

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

4 Date: Wednesday, June 20, 2007
5 Time: 7:00 p.m.
6 Place: CCMPO Offices; 30 Kimball Avenue, So. Burlington, Vermont
7 Present: Bill Keogh, Burlington Alternate Marc Landry, Colchester
8 Jeff Carr, Essex (Sec-Treasurer) Dale Arango, Essex Junction
9 Andrea Morgante, Hinesburg Rick Moulton, Huntington (7:50)
10 Bob Penniman, Jericho (Chair) Ken Nolan, Milton (7:10)
11 Jim Dudley, Shelburne Jim Condos, South Burlington
12 George Gerecke, Williston Mike O'Brien, Winooski (Vice-Chair)
13 Amy Bell, VTrans
14 Others: Matthew Langham, VTrans Mary Houle, Richmond MPO Rep. (July 1)
15 Marcy Ryan Kim Salzmann
16 George Schiavone, Shelburne. Alt. (July 1)
17 Chapin Spencer, Local Motion
18 Staff: Scott Johnstone, Exec. Director Peter Keating, Sr. Transportation Planner
19 Christine Forde, Sr. Trans. Planner Daryl Benoit, Transportation Planner
20 Bryan Davis, Trans. Planner Jason Charest, Transportation Eng.
21 Bernadette Ferenc, Exec. Assistant
22

23 The meeting was called to order at 7:05 p.m. by the Chair, Bob Penniman. He introduced Mary
24 Houle who will be the new representative for Richmond and George Schiavone who will be the
25 new alternate for Shelburne. Scott Johnstone introduced Jason Charest, our new transportation
26 engineer who just graduated from both UVM (engineering) and St. Mike's (Liberal Arts).
27

28 1. Changes to the Agenda. We will add an item about voting which Ken Nolan brought up, as
29 7a. Milton Motion. 7. b. will be the public hearing on the bylaws.
30

31 2. Public Comment Period. Chapin Spencer invited members to a Trails Conference in Portland,
32 Oregon in August. There are a number of Vermont folks planning to attend.
33

34 3. Action on Consent Agenda. JEFF CARR MADE A MOTION TO APPROVE THE
35 CONSENT AGENDA. MARC LANDRY SECONDED AND THE MOTION CARRIED
36 UNANIMOUSLY.
37

38 4. Approval of Minutes. JEFF CARR MADE A MOTION TO APPROVE THE MINUTES
39 OF MAY 16, 2007 WITH CORRECTIONS, IF ANY. JIM DUDLEY SECONDED. The
40 following corrections were noted: Page 4, line 25, change "were" to "was." Page 6, line 6,
41 delete "there was." MOTION CARRIED UNANIMOUSLY TO APPROVE THE MINUTES
42 AS CORRECTED.
43

44 5. Executive Director's Report. The report was sent electronically.
45

46 6. FY2008 Unified Planning Work Program (UPWP) & Budget. Scott Johnstone made a brief
47 presentation on the UPWP and noted that we also adopt the budget because that's how we pay
48 for it. The core budget is \$1,976,593 which is 85% of the federal appropriation and is a small
49 reduction of new funds. Staffing is the same as approved in the FY 07 Budget. Overhead is

1 slightly lower for 2008 because we're spending less and it's spread over more billable hours.
 2 Scott highlighted some of the key comments from the 44 we received via public forum, letters
 3 and emails. He noted that all of the responses to comments have been posted on our website. He
 4 reviewed some of the new initiatives and noted that we have continued scoping and technical
 5 assistance which are important to our communities.
 6

7 The Chair opened the public hearing at 7:17 p.m. There were no public comments. JEFF CARR
 8 MADE A MOTION TO CLOSE THE PUBLIC HEARING AT 7:18 P.M. JIM DUDLEY
 9 SECONDED AND THE MOTION CARRIED UNANIMOUSLY.

10
 11 JIM CONDOS MADE A MOTION THAT THE CCMPO ADOPT THE UNIFIED ANNUAL
 12 WORK PROGRAM AND AGENCY BUDGET AS PROPOSED FOR PUBLIC HEARING ON
 13 JUNE 20, 2007. GEORGE GERECKE SECONDED. When asked, it was noted that
 14 Huntington's request for a scoping project did not have to listed in the document for it to happen
 15 this year. VOTE ON MOTION TO APPROVE THE UPWP:

16	Bolton	absent	Burlington	yes (4)	Charlotte	absent
17	Colchester	yes (2)	Essex Jct.	yes	Essex	yes
18	Hinesburg	yes	Huntington	absent	Jericho	yes
19	Milton	yes	Richmond	absent	St. George	absent
20	Shelburne	yes	So. Burlington	yes (2)	Underhill	absent
21	Westford	absent	Winooski	yes	Winooski	yes
22	VTrans	yes				

23 THE MOTION CARRIED WITH 17 OF 24 VOTES AND 11 OF 18 COMMUNITIES
 24 VOTING IN FAVOR.
 25

26 7. Proposed Bylaw Amendments.

27 a. Milton Motion. Ken Nolan noted that he raised the issue at a couple of meetings. After
 28 discussions with others, he decided to present a motion to form a committee to deal with the
 29 weighted voting issue now rather than waiting for the new census. KEN NOLAN MADE A
 30 MOTION that the CCMPO board hereby create a committee entitled "Voting Power Review
 31 Committee" composed of not more than five members of the board, board alternates, or TAC
 32 members, and charges said committee with evaluating potential methods for changing the MPO
 33 bylaws such that board level voting power is allocated on a formula basis which self-adjusts at
 34 defined intervals. Further, said committee is charged with providing a written report on its
 35 findings, including any proposed changes to the MPO bylaws, to the full MPO board by not later
 36 than June 1, 2009, with updates not to exceed six-month intervals. And further that the MPO
 37 chair is hereby authorized to appoint the committee membership including choosing a chair
 38 while giving board members preference and providing due consideration to the equitable
 39 distribution of committee seats." ANDREA MORGANTE SECONDED. Jim Condos felt that
 40 TAC members should not be on the committee and made a friendly amendment to delete "or
 41 TAC members". Ken and Andrea accepted that friendly amendment. When the timeline was
 42 questioned, it was agreed that it would probably take that long to develop something. Bill Keogh
 43 suggested that we make that committee "no more than 7" rather than limiting it to 5 since it's so
 44 politically charged. After some discussion, Ken and Andrea agreed to that friendly amendment.
 45 There was some discussion about Census data projections and data getting better and that the US
 46 Census Bureau website has new annual data so that we may not have to wait for the decennial
 47 census. Jeff Carr gave a warning for whoever is on the committee that those estimates are
 48 improving and gaining credibility, but it didn't take much to improve over what they had 3-4
 49 years ago. They also use formulas and some of the data is really questionable. The Strategic

1 Planning Committee struggled with this and it probably will take two years to figure it out. We
 2 have to be careful because we'll be setting a precedent for new members coming into the
 3 CCMPO. Bob explained that in 1998 when the CCMPO expanded to bring in the 9 rural
 4 communities, weighted voting was looked at and negotiated because each rural community
 5 wanted one vote each, so that's where it became complicated based on population. VOTE:
 6 MOTION CARRIED UNANIMOUSLY.

7
 8 7. b. Public Hearing on Proposed Bylaw Amendments. Bob Penniman explained that this
 9 culminates two years of work with strategic planning. Scott Johnstone did a brief overview. He
 10 noted that Virginia Clarke worked tirelessly on this and kept the committee going to get where
 11 we are. The RIC (Regional Initiatives Committee) is new to deal with issues that extend across
 12 town lines. We have also changed the name of the TAC from "Technical" to "Transportation"
 13 Advisory Committee. We recognized standing committees that have been in existence for
 14 awhile. We also added an MPO Board member on the TAC to represent the board. There were
 15 some technical changes such as correcting the quorum of the Executive Committee from 3 to 4
 16 since there are now 6 members. Since our annual meetings don't always happen in June, but
 17 sometimes in the fall to be celebratory, we did keep election of officers in June. We
 18 incorporated the appendices into the body of the bylaws and added the duties of the committees.
 19 There were no formal responses from any community. Jeff Carr noted that we put two board
 20 members on each standing committee to get members more involved. Bob Penniman opened the
 21 public hearing at 7:40 p.m. There were no members of the public present. JEFF CARR MADE
 22 A MOTION TO CLOSE THE PUBLIC HEARING AT 7:41 P.M. JIM DUDLEY SECONDED.
 23 MOTION CARRIED TO CLOSE THE PUBLIC HEARING.

24
 25 JIM CONDOS MADE A MOTION THAT THE CCMPO ADOPT THE BYLAWS AS
 26 PREPARED FOR PUBLIC HEARING ON JUNE 20, 2007. JEFF CARR SECONDED.
 27 VOTE:

28	Bolton -	absent	Burlington	yes (4)	Charlotte	absent
29	Colchester	yes (2)	Essex Jct.	yes	Essex	yes
30	Hinesburg	yes	Huntington	absent	Jericho	yes
31	Milton	yes	Richmond	absent	St. George	absent
32	Shelburne	yes	So. Burlington	yes (2)	Underhill	absent
33	Westford	absent	Williston	yes	Winooski	yes
34	VTrans	yes				

35 MOTION CARRIED WITH 17 OF 24 VOTES AND 11 OF 18 COMMUNITIES VOTING IN
 36 FAVOR.

37
 38 8. FY08-11 Transportation Improvement Program (TIP)-warn for public hearing. Bob
 39 Penniman thanked Matthew Langham and Amy Bell for working with us on getting a document
 40 we can warn for public hearing. Christine Forde gave a slide presentation describing what the
 41 TIP is, what the TIP does, etc. and how it's developed. The FY08 year is what we really expect
 42 to happen. She explained the various columns in the TIP and the fact that dollars are shown in
 43 federal dollars only, except in the total cost column which includes federal, state and local funds.
 44 She then reviewed the TIP funding by project use category. A brief discussion ensued about
 45 constrained vs. non-constrained dollars. The TIP includes aviation and transit dollars, which
 46 need to be included but are out of our planning jurisdiction. Christine presented a pie chart
 47 showing percentage spending in each funding use category; and adopted TIP amounts from
 48 FY00-07. She reviewed projects listed in the TIP under each use category. There were 14

1 projects added to the TIP including three enhancement grant projects. She reviewed items where
2 we had some disagreement with VTrans including:

- 3 • Champlain Parkway; originally we had construction in FY09, but we have agreed to move it
4 to FY10.
- 5 • Route 127 corridor in Colchester; this project was added last year, scoping was completed in
6 2001 and we agreed to leave it in pending availability of funds.
- 7 • Route 2A reconstruction in Colchester; has been in the TIP since 1999 and is in there as an
8 illustrative project pending availability of funds;
- 9 • Circ Colchester (we will remove the funding, but leave the project in because it's pending
10 resolution of Circ Williston);
- 11 • I-89 Exit 12B EIS, South Burlington; We had funding in FY09 & 10, but we proposed
12 moving it to FY10 & 11, and added a note that this is dependent on MPO and VTrans
13 reaching a mutually agreed upon funding plan.
- 14 • Airport Drive in South Burlington. Move to FY09 with construction in FY10 with funding
15 note.

16 Jim Condos noted that the delay in the Exit 12b and Airport Drive may cause delays in airport
17 expansion and have severe economic development impacts on Chittenden County and Vermont..
18

19 Christine Forde noted that SAFETEA-LU requires changes in the presentation of financial data
20 in the TIP and we'll have to make some changes to how it looks. We are proposing to adopt the
21 TIP as is and come back and make the formatting changes later. There are three areas of
22 changes. 1. It needs to include a financial plan. In discussions with FHWA; we need to identify
23 some of the state and local funds and she's working with state and feds on language. 2. We
24 need to include a table showing maintenance and operation costs for federal aid system and
25 transit system. So we'll probably include a couple more tables. The third change is cost
26 escalation – future years' costs will be adjusted using a 4% inflation factor based on the
27 consumer price index averaged over the past 10 years. We propose to change this document by
28 just adding 4% on all costs including constraints. Scott Johnstone said the document we're
29 warning is the one in front of you. We just want to bring up the pending changes that will be
30 required and we feel they'll be done by minor amendment to include these formatting changes
31 and we anticipate having this information by September.
32

33 Bob Penniman noted that this document is confusing even for those who have dealt with it for a
34 while. He noted that part of our concern has been seeing projects fall off the TIP and we've
35 come to an agreement to allow us to put a project on as illustrative and thus allows us to keep
36 them on the TIP with no funding even though they may just be placeholders. Although the last
37 page of the TIP gives the amount actually obligated each year since 1995, members asked if we
38 could show the amount of the adopted TIP for each year as well. **JIM CONDOS MADE A
39 MOTION THAT WE WARN FOR PUBLIC HEARING THE DRAFT 2008-2011 TIP FOR
40 JULY 18, 2007. JEFF CARR SECONDED. VOTE: MOTION CARRIED UNANIMOUSLY.**
41

42 9. Metropolitan Transportation Plan (MTP). Scott Johnstone said we have been contemplating
43 an update of the MTP for 2030 for the purpose of getting in sync with the regional plan. We've
44 updated the public survey and a committee had started to review things. Then the Road to
45 Affordability was announced and we decided to ask VTrans about the financing chapter. VTrans
46 response was that the numbers were not realistic and that it needed to be reviewed. Scott
47 suggested that it is no longer an update, but that we get started on our new MTP from scratch.
48 We haven't wasted anything because the first step is a survey which we completed. We want
49 members to be aware and he'll work with Peter Keating to develop a scope and process. FHWA

1 has offered to bring in folks on their dime to help us. The MTP Committee members will be
2 asked whether they want to continue to serve. When asked about financing the effort, Scott
3 Johnstone said we should have enough in the FY08 UPWP to begin efforts. George Gerecke
4 questioned when we might know what the financing information is for the MTP. Scott said the
5 federal legislation says that we have to come up with it in cooperation with VTrans and FHWA.
6 He said he does know that whatever the number is, it will be inadequate. He wants to include
7 needs based analysis along with the federal constraint.
8

9 10. Nominating Committee Report and Election of Officers. Jim Condos served as chair of the
10 nominating committee, with the help of Mike O'Brien. They proposed the following slate of
11 officers: Chair: Jeff Carr; Vice-Chair: Marc Landry; Secretary-Treasurer: Jim Dudley; At-
12 Large: Rick Moulton and Mike O'Brien. Immediate past chair would be Bob Penniman. Jim
13 Condos asked if there were any nominations from the floor. BILL KEOGH MADE A MOTION
14 TO CLOSE THE NOMINATIONS, SECONDED BY ANDREA MORGANTE. MOTION
15 CARRIED UNANIMOUSLY. JIM CONDOS MADE A MOTION TO APPROVE THE
16 SLATE OF OFFICERS AS PRESENTED. ANDREA MORGANTE SECONDED AND THE
17 MOTION CARRIED UNANIMOUSLY.
18

19 11. Sidewalk Grant Recommendation. Peter Keating reviewed his memo. They received six
20 applications and the committee recommended fully funding four of them: Hinesburg, VT Rt.
21 116 - \$91,204; Burlington, Flynn Avenue - \$72,800; Shelburne, Mt. Philo Road - \$40,800; and
22 Essex, VT Rt. 15 - \$40,000. They rejected Colchester because they requested the entire
23 \$250,000 budget and South Burlington's application was unclear. BILL KEOGH MADE A
24 MOTION TO APPROVE THE SIDEWALK GRANT RECOMMENDATIONS AS
25 PRESENTED. JEFF CARR SECONDED. AND THE MOTION CARRIED UNANIMOUSLY.
26

27 12. Committee Reports:

- 28 a. Executive Committee. Draft minutes were in the meeting packet.
29 b. Technical Advisory Committee: George Gerecke briefed members on things discussed,
30 which included TIP and sidewalk program recommendations. They requested volunteers for
31 the pedestrian/bicycle committee. Dennis Lutz has brought up the question of variable lanes
32 for Susie Wilson Road so that it'll go one way at one time of day and change for another time
33 of day.
34 c. Public Transportation Committee. There was no report.
35 d. Finance Committee. Nothing new.
36 e. CCRPC. No report.
37 f. MTP Committee. On hold.
38

39 13 Members' Items:

- 40 a. Bill Keogh spoke about the Southern Connector and its long history and many impediments.
41 When Dawn Terrill was Secretary she said let's get the project going and suggested taking
42 the existing project from Home Avenue to Lakeside then Pine to Main Street. This was
43 Alternative #2. Alternative #1 goes from Pine Street around the old city street department
44 building over to Battery Street. The EIS covers the 2 alternatives – in the last month the
45 federal government said they'll no longer participate in Alternative 1. Alternative #2 may be
46 okay but it brings us to tight intersection of King and Pine Street which already backs up
47 many times during the day. In public hearings most people favored Alternative 1. VTrans
48 has now placed arbitrary cap on this project which leaves them with either a No Build (when

1 they've already spent \$35M) or do Pine Street. The City is between a rock and hard place
2 and is getting squeezed.

3 b. Rick Moulton noted that Rail Day will be Thursday, July 26th in Bellows Falls. A train will
4 leave Essex Junction at noon for Bellows Falls and get back to Burlington by 6 p.m.

5
6 JEFF CARR MADE A MOTION TO ADJOURN AT 8:45 P.M. JIM CONDOS SECONDED
7 AND THE MOTION CARRIED UNANIMOUSLY.

8
9 Respectfully submitted,

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11
12
13
14 Bernadette Ferenc, Executive Assistant