

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

4 DATE: Tuesday May 2, 2006
5 TIME: 9:00 a.m.
6 PLACE: CCMPO Offices, 30 Kimball Avenue, Suite 206, South Burlington, VT
7 Present: George Gerecke, Chair, Williston
8 Dan Bradley, Burlington
9 Meredith Shuft, Institutions Representative
10 Bryan Osborne, Colchester
11 Aaron Frank, CCTA
12 Stan Hamlet, Underhill
13 Bill McCormick, Inter City Bus Representative
14 Matt Langham, VTrans
15 Polly McMurtry, VTrans
16 Steve Palmer, Winooski
17 Jane Marvin, Seniors Representative
18 Mike Coates, Business Representative
19 Ed Wildman, Huntington
20 Jeanne K. Wilson, Vice-Chair Hinesburg
21 Lew Wetzel, CCRPC
22 Jeff Arango, Essex Junction
23 Chris Jolly, FHWA
24 Andy Legg, Milton
25 MPO Staff: Susan Smichenko, Senior Planner
26 Christine Forde, Senior Planner
27 Peter Keating, Senior Planner
28 Scott Johnstone, Executive Director
29 Dave Roberts, Senior Planner
30 Daryl Benoit, Transportation Planner
31

32 Chair George Gerecke called the meeting to order at 9:05 a.m.
33

34 **1. Consent Agenda**

35 There were no items this month.
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37 **2. Approval of Minutes**

38 The minutes of April 4, 2006 were approved with one minor change in spelling.
39

40 **3. Public Comments**

41 No members of the public were present.
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43 **4. UPWP**

44 Scott Johnstone reported that most of the suggestions gathered as part of the public process
45 soliciting work program ideas had been honored in the draft UPWP. The document also takes
46 advantage of the funding opportunities from SAFETEA-LU to start some new programs (\$1M
47 worth) yet would allow us to discontinue them should future funding, post SAFETEA-LU, be
48 lower. Scott highlighted some of these new initiatives such as the inter-regional bicycle/pedestrian
49 planning and TMA start-up funding. He also mentioned a significant new, one-time, capital expense
50 investing in a new computer server. He also reported on a new municipal assistance program with a
51 focus on small municipalities to help them take advantage of MPO programs including project

1 follow-through to make sure projects can advance once scoping is completed. Other highlights
2 include more funding for the signal optimization program, TDM, a new safety program, alternative
3 fuels, environmental/air quality tasks, innovative financing possibilities, and a futures initiative
4 focusing on long range planning. There were also several items noted on the UPWP but funded
5 from other sources – the sidewalk program, Western Vermont corridor study, and VT RT 15
6 corridor. Andy Legg feels that the draft UPWP is well thought out and responsive to the comments
7 received. Mike Coates wants to see better control over the cost, scope and schedule for
8 Environmental Impact Statements. He sees this as a problem that needs to be recognized. Scott felt
9 that this could be the subject of an MPO policy statement. Dennis Lutz would like the
10 environmental task to look at the implications of ANR rule changes reducing the land involved
11 threshold from five to one acre. He feels that this will lead to higher permitting costs and longer
12 project schedules. Andy Legg suggested that this would be a good topic for the TAC to hear about
13 at a future meeting. Following discussion, DENNIS LUTZ MADE A MOTION ENDORSING
14 THE DRAFT UPWP AND RECOMMENDING THE BOARD WARN IT FOR A PUBLIC
15 HEARING. JEFF ARANGO SECONDED THE MOTION AND IT PASSED UNANIMOUSLY.
16

17 **5. CCTA Link Express Services**

18 Aaron Frank of CCTA presented a report on the performance and evaluation of the three Link
19 Express services. These new services (the oldest, the Montpelier Link having just started in
20 September 2003) came about when Congestion Mitigation Air Quality (CMAQ) funding was
21 awarded to CCTA. The CCTA Board, its member municipalities and their Short Range Transit Plan
22 all supported this expansion from their core services in the greater Burlington area. Route and
23 service development followed an examination of commuting levels and patterns and were designed
24 to best meet commuter needs. CCTA developed performance measures for the Middlebury and St.
25 Albans services and Aaron displayed the actual performance of all three services in comparison
26 with performance targets set when services were first applied for. Performance evaluation shows all
27 three services doing well and the Montpelier Link actually achieving a 56% farebox recovery rate –
28 very high by industry standards. Other indicators related to ridership levels and service efficiency
29 are also performing well and CCTA will continue monitoring each on an annual basis. Aaron
30 concluded by noting that with these new services established they would next refocus on their core
31 services in Chittenden County. The discussion that followed included: Providing services to
32 Milton, how performance targets/success were defined, how/if the private sector might provide
33 these services, and the consideration of other potential link services to Grand Isle and Lamoille
34 Counties.
35

36 **6. FY07 TIP**

37 Christine Forde handed out a memo on the draft TIP with attached tables. This documentation
38 contained information on all projects by community, identified any new projects, showed funding
39 levels by year in the current TIP and proposed levels for future years, and provided comments on
40 changes to project costs and schedules. Christine asked TAC members to look over their projects
41 and get back to her with any questions. In June the TAC would receive a draft copy of the full TIP
42 for further discussion and would be asked for a recommendation to the Board. Discussion focused
43 on the projects listed under the Regional section and members wanted to know more about these.
44 There was a request that information be added to these to address when they are available, how they
45 can be used, who to contact about them, and whether or not municipalities would have access to
46 these funds.
47

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

49 Peter Keating reported that sidewalk grant applications had been sent out and were due May 23rd.
50 TAC volunteers were needed to help review the applications. Mike Coates, Stan Hamlet and Lew
51 Wetzell volunteered. Polly McMurtry suggested Bicycle/Pedestrian staff at VTrans review these as

1 well. Andy Legg asked if there were deterrents to applying to this program. Dennis Lutz and Bryan
2 Osborne detailed why, in some cases, using federal funds for sidewalk projects could take longer
3 and make projects more expensive than had only local funding been used. Peter also mentioned the
4 recent announcement of the next round of Enhancement grants, the status of the MTP public
5 opinion survey, and reminded TAC members of Way to Go Week next week. Dave Roberts
6 reported that the traffic alert program had begun. He also mentioned an RFP for technical
7 assistance retainer firms had gone out and volunteers would be needed to review these. Proposals
8 were due May 17th. Polly McMurtry and Jeanne Wilson agreed to help in this review.
9 Enhancements to the asset management software would be discussed at the next TAC meeting.
10 Susan Smichenko described the US RT 2 Corridor Study presentation to the Chamber of Commerce
11 and that another will be done for the Burlington Business Association in July. Currently that project
12 steering committee is looking at alternatives. The VT RT 15 Corridor Study RFP has been issued
13 and is due the end of May. Daryl Benoit mentioned upcoming VTrans Rail Plan hearings and that
14 the CCMPO had hired four summer interns. Mike Coates spoke about efforts in the legislature to
15 have Transportation funds that had been going into the state's general fund, returned for
16 transportation purposes.

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18 **8. CCMPO April Board Meeting Report**

19 Peter Keating mentioned that the meeting lasted less than a half hour and the only action was to
20 approve TIP amendments.

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22 The meeting adjourned at 10:40 a.m.

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24 Respectfully submitted,

25 Peter Keating

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