

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

5 DATE: Tuesday, February 6, 2007

6 TIME: 9:00 a.m.

7 PLACE: CCMPO Offices, 30 Kimball Avenue, Suite 206, South Burlington, VT

8 Present: George Gerecke, Chair, Williston  
9 Bill McCormick, Inter City Bus Representative

10 Amy Bell, VTrans

11 Jane Marvin, Seniors Representative

12 Jeanne K. Wilson, Vice-Chair Hinesburg

13 Chris Jolly, FHWA

14 Gary Estus, Westford

15 Stan Hamlet, Underhill

16 Mike Coates, Business Representative

17 Meredith Schuft, Institutions Representative

18 Dennis Lutz, Essex

19 Steve Palmer, Winooski

20 Bernie Gagnon, Shelburne

21 Aaron Frank, CCTA

22 Richard Watts, Environmental Representative

23 MPO Staff: Susan Smichenko, Senior Planner

24 Christine Forde, Senior Planner

25 Peter Keating, Senior Planner

26 Michelle Mraz, Staff Planner

27 Scott Johnstone, Executive Director  
28

29 Chair George Gerecke called the meeting to order at 9:00 a.m. A round of introductions was made  
30 for the benefit of new members and staff, Amy Bell of VTrans and Michelle Mraz of the CCMPO.  
31

32 **1. Consent Agenda**

33 There were no items this month.  
34

35 **2. Approval of Minutes**

36 The minutes of December 5, 2006 were approved without changes.  
37

38 **3. Public Comments**

39 No members of the public were present.  
40

41 **4. Scoping Consultant Selection**

42 Christine Forde described the process of soliciting consultants and evaluating their proposals for  
43 project development (scoping) work over the next three years. Seven firms submitted proposals and  
44 these were evaluated by a TAC subcommittee. There was some discussion over the value of the  
45 scoping process but it was valued based on its ability to identify important issues early on. Three  
46 firms have been on retainer over the past three years – Stantec (formerly Dufresne-Henry),  
47 McFarland Johnson, and VHB. The recommended firms this time are Stantec, Resource Systems  
48 Group, and DuBois & King. The change to the new firms would take effect immediately upon TAC  
49 approval. DENNIS LUTZ MADE A MOTION APPROVING THE SUBCOMMITTEE  
50 RECOMMENDATION. THE MOTION WAS SECONDED BY BILL McCORMICK AND  
51 PASSED UNANIMOUSLY.

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**2 5. Small Communities Initiative**

3 Peter Keating reported that the UPWP included a new task this year focusing on assistance to rural  
4 towns to facilitate their taking better advantage of CCMPO and VTrans programs. Scott Johnstone  
5 added that there's been a worry since the rural towns joined the MPO that their interests might not  
6 be adequately considered. The idea is to have CCMPO staff work directly with these small  
7 communities in order to take advantage of CCMPO membership. Further discussion included the  
8 following: Relationships between the VTrans District Transportation Administrators, intra-town  
9 communications, potential internal conflicts created within the CCMPO, lack of local match for  
10 projects, grant administration assistance, and getting familiar with the VT Local Roads Program.

11

**12 6. CCMPO Strategic Plan**

13 Scott referred members to the committee organizational chart in the meeting packet. This proposal  
14 is a compromise between what the TAC reviewed at a previous meeting and the TAC concerns  
15 raised in response. Staff now sought further TAC reaction. Scott also noted that the TAC and its  
16 functions remained in the new subcommittee context; that one other new subcommittee was created  
17 (Regional Initiatives); and the Board wants members' participation on its subcommittees. There  
18 followed some discussion of changing the TAC's name. There appeared to be consensus that, with  
19 some massaging, this proposal was heading in the right direction and that bylaw language changes  
20 needed to be seen next. The organizational chart needed further clarification however, with  
21 information flows added and decision-making responsibilities better noted. The TIP subcommittee  
22 needed to be added to the chart as well.

23

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

25 Susan Smichenko reported that a public meeting on the VT RT 15 Corridor study was taking place  
26 the next evening at Fort Ethan Allen and that the Existing Conditions phase of this study had been  
27 completed. On the US RT 2 Corridor study a final plan was expected in the next month. Peter  
28 Keating gave updates on the Metropolitan Transportation Plan, Way to Go week and recent  
29 developments at the Public Transportation Committee. Christine noted that TIP development would  
30 be starting soon and that TAC volunteers would be needed for that effort. She also felt that air  
31 quality issues would be coming before the TAC next month. Scott reported that the UPWP  
32 committee would be coming together soon. He also noted that in reviewing the VTrans Capital  
33 Program there would be local community concerns about VTrans new policy direction and how that  
34 could impact local property taxes. A CCMPO legislative outreach session had taken place in  
35 January to inform legislators of CCMPO concerns.

36

**37 8. CCMPO January Board Meeting Report**

38 Peter Keating reported on Board discussion/actions related to next year's UPWP, a mid year budget  
39 adjustment to this year's UPWP, the re-endorsement of the 2025 MTP goals, and approval of a new  
40 public transportation policy on new starts.

41

**42 9. Chairman's/Members' Items**

43 Dennis Lutz informed members of a new UVM program that has engineering students working with  
44 towns on local projects. An example is a project examining and modeling Susie Wilson Road in  
45 Essex. Dennis suggested other communities should consider using this resource. The program  
46 contact at UVM is Nancy Hayden.

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48 The meeting adjourned at 10:20 a.m.

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50 Respectfully submitted,

51 Peter Keating