

Draft Richmond Transportation Committee

Meeting Minutes – April 23, 2024

Committee members present: Chris Cole (Chair), Cathleen Gent (Vice Chair), Jon Kart, Keith Jennings, Susan Wells.

Others present: Keith Osborne (Town Planner)

All attended remotely.

A quorum was reached, and the Chair convened the meeting at 5:35pm.

1. Welcome and Public Comments: No public comments were offered.

2. Revisions to Agenda: The agenda was revised to move up Item 6 iii. “Cochran Road Traffic Calming” to follow 6.i. “Share the Road.”

3. Approve Minutes from April 9, 2024 meeting

There were no corrections or additions offered for the April 9, 2024 Richmond Transportation Committee minutes. Kart motioned to accept, Wells seconded, the motion passed unanimously.

4. RTC future scheduling

The committee discussed changes to its meeting schedule, including hosting in-person meetings and meeting only once per month. The current plan is shift to one meeting per month on the 4th Tuesday.

The committee also discussed shifting to a hybrid-style meeting where at least some members are at meeting room in the town center so that the public can attend in person. Committee members and the public could still have the option of joining the meeting remotely via zoom.

Cole noted that many more members of the public have attended RTC meetings since it started remote/zoom-based meetings than when it used to meet only in person.

Wells suggested that for meeting/hearing/presentations that might draw in more than the usual number of interested public that these meetings have a public component to ensure broader public engagement.

The Committee recognized Cathleen Gent’s contributions to establishing the Richmond Transportation Committee and for playing such an important role from the beginning.

With Ms. Gent’s retirement from the committee, effective 5/15/2024, it was noted that there will be three vacant positions. This will require full attendance of the remaining four members to reach quorum.

Cole offered a motion that the RTC petition the Select Board to reduce the temporarily reduce the committee size of the Richmond transportation committee to five, so we can meet quorum. The motion was seconded by Gent. The motion passed unanimously.

5. Cochran Road Scoping Project

At a recent meeting, the Selectboard approved installing Cochran Rd speed tables (three at East end and two on West end) before July of 2024. Osborne noted that the Planning Office has received lots of public support for the speed tables.

Wells voiced concern that two speed tables on the West end of Cochran Rd is insufficient. She recommends at least three, plus additional traffic calming measures.

Gent asked if the new speed tables will affect the WSP's responsibilities in the Cochran Road scoping study.

Cole recommended hosting a corridor study meeting for Cochran Rd landowners sometime soon.

Gent noted that this isn't part of WSP's scope of work. Cole suggested tht the RTC will need to organize the meeting if WSP cannot.

Oborne noted that there has been no contact from WSP or CCRPC over the past two of weeks regarding the Cochran Road scoping and corridor studies.

6. General Updates

i. Share the Road and

iii. Cochran Road Traffic Calming – Speed Table locations and installation timing

Wells shared a draft poster that will be posted in public areas. Cole recommended emphasizing the "This is Richmond" and "be courteous" and creating a yard-sign version to post along Cochran Rd. Gent recommended working with the Highway Dept to install "share the road" signs.

ii. Upper and Lower Bridge Street sidewalk

Oborne noted that sidewalk design negotiations with local landowners continues. There were no new design updates to report. The cost of concrete has risen, but the project remains within budget. The design for the lower portion of the lower Bridge St sidewalk must be approved by the DRB because this section is the floodplain. The Planning Office will arrange for the DRB review. The final designs will be approved by the Selectboard. The RTC will not be making recommendations for final designs—though individual members, speaking as citizens (not as RTC members) can provide comments to the Selectboard.

Oborne noted that the sidewalk project can affect people's livelihoods and that there often a need to balance conflicting needs and expectations.

iv. Pipeline Document

Gent and Oborne have revised the pipeline document showing the status of RTC projects. It is now posted to the RTC webpage. Gent recommended that the RTC review and update the document quarterly.

7. Possible agenda Items for Next Meeting

- Cochran Road corridor and scoping studies updates from WSP.
- Appoint new officers

8. Adjourn:

Gent: Motion to adjourn, 2nd by Jennings. Approved unanimously. Meeting adjourns at 6:39pm

Minutes taken by Jon Kart

Abbreviations used in RTC minutes: ARPA = American Rescue Plan Act of 2021; CCRPC = Chittenden County Regional Planning Commission; D&K = Dubois and King; GMT=Green Mountain Transit; PPL = Project Pipeline Document; RCC=Richmond Conservation Committee; RHC=Richmond Housing Committee; RTC = Richmond Transportation Committee; RVC=Riverview Commons; SB = Selectboard; TAP=Transportation Alternatives Program; THBC = intersection of Thompson Rd, Huntington Rd, Bridge St, and Cochran Rd; UPWP = Unified Planning Work Program; VDH = VT Dept. of Health; VPSP2=Vermont Project Selection and Project Prioritization; VTRANS=Vermont Agency of Transportation.