

DATE: May 6, 2022  
FROM: Cathleen Gent  
TO: Richmond Transportation Committee  
RE: Packet for May 10 Meeting

As a reminder, our regular meeting takes place next Tuesday at 5:30 PM. This is a zoom-only meeting. Please note: We have a hard stop to end our meeting by 7 PM, due to a Selectboard meeting at that time, therefore, the times are listed for each agenda item to keep us on track.

Ravi has rescheduled with Road Foreman Peter Gosselin to attend our meeting next week.

5:30 PM Revisions to Agenda -- Meeting Agenda – May 10 - *Attached*

5:33 PM Minutes from April 26 Meeting – *Attached*

5:35 PM Discussion with Road Foreman Peter Gosselin – *No attachments*

a. Railroad Street/Bridge Street Intersection – *Updates regarding pedestrian safety and sidewalk as part of this year's rebuilding of west side of sidewalks on Bridge Street*

b. VHB Bridge Street Complete Streets elements – *this year's construction – Discussion about what elements from the 2021 VHB complete streets report can be included in this year's Bridge Street project for road surface and sidewalk re-construction*

c. Transportation Committee priority projects – *Bridge Street east side new sidewalk and Jericho Road sidewalk – Discussion about committee's plan to apply for the new east side Bridge Street sidewalk through the VTrans Bicycle and Pedestrian grant funding for 2023. Also discuss the timing for construction for these two projects and the potential capacity for the Highway Department to take on the project construction versus seeking grant funding and/or town budget additions*

d. Route 2 Repaving – *There is a staff meeting with VTrans on Monday, and Pete, Ravi, Chris Cole, and I will attend. There will be a recap on that meeting.*

e. Other Committee projects – *The Transportation Committee is working on a number of other projects. If time permits, these other projects will be discussed at this meeting. Getting input from Peter Gosselin on these and other topics will be very helpful for planning purposes.*

- *sidewalks from Huntington Road/Farr complex to Johnnie Brook trail;*
- *improved pedestrian crossing at the Bridge Street/ Cochran Road/Thomson Road intersection;*
- *responding to public concerns about pedestrian safety brought to the committee or raised in public formats;*
- *AARP Walkability Audit;*
- *pedestrian/bicycle master plan for the town.*

6:15 PM Grants

- Review VTrans Bike/Ped grant application – *No attachment*

Based on Ravi's recommendation in the note below, this appears to confirm the committee's recommendation during the last meeting to focus the application on Bridge Street. Ravi will provide an update, with committee members who are working on the application.

Note From Ravi: *Having talked to Peter Pochop (VTrans), Jason and Erik Alling (Stantec), the sense I'm getting is **to apply for the Bridge Street project because of the budget, the design elements, and the equity piece.** Peter said that both the Bridge Street and Jericho Road segments fit with the grant program. He added that it may be hard to sell the need for a new sidewalk along Bridge Street considering that there is already a sidewalk facility along Bridge Street, and that the Jericho Road segment may be hard to sell because the*

*beginning at Valley View Road is not a destination and doesn't have any existing facilities. With the Jericho Road segment too, we may not receive as many equity points as we could with the Bridge Street segment. **For the Bridge Street project, I'd recommend applying for funding for buildout of the sidewalks scoped by Stantec and the sidewalk and streetscape elements VHB designed.***

6:25 PM UPWP FY22 Project Updates.

- a. For Sidewalks Scoping: *Ravi is sending Stantec draft report separately*
  - We will review the report. The meeting discussion will be more “big picture” in nature. We can discuss with Ravi during the meeting the schedule for submitting our specific edits. Please plan to bring your overall comments and feel free to start editing the report.
- b. Phase 2: Pedestrian and Bicycle Master Plan – South End – *No attachment*
  - Ravi will provide a brief update

6:45 PM AARP Walkability Audit Tool – *No attachment*

Ravi has gotten 15 volunteers in addition to Transportation Committee members. The next step is to schedule a training for volunteers in the third or fourth week of May. (We could not identify any “captains” for the three areas.) Ravi has reached out to Kelly Stoddard-Poor (AARP) to see if she is available for the training and to get any recommendations re: other aspects of the audit, setting up volunteers to cover each of the three (plus school to Valley View) locations, planning ahead for multiple audits of same locations, and other tips to help the audit go more smoothly. Ravi will report out during our meeting.

6:55 PM Old and New Business

Next Meeting – committee priorities, hybrid meetings

7:00 PM Adjourn

Richmond Transportation Committee  
Tuesday, May 10, 2022 @ 5:30 PM  
Online via Zoom

PLEASE NOTE: In accordance with Act 78, this meeting will be held online and conference call via Zoom only. You do not need a computer to attend this meeting. You may use the "Join By Phone" number to call from a cell phone or landline. When prompted, enter the meeting information provided below to join by phone.

For additional information about this meeting, please contact Ravi Venkataraman at 802-434-2430 or at [rvenkataraman@richmondvt.gov](mailto:rvenkataraman@richmondvt.gov).

**Join Zoom Meeting:** <https://us02web.zoom.us/j/86366345196?pwd=a3c3UUUVIVWFLN29IR2Naa0Ry-dktZdz09>

**Meeting ID:** 863 6634 5196

**Passcode:** 294023

**Join by Phone:** 929 205 6099

## AGENDA

5:30 PM Revisions to Agenda

5:33 PM Approve Minutes from April 26 meeting

5:35 PM Discussion with Road Foreman Peter Gosselin

- a. Bridge Street/Railroad Street Intersection
- b. VHB Bridge Street Complete Streets elements – this year’s construction
- c. Transportation Committee priority projects – Jericho Road sidewalk, Bridge Street east side sidewalk
- d. Route 2 Repaving
- e. Other Committee projects

6:15 PM Grants

- VTrans Bicycle and Pedestrian Grant Application

6:25 PM UPWP FY22 Project Updates

- a. Sidewalks Scoping – Review draft Stantec report
- b. Phase 2: Pedestrian and Bicycle Master Plan – South End – Staff update

6:45 PM AARP Walkability Audit Preparations

6:55 PM Old and New Business

- a. Next Meeting –Committee Priorities; Hybrid Meetings

7:00 PM Adjourn

# Richmond Transportation Committee

Meeting Minutes – April 26, 2022

All participants attended the meeting remotely.

Committee members present: Cathleen Gent (chair), Chris Cole (vice-chair), Mark Damico, Jon Kart, Allen Knowles

Others present: Ravi Venkataraman (Town Planner)

A quorum was reached and the chair convened the meeting at 5:31 PM.

**1. Revisions to Agenda:** Gent requested adding one item regarding hybrid meetings, if time permitted.

**2. Meeting Minutes:** *April 12, 2022 minutes were moved by Kart, seconded by Cole. The minutes were approved unanimously.*

### **3. Discussion with Road Foreman Peter Gosselin**

Venkataraman reported that Peter Gosselin was unable to attend the meeting. Venkataraman will check with Gosselin about rescheduling the discussion with the committee. Venkataraman reviewed with the committee the highway department 2022 construction schedule, which was shared with the Selectboard during their meeting last night. Discussion ensued about the Bridge Street street and sidewalk re-paving project, the parking lot paving at Volunteers Green, and East Main Street sidewalk re-construction project, which will be timed with VTrans road repaving project. Venkataraman will talk with Gosselin about the status of the Railroad Street/ Bridge Street pedestrian improvements. Damico requested that Venkataraman talk with Gosselin about filling in the pothole at the Route 2 intersection.

### **4. AARP Walkability Audit Tool**

The Transportation Committee reviewed Venkataraman's draft public announcement about the project. Gent offered one suggestion to reference the AARP tool in the announcement. Kart offered to provide his comments directly to Venkataraman and then Venkataraman will post the announcement. The committee then reviewed three maps prepared by Venkataraman, showing the three locations for the audit to be completed. For the village, the range will be approximately one-half mile, from the village to the school. Also included will be East Main and West Main, and to the Bridge Street bridge. A special segment will be done from the school to Valley View Road. For the Round Church area, approximately one-half a mile radius will be included, going to the bridge and to the top of Thompson Road, out to the Cross Vermont trail on Huntington Road and to the two trail heads on Cochran Road. For multiple rounds of audits, the mix of volunteers can change. Knowles suggested, and the committee members agreed, that if a group of volunteers wishes to take on other locations not in our planned audits for this year, those can be added.

The committee discussed timing for training volunteers and conducting the audits, which will involve multiple sessions for each segment. The goal is for training to be done around the second or third week in May and the audits to be done between the end of May (not Memorial Day weekend) and completed by the end of June. The committee is looking for three "captains". Gent will reach out to Jeff Forward and Ann Naumann, who are interested in the project. Training can be done with the captains and interested committee members, who will then train the volunteers at the start of the audit sessions. Gent will put this audit tool item on the next meeting agenda.

### **5. FY22 UPWP Project Update**

a. Sidewalks Scoping- Venkataraman said that the committee will be reviewing the draft Stantec report at the next meeting, in light of the presentation of the report in June. In response to a question, Venkataraman said that the draft report can be referenced in the VTrans bike and pedestrian grant application in June.

b. Pedestrian and Bicycle Master Plan – South End – Venkataraman briefly recapped the project schedule, with a final project report and presentation to the Selectboard pushed back to September due to staff changes with

the consultant. Cole noted that the timing will work well with the FY24 UPWP application deadline (for January) for a master plan feasibility study.

**6. Route 2 Repaving Project Update** – Venkataraman, Kart, and Knowles briefly recapped the Selectboard discussion from the previous evening, which also included an update about VTrans getting an easement on town property for the bridge replacement – located past the fire department location on East Main Street. Venkataraman said there will be a meeting with town staff and VTrans. CCRPC will also be brought up to speed on the project and corridor improvements.

**7. Grants** – Gent briefly reviewed Josh Arneson’s email about the federal Safe Streets and Roads for All grant program. Since the VTrans Bicycle and Pedestrian Grant Program has looming deadlines, the committee focused on that grant and discussed potential projects. Venkataraman and Knowles (if schedule permits) will attend the VTrans training session on April 29<sup>th</sup>. Motion by Damico, seconded by Cole, that the Transportation Committee recommends Bridge Street complete streets as our top project for the VTrans grant application, with the Jericho Road (to Valley View) as our alternative project, subject to information learned at the April 29<sup>th</sup> information session. Kart and Knowles will assist Venkataraman with the application, and Cole will proof read the application.

**8. Old and New Business** – Gent asked if the committee would like to review member applications for the transportation committee, which will be reviewed by the Selectboard in late May. Committees have the opportunity to provide recommendations and comments to the Selectboard. Both Kart and Knowles have reapplied, and a person not on the committee has applied. Committee members did not wish to take up that topic at the next meeting.

**9. Adjourn** – At 7:10 PM, motion to adjourn by Knowles, seconded by Damico. Approved unanimously.

-Minutes taken by Cathleen Gent