



Central Vermont Regional Planning Commission

TRANSPORTATION ADVISORY COMMITTEE

Tuesday, October 25, 2016, 7 p.m.

Central Vermont Medical Center, 130 Fisher Rd., Berlin, VT

**Change of
Location!**

Page **AGENDA**

- 7:00 Introductions**
Adjustments to the Agenda
Public Comments
- 2 **7:03 September TAC Minutes** (enclosed) **Possible Action Item**
- 4 **7:05 Berlin Park & Ride Project - Local Concerns Meeting**
Public meeting to learn about the project, gain input from abutters, residents, park & ride users, and the public. Discuss any potential improvements that may be desired.
- 5 **8:05 TAC Rules of Procedure** (enclosed) **Possible Action Item**
- 10 **8:05 Transportation Updates** (enclosed)
An opportunity for TAC members to ask questions about the updates.
- 8:15 TAC Member Concerns**
Roundtable for any issues, questions, and town updates TAC members would like to convey.
- 8:25 Agenda for Future TAC Meetings**
November 15, 7pm: TAC prioritization of requests for studies (applicants invited), VTrans Street Tree Policy & Class I Town Highway White Paper (Amy Bell, VTrans)
December 20, 7pm: Transportation Impact Fees (Act 145) and their Applicability for Central Vermont Projects (Joe Segale, VTrans)
- 8:30 Adjourn**

Directions to Medical Center from I-89, North or South (see attached maps)

- Exit 7 (Vermont Route 62 East)
- Head straight off exit to third light and turn left onto Fisher Road.
- (CVMC is located at northeast corner of Fisher Road/Route 62 intersection.)
- Turn right onto Hospital Loop.

CVRPC Transportation Advisory Committee (TAC) Minutes DRAFT - September 27, 2016

Barre City: Scott Bascom – X	Northfield: - Jeff Schultz - Absent
Barre Town: Harry Hinrichsen - Absent	Orange: Lee Cattaneo - X
Berlin:– Bob Wernecke – X	Plainfield: Bob Atchinson - X
Cabot: Kevin Lehoe – Absent	Roxbury: Gerry D'Amico - Absent
Calais: David Ellenbogen – X	Waitsfield: Don LaHaye - X
Duxbury: Vacant	Warren: - Absent
East Montpelier: Frank Pratt – X	Washington: Ray McCormack - Absent
Fayston: Kevin Russell – X	Waterbury: Steve Lotspeich, Chair - X
Marshfield: Vacant	Williamstown: Larry Hebert - X
Middlesex: Ronald Krauth – X	Woodbury: Vacant
Montpelier:– Dona Bate - X	Worcester: Bill Arrand – Absent
Moretown: Joyce Manchester - X	Staff: Bonnie Waninger, Marian Wolz
Others: None	

Chair S. Lotspeich called the meeting to order at 7:00pm. Introductions were completed.

Adjustments to the Agenda

B. Waninger requested a change to update the TAC on applications to the Transportation Alternatives program.

Public Comments

None.

Approve July TAC Minutes

It was noted that Bob Wernecke was absent from the July meeting. *K. Russell moved to approve the July 26, 2016 TAC minutes with the change; J. Manchester seconded. Motion carried. David Ellenbogen abstained as he was absent from the meeting.*

FFY16 TPI Work Program & Budget Adjustment

B. Waninger discussed proposed changes to CVRPC's FFY16 TPI work program and budget. The adjustments include additional field work for culvert and road erosion inventories and purchasing supplies and equipment to assist with field inventories related to the Municipal Roads General Permit. The agreement amount has not changed. The adjustment moves funds between tasks. *D. Bate moved to recommend approval of the adjustments to the CVRPC Executive Committee; R. Krauth seconded. Motion carried.*

Housing + Transportation Affordability Analysis

Marian Wolz discussed housing plus transportation affordability in Central Vermont. Traditional measures of housing affordability ignore the cost of transportation, typically a household's second largest expenditure. As part of *Plan Central Vermont*, Wolz

1 completed a Housing plus Transportation Affordability Analysis to further the concept of
2 location affordability in Central Vermont.

3
4 TAC members suggested a trends analysis, adding transit routes, considering the effort
5 of property taxes on housing choice, and creating a similar analysis for moderate
6 income residents.

7
8 TAC suggested promoting the concept of location affordability to other groups,
9 contacting Ross MacDonald for Go Vermont, and focusing on people who can carpool.

10 11 **Road Foreman Roundtable**

12 S. Lotspeich suggested a river flume demonstration be incorporated.

13 14 **Transportation Updates**

15 TAC discussed the Rt. 100 improvement project details. B. Waninger provided an
16 overview of two Transportation Alternative (TA) applications: East Barre sidewalk
17 construction and the Worcester Woods Rt. 12 erosion mitigation project. TAC members
18 indicated the TAC would like to be informed about TA projects in the future and provide
19 input based on the TAC's experience.

20
21 TAC discussed the Rt. 2 bridge project in Middlesex. This bridge passes over the
22 interstate. B. Atchinson noted that Alice Merrill has been hired as a grant writer for
23 Plainfield.

24 25 **TAC Member Concerns**

26 None.

27 28 **Set Agenda for the Future TAC Meeting**

29 October 25, 7pm: VTrans Street Tree Policy and Class I Town Highway White Paper,
30 Mad River Valley Active Transportation Plan, TAC Rules of Procedure.

31
32 November 22, 7pm: VTrans Transportation Impact Fees (Proportional Share
33 legislation) and its applicability in Central Vermont, TPI consultant services project
34 prioritization

35
36 All agenda items are tentative until confirmed.

37 38 **Adjourn**

39 *L. Cattaneo moved to adjourn at 9:00 pm; D. LaHaye seconded. Motion carried.*

MEETING ANNOUNCEMENT



VTrans is proposing to expand the Park & Ride facility located off I-89 Exit 7 in Berlin. A local concerns meeting will be held to obtain public input from abutters, local residents, and existing users of the Park & Ride facility. The purpose of the meeting is to gain input and to discuss potential improvements that may be desired.

The meeting will take place during the Central Vermont Regional Planning Commission's October Transportation Advisory Committee meeting. Details of the meeting can be found below.

Date: Tuesday, October 25, 2016

Time: 7:00 PM

Location: Central Vermont Medical Center
Room #1
130 Fisher Road
Berlin, VT 05602

The location is fully handicap accessible. The room is downstairs, and there is an elevator. Room #1 is the conference room closest to the bathrooms. People can park in the hospital's main parking lot and enter via the main entrance.



MEMO

Date: October 20, 2016

To: Transportation Advisory Committee

From: Bonnie Waninger, Executive Director

Re: Rules of Procedure

I am requesting TAC review, and either comment or approval, of TAC Rules of Procedure.

The Central Vermont Regional Planning Commission (CVRPC) is a public body and a political subdivision of the State of Vermont. To foster transparency, the Commission is requesting that its committees develop Rules of Procedure. The Board of Commissioners will review the committee recommendations and approve the final Rules of Procedure.

Transportation Advisory Committees play an important role in state and federal policy making. The Federal Highway Administration requires state transportation officials to consult with local officials to enhance the statewide transportation planning and decision-making process (see enclosed). TACs and their members are part of the framework for local official consultation in Vermont. As a Committee of CVRPC, the TAC is subject to Vermont Open Meeting Law and Public Records Law.

The enclosed draft Rules of Procedure are intended to be a conversation starter. They work to:

- capture the TAC's purpose and activities,
- formalize TAC membership,
- discuss officers and elections,
- provide a recommended quorum,
- outline how communication and coordination will occur,
- include a conflict of interest policy, and
- discuss how the procedures would be modified in the future.

The framework for the Rules of Procedure mirror procedures used by other CVRPC committees with modifications to reflect how the TAC functions or could function.

If the TAC is comfortable with the Rules as presented, the TAC could chose to adopt the Procedures at this meeting. The TAC could also choose to modify the Procedures for approval at a future meeting.

A Federal Policy Framework for Regional Transportation Planning

In January 2003, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued a new rule to guide the consultation process between state transportation officials and nonmetropolitan local officials. The regulation implemented the congressional intent of the 1998 TEA-21 law to enhance the participation of rural local elected and appointed officials in the statewide transportation planning and decision-making processes. Highlights of the rule include:

- Each state must develop a documented process for local official input into statewide transportation plans and investment programs, and states must seek feedback from local officials and others regarding the consultation process every five years
- The consultation process must be "separate and discrete" from state processes to obtain input from the general public, giving weight to local government officials in recognition of their significant transportation responsibilities, including ownership of roads, bridges, and transit systems
- The rule modified the definition of "consultation" to require states to confer with local elected and appointed officials before taking actions, consider the officials' views and periodically inform them about actions taken
- States that choose not to follow recommendations provided by local officials during the comment period are required to make the reasons for their decisions public

This is the framework for the RPC Transportation Planning Initiative.

TAC members, as appointees of municipalities are one feedback avenue for VTrans.

Developing regional planning partnerships in nonmetropolitan areas has been one method states have used to complete their local consultation efforts. The 2012 law MAP-21, 2015 Fixing America's Surface Transportation (FAST) Act, and planning regulation finalized in 2016 elevate the role of local officials in statewide planning, so that states must "cooperate" rather than "consult" with local officials or, if applicable, through RTPOs. This provides an enhanced level of communication between states and local officials.

MAP-21 also defined RTPOs' structure and responsibilities in federal statute for the first time. Governors may choose to establish RTPOs, but where they exist, they must be multijurisdictional and establish a policy committee and fiscal agent. RTPOs must complete the following duties:

- Develop regional long-range multimodal transportation plans
- Develop a regional TIP for consideration by the state
- Foster the coordination of local planning, land use, and economic development plans with state, regional, and local transportation plans and programs
- Provide technical assistance to local officials
- Participate in national, multistate, and State policy and planning development processes
- Provide a forum for public participation in the statewide and regional transportation planning processes;
- Consider and share plans and programs with neighboring RTPOs, MPOs, and, where appropriate, Indian Tribal Governments
- Conduct other duties

Sources: Federal Register, January 23, 2003; Technical Corrections February 14, 2003; May 27, 2016



Central Vermont Regional Planning Commission

TRANSPORTATION ADVISORY COMMITTEE (TAC)

DRAFT RULES OF PROCEDURE

October 25, 2016

PURPOSE: To oversee the Central Vermont Regional Planning Commission's (CVRPC) transportation planning program, 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. The TAC serves in an advisory capacity to the CVRPC Board of Commissioners.

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 and Transportation Improvement Program for Board of Commissioner 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. New or amended plans, policies, positions or resolutions shall be ratified/approved by the Board of Commissioners.

MEMBERSHIP: Municipal participation is discretionary, and determined by submission of a written resolution to the Board of Commissioners. One voting member and one alternate representative may be appointed by the municipality's legislative body. Other transportation related groups and/or organizations, upon simple majority vote at a regular TAC meeting, will be invited to appoint one voting member 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 October 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 until regular elections are held in October, whichever is earlier. Term limits for officers shall be three consecutive years.

ATTENDANCE AND QUORUMS: As the TAC is advisory, a quorum shall consist of a majority of members in attendance at the TAC meeting or a minimum of five members, whichever is greater. 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 public records law.
- ◆ 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 discussions or vote on any related motion. If the member is uncertain whether he/she should participate in the discussion or decision, the TAC shall determine by vote whether the member should participate.

ADOPTION OF ORGANIZATIONAL PROCEDURES: The TAC may, at any time, vote to amend these procedures, in accordance with quorum requirements noted above. 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: ____ / ____ / 2016

Adopted by the Board of Commissioners: ____ / ____ / 2016

Byron Atwood, Chair

TRANSPORTATION UPDATES

October 18, 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.

Commuter Rail Feasibility Legislative Study: This study considers when it might be feasible to run commuter rail services from St. Albans, through Burlington, to Montpelier. CVRPC staff participated in a Study Committee meeting this month. A review of early cost estimates and potential ridership suggests Vermont's population does not lend itself to commuter rail. Generally, running public transit would cost about \$6 million per year and running commuter rail would cost about \$8 million per year. Some transit would continue to operate even with commuter rail to provide local service. Meeting participants offered comments to assist in data and cost development and framing the results for the Legislature. A final report will be available by January 15, 2017.

Rt. 100 Corridor Management Plan: VTrans is revising its corridor management planning process to incorporate an asset management approach and build a culture of communication between VTrans, RPCs, and municipalities. This new process will be piloted on the Rt. 100 corridor from I-89 to Rt. 15 in 2016-2017. VTrans has been gathering information from state, regional, and local plans and resources. RPC and VTrans staff will be meeting in the upcoming month to review the information, develop a strategic engagement plan, and consider how the transportation network might support the land use vision for the corridor, within the resources available to VTrans and municipalities.

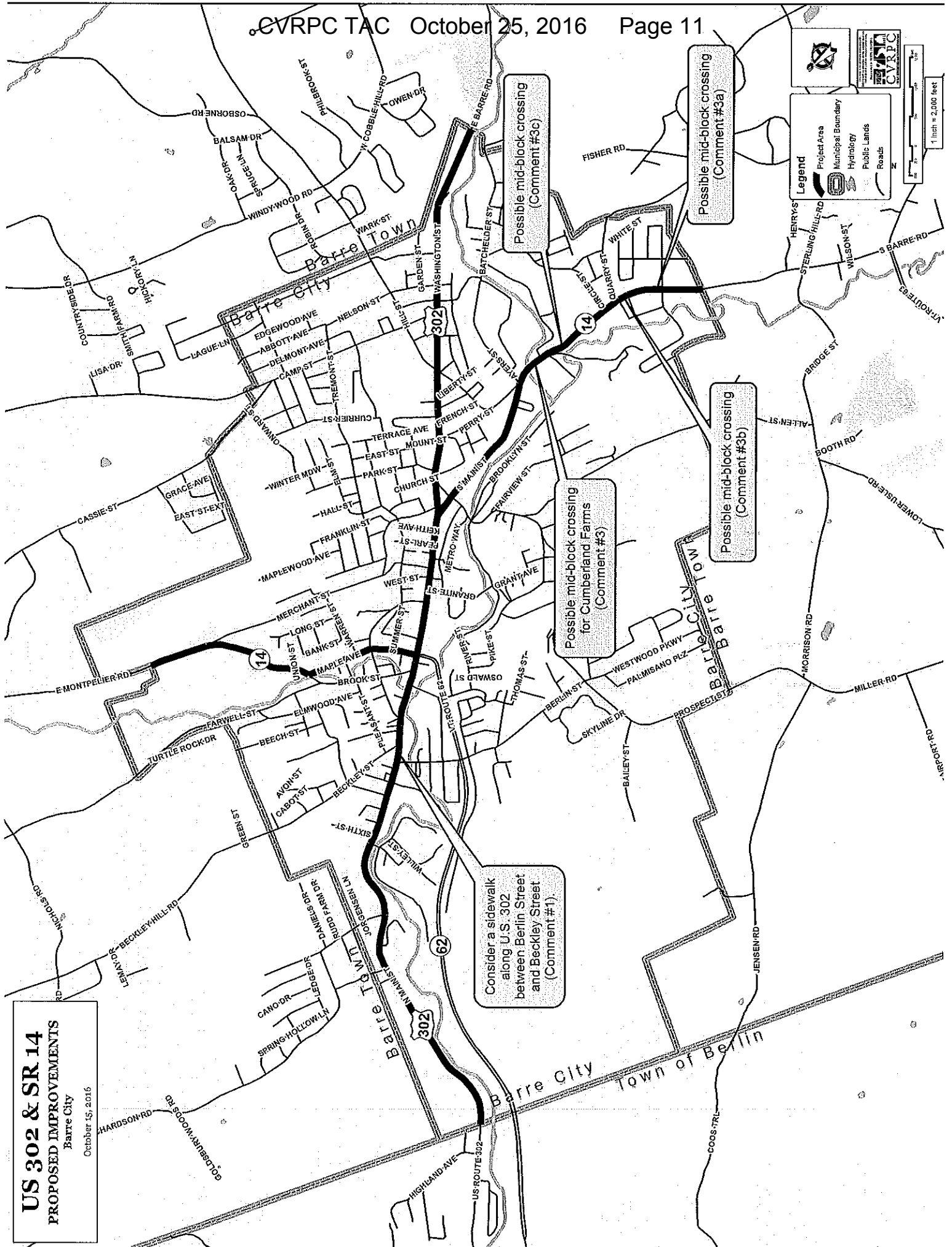
US 302 & SR 14 Repaving (Barre City): CVRPC received plans for this project, which would affect the sections US Route 302 and Vermont Route 14 solely within the limits of Barre City from the limits of the Town of Berlin to the west, and the Town of Barre Town to the north, east, and south. See enclosed map.

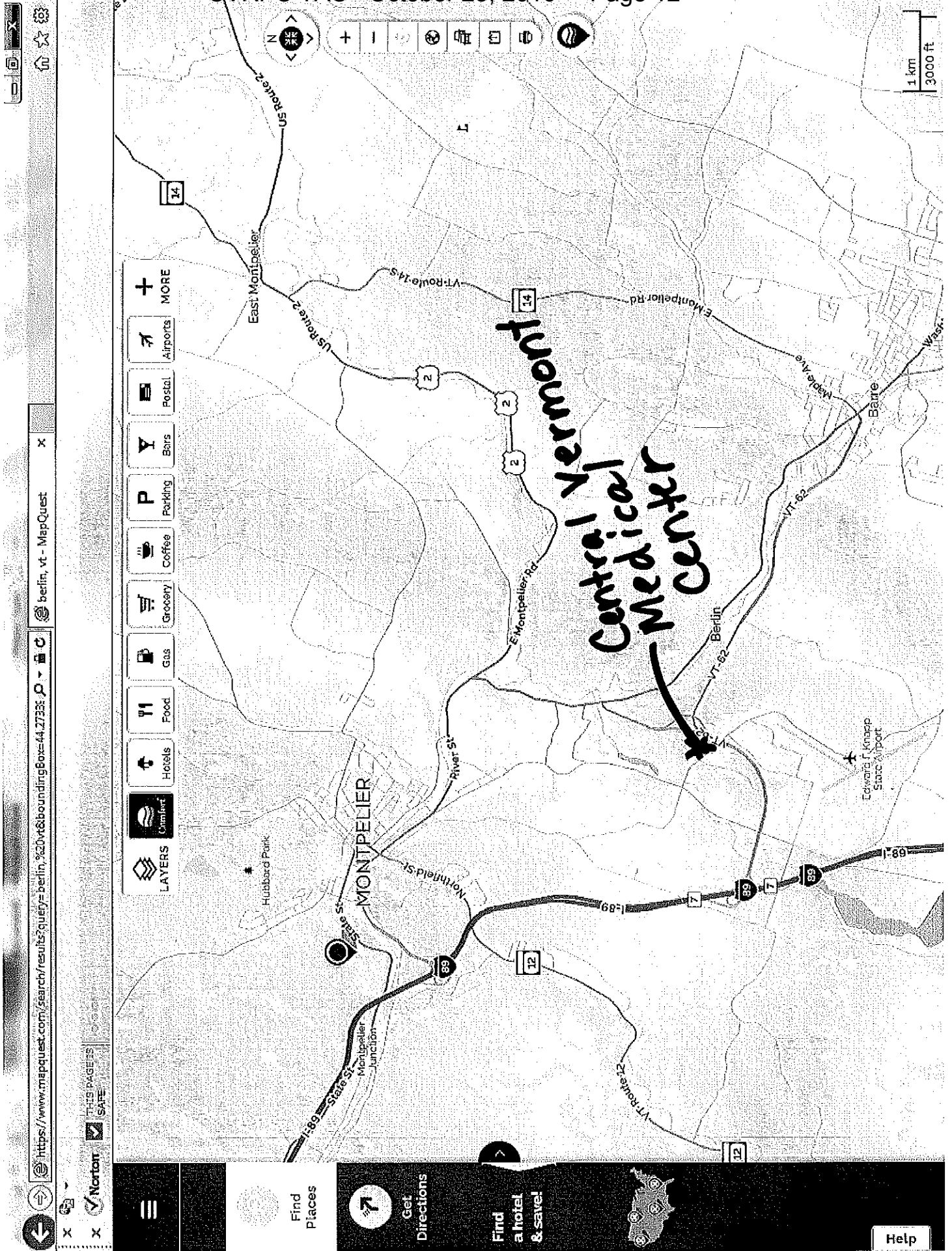
Transportation Technology: University of Minnesota researches are designing durable patches and repairs that are quick to apply and less costly for maintenance budgets. Two improved options ideally suited to cold and wet conditions include:

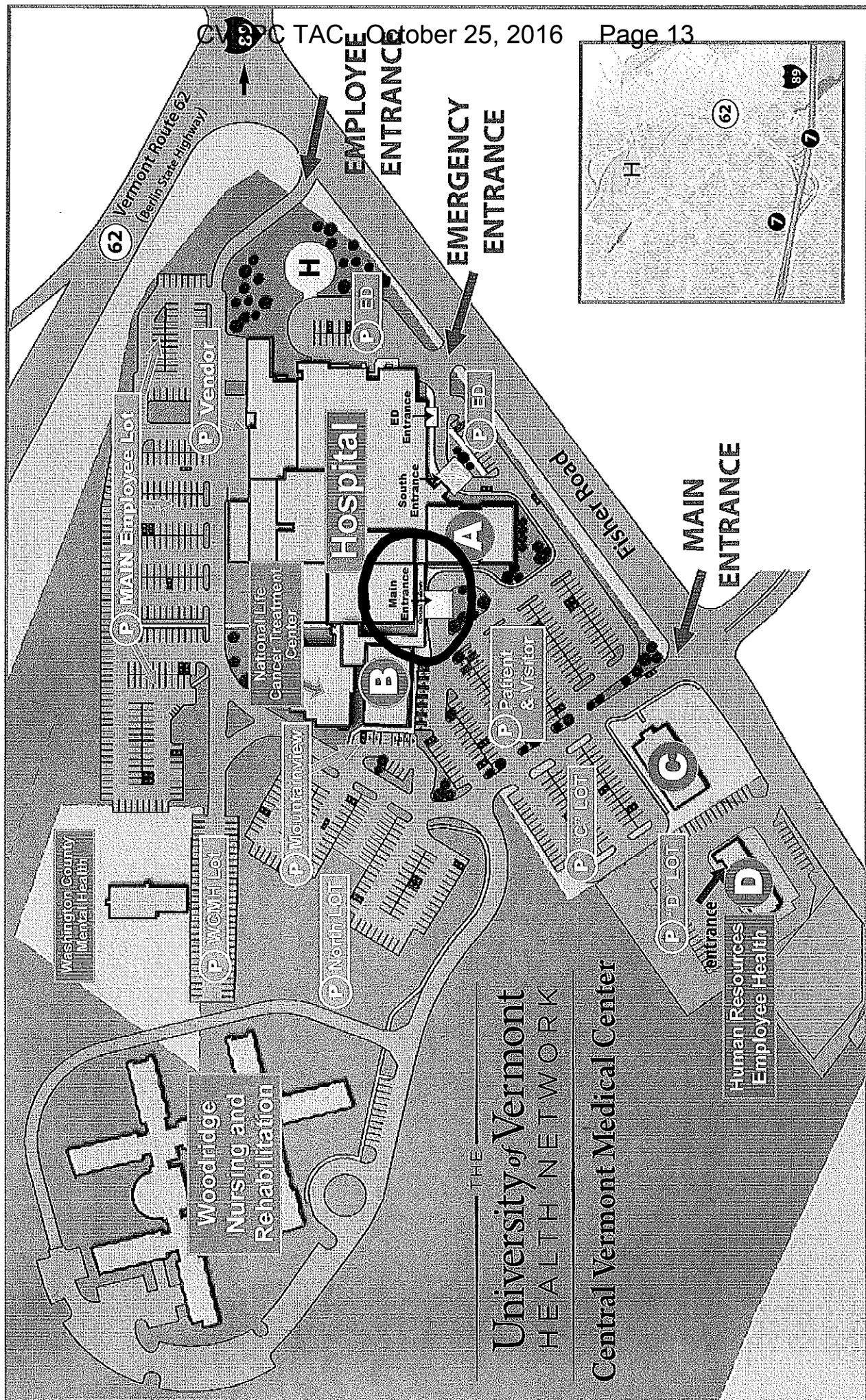
- A fast-setting, taconite-based¹ compound which was found to be especially well-suited for rigid and relatively deep repairs in concrete pavements, and
- A vehicle-based microwave heating system with taconite materials for in-place potholes and pavement repair, which proved very effective for potholes in asphalt pavement at all temperatures, including cold.

If this technology is successful, pavement managers in cold weather climates will have an improved tool for repairs.

¹ Taconite is an iron-bearing rock.







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