



MEETING NOTICE:

Northwest Regional Planning Commission

Transportation Advisory Committee (TAC)

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

Thursday July 10, 2025 - 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. **LVRT Culvert Inventory Project Overview** – *Lorna Peters, Melissa Hall (NRPC Interns)*
5. **Rail Trail Project updates**
6. **Review draft of the FFY 2026 Transportation Planning Initiative (TPI) Work Program**
TAC will review FFY 2026 work program and may recommend for approval by the NRPC Board of Commissioners
7. **Minutes of the May 8, 2025 Meeting** (*enclosed*)
8. **TAC Member and Staff Updates**
9. **Other Business**
No August meeting.
Next meeting: September 11, 2025

If you cannot attend the meeting, please notify Kyle Grenier at 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, 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.



**Northwest Regional Planning Commission
FY 2026 Work Program and Budget
Vermont Agency of Transportation
Transportation Planning Initiative**

INTRODUCTION

The Northwest Regional Planning Commission (NRPC) hereby submits this FY ~~2025~~ 2026 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~~ 2025 to September 30, ~~2025~~ 2026) for the stated amount of ~~\$346,379.00~~ (\$298,253.16). The proposed budget anticipates and includes the ten-percent regional match requirement for all tasks except Task 8: State Owned Rail Trails, Task 9: VT 207/Bushey Road Intersection Feasibility Study.

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 & Budget. Federal Fiscal Year 2026: October 1, 2025 – September 30, 2026.*"

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~~ 2025 - September 30, ~~2025~~ 2026).
 - 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~~ 2026 VAPDA Annual Report.
 - 57 G. Participate in monthly TPI meetings. Organize and host up to one TPI meeting a year.
- 58

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~~ 2026 Annual Report for each RPC that includes transportation performance
66 measures.
- 67

68 **TASK 2.0 PUBLIC INVOLVEMENT AND COORDINATION**

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

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

- 90 Missisquoi Basin Project Identification and Prioritization effort that was completed under the FY19
 91 TPI work program.
- 92 H. Coordinate regularly with road foreman and Vermont Local Roads including hosting at least two
 93 regional road foreman meetings per year.
 - 94 I. Participate in Travel Demand Management (TDM) planning efforts by promoting the Go Vermont
 95 and Park Your Carbon programs and provide a summary of outreach to VTrans.
 - 96 J. Work with VTrans to regularly coordinate aviation-related outreach and coordination activities.
 - 97 K. Participate in and promote the Transportation Equity Framework Project including coordinating
 98 regional meetings and attending trainings focused on achieving equity and inclusion in the
 99 transportation planning process.
 - 100 L. Participate and collaborate on events organized by the State Highway Safety Office (SHSO), including
 101 public outreach and dissemination of information, identification of stakeholders for engagement.
 - 102 M. Ensure proper updates are reflected in Title VI plan.
 - 103 N. Participate in human service transportation planning including (but not limited to) coordinating with
 104 public transit providers, organizing quarterly regional Older Adults and Persons with Disabilities
 105 (O&D) public transit advisory committee meetings, facilitating the implementation of the regional
 106 O&D Committee work plans and participating in special public transit efforts as needed.
 - 107 O. Conduct municipal Complete Streets implementation inventory for 2026

108
 109 Personnel: Director, Office Administrator, Assistant Director, Transportation Planner, Senior
 110 Planner(s), Regional Planner(s), GIS Technician, and Consultant/Contract staff as needed.

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

112 Products:

- 113 ▪ Public participation and outreach activities will be ongoing throughout the contract period.
 114 Specific products will include the newsletter, meeting announcements, minutes, written
 115 recommendations, and correspondence as appropriate
- 116 ▪ Submit progress report on TDM activities to VTrans.
- 117 ▪ Hold at least two Regional Road Foreman meetings.
- 118 ▪ Prepare a summary memo of all transportation equity-related work carried out by the RPC during
 119 the previous calendar year.
- 120 ▪ Municipal Complete Streets implementation inventory submitted to VTrans.

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 122
 123 **TASK 3.0 PLANNING**

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

- 129 A. Promote bicycle, pedestrian, and active transportation efforts in the region. Implement tasks from
 130 the Northwest Vermont Walkability Action Plan to support implementation of the ~~2020~~ 2021 VTrans
 131 Bicycle and Pedestrian Strategic Plan.
- 132 B. Support regional and statewide organizations and facilities including (but not limited to) the Lake
 133 Champlain Bikeways, Trails & Greenways Council, Northwest Vermont Rail Trail Council, Missisquoi
 134 Valley Rail Trail, Lamoille Valley Rail Trail (LVRT), Friends of the Lamoille Valley Rail Trail and the

135 Northern Forest Canoe Trail.

- 136 C. Support schools and communities by encouraging students to walk and bike to school. The support
137 could include general outreach for the VTrans SR2S program, hosting trainings, participation in school
138 travel plan working groups, mapping, grant writing, and traffic data collection/monitoring.
- 139 D. Develop and maintain GIS data used in transportation planning including land use, roads, bike and
140 pedestrian resources, natural resources, emergency planning, and other related transportation
141 datasets. Participate in the ongoing review of VTrans and VCGI-generated data and information and
142 produce transportation-related maps as needed.
- 143 E. Coordinate all-hazards mitigation planning as it relates to transportation planning efforts including
144 watershed, stormwater, shoreline stabilization and other projects. Coordinate municipal outreach for
145 the Transportation Flood Resilience Planning Tool (TRPT) and integrate the tool into municipal and
146 regional planning efforts. Support VTrans' development of the Strategic Resilience Improvement
147 Plan.
- 148 F. Review and comment on potential transportation impacts from regional land use development and
149 Act 250 applications.
- 150 G. Participate in modal-specific planning (air, rail, bike/ped, etc.) and other VTrans-managed planning
151 projects. Participation may include meeting attendance; providing data; reviewing document drafts
152 and dissemination of information to TACs and the general public.
- 153 H. Participate in environmental policy and planning efforts ~~which could include the Transportation
154 Climate Initiative, Climate Mitigation planning, vehicle electrification planning, wildlife/ecological
155 connectivity, regional energy planning, MS4 support, and promoting land use practices that promote
156 smart growth.~~
- 157 I. NRPC will coordinate municipal requests for Road Safety Audits and participate in Road Safety Audit
158 meetings and review the resulting reports. Work with VTrans to implement recommendations as
159 included with the VT 105 RSAR.
- 160 J. Provide technical assistance to municipalities pursuing demonstration projects on state highways and
161 town highways.
- 162 K. Support planning for passenger and freight rail improvements in the region. Evaluate potential sites
163 for intermodal rail access development opportunities. Create GIS inventory of parcels zoned for
164 industrial and commercial uses that are or could be served by rail.
- 165 L. Continue to update transportation elements within the Northwest Regional Plan.
- 166 M. Participate in state-wide electric vehicle charging infrastructure planning.
- 167 N. Assist municipalities and non-profit organizations in writing grant proposals for transportation-related
168 initiatives and projects as requested.
- 169 O. Continue work on tasks identified in the 2022 US Route 7 Milton to Georgia corridor plan.
- 170 P. Support opportunities for pollinator and wildlife habitat analysis, connectivity, and maintenance
171 when applicable.
- 172 Q. Support communication and coordination regarding ongoing transportation energy efficiency
173 planning efforts.
- 174 R. Participate in public transportation planning including (but not limited to) coordinating with public
175 transit providers, attending public transit board meetings, and participating in special public transit
176 efforts as needed.

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179 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),

180 GIS Technician, and Consultant/Contract staff as needed.

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

182 Products:

- 183 ■ GIS coverages/maps (updated base, land use, transportation network, natural resources,
- 184 emergency planning, and associated transportation data)
- 185 ■ Products related to bike/ped promotion
- 186 ■ ~~Annual summary of environmental policy and planning efforts.~~
- 187 ■ Annual summary of all-hazard/resiliency planning efforts.
- 188 ■ ~~Climate Mitigation Planning summary.~~
- 189 ■ Intermodal Rail Access Planning parcel report and GIS inventory.
- 190 ■ Submit comments to inform annual update of the State EV charging plan.
- 191 ■ Include Bicycle and Pedestrian planning activities with annual TDM activity submission.

192
193 **TASK 4.0 DATA COLLECTION AND MANAGEMENT:**

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

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

216
217 Personnel: Director, Assistant Director, Transportation Planner, Senior Planner(s), Regional Planner(s),
218 GIS Technician, and Consultant/Contract staff as needed.

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

220 Products:

- 221 ■ Municipal bridge and culvert data entered into VTCulverts.org
- 222 ■ Results of usage counts at state park-and-rides
- 223 ■ Town highway major collectors data
- 224 ■ Results of traffic counts submitted to VTrans in an acceptable format

- 225 ▪ Maintain and update public transit bus stop facilities inventory

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227 **TASK 5.0 PROJECT DEVELOPMENT PLANNING:**

228 This task provides continuity between planning and implementation and provides a framework for on-
229 going public participation as specific design alternatives, costs, and impacts are explored. RPC
230 engagement during this process ensures the local and regional context are integrated.

231 Specific tasks include:

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

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

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

254 Products:

- 255 ▪ Annual project scoring submitted.

256

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

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

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

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

265 Products:

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

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269 **TASK 7.0 BICYCLE AND PEDESTRIAN PLANNING INTEGRATION PROGRAM:**

270 ~~Participate in the Bicycle and Pedestrian Planning Integration Program to create a map of regional bike~~
271 ~~routes and pedestrian facility improvement priorities. Work will include compiling and assessing existing~~
272 ~~resources/data, mapping infrastructure locations, participating in project meetings, and completing other~~
273 ~~tasks as identified during the planning process.~~

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

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

278 ~~Products:~~

- 279 ~~▪ Summary report to VTrans for statewide compilation.~~
- 280 ~~▪ GIS data of infrastructure locations.~~
- 281 ~~▪ Engage and assist municipalities in bicycle and pedestrian infrastructure planning.~~

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283 **TASK 8.0 STATE-OWNED RAIL TRAILS:**

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

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

290 Match: No regional match required.

291 Products:

- 292 ▪ Provide Staff support for Rail Trail Councils
- 293 ▪ Organize and facilitate regular Council meetings at least 6 times a year.
- 294 ▪ Maintain Trail Friendly Business Program(s)
- 295 ▪ Assist VTrans with Rail Trails Count Program
- 296 ▪ Assist with the development of the MVRT Management Plan
- 297 ▪ Provide technical support and municipal assistance for improvement/development of RT
- 298 trailheads.

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300 **TASK 9.0 VT 207/BUSHEY ROAD INTERSECTION FEASIBILITY STUDY:**

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

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

308 Match: No regional match required.

309 Products:

- 310 ▪ Intersection Feasibility Study

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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.

The Regional Commission's Transportation Planning Program operates under and adheres to previously adopted communication and public participation protocols, memoranda of understanding with adjoining regional commissions, VTrans recommended procurement procedures, and all applicable federal and state statutes and regulations. In addition, the region's TAC, with approval from the Board of Regional Commissioners, adopted rules of procedure governing their actions and responsibilities. Previous proposals financed:

- The organization of the Regional Commission's transportation planning program, including the development of the Regional Commission's first work program and budget (FY 93)
- The development of a regional transportation plan (FY 94)
- The development of a transportation improvement program, and special transportation studies such as the Route 2/78 Corridor Study and the Federal Street Extension Study (FY 95)
- Continued coordination, long-range planning efforts, and special projects including a Route 7 Corridor Study and an access management handbook for area communities (FY 96)
- Updates to the regional transportation plan, continued coordination with transportation groups, long-range planning efforts, and special projects including the Route 105 Corridor Study and bike and pedestrian planning in Grand Isle County (FY 97)
- A corridor study of US Route 2 in Grand Isle County, Swanton Access Management Study, and Exit 20

- 359 Improvement Study (FY 98)
- 360 • An engineering study of the train bridge in Sheldon and the Swanton and Enosburg Village Circulation
- 361 Study (FY 99)
- 362 • An update of the regional transportation plan, a feasibility study for bicycle and pedestrian facilities in
- 363 the Town of Highgate, a transportation enhancement program grant application to implement
- 364 improvements recommended in the Grand Isle County Roadway Corridor Study, and a St. Albans
- 365 Traffic Circulation Study (FY 01)
- 366 • Confirmation of Transportation Projects with the Regional Plan
- 367 • Roadway and culvert location and condition data inventories as part of the region-wide RSMS
- 368 development for individual municipalities
- 369 • Completion of access management conditions inventory (FY02)
- 370 • Completion and adoption of Regional Long-Range Transportation Plan (FY04)
- 371 • VT Route 104 Corridor Study (FY 04)
- 372 • Re-alignment study of the VT Route 105/US Route 7 Intersection (FY 03)
- 373 • Re-alignment study of the Commette/Fletcher Roads Intersection in Fairfax (FY 03)
- 374 • Update to the 1995 Federal St. Corridor Study (FY '06)
- 375 • A Sidewalk Feasibility Study for the Town of Franklin (FY '06)
- 376 • Update to the Financing Improvements to the Exit 20 Area Study (FY '06)
- 377 • VT 104/VT 128 Intersection Re-alignment Analysis (FY '06)
- 378 • Lamkin St. Corridor Study (FY '07)
- 379 • Northwest VT Project Report (FY '07)
- 380 • Update to the US 7 Corridor Study (FY '07)
- 381 • Update to Franklin Sidewalk Study (FY '08)
- 382 • Update of the Long Range Transportation Plan (FY '09)
- 383 • Update of the VT 104/SASH Intersection Study (FY '09-10)
- 384 • Update of the Long Range Transportation Plan Draft (FY '11)
- 385 • VT 104/US 7 Intersection and Bridge B1 Feasibility Study (FY '12-13)
- 386 • Regional Highway Safety Forum (FY '14)
- 387 • Integrated Long Range Transportation Plan into the updated Regional Plan for 2015-2023 (FY '15)
- 388 • Update and reprint Missisquoi Valley Rail Trail Guide (FY '16)
- 389 • Grand Isle County Park and Ride Scoping Study (FY '17/'18)
- 390 • Georgia South Village Transportation Master Plan (FY '18/'19)
- 391 • Missisquoi Valley Rail Trail Wayfinding Plan (FY '20)
- 392 • Maintained active TAC member participation in remote meetings during the COVID pandemic (FY' 21)
- 393 • Assisted all member municipalities on the Municipal Roads General Permit (MRGP) (FY '22)
- 394 • Coordinated the VT 105 Road Safety Audit Review.
- 395 • Franklin VT 120/VT 236/Middle Rd. Intersection Evaluation (FY '23)
- 396 • Transportation Chapter updates within the Northwest Regional Plan 2023-2031, including Long Range
- 397 Transportation Plan.



MEETING MINUTES:

Northwest Regional Planning Commission

Transportation Advisory Committee (TAC)

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

Thursday May 8, 2025 - 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	John Dasaro		Enosburgh Town	Joey Clark		Fairfax	Brent Sheets	
Fairfield	Dr. Lynda Ulrich Cathy Ainsworth (alt)	O	Fletcher	Matt Gillian		Franklin	Vacant	
Georgia	Suzanna Brown	X	Grand Isle	Barclay Morris	O	Highgate	Vacant	
Isle La Motte	Vacant		Montgomery	Mark Brouillette		Richford	Wally Steinhour	
Sheldon	Gregory Stebbins		South Hero	Bob Buermann	O	St. Albans City	Vacant	
St. Albans Town	David Allerton John Montagne (alt)		Swanton Town	Earl Fournier		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. Will Hodgson (GMT) online.

X = In person

O = Online

Without a current chair or vice chair, Kyle Grenier, NRPC Staff, called the meeting to order at 6:33pm. K. Grenier indicated that Harold Garrett (previous chair) and Peter Magnant (previous v. chair) were no longer members. With unanimous permission, K. Grenier moved directed the committee to the Annual Election of Officers.

• 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.*

- K. Grenier opened the floor, requesting nominations for TAC Chair.
 - i. Suzanna Brown nominated Barclay Morris.
 - ii. Bob Buermann seconded Barclay Morris.
 - iii. Barclay Morris agreed to the nomination.
 - iv. No further nominations were heard.
 - v. All voted in favor of Barclay Morris as Chair.

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- K. Grenier requested that B. Morris take over the meeting.
 - i. B. Morris requested nominations for TAC Vice Chair.
 - ii. Suzanna Brown nominated Bob Buermann.
 - iii. B. Buermann accepted the nomination with the condition that he would prefer not succeed B. Morris as eventual Chair, and that efforts be made to groom a new member for the V. Chair position.
 - iv. Lynda Ulrich seconded B. Buermann.
 - v. No further nominations were heard.
 - vi. All voted in favor of Bob Buermann as Vice Chair.
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- **Adjustments to the Agenda**

40 No adjustments were made

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- **Welcome, Introductions, Opening Remarks**

42 Welcome new representatives:

- Earl Fournier, Town of Swanton
- John Dasaro, Enosburg Falls Village
- Matt Gillian, Town of Fletcher
- Gregory Stebbins, Town of Sheldon

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44

- **Opportunity for Public Comment**

45 No public comment was made.

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- **NRPC & Regional project updates – Kyle Grenier**

48 EJG2G (Environmental Justice Government to Government) grant, AR35 news, etc.

- K. Grenier provided updates related to the cancellation of NRPC’s EJG2G EPA grant, Quebec’s decision to cut the final 2.7 mile stretch of the AR 35 (to the Highgate Springs border crossing), and other regionally significant projects.
- K. Grenier also provided an overview of paving, roadway and sidewalk projects occurring within the region this season.
- B. Morris asked Will Hodgson from Green Mountain Transit (GMT) if there were any pertinent updates related to the region.
- W. Hodgson noted that the planned combination of the #56 Milton Commuter and the #96 St. Albans LINK into one route is planned for August 2025. Also of note is the continued conversations related to the possible GMT rural transfer to Rural Community Transit (RCT) which could shift some of the public transit available in Franklin county to a new provider.

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- **TAC future changes discussion**

63 NRPC staff has identified possible adjustments to TAC membership, tasks, etc. that could serve as a roadmap for future changes and focuses of the committee.

- K. Grenier discussed possible adjustments to the TAC as identified by NRPC staff. TAC members offered opinions and additional ideas. A new draft will be assembled and next steps brought to a future meeting.

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- **Minutes of the February 13, 2025 Meeting**

69 S. Brown motioned to approve the February 13, 2025 meeting minutes as printed. H. Britch-Valenta seconded.
70 The motion carried unanimously.

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- **TAC Member and Staff Updates**

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74 • **Other Business**

- 75 • Next meeting: June 12, 2025

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77 *B. Morris adjourned the meeting at 8:07PM as quorum was lost a few minutes prior due to the departure of*

78 *one member.*

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