

1 Chittenden County Metropolitan Planning Organization
2 Regular Meeting
3 Minutes

4 **AGENDA ITEM 4.**

5 DATE: Wednesday, November 16, 2005
6 TIME: 7:00 p.m.
7 PLACE: CCMPO Offices; 30 Kimball Avenue, Suite 102, South Burlington, VT 05403
8 PRESENT: Jerry Mullen, Bolton Bill Keogh, Burlington Alternate
9 Jeff McDonald, Charlotte Marc Landry, Colchester
10 Jeff Carr, Essex (Sec-Treas.) Dale Arango, Essex Junction
11 Rick Moulton, Hinesburg Bob Penniman, Jericho (Chair)
12 Ken Nolan, Milton Virginia Clarke, Richmond
13 Jim Dudley, Shelburne Dan O'Rourke, So. Burlington Alt. (7:05)
14 Marc Maheux, Underhill Alternate Tom Buckley, Westford
15 George Gerecke, Williston Mike O'Brien, Winooski (Vice Chair)
16 Polly McMurtry, VTrans Plan. Coord.
17 Ex-Officio: Penrose Jackson, CCRPC Chris Cole, CCTA (7:10)
18 Others: Matthew Langham, VTrans Jane Mullen
19 Staff: Scott Johnstone, Executive Director Peter Keating, Sr. Trans. Planner
20 Christine Forde, Sr. Trans. Planner Dave Roberts, Sr. Trans. Planner
21 Susan Smichenko, Sr. Trans. Planner
22 Daryl Benoit, Transportation Planner Bernadette Ferenc, Executive Assistant
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24 The meeting was called to order at 7:00 p.m. by the chair, Bob Penniman.

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26 1. Changes to the Agenda. Mike O'Brien would like to move the consent agenda item to the
27 deliberative agenda as Item 6.1. Bill Keogh would like to add Item 9.1 to bring the board up to
28 date on the Champlain Parkway. Bob Penniman would like to add 9.2 to give verbal update on
29 the summer study of a rail authority.
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31 The chair formally acknowledged Penrose Jackson who is the new representative for CCRPC.
32 They hope to have their Vice Chair serve on CCMPO, but Garrett Mott is very busy on the Plan
33 Update committee, so Penrose will serve this year. The chair also welcomed Marc Maheux as
34 the alternate from Underhill and welcomed Ken Nolan back.
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36 2. Public Comment Period. There were none.
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38 3. Action on the Consent Agenda. The item was moved to the deliberative agenda.
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40 4. Approval of Minutes. JIM DUDLEY MADE A MOTION TO APPROVE THE MINUTES
41 OF OCTOBER 19, 2005. MIKE O'BRIEN SECONDED AND THE MOTION CARRIED
42 WITH RICK MOULTON AND KEN NOLAN ABSTAINING.
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44 5. FY06 Unified Planning Work Program (UPWP) Mid-Year Adjustment. Scott Johnstone
45 noted this is an opportunity to change the work plan part way through the year. Jeff Carr said
46 we're a couple of months early with the adjustment because we have increased funding from
47 SAFETEA-LU, and we want to obligate the additional federal funding. Basically it reflects
48 changes that are reality: we have a new executive director and some overlap and one less part-
49 time employee. The new spreadsheet has one change and this is the match for the Route 2

1 project for \$914 that shifts to state match. He reviewed changes in each task and noted where
2 the biggest changes are. In the judgment of the Finance Committee it's a good budget and the
3 Executive Committee agrees. TOM BUCKLEY MADE A MOTION TO ADOPT THE MID-
4 YEAR ADJUSTMENT. JIM DUDLEY SECONDED. When asked about the budget reduction
5 in Task 3.07 (Route 15), Jeff Carr said basically it didn't start right at the beginning of the fiscal
6 year and we won't spend all the money in this fiscal year. There is still \$50,000 in the MPO
7 agency budget that is not reflected in the UPWP. VTrans is helping to fund this. VOTE:
8 MOTION CARRIED UNANIMOUSLY.

9
10 The Chair welcomed Dan O'Rourke who is the alternate from South Burlington.

11
12 6. Operations Council Appointment Recommendation. Bob Penniman noted that the MPO has
13 representation on this council and it had been the executive director so the Executive Committee
14 would like to recommend the Governor appoint Scott Johnstone. The Council has matured and
15 he feels it's important to have a seat at the table. JERRY MULLEN MADE A MOTION TO
16 RECOMMEND THE GOVERNOR APPOINT SCOTT JOHNSTONE TO THE OPERATIONS
17 COUNCIL TO REPRESENT THE CCMPO. JEFF McDONALD SECONDED AND THE
18 MOTION CARRIED UNANIMOUSLY.

19
20 6.1. Minor Transportation Improvement Program (TIP) Amendment. Scott Johnstone noted that
21 the memo in the meeting packet says we'll take \$500,000 from the US 2/Industrial Avenue
22 intersection to go to CCTA. That's still valid. However, we were contacted by FHWA that the
23 way this is worded it puts us out of constraint for FY06 because it says we'll move the \$500,000
24 from FY06 to FY07, pending a availability, for the US 2/Industrial Ave. project; and add
25 \$500,000 for CCTA in FY06. We want the record to show that the intent would be that we
26 would propose a TIP amendment in December that would move \$500,000 from the Champlain
27 Parkway, since it won't be ready, to CCTA and we'd be back in constraint. FHWA agreed that
28 if the record shows our intent is to do this, it would allow us to get this amendment done tonight.
29 George Gerecke questioned whether "pending availability" didn't cover that. Scott Johnstone
30 said the feds felt it was ambiguous and they would prefer it be clear. JERRY MULLEN MADE
31 A MOTION TO APPROVE THE AMENDMENT. GEORGE GERECKE SECONDED. It was
32 noted that the minutes should be clear that this board understands that it will be asked to approve
33 another TIP amendment in December to put us back in constraint. VOTE: MOTION CARRIED
34 UNANIMOUSLY.

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36 7. Executive Director's Report. This was sent electronically.

37
38 8. Committee Reports.

- 39 a. Executive Committee Draft Minutes – November 2, 2005. These are provided for
40 information only.
- 41 b. Executive Committee joint meeting with CCRPC Executive Committee. Scott Johnstone
42 reported that we had a fairly short agenda, but some important issues. We updated each other
43 on employee benefits and how the MTP and regional plans are going. The most substantive
44 issue was how to develop population forecasts for these documents and there was good
45 discussion. We came away with an agreement to do county-wide projections based on what
46 we are and have been and cast our view forward. He further described the importance of
47 these numbers for our 2030 plan. Penrose Jackson noted that we also discussed personnel
48 policies. On the RPC side, their policy is antiquated and they propose to endorse a new
49 personnel policy without salary and benefit component and take more time to talk about

1 those issues. They did agree that each organization will adopt its own personnel policies
2 with similar items. Jeff Carr said another topic was the MPO comments on the regional plan
3 update. The RPC does want our comments and they will publish all comments received.
4 Scott Johnstone noted that we'll have to develop a process to review the draft and prepare
5 comments.

- 6 c. Public Transportation Committee Report. Tom Buckley is the new chair of this committee
7 and noted that this committee is the successor to the transit task force. We really want to
8 deal with a regional transportation authority and that it's basically a good idea. The
9 committee has had a couple of meetings and spent some time getting new members up to
10 speed. He said the roster is almost complete but they will keep one at-large position open for
11 the time being. At the last meeting they began moving transportation policy forward which
12 is one of their primary missions. They feel it would be useful to resolve the problem we
13 recognized and come up with a policy statement for the board to take action. They hope to
14 have it ready for the December meeting. Virginia Clarke said part of the idea of having a
15 policy statement is that we can all talk to legislators at breakfasts, committees, etc. to get
16 them behind it.
- 17 d. Finance Committee Report. Jeff Carr noted that we just received a draft audit and there are
18 no major issues. There are three minor things to address: disaster recovery plan; getting
19 approvals on general journal entries; and having a staff person review the invoices prepared
20 by the CCMPO accounting consultant. The Finance Committee will further review the audit
21 and hope to bring it to the board for acceptance in December. They will also bring forth a
22 recommendation in December to make Scott Johnstone the trustee of the retirement account,
23 as well as to bring the retirement plan up to IRS standards.

24
25 9. Circ EIS update. Bob Penniman reported that there is now a short list of alternatives and this
26 week there are three public meetings: last night in Richmond, tonight in Burlington and
27 Thursday night in Williston. These are to gather input for the process and to help people
28 understand the alternatives. Polly McMurtry distributed a handout describing the nine
29 alternatives, including no build, which is what is being presented at the public meetings. She
30 noted there will be more workshops in January focused on very specific areas. There is much
31 concern about what will happen at Five Corners. There will be several design workshops, as
32 well as more direct and cumulative impact workshops. Bob Penniman noted there will also be
33 ongoing meetings with local planning staffs, etc. TDM will be included in several alternatives
34 and there will be meetings with employers.

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36 9.1 Champlain Parkway Update. Bill Keogh said the mayor and Sec. Terrill have had several
37 meetings regarding this project. The Southern Connector (aka Champlain Parkway) runs from
38 Queen City Park Road along railroad track to Lakeside (contracts 1 and 2). It then snakes along
39 Pine Street and then takes a turn onto Lakeside to Gregory Supply and Battery Street (Contract
40 6). The transportation committee has been meeting to see what can be done on this. What is
41 being proposed is to do Contract 1&2 from Home Avenue to Lakeside Avenue, east on Lakeside
42 Avenue to Kilburn Street south of Gregory Supply. Contract 6 would cease. Discussions with
43 the railroad are not proceeding as expected for the railyard relocation. Unless we do something
44 this will go on forever and the legislature will not put up with that. The City Council is to vote
45 on that compromise. The Secretary has said they either have to fish or cut bait. If they do not
46 agree to this, the project will die. He feels the feds may not look favorably on that. Bob
47 Penniman has been privy to some discussion and he looks at her ultimatum differently. She's
48 saying we need to hold contract 6 to do a good job for relocation of Burlington railyard rather
49 than spend money on a temporary one.

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2 9.2. Rail Authority. In last year's legislative session there was a lot of discussion of the
3 perceived need for a rail authority to make decisions on how rail spending is done in the state.
4 The legislature then set up a committee to study whether a rail authority was warranted. Bob
5 Penniman agreed to serve on that committee representing the CCMPO. It all boils down to two
6 fundamental issues: 1) Could an authority really do anything better than VTrans if they were
7 reorganized? VTrans would have to come up with a plan of how they could do a better job; and,
8 if the reorganization took place it would have to have legislative backing so it would survive any
9 administration. 2) The State of Vermont owns or controls all ROW in the state except for the
10 NECR line. All investment has been made in the state's ROW and infrastructure. There has
11 been no offer to spend federal dollars on private sector. When we met with Charlie Moore, he
12 said NECR would provide the 20% match. He noted that VTrans has begun a reorganization. A
13 final draft report from this committee will be out one week after our December Board meeting.
14 Polly McMurtry noted that Charlie Miller is now in charge of the rail planning projects. Dick
15 Hosking is the new program administrator of the rail section. There has also been action in the
16 transit division as well: Trini Brassard will be working in Operations Division doing special
17 projects and Krista Chadwick is the new interim Public Transportation Director.

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19 10. Members' Items. a. Bill Keogh saw a report the other day from the national chamber
20 talking about a vehicle miles tax – 1 cent for every mile driven by every car. When you get your
21 car inspected you record the miles. The public transportation committee may want to discuss
22 that.

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24 b. Bob Penniman asked for volunteers to be Mike O'Brien's alternate to the CCRPC. We would
25 also like that person to serve on the RPC's Transportation, Utilities and Solid Waste Committee
26 (TUSC).

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28 11. Other Business. Scott Johnstone noted that on December 14th we'll be releasing our
29 transportation model to coincide with a training session. The first peer review is complete and
30 the second one is nearing completion. The training will incorporate a morning of orientation and
31 the technical piece will be for those who will actually use the model. Dave Roberts said we are
32 looking for RSVPs by December 6th and if there is a specific question anyone has we'd like to
33 know ahead of time, so we can respond.

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35 JEFF CARR MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO ADJOURN AT 8:20
36 P.M. MOTION CARRIED UNANIMOUSLY.

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38 Respectfully submitted,

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42 Bernadette Ferenc, Executive Assistant