

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

5 Date: Wednesday, November 15, 2006  
6 Time: 7:00 p.m.  
7 Place: Winooski City Hall, 27 W. Allen Street, Winooski, VT 05404  
8 Present: Andy Montroll, Burlington Jeff McDonald, Charlotte  
9 Marc Landry, Colchester Jeff Carr, Essex (7:41)  
10 Dale Arango, Essex Junction Andrea Morgante, Hinesburg  
11 Rob Zimmerman, Huntington Alt. Bob Penniman, Jericho (Chair)  
12 Ken Nolan, Milton Virginia Clarke, Richmond  
13 Jim Dudley, Shelburne Jim Condos, So. Burlington (until 7:40)  
14 Tom Buckley, Westford (7:15) George Gerecke, Williston  
15 Mike O'Brien, Winooski Polly McMurtry, VTrans  
16 Ex-officio: Chris Jolly, FHWA  
17 Others: Matthew Langham, VTrans Eleni Churchill, VTrans  
18 Sam Mayfield, Channel 17 Rep. Sonny Audette  
19 Stephen Falbel, TranSystems Kirsten Merriman Shapiro, CEDO  
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21 The meeting was called to order at 7:10 p.m. by the Chair, Bob Penniman.  
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23 1. Changes to the agenda. There were none.  
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25 2. Public Comment Period. There were none.  
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27 3. Action on Consent Agenda. There were two items on the consent agenda: a minor TIP  
28 amendment for CCTA inter-regional bus service and the TLC grants for FY07. GEORGE  
29 GERECKE MADE A MOTION TO APPROVE THE CONSENT AGENDA. MARC  
30 LANDRY SECONDED AND THE MOTION CARRIED UNANIMOUSLY.  
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32 4. Approval of Minutes. VIRGINIA CLARKE MADE A MOTION TO APPROVE THE  
33 MINUTES OF SEPTEMBER 20 AND OCTOBER 18, 2006 WITH CORRECTIONS, IF ANY.  
34 JIM DUDLEY SECONDED. MOTION CARRIED WITH JIM CONDOS AND JEFF  
35 MCDONALD ABSTAINING.  
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37 5. Executive Director's Report. This has not been sent out yet, but will be by the end of the  
38 week.  
39

40 6. VTrans Public Transportation Policy Plan – Public Presentation. Eleni Churchill works for  
41 VTrans in the Policy and Planning Division and is the project manager for the Public  
42 Transportation Policy Plan. This is the last of five meetings they're holding. This is a plan  
43 mandated by the legislature. They hired TranSystems to help develop the plan. Stephen Falbel is  
44 their project manager and he made an hour-long presentation, answering questions along the  
45 way. It was noted that VTrans will accept comments on the plan until December 22<sup>nd</sup>. Scott  
46 Johnstone noted that there are other policy plans being updated by VTrans including air, rail and  
47 bike/ped. It was agreed to have Peter Keating prepare some preliminary comments on the plan  
48 for the board's review so we can try to meet the Dec. 22<sup>nd</sup> deadline.  
49

1 The chair introduced Rob Zimmerman, Huntington's alternate to the board.

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3 7. Approve Enhancement Application Priorities. Peter Keating noted the memo in the packet  
4 lists the recommended priority. The enhancement committee reviewed all of the applications,  
5 made recommendations to the TAC for high, medium and low priority, which they approved to  
6 go to the board. High Priority – Colchester, Winooski, & Burlington; Medium Priority –  
7 Richmond, Intervale Center, South Burlington, & Shelburne; and Low Priority – Lake  
8 Champlain Maritime Museum & Westford. The statewide committee is meeting the week after  
9 next so we need to get these priorities to VTrans. Peter noted that in the last 3 years our  
10 recommendations have been taken more seriously. MIKE O'BRIEN MADE A MOTION TO  
11 APPROVE THE LIST OF RECOMMENDED ENHANCEMENT PROJECTS AS PRESENTED.  
12 JEFF CARR SECONDED AND THE MOTION CARRIED UNANIMOUSLY.

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14 8. Unified Planning Work Program (UPWP) Re-charter. Scott Johnstone said he decided to  
15 keep the process the same as last year as it seemed to work. Jeff Carr noted that we will be  
16 changing the format of the FY08 UPWP to look like the alternate format presented in FY07. It is  
17 more in line with the goals of the MTP. We will have a back up showing the UPWP in the old  
18 format we're used to seeing. However, in FY09 it'll switch to the new format. This year our  
19 public input meeting will be in January instead of February to help us have a completed UPWP  
20 so we can hold a public hearing in May (instead of June) so we can have a contract in place by  
21 June 30<sup>th</sup>. JEFF CARR MADE A MOTION TO APPROVE THE UPWP PROCESS AND  
22 COMMITTEE CHARTER AS LAYED OUT IN THE PACKET. JIM DUDLEY SECONDED  
23 AND THE MOTION CARRIED UNANIMOUSLY.

24

25 9. Acceptance of FY06 Audit. Jeff Carr said the Finance Committee is pleased to present the  
26 audit in November. We have about as clean an audit as we've had in the past five years. JIM  
27 DUDLEY MADE A MOTION, SECONDED BY MARC LANDRY, TO ACCEPT THE  
28 AUDIT FOR FY06. MOTION CARRIED UNANIMOUSLY.

29

30 10. Committee Reports:

- 31 a. Executive committee. Minutes from October 4 and draft minutes from November 1, 2006  
32 were included in the meeting packet.
- 33 b. Technical Advisory Committee. A report from the October 3<sup>rd</sup> meeting was included in the  
34 meeting packet. The TAC didn't meet in November.
- 35 c. Strategic Planning Committee. Scott Johnstone reported that the committee met on Monday  
36 night with representatives from the TAC to talk about proposed committee structure, which  
37 they had some pretty strong comments on. He reminded members that the TAC hadn't been  
38 included in the strategic planning. The committee now needs to deliberate on what they  
39 heard. He could envision having a broader sample of members to deal with the TAC on this  
40 process. Scott feels there is a lot of misunderstanding about what each body does and some  
41 board members have never been to a TAC meeting and vice versa. He noted that the TAC  
42 includes a lot of public interest groups, town administrators and public works directors.  
43 Virginia Clarke said we left it that Scott would summarize the meeting for the other Strategic  
44 Plan Committee members so they'd get a sense of the dialog. Bob Penniman feels there are  
45 some administrative items that need to be changed in the bylaws and he'll recommend we do  
46 those soon. Ken Nolan asked if that will include the voting issue. Scott Johnstone noted that  
47 the committee is reviewing this to come with a formula because there really is no formula

1 defined for how the voting number is changed. Virginia Clarke noted we want to be sure  
2 there are no adverse consequences in the future.

3 d. Public Transportation Committee. Tom Buckley said the committee met today, but we heard  
4 enough about the topic today. If we're going to make comments on the policy plan,  
5 comments should be taken from all board members and not just this committee. Comments  
6 should go to Peter Keating and he'll put something together. Bob Penniman feels that at a  
7 minimum we should give history of what we've done to date. Mike O'Brien asked whether  
8 we should wait for Peter Keating's comments and then have board members react to that.

9 e. Finance Committee. Dealt with audit earlier.

10 f. CCRPC. There was no report.

11 g. Metropolitan Transportation Plan (MTP) Advisory Committee. Ken Nolan said they've met  
12 twice – once to go over the survey and once to review the vision and goals. He noted that  
13 there was glitch about having the committee review the mission and goals and approve them  
14 and then have staff take them to the TAC who made suggested changes. They have worked  
15 out a process where staff will take things to the other committees before the MTP committee  
16 acts on them. Bob Penniman reiterated that this is an update of the MTP. Brief discussion  
17 ensued about what we might focus on in the MTP review.

#### 18 19 11. Members' Items.

- 20 • Mike O'Brien thanked the CCMPO for having the meeting here tonight. Their goal was to  
21 have members test drive the traffic circle and see how it's working. The City believes it's  
22 working better than the old system. They are having a problem with the concrete breaking  
23 up. They hope people drive the traffic circle and not be afraid of it. Andrea Morgante has  
24 driven it with a big truck and said it works very well. The City had named the new street in  
25 front of the Champlain Mill, "Winoskik" Falls Way (after the Indian name). However, some  
26 residents are complaining about the name being misspelled, so they will probably change it  
27 to Winooski Falls Way.
- 28 • When asked if we wanted to have volunteers to serve on the UPWP committee – Bob  
29 Penniman said members should speak up.
- 30 • George Gerecke thanked Virginia Clarke for meeting with the TAC members on Monday.

#### 31 32 12. Other Business.

- 33 • Scott Johnstone noted that the Transportation Board will hold a listening session on  
34 November 21<sup>st</sup> at 6:30 p.m. in the CCMPO conference room.
- 35 • Bob Penniman noted that Polly McMurtry is retiring at the end of December, so this is her  
36 last MPO board meeting. Bob thanked her for her guidance over the years. Polly said she's  
37 enjoyed working with the board and is impressed with the amount of time this volunteer  
38 board puts in. She was presented with a "Happy Retirement" balloon and a cake.

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40 JEFF CARR MADE A MOTION TO ADJOURN AT 9:15 P.M., SECONDED BY MIKE  
41 O'BRIEN AND THE MOTION CARRIED UNANIMOUSLY.

42  
43 Respectfully submitted,

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45  
46 Bernadette Ferenc  
47 Executive Assistant

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49 After the meeting, members enjoyed refreshments honoring Polly's retirement.