

# Richmond Transportation Committee

Meeting Minutes – September 13, 2022

All participants attended the meeting remotely.

Committee members present: Chris Cole (chair, joined at 5:38 PM), Cathleen Gent (vice-chair), Jon Kart, Allen Knowles

Others present: Ravi Venkataraman (Town Planner)

A quorum was reached and the vice-chair convened the meeting at 5:34 PM

Abbreviations used in these minutes: RTC = Richmond Transportation Committee; PPL = Project Pipeline Document; ARPA = American Rescue Plan Act of 2021; UPWP = Unified Planning Work Program; CCRPC = Chittenden County Regional Planning Commission; D&K = Dubois and King

**1. Revisions to the Agenda:** None

**2. Approval of Minutes from August 23, 2022:** There were no corrections or additions to the minutes. **Motion by Kart, seconded by Knowles, to approve minutes. Approved unanimously.**

**3. UPWP FY 22 Project Updates:**

**a. Pedestrian & Bicycle Master Plan – Phase 2, South End, and merging of Phase 1 and Phase 2 into a single Plan:** The steering committee met September 6, 2022. Dayton Crites of Dubois & King reviewed the draft Walk, Bike, and Trails Plan, which combines Phase 1 and Phase 2 work into a single plan. Steering committee members subsequently provided comments to the consultant team, which is making final revisions. D&K is to provide a final draft to Venkataraman by September 15, 2022 for distribution to the SelectBoard and the public. Crites of D&K is to present the final draft of the Walk, Bike, and Trails Plan to the SelectBoard at the September 19, 2022 meeting. The Selectboard did discuss safety and traffic issues on Cochran Road at their September 6, 2022 meeting. Knowles attended and commented that the Walk, Bike and Trails Plan final draft was on their September 19, 2022 agenda and that it did include Cochran Road recommendations.

**b. Sidewalk Scoping Study:** Venkataraman reported that Jason Charest of CCRPC reviewed what was to be Stantec's final report and found deficiencies. The draft has been returned to Stantec for these deficiencies to be addressed.

Cole reported that he met with the executive director of the CCRPC and expressed to him our appreciation of the excellent support that RTC has received from CCRPC staff.

**4. Review of Project Pipeline document and plans for SelectBoard Presentation:**

**a. PPL:** Gent noted that some minor edits have been made in the PPL and these items need to be brought to Cameron Wong's attention for correction on his flow chart graphic. Specific items include the fact that the E Main sidewalk replacement is to be on both the north and south sides (not just the south side) and that the timeline for this work begins in spring 2023 (not winter 2023). Gent will convey this information to Wong. (Further Action, Gent)

**b. Plans for SelectBoard Presentation on September 19, 2022:** Venkataraman has put together a slide deck that outlines information to be presented. This has been available for review by RTC members and meets with approval. Venkataraman will do the presentation.

Discussion occurred as to what projects RTC wishes to request that the Selectboard fund and support. The consensus was to request funding and support for implementing the Bridge Street Corridor Study and the Bridge Street east side sidewalk construction. Venkataraman will present this request. Cole will be in attendance for questions and discussion. (Further Action, Venkataraman and Cole)

**5. Review of FY23 Gateway Scoping Study Draft Scope:** Dubois & King have provided a revised draft scope. Knowles commented that it does not clearly include the option along the north side of US2 from the end of the sidewalk in the village to the US2 aligned multi-use path, that was proposed to RTC by Gary Bressor at the March 8, 2022 RTC meeting. Knowles forwarded the link to the RTC meeting minutes and documents/drawings regarding this alignment to Dayton Crites of D&K after the August 23, 2022 RTC meeting, with the request it be included. Cole expressed agreement that this option should be considered. Venkataraman will check with D&K to confirm that this will be part of the scope. (Further Action, Venkataraman)

Gent noted that the proposed budget has increased. Venkataraman stated that the funds are available for this, and regarding the increase in match funds he can handle this via requesting an increase in the purchase order.

Gent noted that the proposed schedule includes focus group meeting(s) with property owners prior to public comment meetings. Venkataraman stated that this is intentional, but the ordering does not imply an intent to allow a veto over the consideration of any route.

Gent raised the question of how we communicate with other Town committees and commissions; in this case the Town Cemetery Commission which is responsible for Riverview Cemetery. Venkataraman said the initial contact would be with Town Clerk Linda Parent, who is on the Cemetery Commission.

**6. Update on Walkability Study Report:** Venkataraman has provided a link to the draft report, which thus far is text only, with pictures and maps to be added.

**7. Review committee recommendations for use of ARPA funds:** Possibilities were discussed at the August 23, 2022 meeting. These were reviewed and discussed. **Motion by Gent, seconded by Knowles for the RTC to make a formal recommend to the ARPA Committee that ARPA money be used to fund improvements recommended in the Bridge Street Corridor Study (2021) and construction of the sidewalk on the east side of Bridge Street (Sidewalk Scoping Study, 2022). Approved unanimously.** The formal recommendation should include the facts that these improvements will have Town wide benefits, and that the projects are scoped, have construction estimates, and for the Bridge Street Corridor Study have engineering drawings. These projects can meet the time deadlines attached to the ARPA funds. Jon Kart will do an informational post to Front Porch Forum about this recommendation. (Further Action, Kart)

**8. Follow up on discussions regarding the Bridge Street/Railroad Street/Jolina Court intersection:** Venkataraman contacted Jason Charest at CCRPC in follow up of the RTC discussion at the August 23, 2022 meeting and provided the 2016 traffic study done for the Creamery project and the 2021 study done for the grocery store project. Neither traffic study indicated significant impact from the new

developments, and both studies found the existing traffic LOS (level of service) within the acceptable range. We can ask CCRPC to do a traffic count of the intersection, and have them inform us where the traffic count is in relation to the threshold for stop signs. CCRPC doesn't have the capacity to include this in the current UPWP; we can request this for the next UPWP. Since CCRPC would do it, the traffic count would be free for us as CCRPC/MPO members.

**9. Old and New Business:**

a. Venkataraman reports the Planning Commission is close to finalizing the draft zoning amendments to the Gateway District and the Village Residential/Commercial District, particularly as regards density and multifamily dwellings. These have transportation implications. The commission aims to hold a public hearing on the proposed amendments during its October 19, 2022 meeting.

b. The Chittenden Area Transportation Management Association (CATMA) is holding a Transportation Summit on October 18th. Venkataraman cannot attend. Knowles will look at the program and may attend if it looks relevant.

c. The Burlington Walk/Bike Council with CATMA's support is putting together a World Car Free Day event on September 22nd at City Hall Park in Burlington. Knowles will attend (via ebike) if scheduling permits.

**10. Adjourn:** There being no further business, the meeting was adjourned at 6:55 PM.

Minutes by Allen Knowles

**Future agenda items:**

- Capital Budget: This is a five year plan (separate and distinct from the capital reserve dollars in the Town Highway budget) for large expenses, which are typically equipment but could include sidewalk projects.
- Consider applying for a UPWP for a traffic count at Bridge/Jolina/Railroad intersection to see if stop signs are warranted (see 8. Above)
- Site visit to Huntington Road segment from end of sidewalk to Hinesburg Road. Cole and Knowles agreed to do this before November. Time to plan a date?
- Follow up on presentation of Bike/Trails/Pedestrian report to SB (aka Bike/Ped Master Plan)
- Follow up on RTC presentation to SB of our completed, present and planned work.
- Follow up on SB's response to RTC pitch for funding for Bridge Street Corridor improvements and Bridge Street east side sidewalk.
- Follow up on recommendation to ARPA committee for funding for Bridge Street Corridor improvements and Bridge Street east side sidewalk.
- Follow up on FY23 UPWP projects.
- Follow up on Planning Commission public hearing date.
- Update on Walkability Study Report

## Further Action Needed:

1. Reconcile edits/corrections in PPL with Cameron Wong's flow chart. Gent will convey this information to Wong. See 4a above. (Further Action, Gent)
2. Presentation to the SB of PPL, work of the RTC, and request funding and support for implementing the Bridge Street Corridor Study and the Bridge Street east side sidewalk construction. Venkataraman will present this request. Cole will be in attendance for questions and discussion. See 4b above. (Further Action, Venkataraman and Cole)
3. Confirm with D&K that they are including the "Bressor option" in the FY23 Gateway scope. . Venkataraman will check with D&K to confirm that this will be part of the scope. See 5 above. (Further Action, Venkataraman)
4. Make a formal recommend to the ARPA Committee that ARPA money be used to fund improvements recommended in the Bridge Street Corridor Study (2021) and construction of the sidewalk on the east side of Bridge Street (Sidewalk Scoping Study, 2022). **See 7 above. This was moved and passed, but how and by whom is the recommendation to be conveyed to the ARPA Committee?**
5. Do a post on Front Porch Forum about the RTC's recommendation for use of the ARPA funds. See 7 above. (Further Action, Kart)