

Richmond Transportation Committee
Meeting Minutes – September 3, 2020

All participants attended the meeting remotely.

Committee members: Cathleen Gent (co-chair), Jon Kart, Erik Filkorn

Others participating: Town Planner Ravi Venkataraman, Bryan Davis (CCRPC), Jason Charest (CCRPC), Marshall Distel (CCRCP), Sai Sarepalli (CCRPC), Kristen Lohse (Toole Design), Jennifer Conley (VHB), Jonathan Weber (Local Motion)

Cathleen Gent opened the meeting at 5:42 PM.

Meeting Minutes: August 19, 2020 – Motion by Jon Kart, seconded by Erik Filkorn, to approve the minutes. No changes were offered. The motion was approved unanimously.

UPWP Grants

Scopes of Work

Project Manager Jason Charest discussed the Bridge Street Project and introduced consultant Jenn Conley. The group discussed the 2010 Bridge Street streetscape plan, as a baseline, and to build on that work, particularly in areas along Bridge Street that have seen change. The town's UPWP application lays out the "hot spots" which need special focus - the Railroad Street/Jolina Court area, Cochran Road/Bridge Street/Huntington Road, bed/bike connectivity on east side of Bridge Street, and upper Bridge Street including the US Route 2 intersection.

Project manager Bryan Davis discussed the Bike and Pedestrian Plan project and introduced consultant Kristen Lohse. There was discussion about the northern geographic scope of the project and recognition that there will be overlap with work as part of the Bridge Street Complete Streets project. The project will include connectivity to schools, the new Andrews Town Forest, US Route 2, off road trail connections and the mobile home park on Route 117. Jonathan Weber suggested that there are many interconnections with the southern half of town and that some of those areas be considered in the study.

Public Engagement and Steering Committees

The group discussed the types of public engagement that will be used for the two projects and the role of the steering committees. Ravi Venkataraman is the town's project manager for both projects. Interactive tools will be key given challenges with COVID-19. The consultants discussed tools they plan to use, such as pop up meetings, yard signs, and the use of maps. There was agreement that the public engagement process will need to be coordinated to avoid public input "fatigue". For the steering committees, it is important to have a clear role. Since the same people may have interest in both committees, one approach may be to have the committees meet back to back for a set amount of time (half hour, for instance) for each meeting. After concluding that the project areas and scope overlap in parts, CCRPC staff and consultants agreed to coordinate together on the two projects.

The CCRPC and consultant teams left the meeting at this time. Transportation Committee members discussed Chris Cole's draft public outreach piece. Jon Kart will review, then pass to Erik Filkorn, ahead of the next meeting.

Cochran Road and Recreational Activities

The Committee reviewed the list of Selectboard "Transportation Topics to Address" provided by Josh Arneson. This list will be discussed at the September 8th Selectboard meeting. The Committee discussed which projects might be good fits for the committee work already underway. Jon Kart and Ravi Venkataraman will attend the meeting for the Transportation Committee.

At 7:17 PM, Jon Kart offered a motion to adjourn, seconded by Erik Filkorn. Motion passed unanimously.

Minutes taken by Cathleen Gent