	abstained	Richmond	absent	St. George	absent
7	Shelburne	yes	So. Burlington	yes (2)	Underhill	yes
8	Westford	yes	Williston	yes	Winooski	yes
9	VTrans	yes				

10 MOTION CARRIED WITH 15 OF 24 VOTES IN FAVOR, AND 12 OF 18 COMMUNITIES
11 PRESENT AND VOTING IN FAVOR. THE CHAIR DECLARED THE 2 ABSENTIONS AS
12 GOING WITH THE MAJORITY IN FAVOR OF THE MOTION.

13
14 6. Federal Aid System Request. Dave Roberts said the request from Jericho is to add the last
15 segment of Browns Trace Road to the Federal Aid System (FAS). The map shows that over half
16 the road is already on the FAS. If the Board approves the TAC recommendation, the request
17 goes to VTrans for review and then finally to FHWA for final determination. Dave distributed a
18 map of the FAS in Chittenden County. When asked what qualifies a road like that to get on
19 FAS, Dave said there really is no specific standard, but it's based on functional classification.
20 Chris Jolly said the guidelines they use are from 1987 but there has to be a progression of lower
21 class system feeding into the higher class system. They really watch the percentage of highway
22 by class (interstate, arterials, collectors, etc.) versus total highway miles statewide and it's not
23 real cut and dry. They basically start with traffic volumes and lower class highways feeding into
24 higher class highways. If you have 80% of the state system on the FAS you don't want them all
25 in minor collectors. They want to have a balance. Chris Jolly said Vermont is okay with this
26 class, but out of range in urban collectors vs. total statewide percentage. Bill Knight said if you
27 add too much to the FAS, you begin to start pushing those guidelines and then the state or feds
28 may say no, so we have to be aware of how many miles we add to the FAS. Bob handed gavel
29 to Mike O'Brien so he could speak as board member from Jericho. Bob Penniman explained
30 that Jericho did not know that this was not on the FAS. It came to light during the Route 15
31 corridor study. He feels the anomaly is that the FAS starts at downtown Richmond and follows
32 traditional traffic patterns to Browns Trace Road and Lee River Road. However, in the last 40
33 years, Mount Mansfield Union High School became a major generator, plus it's a commuter
34 route.

35
36 A lot of towns may want to take a look at what they really have on the FAS. Bill Knight noted
37 that when he reviewed this with Dave Roberts he wondered why certain roads weren't on it. He
38 suggested that perhaps we want to look at this because this was done so long ago when traffic
39 patterns were very different. Chris Jolly said the last statewide functional class system was done
40 when NHS was designated in 1993 or 1994. All states were required to look at all functional
41 class system and to redo all the maps. FHWA has these old guidelines and VTrans will take a
42 close look if they get a lot of requests to add miles to the FAS all of a sudden. He noted that
43 bridge money can be used on roads that are not on FAS. Bob Penniman said there is a bill in the
44 legislature relative to giving up roads of record which is based on the latest functional class, so
45 towns will have to be looking at all roads in the next two years anyway. Chris Jolly said VTrans
46 has great GIS maps and has done a good job keeping records up to date of their functional class
47 maps.

48

1 When asked about different classifications within the FAS and how one gets from one class to
2 another and whether it affects funding, Dave Roberts said this really doesn't make a difference
3 for funding. Bill Knight noted that interstate is at the top because it's all through traffic. Lowest
4 class is local collectors serving adjacent land. Tom Buckley was curious about why roads
5 change classification at town lines? Dave Roberts said some of that has to do with urban vs.
6 rural based on Census designations. Members questioned Gov. Peck Road in Richmond and
7 Route 2A between St. George and Williston because they handle a tremendous amount of traffic.
8 Tom Buckley wondered if it was a town question or overall MPO question. Jim Dudley said if
9 everybody checks their town, there'd be a lot of these requests. He suggested we may want to
10 look at this more broadly. JIM CONDOS MADE A MOTION TO REQUEST VTRANS
11 PETITION FEDERAL HIGHWAY ADMINISTRATION TO ADD THE REQUESTED
12 SEGMENTS OF BROWNS TRACE ROAD IN JERICO TO THE FEDERAL AID SYSTEM
13 AS A RURAL MAJOR COLLECTOR HIGHWAY. JEFF CARR SECONDED AND THE
14 MOTION CARRIED UNANIMOUSLY.

15
16 Bob suggested that we leave it that the MPO staff ought to talk about whether we should add to
17 an existing work item to take a look at this. Dave Roberts did note that we'll have to be careful
18 because we're already close to the guideline and we'd have to check with VTrans and FHWA for
19 their take. Bill Knight said we may want to take something off the FAS because its function
20 changed.

21
22 7. Warn for Public Hearing on the FY2006 Unified Planning Work Program (UPWP).
23 a. Presentation by staff. Bill Knight said we've been working since January with the UPWP
24 committee. You have before you a UPWP that has gone through the sub-committee, the TAC
25 and Finance Committee. He did write out some major points but just reviewed the highlights.
26 The budget is \$2M, down \$400,000 from last year, which is primarily the earmark. But two
27 other reasons include 1) for several years we had a backlog of federal dollars and we have used
28 them up. Now we have only funding available annually. 2) Federal funding has been fairly flat
29 because Congress hasn't passed a new transportation bill. He noted that because of the funding
30 situation, he did talk to CCRPC and convinced them to take a slight cut. We funded CCTA
31 level. We talked to VTrans and asked if we could budget some money in anticipation of a new
32 transportation bill. We set up priorities so that if we get the \$150,000 we'll know where that
33 funding should go (Rte. 2 corridor, scoping and technical services and to reinstate CCRPC). We
34 have fewer tasks this year. We are concentrating on implementing the 2025 plan, starting work
35 on 2030 MTP, and the Route 2 Corridor study. Rick Moulton asked Bill what's entailed with the
36 freight transportation plan. Bill said we passed a resolution of rail priorities and we will try to
37 carry those out. Then we'll look at the viability of a transload facility in Chittenden County.
38 Our new transportation model will have new component that will model freight in Chittenden
39 County. We had a little delay in that portion but anticipate completion later this year.

40
41 Bob Penniman said the action tonight is to warn for public hearing in May, so we can have a
42 contract by July 1st. He noted that this is the operating budget for the CCMPO which is why the
43 Finance Committee reviews it. Bill Knight said one of the things that changed over past years is
44 that we've had more board members on the UPWP committee including a finance committee
45 member. Jim Condos said we have really started to look at our major routes (2, 7 and 15) which
46 he commends, because if those break down, everything else falls behind it. There was a brief
47 discussion about the exact location of the scoping project in Milton (US 7 reconstruction and
48 drainage improvement). Christine Forde said it's pretty vague right now because Milton has
49 identified certain sections that they think are the worst but we need a bigger study to see where

1 the problems are. Bill Knight asked for comments prior to the board meeting so we can address
2 any concerns ahead of time. Tom Buckley asked about coordination between MTP and the
3 regional plan. Bob said we'll discuss it under CCRPC report.

4
5 b. Finance Committee. Mike O'Brien said he, Jeff Carr and Jim Dudley met and discussed the
6 budget. Jim Dudley served on the UPWP committee. They're happy with the financial part of it
7 and recommend warning for public hearing. The budget is balanced. JEFF CARR MADE A
8 MOTION, SECONDED BY JIM MANLEY, TO WARN A PUBLIC HEARING FOR THE
9 FY06 UNIFIED PLANNING WORK PROGRAM (UPWP) FOR THE MAY 18, 2005
10 MEETING. VOTE: MOTION CARRIED UNANIMOUSLY.

11
12 8. Strategic Planning Process. Bob Penniman noted that we've been carrying a strategic plan
13 task for several years. We put together a small subcommittee of Peter Keating, Bill Knight, Bob
14 Penniman and Virginia Clarke. We had 3 responses to an RFQ. We interviewed them and chose
15 a consultant and mapped out an initial process. We may want to talk about it later in executive
16 session because it deals with a contract. Bill Knight said some of you have been here for awhile,
17 other not very long. This is a time in the planning process where we'd do a self-assessment.
18 We'd agree on list of questions and the consultant will call every board member (including ex-
19 officio) and key stakeholders, write up what she finds out and bring it back to the May board
20 meeting. We'd then decide if we want to do a retreat if we feel it necessary. We wouldn't go
21 any further unless we want to continue. Members asked if there is money in this year's work
22 program. Bill Knight said we have money in this year and next year. Jim Manley asked if the
23 consultant has been given a list of questions to ask, and if there has been any discussion of the
24 general goal for the strategic plan. Is it to get board members to get along better? Bob said we
25 don't know. In discussions with the consultant we'll probably have no more than 20 questions in
26 a phone interview, which could take 15 or 45 minutes depending on the person. Discussion
27 continued. When asked if board members would have the list of questions ahead of time, Bob
28 said yes, absolutely. Interviewees will be forwarded a letter ahead of time to let them know
29 they'll be contacted to set up the phone interview and here are the questions. Peter Keating said
30 it's on a fairly ambitious schedule to interview about 40 people. If she calls you soon, please try
31 to make the time. Bob Penniman noted the number of phone calls, etc., is part of the contract
32 discussion in executive session. When asked who some of the other stakeholders are, Bob said
33 we've identified 40+ and now that we've seen the cost estimate, we may need to pare it back, so
34 it is a contract issue. We have talked about Washington, D.C., board members, FHWA, VTrans
35 beyond the Secretary, and outside interest groups.

36
37 9. Staff/Executive Committee recommendation for Ad Hoc Air Quality Committee. Christine
38 Forde said following last month's presentation by ANR there was a lot of interest and the plan is
39 to develop a committee to work with ANR and VTrans on air quality issues. We're looking for
40 volunteers from TAC and board who are interested in participating in this task. Executive
41 Committee feels it is important to put a committee together to see where the issues and
42 opportunities are. Christine Forde said there is a lot going on with ANR and VTrans and we
43 should get involved. Members should contact Christine if they're interested.

44
45 10. Way to Go Week. Peter Keating noted there is a memo in the board packet. The MPO got
46 involved last year to co-sponsor "Curb Your Car Day" that was expanded to "Way to Go Week."
47 It has grown much bigger this year and he wanted to encourage members to try to take at least
48 one day and use a mode other than single occupant vehicle. Corporate sponsors include
49 Chittenden Bank, City Market, Vermont Energy Investment Corporation, the Buzz (99.9 FM),

1 Seven Days, and NRG, Inc. The main sponsors are CCTA, Lake Champlain Basin, Alliance for
2 Climate Action (ACA), CATMA and CCMPO. A lot of leg work has been done by the
3 committee. There are 3 free prizes just for signing up. April 29th is a kick-off event in front of
4 the Burlington Mall. We've been able to keep up local match by donations from local
5 businesses. Andrea Morgante noted that Safe Routes to Schools is tying into this too. This is an
6 awareness program and the website is: www.waytogovt.org

7
8 11. Executive Director's Report. Bill Knight noted that the report was emailed last Friday.
9 There were no questions on the February financial reports.

10
11 12. Committee Reports.

12 a. Ad Hoc Public Transportation Committee. Mike O'Brien said the biggest thing is we want to
13 make it a more permanent committee so we're looking for folks interested in serving on this
14 for the long term so we can continue moving forward.

15 b. CCRPC Report. Bob Penniman welcomed Lew Wetzel back. Bob spoke to coordination of
16 the regional plan and the MTP. At the Joint Executive Committee meeting earlier today, we
17 discussed various possibilities because the RPC feels it has to do some process to adopt the
18 MTP and it was open to question how long that process could or should be. There was a
19 general sense that maybe we should leave the regional plan the way it is with the current
20 LRTP in there, subject to verification by VTrans and FHWA that it would not jeopardize
21 funding streams. And, because the time line for the regional plan says the first draft will
22 enter the public process as soon as June, that it might be better to include the MTP in that
23 draft, rather do a separate public process for the MTP to amend the current regional plan.
24 However that would mean it would not be adopted until the end of 2006. If we want them to
25 amend the current regional plan, we were told that the RPC plan review committee could not
26 even review the MTP until July. Then they are required to hold two public hearings with 30
27 days notice, plus comment time so the earliest they could envision adoption was December
28 or January. Board members received copies of the adopted MTP tonight.

29
30 A very lengthy discussion ensued with members raising various concerns including:

31 ? The MPO is disappointed that the review of the MTP has not begun yet and that we've
32 been told it is not a priority for the CCRPC.

33 ? Are concerned that if the current regional plan remains in effect with the 1997 LRTP for
34 another year and a half that it will have possible implications in Act 250 arena since MPO
35 has a new adopted MTP.

36 ? We believe the language in the MOU between CCRPC and CCMPO allows for the
37 insertion of a new transportation plan into the regional plan by CCRPC board vote, rather
38 than the lengthy public review process (since we've already held our own).

39 ? Concerned about impact of PL funds being passed through to CCRPC and what tasks are
40 being funded.

41 ? Chris Jolly did note that FHWA recognizes the MTP adopted in January.

42 ? Sec. Terrill is interested in weighing in from the State's perspective.

43
44 It was agreed to have Tom Buckley represent CCMPO (as informal alternate to the vice
45 chair) at the CCRPC commission meeting next week to address these concerns.

46
47 c. Circ EIS Update. Bob said his perspective this month is the good news is the process is
48 taking longer than anyone had hoped, but it's good because it's adding public process and
49 will build off the success of the March workshops. The issue for us at RPC and MPO is that

1 we've had some protracted discussions for work elements that have yet to be made for FY05
2 and projections for FY06 for EIS planning. Staff of both organizations are providing
3 technical support. Polly has met with staff of RPC and MPO and they reviewed proposed
4 work program. They've decided that we're looking for technical support that is above and
5 beyond our normal work program and now it's in the hands of VTrans executive staff. Bob
6 Penniman noted that because the regional plan process would not normally get into a revised
7 regional build out analysis until next year, that it would behoove VTrans and FHWA to
8 advance this process so we'd have the build out analysis sooner. Sec. Terrill said she and
9 Bill discussed the actual funding for the EIS and Polly and her staff have done their work, but
10 her executive staff is taking it up. Bob noted there will be public meetings in May and June
11 dealing with various issues. Sec. Terrill clarified they are only 3-4 weeks behind schedule
12 and fully expect to have draft EIS next spring. Chris Jolly said FHWA personnel have daily
13 discussions with all resource agencies and have taken a lead in this process. .
14

15 13. Other business. There was none.
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17 14 Members' Items. There were none.
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19 15. Executive Director's Contract (Executive Session.) JEFF CARR MADE A MOTION,
20 DULY SECONDED, THAT THE BOARD MEMBERS AND THE EXECUTIVE DIRECTOR
21 GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL AND CONTRACT,
22 PREMATURE DISCLOSURE OF WHICH COULD BE DETRIMENTAL TO THE CCMPO.
23 VOTE: MOTION CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 9
24 P.M.
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26 JEFF CARR MADE A MOTION, SECONDED BY RICK MOULTON, TO COME OUT OF
27 EXECUTIVE SESSION AT 10:10 P.M. MOTION CARRIED UNANIMOUSLY.
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29 JEFF CARR MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO ADJOURN THE
30 MEETING AT 10:12 P.M.
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32 Respectfully submitted,
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36 Bernadette Ferenc
37 Executive Assistant
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