

Windham Regional Commission Transportation Advisory Committee Purpose & Objectives Statement

The Transportation Advisory Committee (TAC) shall serve in an advisory capacity to the Windham Regional Commission and its Executive Board, relating to activities and policy development regarding the transportation system of the Windham Region, including:

- State and Town highways.
- State and Town bridges.
- Public Transit.
- Bicycle and Pedestrian infrastructure.
- Passenger and Freight Rail.

The TAC will provide local and regional input regarding project priorities and transportation issues important to the Windham Region and serve in an advisory role to the Windham Regional Commission and Executive Board.

The purpose of membership in the TAC shall be to expand municipal and transportation stakeholder engagement in advising the Windham Regional Commission on the above matters. Members shall be:

- Chaired by a WRC Commissioner appointed by the WRC Chair in accordance with WRC bylaws
- Up to one person appointed by the town Selectboard. This person may be one of the town's appointed WRC Commissioners, however selectboards will be encouraged to appoint a person familiar with the town's transportation infrastructure.
- Representatives from Southeast Vermont Transit, VTTrans Maintenance Districts 1 and 2, Local Motion, the Brattleboro Coalition for Active Transportation and other relevant transportation and advocacy organizations, including those organizations representing underserved and underrepresented communities.
- Ex officio: Vermont Agency of Transportation.

Municipal participation is optional and determined by the municipality's legislative body. One appointed member from each participating municipality may be made by the municipality's legislative body. Municipalities are encouraged to appoint members with interest or experience in the transportation system. If the municipality has appointed a Commissioner to the WRC, it may also make that Commissioner its appointee to the TAC. TAC members shall serve until WRC is notified by the legislative body or participating organization that their appointment has ended, unless the member is also a town-appointed WRC Commissioner, in which case the appointment shall end when the member is no longer a Commissioner. Each town may appoint one alternate member to substitute for the primary member in their absence, made by the municipality's legislative body. Acting for the primary member, the alternate member shall have all rights and privileges of the primary member. If the primary member and alternate member are both present at a TAC meeting, only the primary member shall vote. Beyond town appointed members, any additions to the TAC will be made per the WRC bylaws, which requires appointment by the WRC Chair with approval of the Executive Board. The TAC may request that the

WRC Chair appoint additional members to ensure a diverse representation of stakeholders. Should a vacancy among town appointed members arise, towns will be asked to make a new appointment for the remainder of the unexpired term.

The TAC shall meet as needed to conduct the following activities:

- Provide input and recommendations to the Executive Board in prioritizing regionally driven roadway and bridge projects through the Vermont Project Selection and Prioritization process.
- Undertake transportation related technical assistance and policy implementation activities, including but not limited to:
 - Coordinate relevant activities with the Windham Regional Natural Resources and Clean Water Advisory Committees.
 - WRC's assistance to the Vermont Agency of Transportation and engagement of the Windham Region's municipalities in the development of corridor management plans.
 - Development of policies and engagement with municipalities related to the transportation section of the Windham Regional Plan.
 - Technical assistance and data collection activities to inform municipal officials and the State in decisions related to transportation planning and policy.
 - Assist municipalities in the development of bicycle and pedestrian plans.
- The TAC, or individual sub-committees of the TAC may, as needed, conduct the following activities:
 - Review and recommend to the WRC Executive Board transportation program recommendations and priorities.
 - Review and recommend transportation related studies.
 - Review completed transportation related studies in the Windham Region.
 - Participate in the consultant selection process to be retained for transportation related projects and programs.
 - Conduct other duties as assigned by the Windham Regional Exec Board including recommendations to the Board as needed.
 - Establish subcommittees on an as needed basis.