

**Richmond Transportation Committee**  
**Draft Meeting Minutes**  
**November 7, 2019**

In attendance: Chris Cole (co-chair), Cathleen Gent (co-chair) Erik Filkorn, Jon Kart

Co-chair Gent opened the meeting at 5:50 PM.

Meeting Minutes: October 30 – Motion by Erik Filkorn, seconded by Jon Kart, to approve the minutes. No changes were offered. The motion was passed unanimously (Gent, Filkorn, Kart).

The committee reviewed the list of materials that Cathleen Gent distributed including:

1. Selectboard Richmond Transportation List Draft 10/6/19 from Bard Hill
2. Bridge Street Pedestrian and Bicycle Report - 2010
3. Route 2 Pedestrian and Bicycle Report - 2014
4. Village Streetscape Plan - 2009
5. Local Motion survey results – Village-School-Park and Ride Connections within Richmond, VT – May 2019
6. Traffic Counts – 2015

Members agreed that, for now, this serves as a good set of background documents. Cathleen Gent will see what other reports (e.g. East Main project report and streetscape for the Bender Block) are available. Chris Cole joined the meeting at 5:55 PM.

Committee Goals – The committee revised the committee goals as follows:

1. Develop a town transportation implementation plan of projects to construct based on feasibility studies and current cost estimates, with funding support from the town, state and federal governments.
2. Intends to utilize a process that incorporates participation from a variety of stakeholders and community members;
3. The transportation implementation plan supports the town plan and the regional plan, and addresses environmental impacts.

Cathleen Gent will send the revised goals to committee members and for any final revisions by the next meeting.

Committee members discussed the Richmond Town Plan (2018) and decided to use the goals within the transportation chapter (pages 35-37) as the categories for the Richmond Transportation Implementation Plan. This will provide consistency with work already completed through the town plan and bring symmetry moving forward. In addition, all of the ideas generated during the last Transportation Committee fit within the town plan goals for transportation. Committee members reiterated the consensus from the last meeting there should short-term quick projects, medium-term, and long-term projects within our set of priorities.

The group decided it is important to learn about funding opportunities, funding cycles, and other considerations in seeking funding – whether from VTrans, CCRPC, or other sources. This is a preliminary list of guest speakers/organizations to be invited to future meetings:

- VTrans – Joe Segale, Michele Boomhower, a person with safety division, Ross McDonald (Go Vermont)
- VT Parks and Recreation – Recreation Trail Program
- Town of Hinesburg – based on their progress and success
- CCRCP - Eleni Churchill, CCRPC Transportation Program Manager
- CATMA – Chittenden Area TMA

First guest - Chris Cole will invite Eleni Churchill from CCRPC to the next meeting to learn about transportation funding opportunities and strategies through CCRPC.

The committee also wants to meet with decision makers and develop a strategy for the town to present a clear position regarding large projects (with Selectboard, Planning Commission, Western Slopes, etc.). This is key with VTrans projects, for instance, where a strong unified position from the town is needed.

Next step - Before the next meeting, committee members will review the Transportation Chapter in the town plan and bring to that meeting a draft priority list (starting with list developed at last meeting and incorporating specific project-based actions within the Town Plan) aligned with the Town Plan transportation goals. The Transportation Committee will prioritize the items as a group, and then ask for feedback. The committee agreed we are not quite ready to prepare the outreach plan for public participation.

Next meeting date Wednesday, November 20 from 5:30-7 PM.

The meeting adjourned at 6:58 PM.

Meeting minutes were taken by Cathleen Gent