

State of Vermont*Agency of Transportation*

One National Life Drive
Montpelier, VT 05633-5001
www.aot.state.vt.us

[phone] 802-279-9599
[fax] 802-828-2640
[ttd] 800-253-0191

To: Travel Information Council Members
From: Toni May
Date: September 12, 2018
Subject: Minutes of the 310th Meeting of the Travel Information Council

DATE: September 12, 2018
TIME: 9:00 A.M.
PLACE: Conference Room 25, 2178 Airport Rd, Berlin, VT
PRESENT: John W Kessler, Chair Designee, Travel Information Council
Jacqui DeMent, AOT Representative, Travel Information Council
Francis Heald, Member TIC (Recreation)
Elizabeth Kennett, (VIA phone) Member TIC (Agriculture)
Lisa Lang, Member TIC (Lodging)
John LaBarge, Member TIC (General Public)
Toni May, TIC (staff)
Ian Degutis, Traffic Operations Engineer
Alec Portalupi, Technical Services Engineer
Corey Line, Montpelier, Dept of Public Works
John Seeley, Surfacematter Design
Dan Groberg, Montpelier Alive Executive Director
Laird MacDowell, (volunteer)-Chair, Cambridge Rail Trail Committee
Robert Moore, Lamoille County Planning Commission

Mr. Kessler called the meeting to order at 9:15 a.m.

1. Review and act upon a motion to approve the minutes of the 04/25/18 meeting

Motion: Frank Heald made a motion to approve the minutes

Second: John LaBarge

Vote: Passed

(Jacqui DeMent abstained because she wasn't at the April 25th meeting)

2. TIC Rule & Standards Manual Review

Principal Assistant for AOT, Mike Obuchowski has tasked agencies with doing a Rule review to see if any are obsolete or need to be updated. Rule 6 & 15 were pointed out and highlighted. John LaBarge and Beth Kennett didn't see a problem with Rule 6. Frank Heald suggested it may not be consistent with the modern rule making process.

Rule 15: Several members questioned the cost of a Standards Manual and discussed where the public might typically look on the states website for the sign control unit to find this information.

Motion: Frank Heald made a motion to authorize John Kessler to go through the Rules and clean them up, make the necessary changes where needed and bring it back to the full council for review and approval at the next meeting.

Second: John LaBarge

Vote: Passed

Mr. Kessler will follow up Mr. Obuchowski to tell him that the council met and tell him what changes are in the works and that the council will meet at a later date.

3. Follow up with The City of Montpelier on their revised wayfinding sign proposal.

Mr. Seely said they took the council's comments and recommendations from the last meeting and have revised the plan accordingly. He said all of the signs are aluminum and the text on the vehicle signs will have retro reflective lettering.

John Kessler asked if there were any plans for the information booth across from the post office. Mr. Grunberg said he's working with the city to see who's responsible for it. He said it was a discussion worth having because people get pamphlets from there but acknowledged there are some maintenance issues with it.

John Kessler asked if the recent sign project will affect any of the locations chosen for wayfinding signs. Mr. Seely said they reviewed the project plans and coordinated the wayfinding sign locations with the sign locations on the plan. Some minor misspelled words were also pointed out.

Motion: Frank Heald made a motion to approve the revised proposal after not finding any safety issues with it.

Second: Jacqui DeMent

Vote: Passed

4. Lamoille Valley Rail Trail appeal of 2- VT 15 denied OBDS applications

The parking area isn't easily seen from VT. 15 so the existing brown and white "P" signs that were installed this past spring are purposely installed right at the turn so people don't take the wrong turn and end up on private property. OBDS would not ordinarily be installed that close to the turn. The council reviewed what little crash data was available. Mr. MacDowell said the trail is fairly new so there's no recent data to support traffic issues there. He said the rail trail is becoming very popular and the parking lot fills up just about every day.

Rob Moore said the trail is being built in phases and that Cambridge was part of the first phase. A policy for signage had not been established when the trail was constructed but Amy Gamble provided 3 options for signage; wayfinding signs, the brown "P" signs at the rail trail parking area and OBDS. John LaBarge felt it was better to relocate the "P" signs and maybe consolidate them somehow in the future so there would be less signs.

Mr. Moore said the guidelines of the OBDS program made choosing locations challenging. He said they have 94 miles of rail trail going through numerous towns so there's the potential that each of those towns will request signage. He thought it might be better to determine what signage will be allowed which would then become the protocol going forward. He said he would work with VTRans and the towns to make sure what comes before the committee is approvable.

The council recommended that the town street signs be brought up to code to make it easier to locate the turn. They also said the blue and white signs that were added to the Legal Load Limit sign and other traffic control devices are not in compliance with state statute and should be removed. Mr. MacDowell said they would remove them.

Motion: Frank Heald made a motion to approve the westbound sign at the requested location. And, for the agency to do a review and explore locations for an eastbound sign. May have to possibly relocate the brown “P” signs. The OBDS should be brown.

Second: Beth Kennett

Vote: Passed

Staff Reports

Toni May sent via certified mail an illegal sign removal notice signed by Secretary Flynn to Green Mountain Distillers. The post office used standard procedures to notify the business that they had a certified letter for them but the business refused to accept the letter, so it was returned to us.

A copy of the letter was then sent by our mailroom with a “certificate of mailing” (COM) form which was supposed to prove that the letter was mailed. BGS could only confirm to the mailroom that the letter was metered and the COM form was rubber banded to it and dropped off at the Montpelier Post Office. However, BGS does not have a procedure for these forms so they can’t speak for what happened to the letter once it was taken to the Montpelier post office.

Frank Heald is frustrated with how much staff time has been spent on this issue. He wants the state to have a sheriff serve the letter to the business and then get a court order to remove the sign since it’s on private property. John Kessler said he would follow up with John Dunleavy.

Motion: John LaBarge made a motion to have the county sheriff deliver a notice of removal.

Second: Frank Heald

Vote: Passed

Motion: John LaBarge made a motion to adjourn

Second: Lisa Lang

Vote: Passed

The meeting adjourned at 12:15