

Richmond Transportation Committee

Meeting Minutes – December 12, 2023

Committee members present: Chris Cole (Chair), Cathleen Gent (Vice Chair), Jon Kart, Susan Wells

Others present: Keith Osborne (Town Planner), Lisa Miller (SB member)

All attended remotely.

A quorum was reached and the Chair convened the meeting at 5:34 PM.

1. Welcome and Public Comments: No public comments for items not on the agenda.

2. Revisions to Agenda: Cole added an item, namely an update from last night's Selectboard meeting about the FY25 budget.

3. Approve Minutes from November 28, 2023, meeting: There were no corrections or additions. **Gent Motioned, Wells seconded, passed unanimously.**

4. In-Progress Projects

a. WSP-Cochran Road Update: Osborne reported that WSP staff are not attending tonight's meeting, and the topic will be postponed to a future meeting. The WSP scope of work is not actually been accepted by CCR CPE. Osborne will follow up with Jason Charest about the status of that agreement.

b. THBC Intersection – Pros and Cons Draft: Osborne referred committee members to two documents posted on the RTC web page for this meeting, including the pros and cons for the intersection (dated October 5th), as well as the cost exercise (dated November 27th). Cole requested that, within the next two or three weeks, committee members individually review and edit the pros and cons and cost estimates documents and send comments to Osborne. The committee will then look at a track changes document with all our edits during a public meeting. Cole will prepare for the Selectboard an introduction to cover a synopsis of our work thus far on the project, and explanation about the two options that are being presented, with advantages and disadvantages of both. Gent asked whether Osborne could get some additional information about costs, for instance, new lighting at the crossing area. There was general agreement that the THBC intersection is very dark, as are other locations along the Bridge Street sidewalk. Cole requested Osborne to work with CCRPC and to get additional cost estimates for adding lights to existing telephone poles or stand-alone pole lighting for the THBC proposed crosswalk(s). Osborne will send committee members the pros and cons document and the cost exercise document in Word to aid in the editing process.

5. Project Pipeline document: Osborne shared the project pipeline document, which was prepared by Gent and reviewed by Osborne and Cole. Cole explained that the project pipeline document is intended as a working document so that the committee and other people can understand and see the breadth of what the RTC is working on and make sure that that the document covers the projects that we are doing. Cole briefly reviewed each project listed. There were discussions about several items. Cole reported that one proposal for engineering services was received for the Upper Bridge Street sidewalk project. Osborne said that additional proposal review and recommendation to the Selectboard will be done in the coming days. Cole asked about the status of the Gateway Scoping Project. Gent said she was not able to attend the stakeholders meeting last week, and Cole asked if someone would volunteer to serve as the project liaison, taking on the role of a former committee member. Gent volunteered to

do that for the remainder of the project, which is wrapping up. The Transportation Committee will get a draft report for review. Cole asked that Gent share the results of the Walkability Audit with the engineering consultants for the upper and lower Bridge Street sidewalk projects. Osborne asked Gent about formatting for the committee goals document, which Osborne will format and will add a link to the RTC web page. Cole reported that the lower Bridge Street sidewalk project is progressing, and that a kick-off meeting with VHV, project engineering firm, took place yesterday, with VTRANS and the town represented (Arenson, Cole, Osborne, and Gent attending). Kart and Cole offered several suggestions to improve the document.

6. General Updates

a. Upper and Lower Bridge Street Bike/Ped project -see under #5 above

b. Gateway Scoping -see under #5 above

c. FY25 Budget: Cole and Osborne reported about last night's Selectboard meeting where the Transportation Committee requests for the budget were discussed. Cole said the Selectboard agreed to place \$25,000 in a New Transportation Infrastructure reserve fund in FY25. This will replace the current Sidewalk Reserve fund, which currently has \$65,000. The New Transportation Infrastructure reserve fund can be used not just for sidewalks, but other transportation projects as well. The reserves from the Sidewalk reserve fund can be used for the Bridge Street sidewalk projects, depending on whether local match is needed, or the funds will be carried forward. Currently the local matches for both upper and lower Bridge Street sidewalk projects comes from ARPA funds. Cole asked Osborne to check with the town attorney, or others to determine the state rules for the ARPA funds. Cole explained that having signed contracts for work encumbers those funds, which should satisfy the rules for the ARPA funds. Osborne said that Josh Arneson is up to date on those rules. Gent asked if the Selectboard offered comment about the transportation planning funds in the Planning and Zoning Operations FY25 budget. Osborne said that there is \$10,000 in the Transportation Planning line item which can be used for transportation planning purposes.

Cole also reported that the Selectboard discussed last night the budget for line striping of the local roads. Cole said he suggested the town should develop a line striping program like goals like how many are they going to do or every year. Discussion ensued about line striping and safety for pedestrians and bicyclists on local roads. Cole said the Transportation Committee could do an assessment of the line striping on town roads.

8. [December 26th meeting is canceled] Agenda items for January 9th: Cochran Road Corridor Feasibility and Scoping Project – meet with WSP; THBC Intersection; General project updates (upper and lower Bridge Street sidewalks, Gateway Scoping)

9. Adjournment: Motion to adjourn by Kart, seconded by Wells. Passed unanimously. Meeting adjourned at 6:36 PM.

Minutes taken by Cathleen Gent

Abbreviations used in RTC minutes: ARPA = American Rescue Plan Act of 2021; CCRPC = Chittenden County Regional Planning Commission; D&K = Dubois and King; GMT=Green Mountain Transit; PPL = Project Pipeline Document; RCC=Richmond Conservation Committee; RHC=Richmond Housing Committee; RTC = Richmond Transportation Committee; RVC=Riverview Commons; SB = Selectboard; TAP=Transportation Alternatives Program; THBC = intersection of Thompson Rd, Huntington Rd, Bridge St, and Cochran Rd; UPWP = Unified Planning Work Program; VDH = VT Dept. of Health; VPSP2=Vermont Project Selection and Project Prioritization; VTRANS=Vermont Agency of Transportation.