The chair called the meeting to order at 4:33 PM.

ATTENDANCE
Lew Sorenson (Chair)          Prudence MacKinney
Joel Bluming                  Chuck Wise
George Mora                   Mollie Burke (Legislature)
Karen Astley (Potential New Commissioner) Chris Campany (Staff)
Erica Roper (Staff)

BUSINESS

Introductions

Introduction to the Transportation Plan Update Process
Chris Campany WRC Director spoke and fielded questions about the Transportation Plan update process.
– What is expected at this point in the process?
By October to get feedback about what is in the regional plan that the committee would like to update. Not specific solutions or policy updates but types of information that the committee would like to see added, revised, or updated. The Transportation Plan has 2 years to update. The relationship between energy and transportation looms large.

Vtrans is in the process of updating the project prioritization process which could impact the approach to the committee structure and plan update.
Project prioritization has not been brought before the legislature.

Discussion/Decisions for Summary Report for Regional Plan Update
This portion was a discussion led by Erica Roper about ideas on how to approach the updated, additions to the plan, and plan structure.
- Usability is challenging, links are included but not the full text of the link which makes them useless on the print version. Should be included as a footnote.
- There should be a list of acronyms

NOTE: These are draft minutes, which are subject to change during final review and approval.
The committee would like the document to better foster an understanding of how planning concepts translate into project development.

Concerns about how the document is available.

The committee reviewed and added to a list of update items for consideration. The committee then reviewed the full list and came to consensus on if they wanted to include this item in the process. All items were approved.

Original List

- Do we want to fully integrate into the regional plan?
- We will likely want to expand somewhat, how much we want to expand is an open question to be addressed at the beginning of the update process.
- Look at how the plan is used and how we can improve and expand upon its use.
  - Review policies to better support goals and activities.
- Update data and maps
- Add an inventory section but will need to determine what that looks like.
- Add an implementation section which we will want to determine what it looks like.
- Engage a robust public participation plan and will need to determine what that looks like.
- Determine staff and committee roles in the process and a procedure for the update.
- Determine a rough schedule.

Final list which the committee used consensus approval and approved all items

- Look at town plans in thorough but efficient manner to identify town services and needs
- Do we want to fully integrate into the regional plan?
- We will likely want to expand somewhat, how much we want to expand is an open question to be addressed at the beginning of the update process. To explore this, will need to look at other regional plans not exclusive of transportation plans.
- Look at how the plan is used and how we can improve and expand upon its use. Explore the best ways to reach and meet the needs of each audience.
  - Review policies to better support goals and activities.
- Update data and maps
- Expand upon transit and active transportation
- Add two inventory sections one for town led one for state led projects but will need to determine what that looks like.
- Add an implementation section which goes beyond strategies to specific actions. We will want to determine what it looks like.
- Engage a robust public participation plan and will need to determine what that looks like. Include coordination with state and legislature.
- Reduce opaqueness of the transportation plan.
- Determine staff and committee roles in the process and a procedure for the update.
- Determine a rough schedule 2 years for the transportation plan perhaps a phased update which includes an amendment in 4 years when the regional plan is updated.
- Explore how to market the plan.
- Include an executive/ civilian summary
- Include information about how planning documents translate into project development.

NOTE: These are draft minutes, which are subject to change during final review and approval.
A summary of these decisions will be included in the final version of the minutes

Additional Notes
- Towns are concerned about speed, interest in lendable speed feedback signs
- Serve food at public transportation outreach

ADMINISTRATIVE

July minutes prudence moved to approve Joel 2nded all approved. George abstains

Next Meeting scheduled for
October 15th at 4:30pm at the Windham Regional Commission.

Meeting adjourned 6:03pm

Respectfully submitted,

Erica Roper
Transportation Planner