

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
2 **Transportation Advisory Committee (TAC)**

3 **DRAFT Minutes**

4 **May 28, 2019**

5 Central Vermont Regional Planning Commission Office

6 **Attendees:**

X	Barre City: Scott Bascom		Northfield: Patrick DeMasi
X	Barre Town: Shaun Corbett	X	Orange: Lee Cattaneo
X	Berlin: Robert Wernecke, Vice- Chair	X	Plainfield: Bob Atchinson
	Cabot: John Cookson	X	Roxbury: Gerry D'Amico
X	Calais: David Ellenbogen	X	Waitsfield: Don La Haye
X	Duxbury: Alan Quackenbush		Warren: Jim Sanford
X	East Montpelier: Frank Pratt		Washington: Vacant
X	Fayston: Kevin Russell	X	Waterbury: Steve Lotspeich, Chair
X	Marshfield: Robin Schunk	X	Williamstown: Rich Turner
X	Middlesex: Ronald Krauth		Woodbury: Vacant
	Montpelier: Dona Bate	X	Worcester: Bill Arrand
X	Moretown: Joyce Manchester	X	Staff: Daniel Currier

Guests: Zoe Nederland (VTrans), Devin Mason (GMT)

7 Steve Lotspeich called the meeting to order at 6:32pm. Introductions were completed.

8  
9 **Adjustments to the Agenda:**

10 There were no adjustments to the agenda.

11  
12 **Public Comments:**

13 There were no public comment

14  
15 **Approve January 22<sup>nd</sup>, February 26<sup>th</sup>, March 26<sup>th</sup> and May 23<sup>rd</sup> TAC Minutes:**

16 Gerry motioned to accept the January 22<sup>nd</sup>, February 26<sup>th</sup>, March 26<sup>th</sup> and May 23<sup>rd</sup> TAC  
17 minutes as presented. Ron seconded the motion. The motion carried with one abstention.

18  
19 **TPI Budget Adjustment**

20 D. Currier presented on the CVRPC FFY 19 Transportation Planning Initiative work plan and  
21 budget adjustment 1.

22  
23 This adjustment reflects budget changes to Task 1-6 and the addition of a new work plan Task  
24 6B (Watershed Planning).

25  
26 Summary of budget amounts by task:

Task	Task Description	Approved	Amended	Difference	% Change
Task 1	Administration	\$17,354	\$16,993	(\$361)	-2.08%
Task 2	Public Participation & Coordination	\$49,148	\$37,011	(\$12,137)	-24.69%
Task 3	Long Range Planning	\$56,250	\$65,077	\$8,827	15.69%
Task 4	Short Range Planning	\$89,718	\$92,443	\$2,725	3.04%
Task 5	Project Development	\$13,890	\$14,838	\$948	6.83%
Task 6A	Other Planning - VT Culverts	\$2,999	\$2,999	\$0	0.00%
Task 6B	Other Planning - Watershed Planning	\$0	\$20,000	\$20,000	100.00%
<b>TOTAL</b>		<b>\$229,360</b>	<b>\$249,360</b>	<b>\$20,000</b>	

1  
2 These budget adjustments helps to bring tasks allocations in line with current spending trends  
3 and the addition of the new task 6B.

4  
5 The following work plan changes for the FFY19 include:

- 6
- 7 Task 1 – Program Administration: No change to task.
- 8 Task 2 – Public Participation and Coordination: No change to task.
- 9 Task 3 – Long Range Planning: No change to task
- 10 Task 4 – Short Range Planning: No change to task
- 11 Task 5 – Project Development Planning: No change to task
- 12 Task 6A – Other Planning Activities (VT Culverts): No change to task
- 13 Task 6B – Other Planning Activities (Watershed Planning): Addition

14  
15 The new funding level will be \$249,360.

16  
17 TAC discussed the adjustments to the work plan and budget. Kevin motioned to accept the  
18 presented CVRPC FFY 19 Transportation Planning Initiative work plan and budget adjustment.  
19 Ron seconded the motion and the motion carried unanimously.

20  
21 **TAC Elections of Officers**

22 Steve L. presented on the nomination and election of a chair and vice-chair. Bob W nominated  
23 Steve Lotspeich to be chair. This was second by Alan.  
24 Don nominated Bob Wernecke to be vice chair. This was second by Rich.  
25 The motions carried unanimously.

26  
27 **Presentation on Paratransit Planning Grant Results**

1 Dan Currier presented on the results of the Community Transportation Association of America  
2 Inclusive Planning Grant results.

3  
4 Changes to the existing transit system have been proposed, including the addition of  
5 complementary ADA paratransit. This proposed paratransit service is both exciting and  
6 worrisome. While it has the potential to provide better service for transit users, it also will bring  
7 change and it is change that can be challenging for any of us. To address this change we have  
8 developed an initial process to help the public understand what is needed to operate a rural  
9 paratransit service based on the potential users of this service.

10  
11 Goal:

12  
13 To build a more knowledgeable and informed transit ridership in the Central Vermont Region  
14 by engaging directly with existing public transit users and potential users of our rural transit  
15 system.

16  
17 Website: <http://centralvtplanning.org/programs/transportation/paratransit-planning/>

18  
19 As we gathered input and preference on the proposed Paratransit service we also discovered  
20 that additional education on the existing transit system was needed. Of the people we  
21 surveyed that use transit, more than 25% responded that they didn't know which bus route  
22 they lived near. Additionally, 41% of riders reported that better information about what  
23 services are available would make it easier for them to utilize GMT transportation services.  
24 58% and 74% of responders indicated that they do or would use the transit service to go to  
25 medical appointments and shopping, respectively. Furthermore, just over 38% of responders  
26 indicated that they would want to use the service to reach social or leisure activities.  
27 Additionally, we found that many older adults and people with disabilities are willing and able  
28 to be more mobile (i.e. walk to a bus stop) during the fair weather month but have limited  
29 mobility during the winter months (snow and ice on doorways and sidewalks).

30  
31 We engaged directly with existing public transit users and potential users of our rural transit  
32 system. This engagement included presenting at community and small group meetings;  
33 surveying older adults, persons with disabilities and care givers; creating user-story videos; and  
34 sharing information on Facebook, in newsprint, and via email.

35  
36 Users of the existing system identified many barriers and potential solutions during our  
37 engagement. In total nine barriers were identified with the primary theme being around the  
38 need to improve our public transit infrastructure and build knowledge on how to appropriately  
39 help older adults and persons with disabilities.

40  
41 The next steps include:

- 42 • Working with GMT to identify bus stop locations that need improvements
- 43 • Adding rural members to GMT ADA Committee

- 1 • Working with GMT on outreach during the two weeks before and two weeks after the  
2 start of the paratransit service
- 3 • Apply for another Inclusive Coordinated Transportation Partnership Project Grant to  
4 help develop education and outreach materials to build a more knowledgeable and  
5 informed transit ridership in the Central Vermont Region

6  
7 The TAC had an engaging discussion around the results of the grant and the paratransit service  
8 that is starting.

9  
10 **Review of CVRPC Transportation Field Services**

11 Dan Currier presented on the Transportation Planning services CVRPC offers during the  
12 summer. They include traffic studies, traffic counts, bike and pedestrian counts, culvert and  
13 bridge inventories, ash tree inventories, and road erosion inventories.

14  
15 Towns who wish to take advantage of these services can contact Dan Currier or Ashley Andrews

16  
17 **TAC Member Concerns**

18 Bob A shared information on the Plainfield and Marshfield Climate Economy Model  
19 Community work under a VCRD grant. The project is titled Rrevitalizing all of  
20 Marshfield and Plainfield (RAMP). They are looking at transportation, farm and food,  
21 and strengthening both villages.

22  
23 Steve provided an update on the Waterbury Main St reconstruction. The project is well  
24 underway with the installation of sewer, water, and storm systems.

25  
26 Gerry talked about the difficulties of seeing some traffic control people when they are  
27 standing in the shadows. He suggest that the use of a stop sign with lights on it would be  
28 helpful.

29  
30 David encouraged each to the get an alternative on the TAC. He also suggested setting  
31 up a conference all/web meeting so that on days when it is bad weather or out of town  
32 members can still participate. Dan will look into this and set up a test.

33  
34 **Set Agenda for Future TAC Meeting**

35 TPI Work Program Review  
36 July field trip to Montpelier transit center

37  
38 **Adjourn:**

39 The meeting was adjourned at 8:25 pm.