

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

5 DATE: Wednesday, November 3, 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 Jane Marvin, Senior Representative
13 Dan Bradley, Burlington
14 Lew Wetzel, CCRPC
15 Meredith Shuft, Institutions Representative
16 Bryan Osborne, Colchester
17 Mike Coates, Business Representative
18 Stan Hamlet, Underhill
19 Matt Langham, VTrans
20 Dennis Lutz, Essex
21 Andy Legg, Milton
22 Gary Estus, Westford
23 Sonny Audette, South Burlington
24 Bob McEwing, Burlington International Airport
25 Bill McCormick, Intercity Bus Representative
26 Aaron Frank, CCTA
27 Steve Palmer, Winooski
28 MPO Staff: Peter Keating, Senior Planner
29 Susan Smichenko, Senior Planner
30 Daryl Benoit, Transportation Planner
31 Christine Forde, Senior Planner
32 Dave Roberts, Senior Planner
33

34 Chair George Gerecke called the meeting to order at 9:05 a.m.
35

36 **1. Consent Agenda**

37 There was no consent agenda this month.
38

39 **2. Approval of Minutes**

40 The minutes of October 5, 2004 were approved without changes.
41

42 **3. Public Comments**

43 No members of the public were present.
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45 **4. Crosswalk Guidelines**

46 Amy Gamble, VTrans Traffic Operations engineer, brought copies of the Agency's revised *Guideline*
47 *for the Installation of Crosswalk Markings and Pedestrian Signing at Marked and Unmarked Crossings*.
48 This document reflected new national guidance from MUTCD and Amy went over its highlights. The
49 introduction to the document identifies the MUTCD support and how the guidelines relate to Vermont
50 Law. The main points that Amy highlighted included pavement markings (VTrans recommends the
51 block type), ADA compliance, colored and textured pavement, in-street signs, roundabout issues,
52 changes in sign design, crosswalk installation criteria, school zone issues, mid-block crossings, and
53 unmarked crossings. Questions and discussions interspersed Amy's presentation. Dennis Lutz
54 expressed his concern that pedestrians at unmarked crossings should be informed that the crossing is

1 actually unmarked and that using it puts them at risk. Bryan Osborn asked if VTrans weighs some
2 criteria more heavily than others when assessing crosswalk locations. Stan Hamlet worried that more
3 signs would contribute to sign clutter. Amy concluded by requesting communities send her a letter
4 when contemplating crosswalks with as much information as possible and that she would provide
5 advice/recommendation on their plans.
6

7 **5. FY04 TIP Amendments**

8 Christine Forde explained that these amendments were to the FY05 year of the FY04 TIP. The reason
9 behind these changes was to release for state use \$13 million in funding that had been programmed for
10 construction of the Circumferential Highway. Christine noted that the Board had already warned these
11 amendments for public hearing and was seeking TAC comment/approval. DENNIS LUTZ MADE A
12 MOTION CONCURRING WITH THE PROPOSED CHANGES. THE MOTION WAS SECONDED
13 BY DAN BRADLEY AND PASSED UNANIMOUSLY.
14

15 **6. Infrastructure Management Software Demonstration**

16 Dave Roberts demonstrated the abilities of a beta version of the software IVS is developing for the
17 infrastructure management project. The software is integrated with Arc View, a GIS software program
18 that is capable of including a significant amount of spatial related data and displaying asset information
19 on to a variety of map and orthophoto backgrounds. Dave reported that the software would be available
20 early next year and that the CCMPO would hold a training session in February/March 2005. CCMPO
21 staff will be a technical assistance resource for the communities after distribution. If necessary, towns
22 may need to contract with IVS for some software enhancements; however Dave thought that the
23 software, as developed, would be flexible for nearly all community needs.
24

25 **7. Status of Projects and Subcommittee Reports**

26 Peter Keating reported that the draft MTP had gone through Steering Committee review and that there
27 was agreement on revisions suggested from them. A new draft was under way and would be sent to the
28 Board and member municipalities next week. The Board would likely consider warning a public
29 hearing on this in December for early next year with adoption to follow. In response to a question on
30 the need to conclude this project soon, Chris Jolly stated that continuing to work on this is tied to the
31 CCMPO's self certification of the planning process. As well, he said that the 2002 amendments to meet
32 the looming expiration deadline of the 1997 MTP was not an adequate substitute for the more
33 comprehensive work demonstrated in the recent draft and that it was important from the FHWA's view
34 that this MTP keep moving forward. Dave Roberts mentioned that the Board would be receiving a
35 model update and that towns would be asked to review some model volume counts. Dave also reported
36 that the black and white ortho-imagery data was being quality checked and that this project should
37 conclude in January or February. The Circ EIS process is underway and Dave explained the MPO's role
38 - he and Bob Penniman are sitting on project committees. Susan Smichenko said that an Exit 12
39 meeting was planned for November 10th in Williston and that an ITS stakeholders meeting has
40 tentatively been scheduled for November 15th. Polly McMurtry reported that a 502 hearing for the Sand
41 Hill Road/VT RT 117 intersection project was scheduled.
42

43 **8. CCMPO October Board Meeting Report**

44 Peter Keating mentioned that in addition to discussing the Circ EIS and TIP amendments, the Board
45 received a report on the potential of an expanding MPO region following a future census. This subject
46 is also discussed in the draft MTP.
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48 The meeting adjourned at 10:55 a.m.
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50 Respectfully submitted,
51 Peter Keating