

TO: Richmond Transportation Committee

FROM: Ravi Venkataraman, Town Planner

DATE: November 21, 2022

SUBJECT: Staff Report – November 29, 2022 Transportation Committee Meeting

The next Transportation Committee meeting is scheduled for Tuesday, November 29, 2022 at 5:30 pm. Meeting details are enclosed in the agenda.

Below is an overview of the meeting agenda.

Planning for Town Planner Transition

Enclosed is a transition document I've prepared. Josh, Tyler, Duncan, and I have already reviewed the document.

The Transportation Committee is directly involved in one planning project:

- The Richmond Western Gateway Scoping Study – I have already talked to Bryan about my transition. He and I plan to hold a meeting with the interim point of contact and the Dubois & King team after the December 6th steering committee meeting to plan the coming months.

The committee is also working on the Walk Audit Report. More information below.

The committee is also indirectly involved in two pending planning projects:

- The Gateway Targeted Scoping Study – I say “indirectly” because this is a Selectboard-driven project. The next steps for this project will be discussed during the November 21, 2022 Selectboard meeting: [Selectboard 11/21/22 - Town of Richmond, VT \(richmondvt.gov\)](#). Josh will be the point person on this project and provide the committee with regular updates.
- Cochran Road Traffic Calming Study – I say “indirectly” because this is driven by the Selectboard and the town's Traffic Calming Policy. The next steps for this project are TBD. Josh is also the point person for this project.

Potential forthcoming planning and construction projects are:

- The FY24 UPWP – CCRPC will determine FY24 UPWP projects in July 2023. Projects will begin in fall 2023. Josh will be listed as the municipal contact and will receive all communications related to the UPWP.
- VTrans TAP Grant – VTrans will give decisions on grant applications in March 2023. Josh will be listed as the municipal contact for this project. He will receive all communications for this project and provide the committee with updates.

Update on FY23 UPWP projects

Western Gateway Scoping Study

The next steering committee meeting will be on December 6th at 6 pm at the Town Offices and online via Zoom. The meeting agenda will be posted the week prior to the meeting. The steering committee will discuss the public outreach plan.

Targeted Scoping Study

CCRPC Senior Transportation Planning Engineer Jason Charest overviewed two options for the scoping study. His memo is available with the Selectboard meeting materials: [Microsoft Word - US2 PinchPoints StudyOptions 20221115 \(richmondvt.gov\)](#).

Josh and I have had discussions with CCRPC staff this past month on the best path for the Town to address the pinch points along the Route 2 corridor, and on the outcome possibilities of each of the options. Jason's memo summarizes our common understanding as we had discussed. Neither option guarantees that VTrans will address the pinch points through the VPSP2 prioritization scheme.

Based on past successful VTrans small-scale bike/ped grant applications, this project could be considered a bike/ped project and eligible for the grant.

Cochran Road Traffic Calming Study

Dubois & King and CCRPC provided options on how to proceed and feasibility. Josh and I are working with CCRPC on the best solutions for this rapidly moving topic.

Update on FY24 UPWP application

I haven't heard from CCRPC on the UPWP applications yet. I'll keep you posted.

Update on VTrans [Transportation Alternatives Grant](#) Application

I've already distributed a draft of the text for Jon, Keith, and Chris to review. I'm still working on project maps. I'll distribute that accordingly once those are finished.

The Selectboard will be discussing changing the required grant match for the TAP grant. After reading through Hinesburg's successful TAP grant application, I realized I didn't account for inflation to when the project will be constructed. Instead of a previous grant match allocation of \$55,000, the required grant match allocation should be \$64,000. I've already discussed this change with Connie, and she has already noted this in the draft Capital Plan.

Update on Walkability Study Report

Still a work in progress. I'll need to go through the draft and make edits accordingly.

Update on FY24 Budget process

The November 14, 2022 budget meeting ran smoothly: [November 14, 2022 Selectboard Budget Meeting Minutes \(richmondvt.gov\)](#). Right now, \$30,000 is allocated for the sidewalk reserve, and \$30,000 allocations are penciled in for the next four years respectively in the draft capital plan.

More discussions are to come during the December 12, 2022 Selectboard budget meeting.

Other Business

I reached out to VTrans and received example TAP Grants and Bike/Ped Program Grants. The examples are on the Google Drive:

- TAP Grants:
<https://drive.google.com/drive/folders/1Cj1eQ5sQ54ur5sIW4OufzmP2cGfdzI7P?usp=sharing>
- VTrans Bike/Ped Grant:
<https://drive.google.com/drive/folders/1gBo4nx9JQfCcflrYSLn41dQHxf84luw8?usp=sharing>

Since these grant applications are public documents, feel free to email VTrans for grant applications:
AOT.PublicRecordsManager@vermont.gov.