



Central Vermont Regional Planning Commission

**TIME
CHANGE!**

TRANSPORTATION ADVISORY COMMITTEE

Tuesday, January 24, 2016, 6:30 p.m.

Central Vermont Regional Planning Commission Office
29 Main Street, Suite 4, Montpelier

6:15 pm - Social & Pizza

*Action Item

Page **AGENDA**

6:30 Introductions

Adjustments to the Agenda

Public Comments

6:35 Remembrance for Steve Gladczuk

2 6:50 Approve December TAC Minutes (enclosed)*

5 6:55 TAC Rules of Procedure (enclosed)*

Final review, and potential adoption.

7:10 Transportation Impact Fees (Act 145) and their Applicability for Central Vermont Projects, Joe Segale, VTrans Policy and Planning & Research Bureau

Transportation impact fees may be assessed for Act 250 permits. In 2014, Act 145 modified the "last-one-in" fee approach to a proportionate share approach.

9 7:45 Systemic Local Road Safety (SLRS) Implementation Review (enclosed)*
Review of 3-year, after-improvement data for High Risk Rural Road projects. TAC comments about after-improvement occurrences and severity of crashes.

11 8:15 Transportation Updates (enclosed)
An opportunity for TAC members to ask questions about the updates.

8:20 TAC Member Concerns
Roundtable for any issues, questions, and town updates from TAC members.

13 8:25 Set Agenda for the Future TAC Meeting

8:30 Adjourn

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Transportation Advisory Committee (TAC)

DRAFT Minutes

December 6, 2016

Central Vermont Regional Planning Commission Office

Attendees:

X	Barre City: Scott Bascom		Northfield: Jeff Schultz
	Barre Town: Harry Hinrichsen	X	Orange: Lee Cattaneo
	Berlin: Bob Wernecke	X	Plainfield: Bob Atchinson
	Cabot: Kevin Lehoe		Roxbury: Gerry D'Amico
X	Calais: David Ellenbogen	Called	Waitsfield: Don La Haye
	Duxbury: Vacant		Warren: Vacant
	East Montpelier: Frank Pratt		Washington: Ray McCormack
X	Fayston: Kevin Russell	X	Waterbury: Steve Lotspeich, Chair
	Marshfield: Vacant	X	Williamstown: Larry Hebert
X	Middlesex: Ronald Krauth		Woodbury: Vacant
Called	Montpelier: Dona Bate		Worcester: Bill Arrand
X	Moretown: Joyce Manchester	X	Staff: Bonnie Waninger

Guests: JB McCarthy & Amy Bell (VTrans)

Chair S. Lotspeich called the meeting to order at 7:05pm. Introductions were completed.

Adjustments to the Agenda

None.

Public Comments

None.

Approve September TAC Minutes

Corrections included: Bonnie attended the meeting, and the meeting location of CVMC Conference Room 1 should be added. *L. Hebert moved to approve the minutes with changes; K. Russell seconded. Motion carried.*

Moretown BF 0167(16) Alternatives Review

JB McCarthy provided background on the project and reviewed the proposed alternative for the bridge replacement. The current bridge is 90 years old.

Alternative 1: widen the existing bridge within its current foundations, adding two feet to the surface width.

1 Alternative 2A: smooth the angle of curvature into and out of the bridge slightly to allow for vehicle
2 speeds of 25 mph. Bridge length would increase from 60 feet to 90 feet.

3 Alternative 2B: lessen the angle of curvature more to 30 mph

4 Alternative 3: place a new bridge further south and maintain traffic during construction.

5
6 VTrans proposes to close the road during construction – likely from mid-June to end of August. The full
7 detour, end-to-end for the bridge would be 25 minutes. Vehicles from the south will detour on Rt. 100,
8 Rt. 2, and then Rt. 100B. The local bypass will likely be Meadow and Pony Farm Roads. The route won't
9 be signed because it isn't suitable for truck traffic.

10
11 Scoping costs for construction:

- 12 • Rehabilitate = \$1 million for widening bridges and approaches, change rock wall. Not much gain
13 in road surface width for the investment.
- 14 • 25 mph streamlined approach = \$2.4 million (preferred alternative)
- 15 • 30 mph streamlined approach = \$2.7 million with more impacts and longer construction period;
16 infringes on an archeologically sensitive area so time intensive to permit.
- 17 • Offset alignment and maintaining traffic = \$3.5 million with hillside cut and significant
18 archeological resource impacts.

19
20 McCarthy said the river hydraulics cannot be improved due to substantial ledge. The road closure will
21 last 2½ to 3 months; full construction will be longer. McCarthy explained that there will be a public
22 meeting in Moretown in January. The Town is currently aware of the project, but unaware of the
23 potential road closure. He will call the Town this week to schedule a meeting. The design process will
24 begin this winter, followed by permitting. The project is anticipated to be in the 2020 Capital Program
25 for construction. The abutments are likely to be a precast. The deck will need to be poured concrete
26 because the angle of slope from side to side changes as the road moves through the bridge.

27
28 The TAC recommended McCarthy contact Waitsfield for input because of the potential impact to local
29 roads. McCarthy said VTrans provides limited payments to towns to assist with covering extra
30 maintenance costs on local detours.

31
32 **TAC Rules of Procedure**

33 The TAC was in consensus that:

- 34 • Membership: Adding seats to the TAC should require a supermajority of 67% of seats.
- 35 • Officers/Elections: Term limit language should be removed.
- 36 • Conflict of Interest: Participation, but not voting, will be allowed by members with conflicts.
- 37 • Adoption of Organizational Procedures: Modifying the Rules of Procedure should require a
38 supermajority of 67% of seats.

39
40 TAC members clarified that, in accordance with VT Open Meeting Law (1 VSA §312(a)(2)(B), members
41 may participate by electronic or other means.

Systemic Local Road Safety (SLRS) Implementation Review

Tabled to next meeting.

Class I Town Highway White Paper

Amy Bell discussed VTrans guidance for reclassifying State highways as Class 1 Town Highways. VTrans developed the document to:

- Identify costs and benefits of Class I Town Highway ownership,
- Determine if existing Town Highway Aid formula adequately reimburses municipalities for Class I Town Highway mileage, and
- Develop a cost estimation tool and Frequently Asked Questions for the “Orange Book” to assist towns with weighing costs and benefits of Class I Town Highway takeover.

She reviewed the benefits of takeover, discussed survey results from existing Class I Town Highway communities, maintenance responsibilities and costs, and potential areas in Central Vermont that might qualify for Class I Town Highway takeover.

VTrans Street Tree Policy

Bell discussed VTrans’ policy for proposals by municipalities to plant and maintain public street trees in state highway rights of way. She described why the policy was developed, tree maintenance considerations, the policy, and its three municipal categories. Bell summarized by saying the policy is about choosing the right trees for the right location. For roadside areas, trees must be salt tolerant, work in constrained environment, and have a mature crown that works for the roadway use.

Transportation Updates

TAC members had no questions.

TAC Member Concerns

No concerns expressed.

Set Agenda for the Future TAC Meeting

The Systemic Local Road Safety (SLRS) Implementation Review will be added to the January agenda. The Chair will work with staff to insure the agenda is still manageable.

Adjourn

The meeting adjourned at 9 pm.



Central Vermont Regional Planning Commission

MEMO

Date: January 17, 2017

To: Transportation Advisory Committee

From: Bonnie Waninger, Executive Director

Re: Rules of Procedure

I am requesting TAC adoption of TAC Rules of Procedure.

Modifications were made based on discussions at the October and December TAC meetings along with input from CVRPC Regional Commissioners. The TAC approved a final draft at its December meeting.

Changes made from the December draft include:

- Membership: Adding seats to the TAC requires a supermajority of 67% of seats.
- Officers/Elections: Term limit language was removed.
- Conflict of Interest: Participation, but not voting, is allowed by members with conflicts.
- Adoption of Organizational Procedures: Modifying the Rules of Procedure requires a supermajority of 67% of seats.

If the TAC adopts the Rules of Procedure as presented, the Rules will be provided to the CVRPC Board of Commissioners for its consideration.



Central Vermont Regional Planning Commission

TRANSPORTATION ADVISORY COMMITTEE (TAC)

RULES OF PROCEDURE

January 24, 2017

PURPOSE: To oversee the Central Vermont Regional Planning Commission's (CVRPC) transportation planning program in accordance with CVRPC plans, policies, and procedures, to act as a liaison between local communities and the Vermont Agency of Transportation (VTrans), and to provide local and regional input regarding transportation issues important to the region.

GENERAL ACTIVITIES:

- ◆ Foster public and member municipality participation in the planning for transportation improvements in the region; support and encourage intergovernmental cooperation on regionally important transportation issues.
- ◆ Develop and update a Regional Transportation Plan as part of the Regional Plan and Transportation Improvement Program for Board of Commissioners consideration and subsequent submission to the Agency of Transportation and the Legislature.
- ◆ Review the Agency of Transportation's Capital Budget and State Transportation Improvement Program, providing recommendations on funding and project prioritization.
- ◆ Participate in special studies conducted by the Regional Planning Commission.
- ◆ Assist in the development of the Commission's annual work program and budget to be submitted to the Agency of Transportation.
- ◆ Provide input and policy recommendations to the Board of Commissioners regarding pertinent regional transportation issues, including review of State plans, policies, and legislation.
- ◆ Provide support to member municipalities and other partners working on transportation issues determined to be in conformance with the Regional Plan.

ADVISORY ROLE: The TAC shall be advisory to the Board of Commissioners. The TAC will offer advice, input, and opinions to VTrans and other organizations and individuals as appropriate, provided it is compatible with plans, policies, positions or resolutions adopted by the Board of Commissioners. TAC advice, input, and opinions may be reviewed, confirmed or reversed by the CVRPC Board of Commissioners at the Board's discretion. New or amended plans, policies, positions or resolutions shall be ratified/approved by the Board of Commissioners.

MEMBERSHIP: Each of the 23 member municipality in the Central Vermont region is eligible to appoint one voting member and one alternative representative. Municipal participation is discretionary, and determined by submission of a written resolution by the municipality's legislative body to the Board of Commissioners. Other transportation related groups and/or organizations, upon 67% vote of the TAC membership (at least 16 votes in favor) at a regular TAC meeting, will be invited to appoint one voting member and one alternate representative to the TAC. Membership term shall be one year, appointed in March.

OFFICERS/ELECTIONS: The TAC will elect a Chairperson and Vice-Chairperson annually at the TAC's May meeting. The Chair will be responsible for running meetings, setting agendas in conjunction with staff, reviewing and signing correspondence on behalf of the TAC, and representing the TAC at various meetings as needed. The Vice-Chair will provide support to the Chair as needed. If the Chair or Vice-Chair should resign before his/her term is expired, an interim election shall be held within two meetings or when regular elections are held in May, whichever is earlier.

ATTENDANCE AND QUORUMS: As the TAC is advisory, a quorum shall consist of a majority of members, currently 12. Members are encouraged to attend all regular meetings and special meetings as they arise. Members with three consecutive unexplained absences will be contacted by the Chairperson to determine if they still wish to serve on the TAC. The TAC shall meet at least eight (8) times per year, or as determined by the Chair to be necessary to carry out the stated purpose.

COMMUNICATION AND COORDINATION:

- ◆ Meetings shall be noticed and held in accordance with Vermont Open Meeting Law.
- ◆ Draft policies and resolutions shall be forwarded to TAC members and interested/affected parties for comment before action by the TAC, or final action/approval by the Board of Commissioners.
- ◆ Minutes of all regular and special meetings will be prepared by staff, distributed to TAC members and interested parties, and made available to the public in accordance with open meeting and public records laws described in 1 V.S.A.
- ◆ TAC members are encouraged to serve as liaisons to their local legislative boards by facilitating communication and coordination on a regular basis.
- ◆ TAC members are encouraged to offer input on all matters before the TAC, and are encouraged to bring up items of local or regional concern for TAC consideration.

CONFLICT OF INTEREST: In the event any TAC member has a personal or financial interest with any individual, partnership, firm or corporation seeking to contract with the CVRPC, or to provide materials or labor thereto, or has a personal or financial interest in any

project being considered by the TAC, the member shall state on the record the nature of his or her interest. If the member feels this conflict interferes with his/her ability to be objective, the member shall not participate in any vote on any related motion. If the member is uncertain whether he/she should participate in the decision, the TAC shall determine by vote whether the member should participate.

The Committee may also make a determination of conflict of interest and disallow voting by a member if the majority of voting Committee members in attendance at the meeting determine a conflict of interest exists.

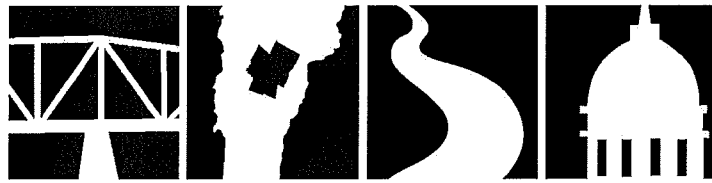
ADOPTION OF ORGANIZATIONAL PROCEDURES: The TAC may, at any time, vote to amend these procedures, upon 67% vote of the TAC membership (at least 16 votes in favor). Proposed amendments will be forwarded to TAC members, chairs of local legislative boards, and interested parties before consideration at a regular TAC meeting. Amendments will then be forwarded to the Board of Commissioners for ratification.

The TAC is not a standing or special committee of the Regional Planning Commission, and is therefore not subject to the Commission's bylaws. These Rules of Procedure, combined with Robert's Rules of Order, provide procedural and administrative guidance for the TAC.

Adopted by the Transportation Advisory Committee: _____ / _____ / 2017

Adopted by the Board of Commissioners: _____ / _____ / 2017

Byron Atwood, Chair
CVRPC Board of Commissioners



Central Vermont Regional Planning Commission

MEMO

Date: January 17, 2017

To: Transportation Advisory Committee

From: Bonnie Waninger, Executive Director

Re: Systemic Local Road Safety (SLRS) Implementation Review (a.k.a. High Risk Rural Roads)

Enclosed is 3-year, after-improvement data for High Risk Rural Road projects. VTrans would appreciate TAC comments about after-improvement occurrences and severity of crashes at these locations.

Background

The Systemic Local Road Safety (SLRS) program (previously known as the High Risk Rural Roads Program) provides municipalities with funding for use on certain rural roads to eliminate safety problems that result in fatal and incapacitating injury crashes.

Each year, VTrans provides RPCs with crash data for High Risk locations. RPCs solicit anecdotal information from towns, law enforcement agencies, and emergency response services. The crash data and local information is provided to the TAC, which prioritizes the locations.

Priority sites in participating municipalities are visited by VTrans and town staff, and improvement recommendations are developed. Municipalities are not obligated to install the improvements, although VTrans provides 90% funding if municipalities do (maximum limits apply).

TAC Action

TAC will review the 3-year, after-improvement data. Members may offer any personal thoughts as well as comments from their communities about how the improvements are (or are not) working and whether any additional changes might be beneficial.

TAC may observe that data is missing for projects in Middlesex and Plainfield. Staff is working to obtain this data from VTrans by the TAC meeting.

Follow-up

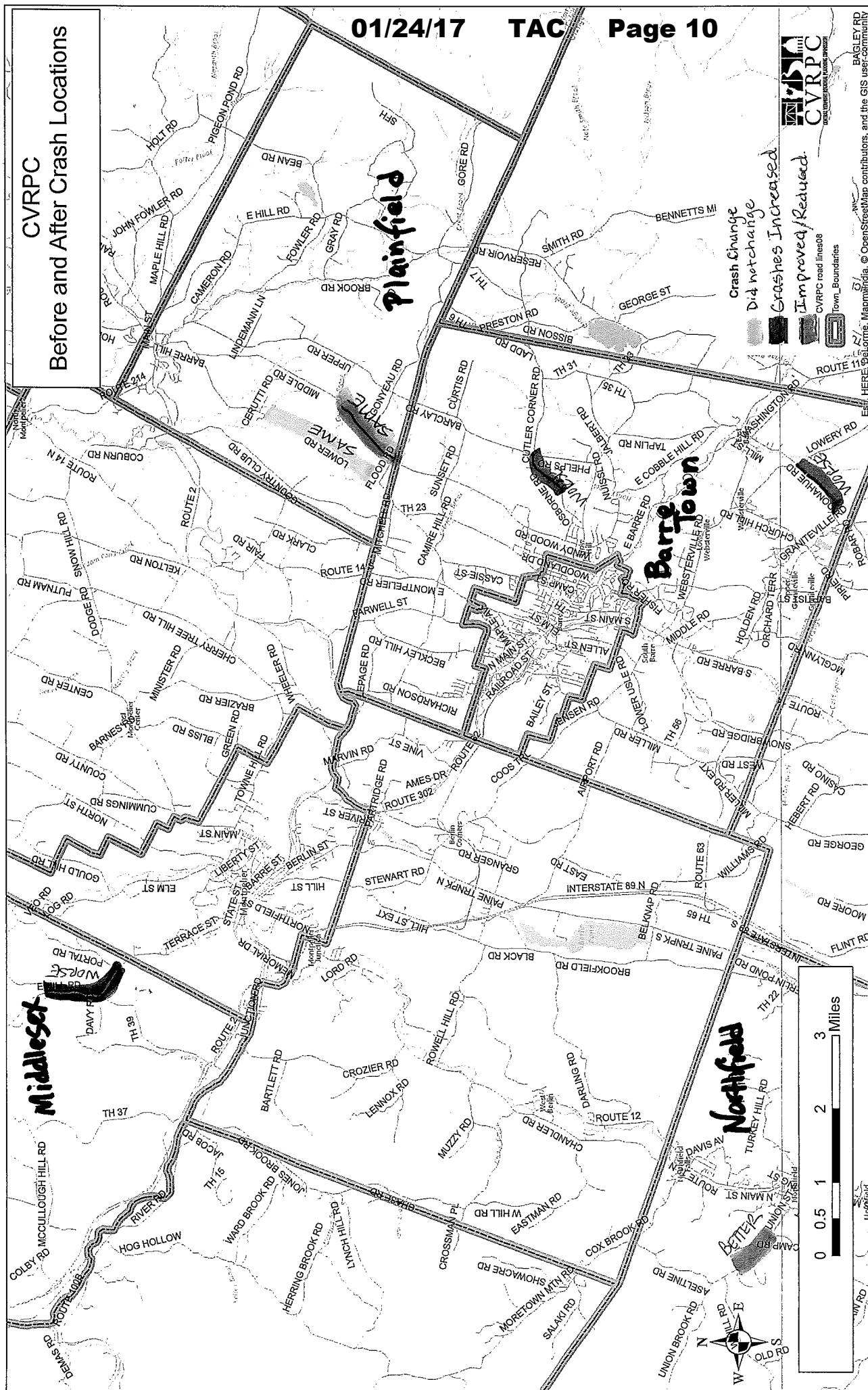
After the TAC has provided comments, staff will forward the data to the appropriate towns, law enforcement agencies, and emergency response services to solicit their comments. Staff will then forward the comments to VTrans for its consideration.



CVRPC road lines08
Town Boundaries

1

HERE DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community



TRANSPORTATION UPDATES

January 17, 2016

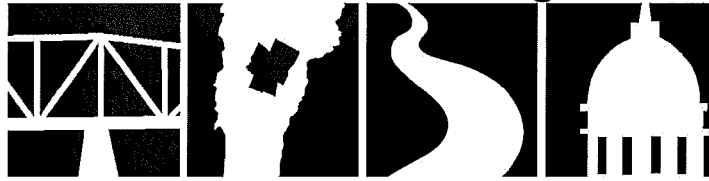
These updates are aimed at keeping the TAC informed about potential modifications to State programs and practices that may affect transportation, CVRPC transportation initiatives, VT's Clean Water Act, and other news that may be of interest.

Winter Portal & Plow Finder: The Vermont Agency of Transportation (VTrans) has launched a Winter Central web portal that will help bring you more information about your winter commute. The new portal will help drivers check out winter conditions and they will be able to see where all 250 of the VTrans plow trucks are located in real time. The Plow Finder map gets its information from a location system that has been installed in each truck. You can also check out the traffic camera that VTrans has set up. The winter central portal can be found at <http://vtrans.vermont.gov/operations/winter> . The plow trucks can be found at <http://plowtrucks.vtrans.vermont.gov> .

Welcome Center EV Fast Charging Report: The report screens the state's welcome and information centers for suitability for level 3 fast charge facilities and also considers state park and rides that are in close proximity to services, have 3 phase power necessary for fast charging and are outside of the federal limited access ROW. There are currently 152 EV charging stations in Vermont, and 5 Fast Charging stations in Central Vermont.

VTrans Solar Plan: The VTrans Solar Development Plan provides an overview of why the agency should invest in solar photovoltaics (PV), and the process of developing solar PV projects on VTrans properties and highway right-of-way (ROW). The goal is to help the agency and others understand and navigate the processes towards a successful solar installation by providing step-by-step information regarding those processes and the resources that will assist in moving forward and avoiding project pitfalls. The Plan addresses solar generation installations at VTrans properties and in the highway ROW.

Commuter Rail Feasibility Legislative Study: The Montpelier – St. Albans Commuter Rail Study was submitted to the Legislature on January 13th. It is available at <http://legislature.vermont.gov/reports-and-research/find/2018>.



Central Vermont Regional Planning Commission

Date: January 23, 2017

To: Municipal Officials and Interested Parties

From: Bonnie Waninger, Executive Director

Re: Funding available for transportation planning and studies

Information Only

TAC members will receive the letter digitally and may submit project ideas.

The Central Vermont Regional Planning Commission (CVRPC) is seeking proposals for transportation planning projects to be completed in CY 2017. Help us make getting around easier, safer, and more convenient for everyone by contributing your transportation planning and study ideas.

CVRPC will complete up to \$70,000 in transportation special projects and studies using funding from the Vermont Agency of Transportation's Transportation Planning Initiative. We would appreciate your ideas for projects that would benefit Central Vermont. Our funds cannot be used for construction; planning helps shape projects for future construction. Projects might include, but are not be limited to:

- rail, transit, park & ride, or airport studies,
- intersection improvements,
- roadway corridor or freight studies,
- traffic circulation analysis,
- transportation capital budgets,
- multi-town road improvement plans,
- streetlight or traffic signal analysis,
- parking analysis,
- increasing infrastructure resilience,
- road surface, sign, culvert/bridge, road erosion, & sidewalk inventories,
- traffic calming planning,
- bicycle or pedestrian improvements,
- applying green infrastructure to streets,
- active transportation plans,
- Complete Streets typing,

Project ideas should be submitted in writing to Bonnie Waninger, Executive Director, Waninger@cvregion.com, by February 17, 2017. Please describe the type and location of the project, anticipated cost, and municipal contributions that may be available (cash and/or staff participation). Projects will be reviewed and prioritized by CVRPC's Transportation Advisory Committee.

The CVRPC provides planning and technical assistance in the areas of community development, transportation, natural resources, housing, economic development, and emergency management to 23 municipalities in Central Vermont, including all of Washington County and Orange, Washington, and Williamstown in Orange County. The collaboration between CVRPC, Central Vermont municipalities, and other related resource agencies results in the development and implementation of plans that support sustainable development and improve the region's environment and quality of life. For more information about the CVRPC, please visit www.centralvtplanning.org.

Future TAC Meeting Agendas

Below is a preview of upcoming TAC meeting agendas for consideration by the TAC.

February 28

- District Leveling and Project Prioritization
- Town Highway Bridge Pre-Candidate Prioritization

March 28

- Planning Study Prioritization for FFY17 Work Program
- Project Prioritization and Conformance with Regional Plan policies
- Systemic Local Road Safety (SLRS) Identification and Prioritization

Note: Project prioritization must be completed by March 31 for the Region's participation to be incorporated. The TAC may need to chose whether to extend the length of the February and/or March meetings or to hold two meetings in one month.

April 25

- Highway Functional Classification Updates
- VTCulverts data review of Town Highway Bridge and Culvert inventories