The Chair called the meeting to order at 4:30 PM.

ATTENDANCE
Matt Mann (staff)  George Mora
Dick Clark       Priscilla Margola
Amy Bell - VTrans  Jodi French – Chair
Nicolas Wallaert  Lou Bruso

MINUTES APPROVAL
Approval of the minutes of March 9, 2015 was unanimous.

BUSINESS – VTrans Street Tree Design and Class 1 Town Highway Designation

Amy Bell, Planning Coordinator, VTrans, presented on two topics that are still being finalized at VTrans: Public Street Tree Policy and the Class 1 Town Highway Designation. Some of the current issues with trees in the State right-of-way include:

- VTrans annually receives many requests for street trees within State Highway rights of way
- Lack of clear Policy has resulted in inconsistent responses & outcomes
- Source of frustration for VTrans “customers”
- Trees are a significant maintenance and resource challenge for VTrans - $1.5-2M annually on routine tree/shrub removal
- Increased emphasis placed on Downtown & Village Center planning & streetscape design

On-going maintenance of the State Highway network, especially the highways that go through town centers, continue to create conflicts between tree limbs and plow truck wing blades. Other conflicts that should be considered are: leaf litter and debris on the highway, overhead hazards (e.g. utility lines), safety and liability issues and ice that is created in the shadows of trees.

Moving forward the policy recommends a 3-tiered approach: Towns take over the section of highway where trees will be planted, have or seek downtown designation, village center; or the setback must be at least 3’.
Amy also discussed Class 1 town highway designation. For towns considering taking over a stretch of state highway, the town highway aid is $11,200/mile. Class 1 town highways allow towns greater flexibility to implement streetscaping, parking, change speed limits and include crosswalks.

**Route 30 Transit Study**
Matt provided a brief update on the Route 30 Transit Study. The consultant, Parsons Brickerhoff was retained. There have been two public meetings to-date, an on-line transit survey was developed and will be live until the end of April; there have also been a number of outreach meeting with various stakeholders.

**Capital Planning**
Working with a town on developing a Capital Improvement Plan is one task in this year’s TPI Work Program. Matt discussed what a Capital Budget is, why a town might need this, how planning is a key component to this process and examples of some capital projects.

**Better Backroads Program**
Matt discussed the upcoming Better Backroads Program and Grant process. The Program assists towns with technical support and grant funding to improve erosion and other water quality related issues. Projects are typically centered around ditch work, culvert improvements, diversion dams, streambank stabilization etc… The two tasks towns can receive funds for are Task A: Road Inventory and Capital Budget Planning (maximum amount $4,000); and Task B: Correction of Road Related Erosion Problems (maximum $10,000).

Meeting adjourned at 5:55pm
Next Meeting: May 11th