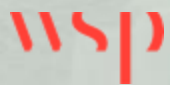


# Vergennes PEL Study CY 21 Schedule Overview



# Vergennes PEL CY 21 Schedule Overview

Task 2B: Purpose and Need	August	September	October	November	December
<b>Public Outreach</b>	<ul style="list-style-type: none"> <li>Prepare and launch study website</li> <li>Aug 19 planning meeting to discuss structure of focus groups</li> <li>PIP approved on 8/5</li> <li>Distribute survey to Vermont Truck and Bus Association (VTBA)</li> </ul>	<ul style="list-style-type: none"> <li>Begin meetings with Selectboards/City Council</li> <li>Update website and respond to inquiries</li> </ul>	<ul style="list-style-type: none"> <li>Complete meetings with Selectboards/City Council</li> <li>Direct mail piece to community members</li> <li>Advertise November public meeting</li> <li>Conduct focus groups and 1:1 meetings</li> </ul>	<ul style="list-style-type: none"> <li>Hold public meeting (11/4)</li> <li>Continue 1:1 interviews</li> <li>Update website and respond to inquiries</li> </ul>	<ul style="list-style-type: none"> <li>Seek opportunities to distribute information at public events</li> <li>Update website and respond to inquiries</li> </ul>
<b>Transportation Planning</b>	<ul style="list-style-type: none"> <li>Continue data collection and analysis</li> <li>Prepare baseline mapping</li> </ul>	<ul style="list-style-type: none"> <li>Review existing data</li> <li>Begin formulating supporting text and mapping</li> <li>Compile results of VTBA Survey</li> </ul>	<ul style="list-style-type: none"> <li>Continue analysis, mapping, and documentation</li> </ul>	<ul style="list-style-type: none"> <li>Continue analysis, mapping, and documentation</li> <li>Begin developing initial long list of alternatives</li> </ul>	
<b>Environmental Planning</b>	<ul style="list-style-type: none"> <li>ACP approved on 8/5</li> <li>Prepare noise and vibration plan and send to VTrans for review</li> </ul>	<ul style="list-style-type: none"> <li>Collect noise and vibration data</li> </ul>	<ul style="list-style-type: none"> <li>Compile results of noise and vibration data</li> </ul>	<ul style="list-style-type: none"> <li>Prepare draft Purpose and Need using data from traffic planning and analysis and input from public outreach efforts</li> </ul>	<ul style="list-style-type: none"> <li><b>Submit Draft Purpose and Need Statement to VTrans</b></li> </ul>
<b>Committee Meetings</b>	<ul style="list-style-type: none"> <li>Held Technical Committee Meeting held on 8/5 for PIP and ACP review</li> </ul>				<ul style="list-style-type: none"> <li>Hold Technical Committee Meeting to review technical work</li> </ul>
<b>Cooperating Agencies</b>		<ul style="list-style-type: none"> <li>Distribute ACP to federal, state, and local/regional agencies</li> </ul>	<ul style="list-style-type: none"> <li>Cooperating/Participating Agency communication (project overview, updates and preliminary analysis)</li> </ul>		

# August 2021

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## Public Outreach

- 8/18: Project Website [vergennespel.com](http://vergennespel.com) went live
- 8/19: WSP, D&K discussed focus group approach. Recommend four main themes: 1) Environmental; 2) Economics; 3) Equity; 4) Multi-modal Access
- Prepare draft presentations for selectboard meetings in September

## Transportation Planning

- Continued data collection: Freight traffic (Miovision); mapping; Continue collection of background GIS data; review traffic count data and complete development of Synchro model. Existing condition analysis complete
- VTrans Freight Plan Coordination
- Developed draft survey for Trucking Industry
- Survey to be distributed via Bill Smith at VTBA on 8/23; Survey will also be provided to Freight Plan Advisory Committee

## Environmental Planning

- Draft Noise and Vibration Collection Plan to VTrans

## Committee Meetings

- Technical Committee meeting held on 8/5
- PIP and ACP approved

## Cooperating Agencies

- No activities for August

# September 2021

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## Public Outreach

- Selectboard and City Council Meetings beginning on 9/21 (see next slide for full schedule and preparation proposal)
- Update website with any new content
- Schedule focus group meetings for October; vet participants with VTrans
- Propose public meeting platform and logistics to VTrans (Zoom)

## Transportation Planning

- Continued data collection and preliminary analysis; being formulating text for Purpose & Need Technical Memo
- Trucking Industry survey scheduled to close on 9/3; request follow-up email from Bill Smith to VTBA on 9/1
- Will request extension of survey to 9/10 if response rate is unsatisfactory, with another follow-up from Bill Smith on 9/8
- Survey will be compiled, analyzed and information provided to VTrans

## Environmental Planning

- Collect Noise and Vibration Data
- Distribute ACP to federal, state, and local/regional agencies

## Committee Meetings

- No Activities for September

## Cooperating Agencies

- Distribute ACP to federal, state, and local/regional agencies

# Selectboard and City Council Meetings

Date	Municipality	Time	Participation Style / Attendees	Status
9/21/2021	Ferrisburgh Selectboard	6:30-7:30pm	VTrans/ACRPC In-person; Consultant team remote: DPM, one CPI member	Complete
9/21/2021	New Haven Selectboard	7:30-8:30pm	VTrans/ACRPC In-person; Consultant team remote: DPM, one CPI member	Complete
10/4/2021	Waltham Selectboard	7:00-8:00pm	VTrans/ACRPC In-person; Consultant team remote member	Complete
10/5/2021	Weybridge Selectboard	7:00-8:00pm	VTrans/ACRPC In-person; Consultant team remote	Complete
10/12/2021	Addison Selectboard	7:00-8:00pm	VTrans/ACRPC In-person	Complete
10/28/21	Vergennes City Council	6:00-7:00 PM	VTrans/ACRPC In-person; Consultant team remote	
TBD	Panton Selectboard	5:30-6:30pm	VTrans/ACRPC In-person; Consultant team remote	

**Preparation** A slide deck presentation will be developed for all Selectboard/City Council meetings. These materials will be delivered to VTrans for a review by 9/7/2021, two weeks before meeting. In addition, each meeting will have a slide specific to the municipality. Slides will be delivered to VTrans at least two weeks before each meeting.

# October 2021

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## Public Outreach

- Selectboard and City Council Meetings end on 10/12
- Mass Mailer: Direct mail piece introducing PEL study to communities and advertising public meeting
- Focus Group meetings to be held (up to four) for the following themes: Environmental; Economics; Equity; Mobility
- One on One Interviews will be conducted either as a result of focus groups or for those who may not be able to participate
- Update website with any new content and respond to incoming queries; vet responses with VTrans
- Advertise Public meeting on website and social media
- Prepare public meeting materials (presentation, one-pager overview, two-pager of "facts"); Distribute to VTrans for review by 10/21

## Transportation Planning

- Continued analysis; draft sections of text in Purpose & Need Technical Memo completed; correspondence to VTrans as needed
- Assist with preparation for public meeting materials

## Environmental Planning

- Continued analysis; draft sections of text in Purpose & Need Technical Memo completed; correspondence to VTrans as needed
- Assist with preparation for public meeting materials
- Update to cooperating/participating agencies on study development, including upcoming public meeting hand-outs

## Committee Meetings

- No Activities for October

## Cooperating Agencies

- Cooperating/Participating Agency communication (project overview, updates and preliminary analysis)

# November 2021

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## Public Outreach

- Public meeting held on 11/4; Evening at Vergennes Opera House. Hybrid format, in-person and remote attendance options
- Consultant team expected to be in-person for evening (PM, DPM, CPI)
- Presentation will re-introduce draft purpose and need from 2019 study; provide early level analysis (what has changed since the last study, freight traffic)
- Goal is to seek feedback on process and draft purpose and need
- Continue One on One Interviews as needed
- Update website with selectboard meetings and materials

## Transportation Planning

- Continued analysis; draft sections of text in Purpose & Need Technical Memo completed; correspondence to VTrans as needed
- Begin compiling initial long list of alternatives
- Assist with preparation for public meeting materials

## Environmental Planning

- Continued analysis; draft sections of text in Purpose & Need Technical Memo completed; correspondence to VTrans as needed
- Assist with preparation for public meeting materials

## Committee Meetings

- No Activities for November

## Cooperating Agencies

- No Activities for November

# December 2021

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## Public Outreach

- Explore options for community outreach at local holiday events
- Draft responses to public inquiries and vet with VTrans (public meeting and website)
- Update website with public meeting materials and as-needed

## Transportation Planning

- Draft Purpose and Need Technical Memo to VTrans
- Hold initial long list of alternatives discussion with VTrans and ACRPC

## Environmental Planning

- Draft Purpose and Need Technical Memo to VTrans
- Assist with development of initial long list of alternatives

## Committee Meetings

- Committee Meeting to review and provide feedback on technical work

## Cooperating Agencies

- No Activities for December