

1 CHITTENDEN COUNTY METROPOLITAN PLANNING ORGANIZATION  
2 TECHNICAL ADVISORY COMMITTEE  
3 MINUTES  
4

5 DATE: Wednesday, March 3, 2004

6 TIME: 9:00 a.m.

7 PLACE: CCMPO Offices, 30 Kimball Avenue, Suite 102, South Burlington, VT  
8

9 Present: Dan Bradley, Chair, Burlington  
10 Matt Langham, VTrans  
11 Jeanne K. Wilson, Hinesburg  
12 Dennis Lutz, Essex  
13 George Gerecke, Williston  
14 Jeff Arango, Essex Junction  
15 Steve Palmer, Winooski  
16 Bryan Osborne, Colchester  
17 Chris Jolly, FHWA  
18 Bill McCormick, Intercity/Private Transit Representative  
19 Andy Legg, Milton  
20 Sonny Audette, South Burlington  
21 MPO Staff: Peter Keating, Senior Planner  
22 Susan Smichenko, Senior Planner  
23 Daryl Benoit, Transportation Planner  
24 Bill Knight, Executive Director  
25 Christine Forde, Senior Planner  
26 Paul Craven, Project Manager  
27 Others: Greg Brown, CCRPC  
28 Eleni Churchill, VTrans  
29

30 Chair Dan Bradley called the meeting to order at 9:10 a.m.  
31

32 **1. Consent Agenda**

33 One FY04 TIP amendment was recommended for approval: Adding \$994,100 for a new project –  
34 the Campus Connector Road between St. Michael’s College and Fort Ethan Allen.  
35

36 **2. Approval of Minutes**

37 The minutes of February 3, 2004 were approved without changes.  
38

39 **3. Public Comments**

40 No members of the public were present.  
41

42 **4. Vermont Highway System Policy Plan**

43 Eleni Churchill of VTrans presented the content of this recently completed draft document starting  
44 by noting it was the last in a series of modal plans to be done by the Agency. She also noted that  
45 previous modal plans on public transit and bike and pedestrian modes would soon require updating.  
46 The Highway Policy Plan’s purpose is to develop policies and strategies that will guide the Agency  
47 in preserving, maintaining and improving the highway network. Eleni provided a system profile  
48 addressing pavement, bridges and operations then discussing performance categories and goals for  
49 each. She also explained system elements – the sub-networks – and performance targets related to  
50 pavement, bridges, safety, and mobility for each. The plan also looks at different investment  
51 scenarios and what each will produce for bridge and pavement improvements. The plan continues

1 with an identification of investment priorities – stressing safety and system preservation – and  
2 follows with a six step implementation plan. If interested in obtaining copies of the plan, TAC  
3 members can request these through the CCMPO. VTrans will be taking comments on the draft  
4 through the end of the month.

#### 5 6 **5. Safe Routes to School (SR2S)**

7 Peter Keating explained that a group of stakeholder organizations had been meeting over the past  
8 year to start a pilot Safe Routes program in Chittenden County. These programs, already in place in  
9 other parts of the country, work with schools to encourage more walking and bicycling trips,  
10 educate students on safety, work with local law enforcement, and identify and address walking and  
11 bicycling impediments around schools. The stakeholder group has requested funding through the  
12 CCMPO to hire a part time coordinator to work with three to-be-selected schools over the next two  
13 years. The non-federal funding match for this project is anticipated to come from non-municipal  
14 sources. Peter pointed out that the UPWP draft amendments Bill Knight would be going over later  
15 in the meeting included the SR2S task.

#### 16 17 **6. Infrastructure Management Consultant Selection**

18 Peter Keating went over the memo Dave Roberts had included in today's meeting packet. A TAC  
19 subcommittee had reviewed proposals from seven firms and interviewed three of those. Two of  
20 those – Cartegraph and Information and Visualization Services (IVS) - were identified as finalists  
21 with IVS, in the final analysis, the recommended firm. Cartegraph's proposal was more expensive  
22 than IVS's. Andy Legg, a member of the subcommittee, noted that Cartegraph's proposal was non-  
23 responsive and it was difficult to clearly identify their final costs. While the TAC was comfortable  
24 with the selection recommendation they wanted to know more about the specifics of the software  
25 and what would be available to the towns. A selection decision was put off until April. TAC  
26 members wanted to see a more detailed package of what would be available to the communities and  
27 how communities would access the software. They requested a fact sheet on this in advance of the  
28 next TAC meeting. Some members also expressed an interest in seeing the IVS proposal.

#### 29 30 **7. Automated Traffic Count Data**

31 Daryl Benoit linked the laptop to the internet to demonstrate to the TAC a new interactive feature  
32 available on the CCMPO's web site allowing users to access traffic count data. A map of the region  
33 with traffic count locations marked can be clicked on and the traffic history displayed. While only  
34 road segment data are currently available, Daryl explained that by summer turning movement  
35 information for intersections would be available as well. He would eventually like to have  
36 orthophoto backgrounds for the maps and model data that could forecast future traffic data for  
37 specific locations.

#### 38 39 **8. Grant/Seminar Announcements**

40 Peter Keating pointed to two announcements in their packets – one for a roundabout seminar at the  
41 end of April at UVM and the other noting the next round of Enhancement grants. Peter also spoke  
42 briefly about the recently announced winners from the Enhancement Program.

#### 43 44 **9. Status of Projects and Subcommittee Reports**

45 Bill Knight passed out a table of proposed changes to this year's work program based on a mid-year  
46 review of the UPWP. Bill highlighted some of the major changes – less emphasis on consolidation  
47 with the CCRPC, establishing the Transit Task Force and hiring consultant assistance for this,  
48 calling out the new Safe Routes to School program, a shift in focus under the TDM task,  
49 postponement of the US 2 Corridor study, boosting the data collection and maintenance task while  
50 reducing planning assistance, and increasing the legislative monitoring task. The Board will be  
51 considering these as amendments at their March meeting. Peter Keating reported on the status of

1 the MTP – staff has been closely reviewing new draft sections from Wilbur Smith and is relatively  
2 satisfied with the first five chapters. The last section is being drafted and when complete will go out  
3 to the Steering Committee following staff review. Steering Committee review will likely take place  
4 in early April. Paul Craven gave the TAC a legislative update mentioning the transportation capital  
5 bill and budget adjustment. Christine Forde announced the next round of Transportation for Livable  
6 Communities grants, updated the TAC on scoping projects, distributed her Board presentation on  
7 the Capital Program, and asked for volunteers for the TIP Development Committee. George  
8 Gerecke, Dan Bradley, Sonny Audette and Matt Langham agreed to help. Chris Jolly brought up an  
9 issue from the February Board meeting about the quality of communication between Board  
10 members and their community’s TAC representatives. It was noted that this could be improved in  
11 some communities.  
12

13 **10. CCMPO February Board Meeting Report**

14 Peter Keating noted the following from the February Board meeting: VTrans Secretary  
15 MacDonald’s presentation on the State’s Capital Program and VTrans plans for more out-year  
16 information in future Capital Plans, and the Board’s approval of the Park and Ride Facility  
17 Prioritization.  
18

19 The meeting adjourned at 11:05 a.m.

20 Respectfully submitted,  
21 Peter Keating