



## MEETING NOTICE:

Northwest Regional Planning Commission  
Transportation Advisory Committee (TAC)

**Town of Georgia Highway Garage, 83 Plains Road, Georgia Center, VT**

Thursday July 11, 2024 - 6:30-8:00 PM

Hybrid Meeting Format: in person and remote (remote details below)

1. **Adjustments to the Agenda**
2. **Welcome, Introductions, Opening Remarks**
3. **Opportunity for Public Comment**
4. **Review of the FFY 2025 Transportation Planning Initiative (TPI) Work Program (*Action Item*)**  
TAC will review FFY 2025 work program and may recommend for approval by the NRPC Board of Commissioners
5. **Swanton Village Transportation Projects Update, Heidi Britch-Valenta**  
Projects include: Merchants Row ADA access & Grand Ave improvements (Transportation Alternatives Grant), Church Street 1 way & bike lanes (Transportation Alternatives Grant), 74 Merchants Row – parking lot development & EV chargers appl.
6. **Looking Ahead to Future Meetings**
  - No August meeting
  - Topics of interest for upcoming meetings
7. **Minutes of the June 13, 2024 Meeting (*enclosed*)**
8. **TAC Member and Staff Updates**
9. **Other Business**
10. **Adjourn**
11. **Town of Georgia Highway Department facility tour**

***If you cannot attend the meeting, please notify Kyle Grenier at [kgrenier@nrpcvt.com](mailto:kgrenier@nrpcvt.com) or 802-524-5958, ext. 123.***  
*In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the NRPC will ensure public meeting sites are accessible to all people or provide an opportunity for individuals to request special accommodations. Requests for free interpretive or translation services, assistive devices, or other requested accommodations should be made to Amy Adams, NRPC Title VI Coordinator, at 802-524-5958 or [aadams@nrpcvt.com](mailto:aadams@nrpcvt.com), no later than 3 business days prior to the meeting for which services are requested.*

### **Information on how to attend the meeting remotely:**

- By computer, smartphone, tablet, or other device: Click on the Zoom meeting invite- <https://us02web.zoom.us/j/82541157068> You may be prompted to enter a meeting ID: **825 4115 7068**
- By telephone: Dial + 1 646 558 8656. When prompted enter the meeting ID: **825 4115 7068**. Regular toll call/cell phone charges may apply.
- If you have difficulty accessing the meeting, please email [kgrenier@nrpcvt.com](mailto:kgrenier@nrpcvt.com).



**Northwest Regional Planning Commission  
FY 2025 Work Program and Budget  
Vermont Agency of Transportation  
Transportation Planning Initiative**

**INTRODUCTION**

The Northwest Regional Planning Commission (NRPC) hereby submits this FY 2025 Work Program and Budget for funding under the Vermont Agency of Transportation's (VTrans') Transportation Planning Initiative (TPI). The scope of work outlined herein represents a proposal for a one-year contract (October 1, 2024 to September 30, 2025) for the stated amount of \$346,379.00 (TBD, awaiting receipt of Task 8 funding). The proposed budget anticipates and includes the ten-percent regional match requirement for all tasks except Task 7: Bicycle and Pedestrian Planning Integration Program, Task 8: State Owned Rail Trails, Task 9: LVRT/MVRT Junction Feasibility Study, Task 10 9: VT 207/Bushey Road Intersection Feasibility Study and TASK 11: State Rail Trails Interactive mapping.

The TPI is intended to achieve the following goals:

- Improve linkages between transportation planning and planning for land use, economic development, emergency preparedness, and natural resources at the state, regional and local levels;
- Increase participation by municipalities and members of the public, in making transportation decisions; and
- Facilitate implementation of transportation projects through greater understanding of transportation issues and opportunities.

The transportation planning activities to be conducted by the NRPC will be in cooperation with its 23 member municipalities, the NRPC Board of Regional Commissioners, the Transportation Advisory Committee (TAC), and VTrans. This represents the twenty-eighth proposal submitted for funding under VTrans' TPI. Background on the program and list of accomplishments from previous work programs are included as **Attachment A**. Additional guidance on the work program tasks including deliverable deadlines can be found in the VTrans document, "*Transportation Planning Initiative Annual Work Program Guidance and Budget*", dated 06/01/2024.

**WORK PROGRAM**

**TASK 1.0 ADMINISTRATION**

This task includes basic overhead and the costs of general administrative work directly chargeable to the planning program, including, but not necessarily limited to: direct program support, contract administration, special project administration, and the development of related work plans and budgets. Specific tasks include:

- A. Retain and manage qualified transportation consultant(s) through adopted procurement procedures.
- B. Manage financial records in accordance with federal and state requirements; prepare monthly billing statements and progress reports; maintain all contract and project-related files and records and

- 45 internal monitoring procedures (including staff timesheets and work summaries); participate in mid-  
46 year work program review; prepare for an annual audit of accounts in accordance with state and  
47 federal audit requirements. Submit weekly status reports to Planning Coordinators to keep planning  
48 staff apprised of TPI activities of the RPC as well as emerging transportation issues.
- 49 C. Provide administrative support of all work tasks and complete program administration training as  
50 needed. Participate in any trainings or conferences necessary to address work plan activities.
  - 51 D. Prepare and submit work program and budget for the next phase of the planning process  
52 (tentatively scheduled for October 1, 2024 - September 30, 2025).
  - 53 E. Purchase supplies and equipment directly related to TPI activities examples include but are not  
54 limited to traffic counters, bicycle and pedestrian counters, safety vests, maybe even a measuring  
55 tape.
  - 56 F. Prepare TPI performance measure data for inclusion in the SFY 2025 VAPDA Annual Report.
  - 57 G. Participate in monthly TPI meetings. Organize and host up to one TPI meeting a year.

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59 Personnel: Director, Office Administrator, Assistant Director, and Transportation Planner

60 Match: RPC (10%), ACCD/Municipal Assessment Funds

61 Products:

- 62 ■ Administrative activities will be ongoing throughout the contract period. Specific products will  
63 include monthly invoices, progress reports, an annual audit report, and related proposals,  
64 subcontracts, work programs, and budgets
- 65 ■ VAPDA SFY 2025 Annual Report for each RPC that includes transportation performance measures.

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## 67 **TASK 2.0 PUBLIC INVOLVEMENT AND COORDINATION**

68 This includes work efforts related to municipal and interagency coordination, citizen participation, public  
69 informational meetings associated with the Regional Commission's transportation planning program and  
70 special transportation planning projects. Specific tasks include:

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- 72 A. Support the NRPC Transportation Advisory Committee (TAC) and hold regular meetings.
- 73 B. Coordinate with local officials and regional partners on transportation-related projects and  
74 initiatives. Solicit and encourage public involvement in the planning process.
- 75 C. Coordinate and participate in regional/statewide transportation-related meetings and trainings.  
76 Participate in activities that foster broader coordination and cooperation with the State of New York  
77 and the Province of Quebec. Serve on various transportation-related task forces and study  
78 committees as necessary.
- 79 D. Distribute a newsletter including a section on regional transportation issues and post transportation  
80 studies on the NRPC website.
- 81 E. Participate in Annual STIP/Capital Program Hearings.
- 82 F. Assist municipalities in integrating good access management practices into local plans, development  
83 and zoning regulations and ordinances. Review new/updated municipal plans with regard to  
84 transportation-related goals, policies, objectives, and needed improvements. Provide transportation  
85 technical assistance to municipalities as needed. Educate municipalities on the latest codes and  
86 standards and encourage their adoption.
- 87 G. Provide coordination for redirecting the remaining funding in the Missisquoi Bay Bridge federal  
88 earmark to water quality-related transportation projects that have been identified through the  
89 Missisquoi Basin Project Identification and Prioritization effort that was completed under the FY19

- 90 TPI work program.
- 91 H. Coordinate regularly with road foreman and Vermont Local Roads including hosting at least two
- 92 regional road foreman meetings per year.
- 93 I. Participate in Travel Demand Management (TDM) planning efforts by promoting the Go Vermont
- 94 and Park Your Carbon programs and provide a summary of outreach to VTrans.
- 95 J. Work with VTrans to regularly coordinate aviation-related outreach and coordination activities.
- 96 K. Participate in and promote the Transportation Equity Framework Project including coordinating
- 97 regional meetings and attending trainings focused on achieving equity and inclusion in the
- 98 transportation planning process.
- 99 L. Participate and collaborate on events organized by the State Highway Safety Office (SHSO), including
- 100 public outreach and dissemination of information, identification of stakeholders for engagement.
- 101 M. Ensure proper updates are reflected in Title VI plan.

103 Personnel: Director, Office Administrator, Assistant Director, Transportation Planner, Senior  
 104 Planner(s), Regional Planner(s), GIS Technician, and Consultant/Contract staff as needed.

105 Match: RPC (10%), ACCD/Municipal Assessment Funds

106 Products:

- 107 ▪ Public participation and outreach activities will be ongoing throughout the contract period.
- 108 Specific products will include the newsletter, meeting announcements, minutes, written
- 109 recommendations, and correspondence as appropriate
- 110 ▪ Submit progress report on TDM activities to VTrans.
- 111 ▪ Hold at least two Regional Road Foreman meetings.
- 112 ▪ Prepare a summary memo of all transportation equity-related work carried out by the RPC during
- 113 the previous calendar year.

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115 **TASK 3.0 PLANNING**

116 This task includes activities to identify and evaluate transportation needs in the context of regional and  
 117 local plans and propose solutions to meet those needs that respect Federal and State regulations and  
 118 Vermont statutes. All modes of transportation should be considered and integrated cohesively into the  
 119 overall transportation system. Specific tasks include:

- 120
- 121 A. Promote bicycle, pedestrian, and active transportation efforts in the region. Implement tasks from
- 122 the Northwest Vermont Walkability Action Plan to support implementation of the 2020 VTrans
- 123 Bicycle and Pedestrian Strategic Plan.
- 124 B. Support regional and statewide organizations and facilities including (but not limited to) the Lake
- 125 Champlain Bikeways, Trails & Greenways Council, Northwest Vermont Rail Trail Council, Missisquoi
- 126 Valley Rail Trail, Lamoille Valley Rail Trail (LVRT), Friends of the Lamoille Valley Rail Trail and the
- 127 Northern Forest Canoe Trail.
- 128 C. Support schools and communities by encouraging students to walk and bike to school. The support
- 129 could include general outreach for the VTrans SR2S program, hosting trainings, participation in school
- 130 travel plan working groups, mapping, grant writing, and traffic data collection/monitoring.
- 131 D. Develop and maintain GIS data used in transportation planning including land use, roads, bike and
- 132 pedestrian resources, natural resources, emergency planning, and other related transportation
- 133 datasets. Participate in the ongoing review of VTrans and VCGI-generated data and information and
- 134 produce transportation-related maps as needed.

- 135 E. Coordinate all-hazards mitigation planning as it relates to transportation planning efforts including  
 136 watershed, stormwater, shoreline stabilization and other projects. Coordinate municipal outreach for  
 137 the Transportation Flood Resilience Planning Tool (TRPT) and integrate the tool into municipal and  
 138 regional planning efforts. Support VTrans' development of the Strategic Resilience Improvement  
 139 Plan.
- 140 F. Review and comment on potential transportation impacts from regional land use development and  
 141 Act 250 applications.
- 142 G. Participate in modal-specific planning (air, rail, bike/ped, etc.) and other VTrans-managed planning  
 143 projects. Participation may include meeting attendance; providing data; reviewing document drafts  
 144 and dissemination of information to TACs and the general public.
- 145 H. Participate in environmental policy and planning efforts which could include the Transportation  
 146 Climate Initiative, Climate Mitigation planning, vehicle electrification planning, wildlife/ecological  
 147 connectivity, regional energy planning, MS4 support, and promoting land use practices that promote  
 148 smart growth.
- 149 I. ~~NRPC will coordinate municipal requests for Road Safety Audits and participate in Road Safety Audit~~  
 150 ~~meetings and review the resulting reports. Work with VTrans to implement recommendations as~~  
 151 ~~included with the VT 105 RSAR.~~
- 152 J. Participate in public transportation and human service transportation planning including (but not  
 153 limited to) coordinating with Green Mountain Transit (GMT), attending GMT-board meetings,  
 154 organizing quarterly regional Older Adults and Persons with Disabilities (OAPD) public transit advisory  
 155 committee meetings, facilitating the implementation of the regional OAPD Committee work plans  
 156 and participating in special public transit efforts as needed.
- 157 K. Provide technical assistance to municipalities pursuing demonstration projects on state highways and  
 158 town highways.
- 159 L. Support planning for passenger and freight rail improvements in the region. Evaluate potential sites  
 160 for intermodal rail access development opportunities. Create GIS inventory of parcels zoned for  
 161 industrial and commercial uses that are or could be served by rail.
- 162 M. Continue to update transportation elements within the Northwest Regional Plan.
- 163 N. Participate in state-wide electric vehicle charging infrastructure planning.
- 164 O. Assist municipalities and non-profit organizations in writing grant proposals for transportation-related  
 165 initiatives and projects as requested.
- 166 P. Continue work on tasks identified in the 2022 US Route 7 Milton to Georgia corridor plan.
- 167 Q. Support opportunities for pollinator and wildlife habitat analysis, connectivity, and maintenance  
 168 when applicable.
- 169 R. Support communication and coordination regarding climate planning awareness, efforts, and  
 170 strategies.

171  
 172 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),  
 173 GIS Technician, and Consultant/Contract staff as needed.

174 Match: RPC (10%), ACCD/Municipal Assessment Funds

175 Products:

- 176 ■ GIS coverages/maps (updated base, land use, transportation network, natural resources,  
 177 emergency planning, and associated transportation data)
- 178 ■ Products related to bike/ped promotion
- 179 ■ Annual summary of environmental policy and planning efforts.

- 180     ▪ Annual summary of all-hazard/resiliency planning efforts.
- 181     ▪ Climate Mitigation Planning summary.
- 182     ▪ Intermodal Rail Access Planning parcel report and GIS inventory.
- 183     ▪ Submit comments to inform annual update of the State EV charging plan.
- 184     ▪ Include Bicycle and Pedestrian planning activities with annual TDM activity submission.

188     **TASK 4.0 DATA COLLECTION AND MANAGEMENT:**

189     This task includes data collection and management activities to support planning. Specific tasks include:

- 191     A. Assist municipalities with town highway roadway and bridge/culvert and inventories. Bridge and culvert data will be collected in accordance with the latest standards and entered into the online database at VTCulverts.org. Verify that all town short structures (6ft-20ft, bridges, and large culverts) are included in the database-Hold at least one training using the VTCulverts Training Module.
- 192     B. Collect up to 20 traffic, spot speed, or turning movement counts. This data will be used to update the regional transportation plan and support local and regional planning efforts. Submit applicable counts to VTrans for inclusion in the statewide database.
- 193     C. Collect town highway major collector data to support VTrans’ Highway Performance Monitoring System program such as information on major roadway projects, paving, lane/shoulder widening, speed zone changes, or changes to signal system.
- 194     D. Conduct focused transportation problem studies and alternative analysis as needed.
- 195     E. Complete usage counts at state-funded park and ride lots 3-times per year in July, October and February and municipal lots 2-times per year in October and February.
- 196     F. Conduct bicycle and pedestrian usage counts at a minimum of three sites, three-four times a year following VTrans guidance.
- 197     G. Conduct municipal Complete Streets implementation inventory for 2025.
- 198     H. Continue Town Road Surface Data Verification project.
- 199     I. Review the proposed federal urban area boundary adjustments made by VTrans based on 2020 Census data and coordinate with municipalities on any proposed changes.
- 200     J. Evaluate public transit bus stop facilities to maintain and update existing inventories.

201     Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s), GIS Technician, and Consultant/Contract staff as needed.

202     Match: RPC (10%), ACCD/Municipal Assessment Funds

203     Products:

- 204     ▪ Municipal bridge and culvert data entered into VTCulverts.org
- 205     ▪ Results of usage counts at state park-and-rides
- 206     ▪ Town highway major collectors data
- 207     ▪ Results of traffic counts submitted to VTrans in an acceptable format
- 208     ▪ Municipal Complete Streets implementation inventory submitted to VTrans
- 209     ▪ Maintain and update public transit bus stop facilities inventory

210     **TASK 5.0 PROJECT DEVELOPMENT PLANNING:**

211     This task-provides continuity between planning and implementation and provides a framework for on-

225 going public participation as specific design alternatives, costs, and impacts are explored. RPC  
226 engagement during this process ensures the local and regional context are integrated.  
227 Specific tasks include:

- 228
- 229 A. Assist VTrans with project development outreach and coordination with local municipalities and  
230 regional entities. This outreach and coordination may include accelerated and/or high-impact  
231 projects. Participate in project scoping and other project development meetings. Provide input to  
232 VTrans on New Project Summaries (NPS) for assessment management projects.
  - 233 B. Support municipalities who are managing Municipal Assistance Bureau (MAB) projects and other  
234 locally managed transportation projects.
  - 235 C. Identify and evaluate regional transportation needs and potential projects through the Vermont  
236 Project Selection and Project Prioritization (VPSP2) process. This work includes participating in the  
237 scope refinement process as needed.
  - 238 D. ~~Review recommendations from the VTrans Exit 17 project scoping/design effort, assist with public~~  
239 ~~outreach as needed, and provide regional input.~~
  - 240 E. Work with VTrans and local stakeholders during the ~~scoping process~~ **next steps** for the I-89 Exit 19/VT  
241 Route 104/SASH intersection.
  - 242 F. Work with VTrans and local stakeholders during the Project Refinement process for the Fairfax VT  
243 104/VT 128 intersection.
  - 244 G. Work with VTrans and local stakeholders during the Project Refinement process for the Swanton I-89  
245 Exit 21 Northbound Ramps.
  - 246 H. Continue to monitor progress, assist with public outreach, and provide regional input for the VTrans  
247 I89 Exit 17 project.
- 248

249 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),  
250 GIS Technician, and Consultant/Contract staff as needed.

251 Match: RPC (10%), ACCD/Municipal Assessment Funds

252 Products:

- 253 ■ Annual project scoring submitted.
- 254

#### 255 **TASK 6.0 MUNICIPAL ROADS GENERAL PERMIT (MRGP) SUPPORT:**

256 This task includes assisting municipalities with the MRGP including providing education/training,  
257 prioritizing needs and developing capital plans, and conducting collecting road erosion inventories when  
258 other funding is not available to complete this work.

259

260 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),  
261 GIS Technician, and Consultant/Contract staff as needed.

262 Match: RPC (10%), ACCD/Municipal Assessment Funds

263 Products:

- 264 ■ Road erosion inventory data submitted to DEC MRGP data portal.
  - 265 ■ Report with financial summary and report on MRGP support activities.
- 266

#### 267 **TASK 7.0 BICYCLE AND PEDESTRIAN PLANNING INTEGRATION PROGRAM:**

268 Participate in the Bicycle and Pedestrian Planning Integration **Pilot Program** to create a map of regional  
269 bike routes and pedestrian facility improvement priorities. Work will include compiling and assessing

270 existing resources/data, mapping infrastructure locations, participating in project meetings, and  
271 completing other tasks as identified during the planning process.

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274 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),  
275 and GIS Technician

276 Match: No regional match required.

277 Products:

278 ■ Summary report to VTrans for statewide compilation.

279 ■ GIS data of infrastructure locations.

280 ■ Engage and assist municipalities in bicycle and pedestrian infrastructure planning.

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### 282 **TASK 8.0 STATE-OWNED RAIL TRAILS:**

283 Through this task, staff will support Rail Trail Councils, support the development and implementation of  
284 trail Management Plans using a collaborative and consistent approach. Work will also include  
285 implementation of the LVRT Management Plan through the LVRT and regional committee.

286

287 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),  
288 Office Administrator, and GIS Technician

289 Match: No regional match required.

290 Products:

291 ■ Provide Staff support for Rail Trail Councils

292 ■ Organize and facilitate regular Council meetings at least 6 times a year.

293 ■ Maintain Trail Friendly Business Program(s)

294 ■ Assist VTrans with Rail Trails Count Program

295 ■ Assist with the development of the MVRT Management Plan

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### 297 ~~**TASK 9.0 LVRT/MVRT JUNCTION FEASIBILITY STUDY:**~~

298 ~~NRPC will contract with a firm to develop a trailhead design for the junction of the Missisquoi Valley and~~  
299 ~~Lamoille Valley Rail Trails in Sheldon. The design will provide adequate space for trailhead parking, safe~~  
300 ~~access for pedestrians and bicycles and improve the sense of place with public amenities and landscaping.~~

301

302 ~~Personnel: Consultant/Contract Staff as needed~~

303 ~~Match: No regional match required.~~

304 ~~Products:~~

305 ~~■ Identification and prioritization of improvements~~

306 ~~■ Clear, written documentation of project issues and overall feasibility~~

307 ~~■ Complete preliminary cost estimate for further engineering, project administration,~~  
308 ~~environmental review, and construction~~

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### 310 **TASK 10.0 VT 207/BUSHEY ROAD INTERSECTION FEASIBILITY STUDY:**

311 NRPC Staff, in collaboration with the Town of Swanton, will retain a transportation planning consultant to  
312 evaluate the VT Route 207/Bushey Road/Town Highway 37("Sholan Rd.") intersection in the Town of  
313 Swanton; in an effort to collect and summarize information required for a future project to address safety,  
314 traffic flow and volume concerns.



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Personnel: Director, Assistant Director, Transportation Planner, Regional Planner(s), Office Administrator, and Consultant/Contract Staff as needed

Match: No regional match required.

Products:

- Intersection Feasibility Study

**TASK 11.0 STATE RAIL TRAILS INTERACTIVE MAPPING:**

~~NRPC will contract with a firm to develop an interactive map consisting of Missisquoi Valley Rail Trail, Lamoille Valley Rail Trail, Delaware and Hudson Rail Trail, and the Beebe Spur Rail Trail.~~

~~Personnel: Consultant/Contract Staff as needed~~

~~Match: No regional match required.~~

~~Products:~~

- ~~▪ Evaluation of existing platforms to serve this need~~
- ~~▪ Templates for four independent, dynamic embeddable web maps, including amenities/businesses on a stylized base map and populated web map for the Delaware and Hudson Rail Trail~~
- ~~▪ Final memo with recommendations inclusive of initial cost and long-term maintenance costs~~
- ~~▪ Pilot one trail map during the development of the mapping template~~

**Attachment A: TPI Background and List of Past Accomplishments**

VTrans, in 1991, undertook its Planning Initiative to decentralize the Agency's transportation planning process in order to provide for more local/regional participation in the state's transportation planning efforts. The Agency's stated intent has been to carry out this initiative under contract with each of Vermont's eleven regional planning commissions, under the direction of locally elected municipal officials.

The Regional Commission has been supportive of this process since the outset. In 1992 the Regional Commission's Transportation Planning Program was organized under the oversight of our Regional Transportation Advisory Committee (TAC) which serves in an advisory capacity to our Board of Commissioners. Each of the Regional Commission's twenty-three member municipalities has been invited to participate in the Transportation Planning Program through the submission of a signed resolution and the annual appointment of an elected official or representative to the TAC. The Green Mountain Transit, Northwest Vermont Rail Trail Council, New England Central Railroad, and the fixed base operator, Border Air, for the Franklin County State Airport in Highgate have voting representatives on the TAC, and efforts have been undertaken to add seats representing the regional ferry services. The regional VTrans representative has non-voting representation on the Commission's TAC.

360 The Regional Commission's Transportation Planning Program operates under and adheres to previously  
361 adopted communication and public participation protocols, memoranda of understanding with adjoining  
362 regional commissions, VTrans recommended procurement procedures, and all applicable federal and  
363 state statutes and regulations. In addition, the region's TAC, with approval from the Board of Regional  
364 Commissioners, adopted rules of procedure governing their actions and responsibilities. Previous  
365 proposals financed:  
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- 367 • The organization of the Regional Commission's transportation planning program, including the  
368 development of the Regional Commission's first work program and budget (FY 93)
- 369 • The development of a regional transportation plan (FY 94)
- 370 • The development of a transportation improvement program, and special transportation studies such  
371 as the Route 2/78 Corridor Study and the Federal Street Extension Study (FY 95)
- 372 • Continued coordination, long-range planning efforts, and special projects including a Route 7 Corridor  
373 Study and an access management handbook for area communities (FY 96)
- 374 • Updates to the regional transportation plan, continued coordination with transportation groups,  
375 long-range planning efforts, and special projects including the Route 105 Corridor Study and bike and  
376 pedestrian planning in Grand Isle County (FY 97)
- 377 • A corridor study of US Route 2 in Grand Isle County, Swanton Access Management Study, and Exit 20  
378 Improvement Study (FY 98)
- 379 • An engineering study of the train bridge in Sheldon and the Swanton and Enosburg Village Circulation  
380 Study (FY 99)
- 381 • An update of the regional transportation plan, a feasibility study for bicycle and pedestrian facilities in  
382 the Town of Highgate, a transportation enhancement program grant application to implement  
383 improvements recommended in the Grand Isle County Roadway Corridor Study, and a St. Albans  
384 Traffic Circulation Study (FY 01)
- 385 • Confirmation of Transportation Projects with the Regional Plan
- 386 • Roadway and culvert location and condition data inventories as part of the region-wide RSMS  
387 development for individual municipalities
- 388 • Completion of access management conditions inventory (FY02)
- 389 • Completion and adoption of Regional Long-Range Transportation Plan (FY04)
- 390 • VT Route 104 Corridor Study (FY 04)
- 391 • Re-alignment study of the VT Route 105/US Route 7 Intersection (FY 03)
- 392 • Re-alignment study of the Commette/Fletcher Roads Intersection in Fairfax (FY 03)
- 393 • Update to the 1995 Federal St. Corridor Study (FY '06)
- 394 • A Sidewalk Feasibility Study for the Town of Franklin (FY '06)
- 395 • Update to the Financing Improvements to the Exit 20 Area Study (FY '06)
- 396 • VT 104/VT 128 Intersection Re-alignment Analysis (FY '06)
- 397 • Lamkin St. Corridor Study (FY '07)
- 398 • Northwest VT Project Report (FY '07)
- 399 • Update to the US 7 Corridor Study (FY '07)
- 400 • Update to Franklin Sidewalk Study (FY '08)
- 401 • Update of the Long Range Transportation Plan (FY'09)
- 402 • Update of the VT 104/SASH Intersection Study (FY' 09-10)
- 403 • Update of the Long Range Transportation Plan Draft (FY'11)

- 404 • VT 104/US 7 Intersection and Bridge B1 Feasibility Study (FY'12-13)
- 405 • Regional Highway Safety Forum (FY'14)
- 406 • Integrated Long Range Transportation Plan into the updated Regional Plan for 2015-2023 (FY '15)
- 407 • Update and reprint Missisquoi Valley Rail Trail Guide (FY '16)
- 408 • Grand Isle County Park and Ride Scoping Study (FY'17/FY'18)
- 409 • George South Village Transportation Master Plan (FY'18/FY'19)
- 410 • Missisquoi Valley Rail Trail Wayfinding Plan (FY' 20)
- 411 • Maintained active TAC member participation in remote meetings during the COVID pandemic (FY' 21)
- 412 • Assisted all member municipalities on the Municipal Roads General Permit (MRGP) (FY'22)
- 413 • Coordinated the VT 105 Road Safety Audit Review.
- 414 • Franklin VT 120/VT 236/Middle Rd. Intersection Evaluation (FY'23)
- 415 • Transportation Chapter updates within the Northwest Regional Plan 2023-2031, including Long Range
- 416 Transportation Plan.



## MEETING MINUTES:

Northwest Regional Planning Commission  
Transportation Advisory Committee (TAC)

NRPC Conference Room, 75 Fairfield Street, St. Albans, VT 05478

Thursday June 13, 2024 - 6:30-8:00 PM

Hybrid Meeting Format: in person and remote

### Attendance

Municipality	Rep.	Present	Municipality	Rep.	Present	Municipality	Rep.	Present
Alburgh Town	Vacant		Alburgh Village	Jason Beaulac		Bakersfield	Vacant	
Enosburg Falls	Gary Denton		Enosburgh Town	Joey Clark		Fairfax	Matt Guerino	
Fairfield	Dr. Lynda Ulrich Cathy Ainsworth (alt)		Fletcher	Vacant		Franklin	Peter Magnant	X
Georgia	Suzanna Brown	X	Grand Isle	Barclay Morris	O	Highgate	Sharon Bousquet	O
Isle La Motte	Vacant		Montgomery	Mark Brouillette		Richford	Wally Steinhour	
Sheldon	Seth Hungerford		South Hero	Bob Buermann		St. Albans City	Vacant	
St. Albans Town	David Allerton John Montagne (alt)	X	Swanton Town	Harold Garrett	X	Swanton Village	Heidi Britch-Valenta Bill Sheets (alt)	O
GMT (Transit)	Chris Damiani		NECR (Rail)	Charles Hunter		MVRT (Bike/Ped)	Vacant	
Air Rep.	Vacant		Berkshire	Vacant		North Hero	Vacant	

**Other Participants:** Kyle Grenier (NRPC), in person.

X = In person

O = Online

*Chair, Harold Garrett called the meeting to order at 6:35PM*

#### • Adjustments to the Agenda

No adjustments were made

#### • Welcome, Introductions, Opening Remarks

Welcome new Swanton Village representative: Heidi Britch-Valenta

#### • Opportunity for Public Comment

No public comment was made.

#### • Annual Election of Officers

The TAC Rules of Procedure call for annual elections of a Chair and Vice-Chair. There are no term limits for these positions. *The floor will be open to nominations for Chair and Vice-Chair and elections will be held.*

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- H. Garrett, with permission from V. Chair, Pete Magnant, transferred control of the meeting to Kyle Grenier. K. Grenier accepted and requested motions for TAC Chair:
    - i. Suzanna Brown nominated Barclay Morris.
    - ii. Barclay Morris nominated Harold Garrett.
    - iii. Sharon Bousquet seconded both.
    - iv. Barclay Morris stated preference for H. Garrett to continue as chair, if Garrett agreed.
    - v. With Garrett's agreement, all voted in favor of Harold Garrett as Chair.
  - K. Grenier turned the meeting back to H. Garrett.
    - i. H. Garrett requested nominations for TAC Vice Chair:
    - ii. Suzanna Brown nominated Peter Magnant.
    - iii. Sharon Bousquet seconded Peter Magnant.
    - iv. No further nominations were heard.
    - v. All voted in favor of Peter Magnant as Vice Chair.

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- **Regional Priorities**

42 Review of edits, additions, and updates.

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- K. Grenier reviewed edits made to the list of Regional Priorities.
  - Discussion about various priorities and current projects occurred.
  - Discussion about opportunities to assist with elevating concerns to AOT in the absence of VPSP2.
  - K. Grenier to research areas of concern:
    - Highgate Springs LPOE, I89 bridge-south of Exit 21

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- **Green Mountain Transit (GMT) Update**

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- K. Grenier provided an update regarding GMT's impending fiscal cliff and how that may cause service reductions within the urban and rural service areas. The northwest region could see service reductions as a result.
  - S. Brown asked about students who take a GMT shuttle to high school in Chittenden County. K. Grenier to research.

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- **Minutes of the May 9, 2024 Meeting**

57 S. Brown motioned to approve the May 9, 2024 meeting minutes as printed. B. Morris seconded. The motion

58 carried with two abstentions.

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- **TAC Member and Staff Updates**

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- D. Allerton shared updates relative to St. Albans town sidewalk and paving projects.
  - K. Grenier shared updates regarding bridge work in Swanton Village and Fairfield, Exit 19/SASH/VT 104 intersection, I 89 Exit 17 progress, VT 104/VT 128 progress, I 89 Exit 21 scoping, MVRT/LVRT Junction trailhead progress.

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- **Other Business**

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- Next meeting: July 11, 2024

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69 P. Magnant motioned to adjourn the meeting. D. Allerton seconded. The motion carried. The meeting

70 adjourned at 8:15PM

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**NRPC Regional Project Identification List**

	Town	Route	Additional Identifier (bridge #, etc.)	VTrans Project Number	Project Name	Description	Anticipated Construction Year			
<b>Roadway &amp; Safety</b>										
	Georgia	US 7		STP 0285(17)	Milton - Georgia (slab removal)		2029			
	Fairfax	VT 104/VT 128		STP 023-1(8)	Fairfax Intersection	Scope Refinement	current			
	Franklin	VT 120/VT 236/Middle Road			Franklin_VT120_NRPC_2021-Intersection_VT235_MiddleRd	Intersection Evaluation	eval complete			
	Georgia	US 7/I-89/VT 104A/Skunk Hill		STP 0285(18)	Georgia South Village Intersections	Intersection(s) Evaluation, ParkRide	awaiting consultant			
	Swanton	I 89/VT 78 Exit 21 Ramp		IM 089-3(82)		Scope Refinement	current			
	South Hero	US 2/South St			Traffic & Safety:SouthHero_US2_NRPC_2021_Intersection_US2_SouthSt					
	Grand Isle	US 2/Hyde Rd			Traffic & Safety: Grand Isle_US2_NRPC_2021_Intersection_US2_HydeRd					
	Highgate	VT 207/Brosseau Rd				continued slide/failure				
<b>Paving</b>										
		VT 128			Essex - Fairfax					
		VT 104		STP FPAV(66)	Fairfax - St. Albans		2024	<a href="#">104 Paving Fact Sheet</a>		
		VT 104A		STP PS26(6)	Georgia - Fairfax		2026			
		VT 242		STP PS24(8)	Montgomery - Westfield		2026			
		VT 105		STP FPAV(68)	Sheldon - Enosburg		2025			
		VT 207		STP FPAV(77)	St. Albans-Highgate		2025			
		US 7		STP PS25(7)	St. Albans - Swanton		2025			
		VT 120			Paving: Sheldon_Franklin_VT120_NRPC_2021_Rehabilitation_Drainage					
		VT 314				paving needs, shoulder width concerns				
<b>Bridge/Culvert</b>										
	Fairfield	VT-36	6	STP DECK(51) Fairfield	FAIRFIELD BRIDGE BR#6	Replace deck of Bridge No. 6 on VT-36 in Fairfield crossing the Fairfield River	2024	<a href="#">Fairfield Bridge 6 Fact Sheet</a>		
	Fairfield	TH 29 (Paradee Rd)	49	BO 1448(46) Fairfield	Bridge 49 on TH 29 (Paradee Rd) over Black Creek	Proposed replacement of bridge	2027	<a href="#">Fairfield Bridge 49 Fact Sheet</a>		
	Enosburg	TH 42 (Sand Hill Rd)	45	BO TRUS(6) Enosburg	Rehab of Bridge 45 on TH 42					

