

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

5 DATE: Tuesday, July 6, 2004

6 TIME: 9:00 a.m.

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

8 Present: George Gerecke, Chair, Williston

9 Polly McMurtry, VTrans

10 Jeanne K. Wilson, Hinesburg

11 Dean Pierce, Shelburne

12 Steve Palmer, Winooski

13 Ed Wildman, Huntington

14 Jane Marvin, Senior Representative

15 Dan Bradley, Burlington

16 Aaron Frank, CCTA

17 Lew Wetzel, CCRPC

18 Chris Jolly, FHWA

19 Dennis Lutz, Essex

20 Matt Langham, VTrans

21 Stan Hamlet, Underhill

22 Murray Benner, SSTA

23 Sonny Audette, South Burlington

24 MPO Staff: Peter Keating, Senior Planner

25 Susan Smichenko, Senior Planner

26 Daryl Benoit, Transportation Planner

27 Paul Craven, Project Manager

28 Christine Forde, Senior Planner

29 Dave Roberts, Senior Planner

30 Others: Michele Maresca, CCRPC

31
32 Chair George Gerecke called the meeting to order at 9:05 a.m.

- 33
- 34 1. **Consent Agenda** A TIP amendment moving funding to FY07 for the Circ Highway
35 Interchange, adding ROW funds for Shelburne Road reconstruction in FY04, and adding PE
36 funds for the US 7 rehabilitation project in Charlotte, passed without dissent.
 - 37
 - 38 2. **Approval of Minutes** The minutes of June 1, 2004 were approved with the following change:
39 On item #4, Infrastructure Management, Jane Marvin wanted this to reflect her recommendation
40 to the consultant that the rating language be more precise and less subjective.
 - 41
 - 42 3. **Public Comments** No members of the public were present.

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44 **4. FY05 TIP**

45 Christine Forde distributed new documents – a revised draft TIP, a table and pie chart of TIP uses
46 by category, and a table comparing the TAC's previously approved version with a new draft and
47 VTrans recommendations from a 7/1/04 letter. Christine used this last piece for her presentation
48 highlighting recent changes related to 20 projects. While each was discussed, much of the
49 discussion focused on the staff draft proposal to include \$400,000 in FY05 for the Campus
50 Connector Road in Colchester. It was pointed out that to start construction on a project next year
51 for something that had yet to complete scoping was not realistic. The details and schedule for the

1 proposed sidewalk program were also discussed and comments offered. The staff draft version was
2 currently over the VTrans recommendation (identified in the 7/1/04 letter) by \$1.058 million.
3 Following Christine's presentation, DENNIS LUTZ MADE A MOTION TO APPROVE THE
4 STAFF DRAFT OF THE FY05 TIP WITH THREE CHANGES:

- 5 1. MOVE THE \$400,000 FOR THE CAMPUS CONNECTOR ROAD FROM 05 TO 07.
- 6 2. MOVE THE \$248,000 FOR MILTON'S LAKE RD/US 7 PROJECT FROM 05 TO 06.
- 7 3. REDUCE THE 05 SIDEWALK ITEM FROM \$250,000 TO \$100,000.

8 THE MOTION WAS SECONDED BY SONNY AUDETTE. A FRIENDLY AMENDMENT
9 ALSO PROPOSED TO MOVE THE \$556,209 FOR THE HINESBURG PATHWAY FROM 05
10 TO 06, AND REDEFINED THE CCTA PROJECTS TO INCLUDE FUNDING FOR JOB
11 ACCESS, ITS, SECTION 5309 AS WELL AS THE SECTION 5307 FUNDS ALREADY
12 IDENTIFIED IN THE DRAFT. THE MOTION, WITH AMENDMENT, THEN UNANIMOUSLY
13 PASSED.

14 15 **5. Addition of Campus Connector Road to Federal Aid System (FAUS)**

16 Dave Roberts reported that the Town of Colchester made the request to add the proposed Campus
17 Connector Road to the Federal Aid system as an urban collector. The request was initiated because
18 the town will need more funding than the \$1 million already earmarked by Congress. Dave
19 explained the federal guidelines used to determine the road mileage by road type for FAUS.
20 Discussion revealed that not all details of the proposal were clear. For instance, is the Camp
21 Johnson entrance part of the designation or not? There were questions as well about access to St.
22 Michaels College that was shown on the map. Following further discussion, DENNIS LUTZ
23 MADE A MOTION TO TABLE THE PROPOSAL PENDING CLARIFICATION ON THE
24 ROADS INCLUDED AND THEIR RESPECTIVE LENGTHS. THE MOTION WAS
25 SECONDED BY SONNY AUDETTE AND PASSED UNANIMOUSLY.

26 27 **6. TDM Consultant Selection**

28 Peter Keating explained that the TDM project steering committee reviewed five proposals and
29 followed that up with interviews with two of the five. The committee was now recommending that
30 the TAC approve the CCMPO negotiate a contract with URS Corporation to do the TDM
31 Education, Outreach, and Support Program. JANE MARVIN MADE A MOTION TO HIRE URS
32 FOR THIS TASK. THE MOTION WAS SECONDED BY DAN BRADLEY AND PASSED
33 UNANIMOUSLY.

34 35 **7. ITS Consultant Selection**

36 Susan Smichenko reported that proposals were received from two consultant teams to update the
37 CCMPO's Intelligent Transportation Systems planning documents. The update was needed in order
38 to bring our plans into compliance with current ITS program standards set by USDOT. The ITS
39 review committee recommended we hire the consultant team led by IBI Group. AARON FRANK
40 MADE A MOTION THE CCMPO HIRE IBI GROUP FOR THIS WORK. THE MOTION WAS
41 SECONDED BY DAN BRADLEY AND PASSED UNANIMOUSLY.

42 43 **8. Infrastructure Management Update**

44 Dave Roberts explained that the data dictionary task for the infrastructure management project was
45 near completion and that the draft in the TAC packet incorporated the revisions suggested by
46 members from last month's meeting. Dave said that this part of the project was concluding and
47 programming would start next. If any members had additional comments on the data dictionary he
48 needed them no later than 7/13.

9. VTrans Programs Update

Peter Keating reported on recent developments related to three VTrans programs. A new park and ride grant program was approved by the legislature and applications were sent to all towns in June. A total of \$100,000 was available statewide for facilities on town land that towns would be responsible to maintain. Applications were available and needed to be submitted to VTrans prior to July 31, 2004. The bicycle/pedestrian program was back after a year's lapse and has programmed \$90,000 statewide for new bike/ped projects. An official announcement would be made this month and applications will be due in October. The Enhancement Program had returned, also after a year's lapse. Letters of interest were due at VTrans last month and final applications were due August 13th. Peter mentioned that the CCMPO would again be evaluating and prioritizing these and needed to reconvene the Enhancements subcommittee. The following TAC members agreed to serve on this subcommittee: Lew Wetzel, Sonny Audette, Jane Marvin, and Aaron Frank. Peter will ask CCRPC staff to serve as well. The committee will meet some time in August to make their recommendations.

10. Status of Projects and Subcommittee Reports

Peter Keating reported that the Safe Routes to School project was underway with letters soliciting school participation and an RFQ seeking a project coordinator just out this week. Peter also mentioned that the MTP was advancing and a staff draft should be done at the end of this month. Dave Roberts gave an update on the VT RT 15 corridor study from Jericho to Hardwick and suggested an update to the TAC on this at their next meeting. Christine Forde reported on the status of the Shelburne Road bike/ped crossing project and Susan Smichenko described the local concerns meeting for the Exit 14 ramp improvement project.

11. CCMPO June Board Meeting Report

Peter Keating mentioned the meeting discussions around the capital bill that included visiting legislators. Additionally they heard a report from the citizen participation committee, warned for a TIP amendment public hearing, warned for a UPWP public hearing, and the elected new officers. The election of TAC member Bob Penniman to Board Chair was noted.

12. Chairman's/Members' Items

Sonny Audette reported that he and some fellow Chittenden County House members had written a letter to the Auditor of Accounts to look at how the legislature made late-in-the-session decisions about projects as they reacted to the court's Circ. decision. Murray Benner provided information on changes in the administration of the FTA section 5310 program – services for elderly and disabled. Peter Keating handed out copies of the TAC roster and Christine Forde reminded members that under the draft work program for next year, municipalities will be required to contribute 3% to the cost of scoping projects.

The meeting adjourned at 10:50 a.m.

Respectfully submitted,
Peter Keating