Richmond Transportation Committee

Meeting Minutes – November 14, 2023

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

Others present: Keith Oborne (Town Planner), Lisa Miller (SB member), Jason Charest, CCRCP

All attended remotely.

A quorum was reached and the Chair convened the meeting at 5:32 PM.

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

2. Revisions to Agenda: None.

3. Approve Minutes from October24, 2023, meeting: There were no corrections or additions. **Kart Motioned, Gent seconded, passed unanimously.** Discussion on future minute taking ensued, Susan suggested a rotating process and that was agreed too.

4. Cochran Road Corridor Study: The focus was on the finished product that is WSP's Scope of Work. Discussion centered on the Jonesville and Village traffic calming approaches with the fact that multiple studies have been accomplished and they will be built upon and included in the final scoping study by WSP for Cochran Road. It was discussed that prior work will be mentioned in the final product and any mention to these previous studies be part of the introductory statement. Further discussion on the public outreach ensued; in short, the RTC needs to bring their "A" game.   Finally, the board had some doubts on the timeline for deliverables but the document was accepted.

5. In-Progress Projects:

- **THBC Intersection** - Traffic calming and location of speed tables the primary focus.   Cost was of a particular topic for the enhancements as was any presentation to the SB. Cost appears to be driving any decision making on this subject.
- **Upper Bridge Bike/Ped** – RFP issued and Project Management to be conducted by town staff under the supervision of CCRCP Traffic Engineering. This project is at the Design Phase and not construction, which is where the 35k for project management would be utilized.

6. FY 25 RTC Budget Items for Selectboard consideration: Discussion by the Director on the lack of systems in place for the expenditures of matching funds for grants. The system that is being worked on is to have a separate line item in either a reserve fund or other mechanism and not in the Planning and Zoning operational budget. Line items in the P&Z budget for Planning and Transportation projects are fine, monies for matches and construction are not fine. Discussions will take place on this issue prior to the December 11, 2023 Budget meeting. Further discussions on future grants not anticipated at this time as the plate is full. Motion by Gent to keep 15K in Transportation Line item for P&Z (not within RTC purview but voted upon) and motion to petition the SB to add 25k in FY25 to the Transportation Reserve Fund for local matches. Seconded by Wells – Unanimous.

7. General Updates:

- **Route 2 Pinch Point Study SB Debrief** – Jason's presentation to SB was lauded. Issues discussed and it is understood that final line painting is not complete as a top-coat will be layed down in then spring. This may help with the 5-foot shoulder target that the town and state was hoping for.
- **Project Pipeline Doc** – Review on hold.

8. Future agenda items: THBC enhancement costs, draft annual report, WSP/Cochran Road.

9. Adjournment: Motion to adjourn by Gent seconded by Jennings. Passed unanimously. Meeting adjourned at 7:09 PM.

Minutes by K. Oborne 11/26/2023

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;