DATE:January 20, 2022FROM:Cathleen GentTO:Richmond Transportation CommitteeRE:Packet for January 25 Meeting

As a reminder, our regular meeting takes place next Tuesday at 5:30 PM. For this meeting, you may join the meeting via zoom or attend in person at the Town Offices Third Floor Meeting Room.

- 1. Meeting Agenda January 25 Attached
- 2. Minutes from January 11 Meeting Attached
- 3. Discussion of S.222, RE: Temporary Open Meeting Law procedures *Link to S.222 as passed by House and Senate - <u>https://legislature.vermont.gov/Documents/2022/Docs/BILLS/S-0222/S-0222%20As%20Passed%20by%20Both%20House%20and%20Senate%20Official.pdf</u>*

The Vermont legislature has passed and Governor Scott has signed a law related to the continued spread of COVID-19 in Vermont, public bodies "should organize and hold open meetings in a manner that will protect the health and welfare of the public while providing access to the operations of government." This law authorizes temporary Open Meeting Law procedures until January 15, 2023 that permit a public body (including the Transportation Committee) to:

(1) hold electronic meetings of the public body without designating a physical location and without requiring staff to be physically present at that location;

(2) in the event of a staffing shortage, extend the time limit for the posting of minutes of a meeting; and

(3) post any meeting agenda or notice of a special meeting in two designated electronic locations in lieu of the two designated public places in the municipality.

We will consider what we may want to adopt for the Transportation Committee, especially based on recommendations from Ravi or guidance from the Selectboard or Josh Arneson.

4. Route 2 Repaving Update – Attachment - Memos between Richmond and VTrans

- Ravi asked to provide you with the memos (from September and August) -- part of the Jan. 3rd Selectboard meeting materials. These have also been provided to RTC previously. Ravi has just received the VTrans engineering plans for the Route 2 repaving project. He indicates that, for the most part, the VTrans engineer plans are consistent with the aspects agreed upon in the Town's September memo. During the meeting, Ravi will summarize the engineering plans specifically for the Exit 11 area, portions of Route 2 between the Park and RIde and the Village, and the Route 2 Bridge Street intersection because these areas were focused upon in past discussions with VTrans. In terms of East Main Street, Ravi said in an email to me, "I'd say the only overlap in scope between the two plan sets is stormwater, and to me (I'm not a stormwater expert), the stormwater plans don't look to be in alignment. Josh, Pete and I are putting together initial comments to send over to VTrans today. One of the comments to them is to make sure that the 2017 plans are incorporated into the engineering plans for the repaving project, so that the projects will be better coordinated. "
- Discussion of Highway Department Projects

 <u>a. Follow Up from Meeting with Peter Gosselin and Josh Arneson</u> See Meeting Minutes from 1/11/2022 We will discuss what activities or recommendations the committee may want to take up vis a vis East Main Street, Bridge Street or other planned Highway Department projects.

b. Follow Up from Selectboard Discussion RE: Pedestrian & Bike Safety @ Bridge & Railroad Streets – Attachment: VHB rendering of options for Bridge Street and Railroad Street: June 2021 At Monday's Selectboard meeting, there was a discussion about pedestrian and bicycle safety at the intersection of Bridge Street and Railroad Street. Ann Neuman had requested that the Selectboard take up the matter of pedestrian and bicycle safety there. Josh, Pete and Ravi did a site visit to assess the intersection. Josh Arneson discussed short to long-term solutions. Short term, Highway has placed cones along the crosswalk in front of the market. Staff do not recommend a flashing light at a crosswalk there. For medium term solutions, Josh, Pete, and Ravi are working on getting new lighting poles and lights. (The Selectboard asked for an additional light near Jolina Court.) Pete is also looking at how to delineate crosswalks better. The Selectboard seemed to endorse the idea of raising up the crosswalk into a sidewalk in front of the market to the railroad crossing (to Depot Street). Ann Nauman also requested a cone saying "Yield to Pedestrians" at Railroad Street. This topic will be addressed again soon.

6. UPWP FY23 Grants – No attachments

<u>a. Richmond Applications</u> – Ravi will update us about the submittals of the two applications <u>b. Green Mountain Transit application –</u> Following the last RTC meeting where we voted to recommend a submission of a third application to explore GMT routes, both Chris Cole and Ravi worked with CCRPC and GMT to get Richmond's transit route analyses to the GMT FY23 UPWP grant application. As a result, the Richmond application was not submitted.

- 7. UPWP FY22 Project Updates Ravi will provide updates for both projects
 - Sidewalk Scoping No attachments

• Phase 2: Pedestrian and Bicycle Master Plan – South End – *No attachments* Please note that Ravi has informed us that the next Master Plan steering committee meeting is scheduled for February 1 and the local concerns meeting is scheduled for February 9th.

8. Committee Priorities for Future Construction Projects – No attachment

The Transportation Committee does not have any specific priorities for new infrastructure investment. From our last meeting's discussion with Pete and Josh and earlier discussions, it may be valuable to start to prioritize our projects. As a note, during the Selectboard meeting, there seemed to be enthusiasm for a new sidewalk on the east side of Bridge Street. This is not to suggest that we do the prioritization during Tuesday's meeting, but to discuss whether and when we may want such a session. My list of our current projects (which may not be complete) includes:

- Bridge Street new sidewalks and curbing for eastern side of Bridge Street, between Jolina Court and Volunteers Green.
- New sidewalk or trail on westerly side of Jericho Road, between the Richmond schools and Valley View Road
- New sidewalk or trail along the northerly side of Huntington Road, between Stone Corral Brewery and the Cross Vermont Trail head at Johnnie Brook Road
- Bike/Ped trail/path between village and I-89 to Riverview Commons mobile home park
- Improvements for intersection of Huntington Road / Cochran Road / Thompson Road
- Phase 2: Pedestrian and Bicycle Master Plan South End integrate with Phase 1 North End
- 9. Grant Opportunities None at this time
- 10. Old and New Business

- Agenda items for next meeting – Consider whether to set some agenda items in advance.

11. Adjourn

Richmond Transportation Committee Tuesday, January 25, 2022 Richmond Town Offices, Third Floor Meeting Room 203 Bridge Street, Richmond, VT 5:30 PM

This meeting is also accessible via Zoom:

https://us02web.zoom.us/j/87491380245?pwd=bG8xTU5qQzcyd0xwVWJHTlgrYTBBQT09 Meeting ID: 874 9138 0245 Passcode: 303372 Join by Phone: (929) 205-6099

For additional information and accommodations to improve the accessibility of this meeting, please contact Ravi Venkataraman at 802-434-2430 or at rvenkataraman@richmondvt.gov .

AGENDA

- 1. Revisions to Agenda
- 2. Approve Minutes from January 11 meeting
- 3. Discussion of S.222, RE: temporary Open Meeting Law procedures
- 4. Route 2 Repaving Update
- 5. Discussion of Highway Department Projects
 - Follow Up from Meeting with Peter Gosselin and Josh Arneson
 - Follow Up from Selectboard Discussion RE: Pedestrian & Bike Safety @ Bridge & Railroad Streets
- 6. UPWP FY23 Grants
 - Richmond Applications
 - Green Mountain Transit Application
- 7. FY22 UPWP Projects Update
 - Sidewalks Scoping
 - Local Concerns meeting
 - Phase 2: Pedestrian and Bicycle Master Plan South End
- 8. General Discussion of Committee Priorities for Future Construction Projects
- 9. Grant Opportunities
- 10. Old and New Business
 - Agenda items for next meeting
- 11. Adjourn

Richmond Transportation Committee

Meeting Minutes – January 11, 2022

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

Others present: Ravi Venkataraman (Town Planner), Josh Arneson (Town Manager), Peter Gosselin (Highway Foreman)

Ravi Venkataraman and Josh Arneson were present at the meeting physical location and all other participants participated remotely.

A quorum was reached and the chair convened the meeting at 5:30 PM.

1. Revisions to Agenda: There were no revisions to the agenda.

2. Meeting Minutes: December 28, 2021 minutes were moved by Kart, seconded by Cole. There were minor corrections. *The amended minutes were approved unanimously.*

3. Highway Dept. Projects and Transportation Committee Priorities

<u>a. East Main Street Sidewalks/Curbing and FY23 Highway Projects</u> – Gosselin reviewed the Highway Department's proposal for restructuring of staff and new projects and discussed the additional projects to be completed with highway staff and equipment. He provided details about the East Main Street installation of new sidewalks and curbs in conjunction with the Rt. 2 project. Knowles asked about the catch basin along the south side. Gosselin said curbs will be rebuilt on both sides of Rt. 2 and water will be kept in the road, with storm water management. He discussed the curb system and widths of the roadway, parking, shoulders, and green belt and sidewalks. Gosselin said that VTrans has agreed to replace the stormwater part of the project, near Papa McKees, which is very good news. In response to a question, Gosselin said that state permits will be needed for the work the town does on Rt. 2.

In terms of the Bridge Street replacement of existing storm water system, asphalt sidewalks and curbing, Damico asked about the design of light poles and the potential for ornamental lighting. Kart asked about burying utilities along Bridge Street. Gosselin said the current work plan is to place the poles in the current locations and that the cost of burying lines is expensive, with few grants available. Gosselin said there is discussion about adding a pole at Railroad Street. Kart and Gosselin also discussed the centerline for Bridge Street, which will shift about 6 inches to the east. Kart said he would be willing to volunteer to find grants for underground lines and utilities. Damico also brought up that inconsistent illumination between fixtures is an issue. Gosselin said he would like to see better designed light fixtures and added that all the types of changes being discussed could result in a delay in the project perhaps beyond FY23. Venkataraman said he will get specs from Green Mountain Power for available light fixture options. Chris Cole agreed about the value in looking into grants. He and Gosselin reviewed the current width of Bridget Street – traffic lane and the potential for adding bike lanes. Gosselin said there is room if power poles were moved. Knowles noted that there are surface improvements laid out in the VHB report for Bridge Street, completed in June 2021. Gent said she will get Gosselin a copy of the report.

All committee members thanked Gosselin during the discussion for all the efforts that he and the Highway Department are doing to plan for and take on the replacement projects identified in the restructuring proposal, and several members noted the work will be cost-effective and will allow the existing infrastructure to be better maintained.

<u>b. Committee priorities for future construction projects</u> – Gent highlighted the list of scoping and planning projects currently underway and noted that they have not been prioritized. She added that it will be really helpful to get input from Gosselin and Arneson before next steps are contemplated. Gosselin agreed and

pointed out that Venkataraman keeps Arneson and him up to date during regular meetings. Gosselin and Arneson left the meeting at 6:30 PM.

4. UPWP FY23 Grant Applications

<u>a. Review Final Applications</u> – Gent thanked Venkataraman, Kart, and Knowles for preparing the two grant applications. She also presented numerous suggested changes to the two applications, such as changing the focus to the western Gateway area and not on the Gateway Zoning District and whether the map should have parcels outlined rather than the road themselves highlighted. Gent did not have time to provide complete comments during the meeting for the Phase 1: Official Map applications. Damico left the meeting at 7:05 PM.

<u>b. Opportunities with CCRPC Additional Funds</u> – Cole recapped the cost and steps to do route option analyses for Green Mountain Transit services in Richmond. He said the key is whether the Selectboard would entertain putting the service in place within the next five-year period since a local match for services would be needed. *Motion by Kart, seconded by Cole to submit a FY23 UPWP application to conduct basic research for the transportation committee regarding mass transit options, if the Selectboard will provide the grant match. Voting: In favor: Gent, Cole, Kart. Opposed: Knowles. The motion passed. Venkataraman and Cole will prepare the grant application.*

The remaining agenda items were postponed to the next meeting.

5. Adjourn – At 7:10 PM, motion to adjourn by Knowles, seconded by Cole. Approved unanimously.

-Minutes taken by Cathleen Gent



State of Vermont Highway Safety & Design Section

Agency of Transportation Project Delivery Bureau

TO: TOWN OF RICHMOND

FROM: MATT BOGACZYK, P.E., PAVEMENT DESIGN PROJECT MANAGER

DATE: SEPTEMBER 2, 2021

SUBJECT: RE: FOLLOW UP ON JULY 20, 2021 MEETING REGARDING THE ROUTE 2 REPAVING PROJECT IN RICHMOND

Dear Chairperson Werneke,

Thank you for the follow up letter sent to the Agency, dated August 13, 2021. We have reviewed the notes from the meeting held on July 20, 2021 and find them accurate, and appreciate the time and conversation held during the meeting. As requested, I would like to confirm the following elements are being designed and will be included as part of the Richmond-Bolton STP 2924(1) project:

- Five-foot shoulders from the Richmond Park and Ride to the Village Limits.
 - As noted in the meeting and reflected in your letter, there are pinch points within these limits that contain work which would extend beyond what can be incorporated with this project's scope. With the exception of these very short pinch points, the project is proposing five-foot shoulders from the intersection of the Park and Ride to the western terminus of the concrete sidewalk within Richmond's village setting. Please note that the pinch points will be as short as reasonably possible and will transition back to the five-foot shoulder width abruptly.
- A left turn arrow at the Bridge Street Intersection for left turning vehicles off from Bridge Street onto US-2 Westbound.
 - The signal at this intersection will be fully reconstructed and upgraded to meet current standards. Included in this upgrade will be a five section "doghouse" signal containing a left turn arrow/phase as requested. The inclusion of the left turn arrow will not be coupled with a left turn lane on Bridge Street.
- ADA Compliant Intersection Features at Bridge Street
 - The project will evaluate and upgrade any existing cross walk facilities within the project limits to meet current ADA guidelines. Specific to the Bridge Street intersection, the full signal rebuild will incorporate new, compliant crossing infrastructure. Existing pedestrian ramps will be reconstructed as necessary and will be ADA compliant. Please note that this work is bound to the ramp area only.
- Traffic Signal Preemption for Emergency Services
 - The new signal will include signal preemption as part of the system functionality.
- Culvert Maintenance Replacement
 - There is a current project taking place, lead through the local District Office (District 5), which will be replacing culverts throughout the project limits that have failed or are in generally poor condition. As discussed on July 20, 2021, the project is working to include a cross pipe and a parallel run in the village area. The parallel run, east of Bridge Street, is being called for replacement. The cross culvert is connected to two drop inlets and is deeper (~10 feet) than what can typically be covered under the project scope. I am working with our design consultant to see

if the culvert can be incorporated with the project and will likely be reaching out in the coming weeks to discuss some of the options. Otherwise, any other culverts which fall within the five feet of cover or less, are contained within the existing State Right of Way (ROW), and are in need of replacement will be addressed either through the District's project or the paving project.

Regarding the requested follow up meeting, the project's plan development is continuing and we expect to achieve the "Final Plans" milestone in Mid-October of 2021. We will coordinate and schedule a meeting with you once the elements described above are incorporated into the plans and analysis of the culverts described above is complete. I will also note that while the project does not include all of the elements initially noted and identified by the Town, it does not preclude future projects or work along this corridor. The Vermont Agency of Transportation (VTrans) is currently implementing a new project selection and prioritization process. This process allows communities to identify needs and work with their Regional Planning Commission (RPC) to understand and evaluate those needs and ultimately work with VTrans to consider that work in future Capital Programs.

Thank you again for your time and interest in the project, and please do not hesitate to contact me with any further questions.

Thank you, **Matthew E. Bogaczyk, P.E.** | Project Manager Vermont Agency of Transportation, Pavement Design 219 N. Main Street | Barre, VT 05641 802-793-5321 vtrans.vermont.gov







August 13, 2021

Secretary Joe Flynn Vermont Agency of Transportation 219 North Main St. Barre, VT 05641

RE: Follow-up on July 20, 2021 Meeting Regarding the Route 2 Repaving Project in Richmond

Dear Secretary Flynn,

Thank you for the opportunity to meet with VTrans Project Delivery Bureau Director, Robert White, VTrans Project Manager, Matthew Bogaczyk, and VTrans Highway Safety & Design Program Manager, Jesse Devlin on July 20, 2021 to discuss the Route 2 Repaving Project in Richmond. While it is unfortunate that you were unable to attend due to a scheduling conflict, I appreciate that you took the time to call Town Manager Josh Arneson directly to apologize for your absence and briefly discuss the project. Selectboard Vice Chair, David Sander, Town Manager, Josh Arneson, Road Foreman, Pete Gosselin and I attended the meeting for Richmond.

In this letter I outline the July 20, 2021 conversation. My goal with this letter is to document commitments made by VTrans regarding this project and highlight areas where the Town will continue to work with VTrans toward solutions that will benefit all Vermonters who utilize this State highway.

Construction and reconstruction of sidewalks and curbing:

VTrans representatives stated sidewalks and curbing are outside of the project scope. We discussed that the Town has applied for a bicycle and pedestrian grant for sidewalk construction on East Main St. which is to mostly replace existing sidewalks. (On August 4, 2021 we were notified that we did not receive this grant.)

The Town is disappointed that sidewalks and curbing will not be included in the scope of this project, especially considering that proper curbing is key to addressing the storm water issues in this section of Rt. 2.

The Town was pleased to hear VTrans representatives state that all existing ADA ramps will be upgraded to current standards.





The Restriping of Parking and Crosswalks:

The Town had asked for parking stalls to be striped in the village sections of Rt. 2. VTrans representatives discussed how striping parking stalls could actually reduce the amount of parking available as each stall would have to be set back a certain distance from intersections with roads and driveways. Allowing parking to occur between the fog line and the sidewalk, as currently happens, actually allows for more cars to be parked in this area.

For now the Town is satisfied with this result for the section of Rt. 2 located to the west of the Bridge St. intersection. However, there is an issue on the section of Rt. 2 located to the west of the Bridge St. intersection with cars parking on the temporary asphalt sidewalks. When these sidewalks are upgraded the Town would like to see parking addressed between the sidewalks and the travelled portion of the road.

Six-foot shoulders for the entirety of the project scope:

VTrans representatives stated they will provide five foot shoulders on both sides of the road with 11 foot travel lanes from the village to the park and ride, with the exception of two box culvert and bridge locations, one located in front of Black Fork Towing and another at a location just east of Black Fork Towing. Areas of the project not between the Village and the Park and Ride will have four foot shoulders.

The Town appreciates that VTrans has been responsive to this request. Being able to provide a safe route for bicyclists and pedestrians to travel from the village to the park and ride helps to support use of public transportation and reduce the use of personal vehicles. The Town is encouraged to see that the shoulders will be set at five feet, but also asks that VTrans increase the shoulders to six feet where feasible.

The installation of left-turn signal at the Route 2-Bridge Street intersection:

VTrans representatives confirmed that there will be a left turn arrow provided with the traffic signal for turns from Bridge St. to Rt. 2. They also confirmed that a left turn lane will not be required. VTrans representatives confirmed that the traffic signal will meet current ADA standards for pedestrian crossing. VTrans representatives confirmed that the new traffic signal will have the capability of having a signal override added so first responders can override the signal.

The Town is very pleased to hear that the left turn arrow, a modern pedestrian crossing, and signal override for first responders will be included with the traffic signal. Incorporating the





most modern features in a new traffic signal is fantastic planning. The left turn arrow will greatly improve the flow of traffic on Bridge St., the volume of which continues to increase.

Storm water Improvements under Route 2 within Richmond Village:

VTrans representatives stated this is a paving project and thus they were limited in the amount of storm water infrastructure that they could address with this project. They noted that addressing certain storm water infrastructure would require the use of non-paving funds. They also noted that working on the storm water system would involve permitting and potentially require work outside of the Right of Way (ROW).

The Town communicated our intent is to address potential failure points of the storm water system that will be accessible during the repaving project in order to prevent the occurrence of digging up new pavement and subsurface in the near future. The Town is only asking for storm drains to be replaced in the ROW. The Town provided a document which summarizes over \$300,000 in work that the Town has put into the municipal storm water system that connects to the Rt. 2 system.

VTrans representatives stated they will look at pipes that are within five feet of the surface and replace poor or failing pipes. They noted this project cannot address any pipes that are more than five feet down. VTrans also indicated they may be able to replace failing catch basins on East Main St.

The Town appreciated that VTrans representatives at the meeting were able to address select storm water improvements within the current project scope and that the representatives at the meeting could only promise to address items in select locations due to the funding source for this project. However, the Town would like to see VTrans conduct a study of the existing storm water infrastructure that exists under Rt. 2 in the Richmond village. Based on the results of this study it is the opinion of the Town that VTrans should replace all storm water infrastructure that is found to be in poor shape, regardless of the depth of that infrastructure. This project will cause the road to be completely excavated, so not addressing all infrastructure below the road at this time would be short sighted. If accomplishing this goal means that VTrans will need to look for other funding sources for this portion of the project we feel that it is prudent to do so at this time. Not addressing the storm water during this project will cost the citizens of Vermont more money to address in the future as the cost savings that can be realized by combining these improvements with this project will be gone. In addition to addressing the storm water system below the surface, the storm drains and curbing on the surface need to be addressed to insure that storm water is flowing into the system and not onto the properties of Vermont residents that live on the state highway.





The following topic was not discussed at this meeting but was addressed in the letter to you dated May 3, 2021. Currently, the storm water systems for the developments north of Rt. 2 within Richmond Village (East Main Street) are connected to the Town's wastewater system. This configuration is out of compliance with the Town's Wastewater Policy and fails to support Vermont efforts to disconnect storm water from wastewater treatment. The Town would like to confirm with VTrans that the Town will be able to resolve the noncompliant interconnections between the sewer and storm water systems under Route 2, and that the Town would be able to daylight storm water so that storm water runoff can sheet across Route 2.

In summary the Town is asking for the following:

- Written Confirmation from VTrans that the agency is committing to the following with the project:
 - Five foot shoulders on both sides of the road with 11 foot travel lanes from the village to the park and ride, with the exception of two box culvert and bridge locations, one being located in front of Black Fork Towing and another at a location just east of Black Fork Towing. Areas of the project not between the Village and the Park and Ride will have four foot shoulders.
 - A left turn arrow provided with the traffic signal at the Bridge St. intersection for turns from Bridge St. to West Main St. without the requirement for a left turn lane.
 - A traffic signal at the Bridge St. intersection that will meet current ADA standards for pedestrian crossing.
 - A traffic signal at the Bridge ST. intersection that will have the capability of having a signal override added so first responders can override the signal.
 - Replacing all culverts and storm water structures that are in poor condition and that are located within five feet of the surface.
- The Town would like to have a follow up meeting with you within two weeks of the date of this letter to discuss the following goals for the project:
 - o A plan for assistance with construction of sidewalks
 - A plan to address parking on East Main St. in conjunction with the construction of sidewalks
 - Expanding the shoulders from the Richmond village to the park and ride to six feet.
 - Conducting a study of and replacing all storm water infrastructure which is in poor shape regardless of the depth of this infrastructure.
 - Confirmation that the Town will be able to resolve the noncompliant interconnections between the sewer and storm water systems under Rt. 2, and that the Town would be able to daylight storm water so that storm water runoff can sheet across Route 2.





Thank you for your time in addressing the concerns of the Town of Richmond with this project We look forward to continuing a discussion of improvements which will serve the citizens of Vermont by providing better infrastructure and realizing cost savings by combining projects.

Thank you for your consideration,

Chispne Weineke

Christine Werneke, Richmond Selectboard Chair

CC: Representative Jana Brown Senator Philip Baruth Senator Thomas Chittenden Senator Virginia "Ginny" Lyons Senator Virginia "Ginny" Lyons Senator Christopher A. Pearson Senator Christopher A. Pearson Senator Kesha Ram Senator Michael Sirotkin Richmond Selectboard Vice Chair David Sander Richmond Selectboard Vice Chair David Sander Richmond Selectboard Vice Chair David Sander Richmond Town Manager Josh Arneson Richmond Road Foreman Pete Gosselin VTrans Project Delivery Bureau Director Robert White VTrans Project Manager Matthew Bogaczyk VTrans Highway Safety & Design Program Manager Jesse Devlin

