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SOUTHERN WINDSOR COUNTY
<u>TRANSPORTATION ADVISORY COMMITTEE (TAC)</u>

Meeting Minutes of May 16, 2012

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A meeting of the Transportation Advisory Committee (TAC) was held at SWCRPC in Ascutney, VT, at 7:00pm.

Attendance – TAC members present: Bruce McEnaney (Chair), Chester; Sharon Bixby (Vice Chair), Ludlow; Kristi Morris, Springfield; Tom Kenyon, West Windsor; Shep Thomas, Baltimore; and Mark Huntley, Cavendish.

Others present: Jason Rasmussen and Katharine Otto, SWCRPC; and Sue Clark, VTrans.

Meeting Opened: Bruce McEnaney opened the meeting at 7:05 pm.

Introductions
Introduced Shep Thomas, the representative from Baltimore, to the Committee.

FFY2013 Transportation Work Program
Jason Rasmussen and Katharine Otto reviewed the proposed transportation work program for Oct 1, 2012 through September 30, 2013 (Federal Fiscal Year 2013). Katharine briefly highlighted some of the updates and new items on the upcoming TPI work program, including:
- Increase awareness and understanding of the Town Road and Bridge Codes and Standards
- Inventory and evaluate on-road bike facilities along Vermont state highways as discussed in the FFY 2013 TPI guidance.
- Assisting VTrans with the expanded project development outreach and coordination efforts for accelerated project delivery.

There are also some optional new tasks which we may participate in:
- VT Strategic Highway Safety Program (SHSP) Regional Safety Forum
- Assist VTrans to identify a fair share cost method for better addressing transportation impacts of developments under Act 250 review.
- Assist VTrans with the development of a pilot study for the Black River watershed which looks at how to plan for a resilient transportation system

Jason Rasmussen asked whether as town representatives there are any services they would like the RPC to provide.

Sharon Bixby moved to recommend that the Regional Planning Commission approve the FFY 2013 transportation work program. Seconded by Shep Thomas. Approved unanimously.

Acceptance of minutes of March 21, 2012 minutes
Tom Kenyon moved to approve the minutes of March 21, 2012 as written. Seconded by Shep Thomas. Approved unanimously.

The meeting notes from April 18, 2012 were reviewed.

Election of Officers
Sharon Bixby moved to appoint Kristi Morris as Chair. Seconded by Mark Huntley. Approved unanimously.

Sharon Bixby moved to appoint Tom Kenyon as Vice Chair. Seconded by Mark Huntley. Approved unanimously.

Appointment of At-Large Members
Shep Thomas moved to appoint Joyce Lemire (Executive Director, Council on Aging for Southeastern Vermont) as an at-large TAC member. Seconded by Sharon Bixby. Approved unanimously.

Shep Thomas moved to appoint Mary Habig (Executive Director, CRT) as an at-large TAC member.
Seconded by Sharon Bixby. Approved unanimously.

TAC Bylaw amendments – Initial Review
Jason led discussion on some potential changes to the TAC bylaws. In many cases the proposed changes are just clarifying what has been done for some time. The Bylaws have not been amended since they were first approved in 1993. There were two main motivations for amending the Bylaws now – to include the provision for TAC members to participate by conference call and to alter quorum requirements.

The TAC discussed the following issues:
- At-large members – the TAC decided that they would like to keep the at-large members as non-voting members of the TAC
- Quorum – There was considerable debate over what the quorum should be. There has been an issue in getting quorum for meetings. The ability to call into the meeting will probably help. Until very recently only 7 of the 10 towns had appointed TAC representatives so getting 5 people could be hard. The TAC now has 9 out of 10 towns represented. It was agreed that it made sense to have the quorum being the majority of the appointed members. This means that if the number of appointed members drops down again the quorum will be a more achievable 4 people. There was a recognition that the TAC wanted to be careful not to have the quorum set too low.
- TAC members can participate and vote via conference call – This ability made sense, particularly for the winter months where weather can be inclimental.

The TAC agreed that the draft Bylaws, once amended with the small changes discussed during the meeting, would be ready to send out to members at least two weeks prior to the next meeting so that they can be approved per the Bylaw provisions for amendments.

Housing and Transportation Affordability in the Region
Katharine gave a presentation on new information about how affordable it is to live in the region. Using the threshold that no more than 30% of a household's income is spent on housing costs (HUD definition), all of the region's town are around the threshold, with some just over and some just under. When transportation costs are also included, however all the towns in the Region become unaffordable to live in. This is primarily due to the long distances which the region's residents commute to work. In many cases the estimated transportation costs account for around 30% of a household's income – when the reasonable proportion is 15% (according to the Center for Neighborhood Technology). The technical bulletin which explains the new model and the findings will be available on the SWCRPC website next week.
http://swcrpc.org/

Some points of discussion amongst the TAC members:
- What is the true cost to run your vehicle? How many cents per mile?
- Did the housing costs include those who live in mobile homes?
- How does our region compare to other areas – such as Burlington?

Regional Transportation Network Needs and Priorities for Regional Transportation Plan Update
The committee continued to identify project needs and recommendations for our major travel corridors for the Regional Transportation Plan Update. This map can be viewed at
http://maps.google.com/maps/ms?ie=UTF&msa=0&msid=204794083331047901328.0004b7e8f045708cac52e.

The TAC discussed the VT-106 and VT-10 corridors during the meeting and added and altered points on the map.

Updates and Announcements
   a. High Crash Locations 2006-2010. The newer crash data is now available from VTrans. There were some changes across the region, but given our low crash volume some of the "older" high crash locations may still

be worth considering in our planning efforts. The new information is available at
http://www.aot.state.vt.us/planning/documents/highresearch/publications/pub.htm

b. Transportation Enhancements Grants. These grants have been pushed back by about a month while some changes are made to the application and scoring criteria. VTrans is currently anticipating releasing the 2013 application at the end of May, with letters of intent due July 13 and applications due October 5, 2012.

c. NADO Conference presentation, award and webinar. . The Vermont RPCs also received an National Excellence Award from NADO for the work that RPCs across the state did to assist towns with recovery after Irene. At the recent NADO rural transportation conference in Burlington in April, Katharine gave a presentation on the work the RPCs efforts. On June 7, Katharine and Pam Brangan from CCRPC will be giving a longer presentation on the RPC efforts in a free webinar. More information is available at
http://www.nado.org/events/webinar-vapda-irene/

d. MUTCD (Manual on Uniform Traffic Control Devices) Update. On May 10, 2012, it was announced that some revisions have been made to the manual. Amongst other things, this manual is the "Sign Book" which describes what signs should look like and where they should be placed. The new revisions slightly reduce the burden on towns for sign replacement as some of the deadlines are alittle further out. The manual remains vastly unchanged other than that. More information about the changes can be found at
http://vermontlocalroads.org/2009%20MUTCD%20Final%20Rules%20and%20Revisions.html

Next Meeting: June 20, 2012 at 7 pm

Future agenda items
- TAC bylaw amendments – final approval

Sharon Bixby moved to adjourn the meeting at 9:00 pm. Seconded by Shep Thomas . Approved unanimously.