

Richmond Transportation Committee

Meeting Minutes – August 9, 2022

All participants attended the meeting remotely.

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

Others present: Ravi Venkataraman (Town Planner)

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

1. Revisions to the Agenda: Gent proposed adding discussion of VTRANS' negative decision on the June 2022 Bike/Ped Grant application for sidewalk construction on the east side of Bridge St. This was added under new business.

2. Approval of Minutes from July 26, 2022: There were no corrections or additions and the minutes were approved by consensus.

3. UPWP FY22 Project Updates:

a. Sidewalk Scoping Study: Venkataraman reports that Stantec has received our proposed minor edits and is incorporating them into the final report. The Huntington Rd. section of the report is on the SelectBoard agenda for Monday, August 15, 2022 (the Jericho Rd. and Bridge St. sections of the report were presented and accepted by the SelectBoard on June 6, 2022). The Farr's have been notified of this plan and have receive a copy of the most recent final draft. Cole and Knowles will attend the August 15 Selectboard meeting to present the Huntington Rd. recommendations, the reason for the "no build" recommendation, and plans for going forward. (further action, Cole and Knowles)

b. Pedestrian and Bicycle Master Plan, Phase 2, South: Venkataraman reports that since the last RTC meeting he has received no further feedback from property owners in the vicinity of possible future trails. The consultant team is working on incorporating the public feedback into a revised draft. We should receive a list of recommended changes this week for distribution ahead of the August 16, 2022 Bicycle/Pedestrian Master Plan Steering Committee meeting. After this meeting the consultant team will make further revisions. The project is on track to finish by the September 19, 2022 Selectboard meeting. The team is open to holding another steering committee meeting prior to the Selectboard meeting to review the final presentation. This will be discussed during the upcoming steering committee meeting.

4. UPWP FY23 Gateway Scoping Study: Venkataraman met with the project team on July 29, 2022 to talk about the Town's expectations with this project. Dayton Crites (Dubois & King) and Bryan Davis (CCRPC) will be our primary contacts with this project. Dubois & King have produced an early draft of the project scope of work. This was reviewed by Venkataraman and Davis and sent back to D&K for revision to make sure all of the Town's interests are included in the scope of work.

5. Planning for Future Update to the Selectboard:

a. Discussion of Project Pipeline Document: Gent provided a revised Project Pipeline Document. Kart made suggestions for further clarity and specificity for non-RTC readers. After discussion of possibilities,

Gent will generate a next-step revision of the Project Pipeline Document (further action, Gent) and Venkataraman will attempt to generate a map to coordinate with the Project Pipeline Document. (further action, Venkataraman)

b. Public Education Materials: The Committee is on the September 19, 2022 agenda to update the Selectboard on completed, ongoing, and forthcoming projects, along with discussing the role of the Transportation Committee in conjunction with other committees and town policies. Venkataraman suggested discussing long-term goals in addition to the aforementioned topics. The Selectboard will start discussions on the FY23 budget and the Capital Improvement Plan in October, and the presentation would give justification for funding future projects. Venkataraman recommended putting together a slide deck for the presentation. The slide deck could incorporate the information sent by Bryan Davis of CCRPC to the committee after the July 12, 2022 Transportation Committee meeting. See the minutes of the July 26, 2022 meeting for those links. Venkataraman will work on a slide deck including a streamlined summary of the material provided by Davis, with assistance from Wong. (further action, Venkataraman and Wong)

6. Old and New Business:

a. VTRANS Bike/Ped Grant Application: Venkataraman reported being notified today (8-9-22) that our grant application submitted June 2022 for funds to construct a sidewalk on the east side of Bridge St. was rejected. He has requested feedback from VTRANS on the basis for their decision. Cole recommended specifically asking how we could improve our application, and also request a list of the grants that were awarded, to what municipalities, in what amount and the project descriptions. This would a better understanding of the projects that they are funding. Venkataraman with pursue feedback from VTRANS. (further action, Venkataraman)

b. VTRANS Park and Ride Grant: This grant is for establishing new municipal park and ride lots. After discussion, the consensus was to not pursue this. There were no suggestions of a location for a Park and Ride within the designated village. CCRPC already has our recommendation to consider the possibility of a Park and Ride in Jonesville in their planning, but availability of land is unknown to us. Venkataraman has also sent this information to the Parking Advisory Committee for their consideration.

c. Vermont Open Meeting Law Review: The Vermont Open Meeting Law was reviewed, particularly as pertains to email communications.

d. Vermont Transportation Equity Framework: Vermont is developing a tool to apply to future project proposals to advance more equitable outcomes, particularly for historically marginalized communities. If adopted it will affect transportation project selection. Means of advancing equity may include, in addition to public transportation, provisions for sidewalks, multi-use paths, and bike lanes.

7. Future Agenda Items:

- Feedback from VTANS on bike/ped grant rejection
- Review progress on Project Pipeline Document and report to Selectboard for September 19.
- Report back on Huntington Rd segment Sidewalk Scoping Study presentation to the Selectboard
- Update on Bike/Ped Master Plan Phase 2 after August 16 steering committee check in meeting
- If new info, update on Bridge St west sidewalk work
- If new info, update on UPWP FY23 Gateway Scoping and Targeted (pinch points) Studies

8. Adjourn: There being no further business, at 7:09 PM **motion to adjourn by Gent, seconded by Kart, approval unanimous.**

Minutes by Allen Knowles

Further Action Needed:

1. Update the Selectboard regarding the Huntington Road section of the Sidewalk Scoping Study. Cole and Knowles will attend the August 15 Selectboard meeting to present the Huntington Rd. recommendations, the reason for the “no build” recommendation, and plans for going forward. (further action, Cole and Knowles) See 3a above

2. Planning for Future Update to the Selectboard: Gent will generate a next-step revision of the Project Pipeline Document (further action, Gent) and Venkataraman will attempt to generate a map to coordinate with the Project Pipeline Document. (further action, Venkataraman) See 5a above

3. Further Planning for Public Education Materials: Venkataraman will work on a slide deck including a streamlined summary of the material provided by Davis, with assistance from Wong. (further action, Venkataraman and Wong) See 5b above

4. VTRANS Bike/Ped Grant Application Rejection Feedback: Venkataraman will pursue feedback from VTRANS. (further action, Venkataraman) See 6a above