



BOARD OF COMMISSIONERS

November 8, 2016 at 7:00 pm

Central VT Chamber of Commerce, Paine Turnpike South, Berlin

(Coming off the interstate at exit 7, turn left at the first light.

At the next crossroads, the Chamber is on your left. It is the light yellow building.)

AGENDA

<u>Page</u>	<u>Time</u>	<u>Description</u>
	7:00	Adjustments to the Agenda
		Public Comments
2	7:05	Meeting Minutes – October 11, 2016 (enclosed)*
4	7:10	Staff Reports (enclosed) and any updates
10	7:15	Executive Director’s Report (enclosed) and any updates
	7:25	Central VT Economic Development Corporation Report , <i>Jamie Stewart</i>
11	7:30	Lamoille Tactical Basin Plan , <i>Danielle Owczarski, VT Dept. of Environmental Conservation & Dan Currier</i> (enclosed)* <ul style="list-style-type: none">– Public Hearing on draft Basin Plan, available at http://dec.vermont.gov/watershed/map/basin-planning/basin7.– Make formal recommendation on the draft Plan’s conformance with the goals and objectives of the 2016 Regional Plan and its recommendations regarding implementation project priorities. As part of the implementation project recommendation, identify where there would be transportation, hazard mitigation, and other co-benefits and where additional resources may be leveraged.
14	8:00	Regional Energy Planning , <i>Marian Wolz and Eric Vorwald</i> (enclosed) <ul style="list-style-type: none">– Current Central Vermont energy profile– LEAP model projections– Energy resource mapping
17	8:50	Energy Advisory Committee , <i>Eric Vorwald</i> (enclosed)* <ul style="list-style-type: none">– Appointment of Commissioners– Adoption of Rules of Procedure
	9:00	Adjournment

* denotes anticipated action item

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION
MINUTES
October 11, 2016**

Commissioners:

- | | | | |
|---|--------------------------|--|-------------------------|
| <input checked="" type="checkbox"/> Barre City | Janet Shatney | <input type="checkbox"/> Montpelier | Tina Ruth, Secretary |
| <input checked="" type="checkbox"/> Barre Town | Byron Atwood, Chair | <input type="checkbox"/> | Kimberly Cheney, Alt. |
| <input type="checkbox"/> | Mark Nicholson, Alt. | <input type="checkbox"/> Moretown | Dara Torre |
| <input checked="" type="checkbox"/> Berlin | Robert Wernecke | <input checked="" type="checkbox"/> Northfield | Laura Hill-Eubanks |
| <input type="checkbox"/> | Karla Nuissl, Alt. | <input checked="" type="checkbox"/> Orange | George Malek |
| <input checked="" type="checkbox"/> Cabot | Dick Payne | <input checked="" type="checkbox"/> Plainfield | David Strong, Treasurer |
| <input type="checkbox"/> Calais | Paul Rose | <input type="checkbox"/> | Robert Atchinson, Alt. |
| <input checked="" type="checkbox"/> Duxbury | Jan Ohlsson, Alt. | <input type="checkbox"/> Roxbury | Gerry D'Amico |
| <input checked="" type="checkbox"/> | Brian Fitzgerald | <input checked="" type="checkbox"/> Waitsfield | Don La Haye |
| <input type="checkbox"/> | Alan Quackenbush, Alt. | <input type="checkbox"/> | Harrison Snapp, Alt. |
| <input checked="" type="checkbox"/> E. Montpelier | Julie Potter, Vice Chair | <input type="checkbox"/> Warren | Camilla Behn |
| <input checked="" type="checkbox"/> | Jack Pauly, Alt. | <input type="checkbox"/> Washington | Gary Winders |
| <input type="checkbox"/> Fayston | Carol Chamberlin | <input checked="" type="checkbox"/> Waterbury | Steve Lotspeich |
| <input type="checkbox"/> Marshfield | Ivan Shadis | <input type="checkbox"/> Williamstown | Larry Hebert |
| <input checked="" type="checkbox"/> Middlesex | Ron Krauth | <input checked="" type="checkbox"/> Woodbury | Michael Gray |
| | | <input type="checkbox"/> Worcester | Bill Arrand |

Staff: Bonnie Waninger, Gail Aloisio, Eric Vorwald

Guests: Michelle Boomhower & Ken Robie (Agency of Transportation) Bill Moore (Central VT Chamber of Commerce); Noah Pollack & Steve Libby (Vermont River Conservancy); Leslie Pelch (Vermont Center for Geographic Information)

CALL TO ORDER

Chair B. Atwood called the meeting to order at 7:07 pm. The meeting began with introductions.

ADJUSTMENTS TO THE AGENDA

None.

PUBLIC COMMENTS

None.

SEPTEMBER 13, 2016 MEETING MINUTES

D. La Haye moved to approve the September 13, 2016 minutes as presented; R. Krauth seconded. Motion carried.

STAFF REPORTS

E. Vorwald announced that a Steering Committee will be forming to guide the 2016 Regional Energy Planning Initiative. The Committee will start meeting in November.

EXECUTIVE DIRECTOR'S REPORT

B. Waninger reported on the Vermont Forest Legacy Committee and applications to the Federal Forest Legacy Program.

1 **CENTRAL VERMONT ECONOMIC DEVELOPMENT CORPORATION REPORT**

2 No report.

3
4 **VERMONT AGENCY OF TRANSPORTATION**

5 M. Boomhower and K. Robie provided an overview of current AOT programming and budgets. This
6 included discussion of safety trends, road way conditions and projected revenue sources. The
7 VTransparency Public Information Portal was also introduced. The presenters took questions from
8 Commissioners.

9
10 **PUBLIC HEARING – TRANSPORTATION ALTERNATIVES GRANT APPLICATION**

11 *B. Wernecke moved to enter into public hearing for the Transportation Alternatives Grant; G. Malek*
12 *seconded. Motion carried.*

13
14 The Vermont River Conservancy (VRC) would like CVRPC to act as applicant and fiscal agent for a
15 shared use path project that VRC will manage and carry out. N. Pollack and S. Libby explained the
16 history of the segment of the North Branch of the Winooski River along the old Rt. 2 roadbed on the
17 Worcester-Elmore town boundary. The headwaters there are pristine and the old roadbed offers the
18 opportunity for an excellent recreational shared use path. The area also suffers from stormwater runoff
19 issues, and redesign of the path provides an opportunity to mitigate some of these issues. The project will
20 start with an application for a scoping study in the magnitude of \$10-20,000.

21
22 B. Atwood requested comments on the project. No members of the public were in attendance.
23 Commissioners asked questions about the project, which Libby and Pollack answered.

24
25 *S. Lotspeich moved to exit public hearing; R. Krauth seconded. Motion carried.*

26
27 **STATEWIDE PROPERTY PARCEL MAPPING PROGRAM**

28 L. Pelch explained the purpose of the program to provide parcel mapping and parcel mapping updates for
29 municipalities to bring parcel data to a consistent standard that can be utilized by municipalities, private
30 entities, state agencies, regional planning commissions and more. The project is funded by the Agency of
31 Transportation. The project will result in more accurate parcel and tax maps for municipalities,
32 association and analysis of Grand List data via mapping, streamlined Right of Way research, cross-sector
33 land use planning applications, and many more uses. Towns which would like to participate in the first
34 round of updates should contact Leslie Pelch or CVRPC. The program will also set the stage for an
35 ongoing program for maintenance of parcel data.

36
37 **BROWNFIELDS ADVISORY COMMITTEE RULES OF PROCEDURE**

38 *G. Malek moved to adopt the Rules of Procedure as presented. D. Strong seconded. In discussion G.*
39 *Aloisio announced that an alternate Commissioner needs to be appointed to provide representation in the*
40 *case that one of the four voting Commissioners cannot attend. Motion carried.*

41
42 **ADJOURNMENT**

43 *D. Strong moved to adjourn the meeting at 9:03 pm; D. La Haye seconded. Motion carried.*

44
45 Respectfully submitted,

46
47 Gail Aloisio

Central Vermont Regional Planning Commission

802/229-0389

Staff Report, November 2016

Fax: 802/223-1977

LAND USE PLANNING

Regional Plan: Contact Eric Vorwald, vorwald@cvregion.com.

Staff identified specific goals, policies, and objectives from the 2016 Central Vermont Regional Plan that outline future actions. This information will be reviewed with similar information from Plan Central Vermont to build an implementation plan for evaluating and tracking the effectiveness of the Regional Plan.

Energy Planning: Contact Eric Vorwald, vorwald@cvregion.com.

Regional –The Vermont Energy Investment Corporation (VEIC) produced data on energy targets for the region. These targets will serve as the basis for the region to achieve its share of the State’s comprehensive energy planning goal of 90% of the state’s energy being produced by renewable resources by 2050. CVRPC is establishing an Energy Advisory Committee to assist the Commission with goals and policies related to regional energy usage, needs, and siting. CVRPC will produce regional resource maps by mid-December.

Guidelines - The Department of Public Service released final standards and guidelines for review of local and regional energy plans. RPCs and municipalities desiring to have “substantial deference” during Public Service Board (PSB) reviews will need to meet these guidelines. Staff provided comments to the Department regarding the draft standards. CVRPC will host a training on the standards in mid-December.

Local Energy Plans - CVRPC will be soliciting letters of interest from municipalities regarding comprehensive energy plan development in the upcoming month. *CVRPC will have a pool of funding available to assist at least three, and up to seven, municipalities* that can demonstrate support from both the Planning Commission and Selectboard for creating of a comprehensive energy plan. CVRPC advises municipalities interested in pursuing “substantial deference” in the Certificate of Public Good process to attend the December training and begin conversations among municipal boards now to insure the appropriate support is in place. CVRPC will consider letters of interest from both individual municipalities and groups of municipalities interested in developing joint energy plans.

Town Plan Updates: Contact Eric Vorwald, vorwald@cvregion.com.

As Cabot’s request, CVRPC is reviewing draft municipal plan text. Berlin and Woodbury are also in the plan update process. Plans adopted after July 1, 2015 now have an 8-year expiration. Municipal and regional plans adopted or amended on or after January 1, 2018 must meet new requirements for

forest integrity planning (Act 171). Municipalities pursuing plan updates or applying for Municipal Planning Grants for plan updates should consider this new requirement.

MUNICIPAL PLANNING & TECHNICAL ASSISTANCE

East Montpelier Village Master Plan: Contact Eric Vorwald, Vorwald@cvregion.com.

The East Montpelier Planning Commission hosted its second public open house in October. This open house engaged citizen in discussions about possible subareas in and around the Designated Village Center. Holding the event in conjunction with a school open house greatly increased the number of people informed about the project. Approximately 150 people visited the project open house. Funding for this project is being provided through a Municipal Planning Grant.

Enhanced Consultations: Staff is reviewing Town Plan for Middlesex and Orange in preparation for consultations. Staff will be consulting with the Worcester Planning Commission as well.

Technical Assistance: Staff assisted Cabot, Waitsfield, Warren, and Waterbury with Municipal Planning Grant applications. This assistance ranged from providing letters of support to application review and comment. Staff worked with Calais to identify grant funding for identifying park and ride locations.

HUD Manufactured Home Installation Brochure: Contact Marian Wolz, wolz@cvregion.com. Staff crafted a brochure to educate manufactured home owners on the new Manufactured Home Installation Program enforcement by the Department of Housing and Urban Development (HUD). Staff shared the brochure with other RPC's and ACCD. Enforcement of the program began throughout Vermont on May 1, 2016 and requires that all new manufactured (mobile) homes are inspected. CVRPC can customize the brochure with contact information for any municipality.

EMERGENCY PLANNING & HAZARD MITIGATION

LEOPs (Local Emergency Operations Plans): Contact Laura Ranker, ranker@cvregion.com. The LEOP template for 2017 is changing. CVRPC will assist towns with new requirements.

Local Hazard Mitigation Plans (9-Town Project):

Fayston and Northfield - Stakeholders in neighboring towns were afforded the opportunity to provide feedback on Mitigation Plans for Fayston and Northfield. Feedback will be incorporated into the plans to ensure that hazards that extend from one town to another can be mitigated efficiently and collaboratively. Contact Gail Aloisio, Aloisio@cvregion.com.

Cabot - Staff completed the initial plan draft and met with Selectboard members and the Zoning Administrator. Staff meet with the full Selectboard. The draft plan with associated Plan Review Tool was submitted to DEMHS for review. Contact Ashley Andrews, Andrews@cvregion.com.

Worcester and Middlesex - Staff contacted Worcester and Middlesex to schedule meetings with their planning teams. Staff will meet with the Worcester Board of Selectmen in November. Contact Ashley Andrews, Andrews@cvregion.com.

Planning/Technical Assistance: Staff responded to requests for funding options for storm related residential property damage in Duxbury and Waitsfield. Staff coordinated with State Floodplain Manager Rob Evans on repetitive loss properties data for Washington County.

Trainings and Workshops: Staff assisted DEMHS in coordinating an EMD/EMC class. Consideration of Selectboard meeting times and feedback from EMD's resulted in a course time change. This new course will be taught on December 7, 2016 at the VTrans conference room (across for the Knapp Airport at the old Capital City Press building), 2178 Airport Road, Unit A, Berlin, VT from 5:30 – 9:30 pm. Contact Laura Ranker, ranker@cvregion.com. The Vermont Emergency Preparedness Conference takes place November 4-5. DEMHS training dates can be viewed at <http://vem.vermont.gov/event>.

LEPC #5: Davis Muse, American Red Cross, Disaster Program Manager, VT-South, will present on ARC's Local Shelter Initiative Program and other policies. Staff and LEPC representatives brainstormed future presenters.

TRANSPORTATION

CVRPC provided letter of supports for Transportation Alternative Grant applications in Warren and Barre Town. The Board of Commissioners agreed to serve as fiscal agent for an application from the Vermont River Conservancy for a trail scoping study project in Worcester and Elmore.

Staff participated in VTrans' Moretown Route 100 B Bridge Scope Collaboration Meeting to review the selected alternative. CVRPC's TAC will review the alternative at its December 6 meeting and provide comments. The TAC hosted a VTrans' meeting on the Berlin Exit 7 Park & Ride project in October. TAC and members of the public identified concerns about bus circulation, entrance design, stormwater treatment and suggested improvements to address them.

CVRPC will be soliciting ideas for transportation study projects in November. Through its Transportation Planning Initiative program, CVRPC completes scoping studies using funds provided by VTrans. CVRPC-funded studies have been highly successful at securing implementation funds for projects. Communities and partners are requested to submit project ideas to Bonnie Waninger, Waninger@cvregion.com.

Staff participated in the public presentation of the Mad River Valley Active Transportation Plan. The Plan sets out a future for increasing physical activity by connecting communities, walking and

bicycling destinations, and people.

Counts: Contact Ashley Andrews, Andrews@cvregion.com, for data or to request a count. Staff set up road, bicycle, and pedestrian counters in Middlesex and East Montpelier and Waterbury.

Inventories: Staff completed field work for Calais' culvert inventory and began an inventory for Washington. This is Washington's first inventory using GPS. The inventories will be loaded into VTCulverts.org, an online data base of all town owned culvert and bridge locations. Contact Dan Currier, currier@cvregion.com.

Staff is preparing data summaries for Moretown and Duxbury's road erosion inventories and will review them with the Towns to identify the priority sites for planning and capital budgeting. Staff will be working with Middlesex, Waitsfield, Warren, Roxbury and Montpelier on inventories in the upcoming year. If your town wishes to have an inventory done by CVRPC next summer using Better Roads funding, contact Dan Currier, currier@cvregion.com.

US 302 & VT Route 14 Repaving Project: The Vermont Agency of Transportation has proposed a repaving project along US 302 and VT Route 14 within the City of Barre. This project will primarily include resurfacing the roadbed, restriping pavement markings, and replacing tactile indicators in sidewalks at intersections. CVRPC provided comments to VTTrans related to pedestrian facilities and movements through the corridor. All the work on this project will take place within the existing right-of-way. Contact Eric Vorwald, Vorwald@cvregion.com.

NATURAL RESOURCES

GIS: Staff assisted Montpelier with a historic district map update and natural resources map. Staff provided Marshfield with a final version of their Village Center Designation map. Marshfield is pursuing a new designation, and the map is a required element for its application. One benefit of this designation is access to tax credits commercial building improvements in the designated area.

Water Quality: Contact Dan Currier, currier@cvregion.com.

Staff have begun reviewing towns plans that are schedule to be updated in 2016/17 for incorporation of river corridor protection and stormwater management practices. Please contact Dan if your town is interested in this review.

Staff submitted three grant proposals through the Clean Water Initiative Program. A riparian gap analysis for the Winooski Basin will assist to understand gaps in riparian buffers in advance of Lake Champlain TMDL implementation. A joint stormwater master plan for the Mad River and Kingsbury Branches aims to identify high priority actions to reduce runoff. Northfield will complete a fourth stormwater structure on Water Street. If funding is awarded, these projects will help the Central Vermont region and its neighbors in restoring rivers and protecting from water runoff.

Mad River Ridge-to-River Stormwater: The 5-town Ridge to River initiative continues to identify actions that can be taken at the municipal level to help mitigate stormwater impacts. The Planning Technical Team is developing a list of recommended regulations that a municipality can incorporate to assist in these efforts. The final outcome is expected to be a list of best practices that can be utilized and metrics by which a municipality can evaluate its progress towards achieving better stormwater management practices. The effort is funded by the High Meadows Fund through a grant to the Friends of the Mad River.

COMMUNITY DEVELOPMENT

CDBG-18 Elevation: Contact Laura Ranker, ranker@cvregion.com

CVRPC is conducting a flood study of the Mad River and Winooski River in the Central Vermont to develop flood inundation data, identify key vulnerable infrastructure, and identify treatment options for these vulnerable sites. The study will help guide redevelopment and lead to mitigation actions to reduce risks to public safety and infrastructure in the future. The area under study is along the Mad River and the Winooski River (in the area along Thatcher Brook) in Duxbury, Fayston, Middlesex, Moretown, Waitsfield, Warren, and Waterbury. CVRPC hired Dubois & King as the project contractor.

Brownfields: Contact Gail Aloisio, Aloisio@cvregion.com.

Four firms were hired to conduct environmental assessment and clean up planning for the properties enrolled in CVRPC's program: Stone Environmental, The Johnson Company, LE Environmental, and Sanborn Head.

CVRPC enrolled three additional sites in the program: a car wash/laundromat renovation in Montpelier, a dry storage warehouse and retail expansion in Barre City, and village revitalization in the Town of Whiting. CVRPC is partnering with the Addison County Regional Planning Commission to assist Whiting.

CVRPC will be applying for additional EPA funds to conduct Brownfields environmental assessments. Communities are encouraged to share ideas for locations and sites in need of redevelopment where contamination may be a concern. Proposals are due by December 20th.

Washington Access Modification Grant, Calef Public Library: Staff attended job construction meetings and reviewed payroll certifications for Davis Bacon wage compliance. Staff met with the Town Clerk and Library representatives to facilitate compliance with grant award conditions and execute the service agreement contract with CVRPC.

Plainfield Cutler Memorial Library: Staff coached the Plainfield Grant Administrator, Town Clerk, and the Cutler Librarian concerning a Community Development Block Grant Planning Grant

application process and requirements. The Library is interested in upgrading their facility and making access modification improvements. Staff meet with the Library Board of Trustees. Understanding how the grant process works in advance of submitting an application is critical to project success. Contact Laura Ranker, ranker@cvregion.com if your community is interested in assistance for a Community Development Block Grant application or for project-related services.

NEWS & ANNOUNCEMENTS

Staff Updates: Steve Gladczuk, Senior Planner, remains on leave through the end of November.

Professional Development: CVRPC invests in professional development for its staff to insure communities have access to modern and effective tools and techniques for projects. Dan Currier attended the New England GIS Conference (NEARC) as an opportunity to engage and learn about new and creative ways to use GIS. Bonnie Waninger participated in the National Association of Development Organization's Annual Training and the VT Development Conference.

Audit: Field work for CVRPC's annual audit is complete. The audit is expected to be available in early December.

Holiday Office Closings: The CVRPC office will be closed on November 24th and 25th for the Thanksgiving holiday and December 26th and January 2nd for Christmas and New Years respectively.

Remember to visit CVRPC's web site at www.centralvtplanning.org to view our blog and for the latest planning publications and news.

Executive Director's Report

November 3, 2016

Commuter Rail Feasibility Legislative Study

The VT Legislature directed the Agency of Transportation to complete a study that evaluated when it might be feasible to run commuter rail services from St. Albans, through Burlington, to Montpelier. I participated in a Study Committee meeting this month. A review of early cost estimates and potential ridership suggests Vermont's population does not lend itself to commuter rail in the next 30 years. Generally, running public transit would cost about \$6 million per year and running commuter rail would cost about \$8 million per year. The full cost of commuter services would be higher because transit would need to continue operating to some extent even with commuter rail to provide local service. Meeting participants offered comments to assist in data and cost development and framing the results for the Legislature. A final report will be available by January 15, 2017.

Rt. 100 Corridor Management Plan

VTrans is revising its corridor management planning process to incorporate an asset management approach and build a culture of communication between VTrans, RPCs, and municipalities. This new process will be piloted on the Rt. 100 corridor from I-89 to Rt. 15 in 2016-2017. VTrans has been gathering information from state, regional, and local plans and resources. RPC and VTrans staff will be meeting in the upcoming month to review the information, develop a strategic engagement plan, and consider how the transportation network might support the land use vision for the corridor, within the resources available to VTrans and municipalities.

Strategies for Supporting Rural Entrepreneurship

What makes entrepreneurship different in rural places than in larger cities? Entrepreneurs and small businesses can profoundly enrich local life by launching new ideas, offering new products and services, serving as community role models, and taking on risk (so others do not have to). Rural entrepreneurship might mean creating 5 meaningful jobs, rather than 500. It might mean providing a needed service, rather than competing in a global economy.

Recent data from researchers at Sam Houston University documents that rural entrepreneurship in communities across the US thrives in communities with a culture of support – positive attitudes towards taking risks whether the outcome is successful or a failure, fostering working relationships and leadership among entrepreneurs, and developing avenues to support capital investments. For a quick assessment of your community's support for entrepreneurship, observe whether community members respond enthusiastically or cautiously when an individual announces startup of a new enterprise.

The National Association for Development Organizations (NADO) highlighted strategies for creating and sustaining effective entrepreneurial ecosystems in rural communities and regions at its October annual training. Strategies included: building a network for entrepreneurs, inviting entrepreneurs to participate in local initiatives, and insuring entrepreneurs lead efforts related to entrepreneurship.



MEMO

Date: November 3, 2016

To: Board of Commissioners

From: Dan Currier, Program Manager

Re: Draft Lamoille Tactical Basin Plan Regional Recommendations Regarding Implementation Project Priorities

Action Requested from the Commission

As part of the public engagement process, CVRPC is hosting a public hearing on the 2016 DRAFT Lamoille Tactical Basin Plan at its November 8 Board of Commissioner's meeting. Commissioners will be asked to:

- 1) make formal recommendation on the draft Plan's conformance with the goals and objectives of the 2016 Regional Plan, and
- 2) make recommendations regarding implementation project priorities. As part of the implementation project recommendation, the Commission will identify where there would be transportation, hazard mitigation, and other co-benefits and where additional resources may be leveraged.

Background

The 2016 Plan was released for public comment on November 1st. The Plan is available at <http://dec.vermont.gov/watershed/map/basin-planning/basin7> .

The Plan provides an overall assessment of the health of the Lamoille River basin and defines on-going and future actions and strategies to address high-priority stressors. An additional goal of the plan is to set priorities for meeting targets for phosphorus loading from the Lamoille River and all of the waters in its drainage basin that contribute to Mallets Bay in Lake Champlain.

The central component of the Tactical Basin Plan is an implementation table summary with targeted actions to protect very high quality waters and to address the water quality issues in the Lamoille watershed. Over 140 actions are identified in the plan with over 1,000 individual related projects included in the VT Watershed Projects database.

2016 Lamoille Watershed Top Priorities

- Protect very high quality surface waters by monitoring, assessment, and reclassification
- Promote implementation of agricultural water quality practices in high phosphorus loading watersheds by mapping, outreach and implementation of conservation tillage and cover cropping in floodable soils
- Protect river corridors and support stream equilibrium by implementing high priority projects identified in River Corridor Plans
- Inventory municipal road erosion features that discharge into surface water and prioritize and implement best management practices
- Engage priority communities in stormwater master planning and implementation
- Improve lakeshore zone habitat by evaluation, protection, and implementation of projects identified in lake-wide assessments
- Identify and implement wetland and floodplain restoration projects
- Increasing understanding of water quality conditions through water quality monitoring

Regional Priorities

The *2016 Central Vermont Regional Planning Commission Regional Plan* is guided by the following general purposes to:

1. create conditions favorable to transportation, health safety, civic activities and educational and cultural opportunities;
2. reduce the waste of financial, energy and human resources which result from either excessive congestion or excessive scattering of population;
3. promote an efficient and economic utilization of drainage, energy, sanitary and other facilities and resources;
4. promote the conservation of the supply of food, water, energy and minerals;
5. promote the production of food and fiber resources and the reasonable use of mineral, water, and renewable energy resources; and
6. promote the development of housing suitable to the needs of the Region and its communities."

Based on these purposes the following priorities and actions are being recommended for future work by Commission:

1. Protect river corridors and support stream equilibrium by implementing high priority projects identified in River Corridor Plans,
2. Inventory municipal road erosion features that discharge into surface water and prioritize and implement best management practices, and
3. Engage priority communities in stormwater master planning and implementation

There three priorities listed in the DRAFT Lamoille Tactical Basin Plan are areas that CVRPC and our municipalities are and should be actively engaging. By doing so, it will help the Region achieve goals and strategies outlined in the 2016 Regional Plan and help the State achieve goals outlined in the Lake Champlain Total Maximum Daily Load (TMDL) report. Prioritizing these investments allows the region to leverage the resource of the Commission and State to identify, design, and implement priority projects within our existing program areas of transportation planning, land use planning, hazard mitigation planning, and water quality planning.



MEMORANDUM

TO: Central Vermont Regional Planning Commission

FROM: Eric Vorwald, AICP
Senior Planner

RE: **Request for Action on Regional Energy Planning Tasks**

DATE: November 8, 2016

The purpose of this memo is to request the Commission take action on the following items:

1. Approve the list of commission members that have expressed interest in serving on the Regional Energy Committee as presented in consultation with the Vice-Chair, and
2. Approve the draft rules of procedure that have been established to serve as the basis for guiding the Regional Energy Committee.¹

CVRPC staff will provide the Commission with a presentation that outlines the regional energy plan including the requirements of the plan, the timeline of activities associated with the plan (as outlined in the Regional Energy Plan Overview and Timeline Memo), base information for the Region, and an introduction to plan specific mapping. Additionally, staff will outline the role of the Regional Energy Committee as indicated in the draft rules of procedure.

The Commission should receive the presentation from staff, review the draft rules of procedure, and provide any feedback that may be appropriate regarding the information presented. The Commission may also choose to take action on the draft rules of procedure and the commission appointments to the Regional Energy Committee. Staff will be available to answer any questions the commissioners may have.

¹ The Regional Energy Committee, from time-to-time, may recommend amendments to the rules of procedure with final approval by the Full Regional Commission required for amendments to take effect.



MEMORANDUM

DATE: November 8, 2016

TO: Board of Commissioners

FROM: Eric Vorwald, AICP, Senior Planner

RE: Regional Energy Plan Overview and Timeline

This memo provides Commissioners with information on activities related to the regional energy plan, including a general schedule for completion of tasks.

Through a contract with the Department of Public Services, the Bennington County Regional Commission has subcontracted with the Central Vermont Regional Planning Commission to develop a comprehensive regional energy plan. This plan will identify goals and policies that can be implemented on a regional level to meet the State of Vermont's Comprehensive Energy Plan goal of having 90% of the state's energy produced by renewable sources by 2050.

To this end, the CVRPC will be working with its member municipalities to identify techniques to achieve this goal including the siting of renewable resources, coordinating transportation with land use planning, and protecting locally significant resources from adverse impacts of renewable energy development. Additionally, the comprehensive regional energy plan will contain information regarding existing energy usage by sector compared to 2050 targeted use rates by sector. This information will serve as the basis for identifying the increases or decreases in energy use necessary for the region as a whole to help plan for Vermont's energy future.

Three RPCs (Bennington County Regional Commission, Two Rivers-Ottawaquechee Regional Commission, and Northwest Regional Planning Commission) served as pilots and have been working on energy plans since 2015. The other eight RPC's began this effort in July 2016 with a goal of completing their draft regional energy plans by December 2017. The schedule that has been identified for the CVRPC includes the following milestones:

- October 2016** Baseline data received for energy use by sector and targeted renewable energy needs by 2050
- November 2016** Regional Energy Committee formed to guide plan development and outreach efforts
- November 1, 2016** Department of Public Service releases energy planning standards and requirements for municipal plans to receive “substantial deference” by the Public Service Board
- December 2016** Draft resource maps completed. The maps identify locations with primary conditions for renewable energy (including wind, solar, hydro, and woody biomass) and identify constraints of state-wide, regional, and local importance
- December 2016 thru May 2017** With guidance from the Regional Energy Committee, develop a draft plan to meet the region’s future energy needs including, electric, transportation, and thermal considerations
- June 2017 thru December 2017** Present the draft regional energy plan for public comments and amend it as needed to provide the most accurate representation of the region’s energy future
- December 2017** Present the final regional energy plan for approval by the Commission and the Department of Public Service

Ultimately, the comprehensive regional energy plan will serve as the basis for identifying the Region’s overall energy needs and planning for efficient use of energy related resources. Also, this plan will serve as a resource for municipalities interested in developing local comprehensive energy plans in order to receive “substantial deference” when applications for certificates of public good are being reviewed by the Public Service Board. Municipalities are under no obligation to develop their own comprehensive energy plan, however the regional plan can serve municipalities interested in pursuing this added level of recognition.



REGIONAL ENERGY COMMITTEE

DRAFT RULES OF PROCEDURE

November 8, 2016

PURPOSE: The Regional Energy Committee (REC) serves in an advisory capacity to the CVRPC Board of Commissioners during the development of the Central Vermont Regional Energy Plan. The Committee oversees the Central Vermont Regional Planning Commission's (CVRPC) comprehensive regional energy planning initiatives; provides input on goals, policies, and specific energy resources within the Central Vermont Region; and provides a diverse spectrum of opinions on important local and regional energy planning issues. Upon approval and adoption of the Central Vermont Regional Energy Plan by the Board of Commissioners, the REC may be dissolved or the purpose and membership may be reassigned to meet the future needs of the CVRPC.

DRAFT

GENERAL ACTIVITIES:

- ◆ Provide guidance on regional energy planning needs including possible constraints to consider for future siting locations.
- ◆ Develop a Regional Energy Plan for consideration by the Board of Commissioners and for subsequent submission to the Department of Public Service.
- ◆ Develop and oversee implementation of a public outreach plan to ensure a diverse spectrum of opinions and input is solicited during this process.
- ◆ Provide input and policy recommendations to the Board of Commissioners regarding pertinent regional energy issues, including evaluation of renewable energy resources for compatibility with municipal regulations and existing utility infrastructure.
- ◆ Provide guidance to staff regarding amendments or changes to the draft regional energy plan based on public comments received during the planning process, at committee meetings or during the public comment period.

ADVISORY ROLE: The REC shall be advisory to the Board of Commissioners. The REC will offer advice, input, and opinions to successfully develop a regional energy plan that meets the standards developed by the Department of Public Service for consistency with Act 174 of 2015, provided it is compatible with plans, policies, positions or resolutions adopted by the Board of Commissioners. New or amended plans, policies, positions or resolutions shall be ratified/approved by the Board of Commissioners.

MEMBERSHIP: The REC shall consist of no more than 5 representatives of the Board of Commissioners and 12 members representing various sectors, interests, and viewpoints. The following groups will be offered membership on the REC.

- Public Utilities
- Economic Development Interests
- Transportation & Transit
- State Agencies (ANR, DPS, VTrans, etc.)
- Municipal Energy Committee representatives
- Renewable energy developers
- Municipal Representatives
- Other parties as identified by the REC

Membership term shall be for the duration of the regional energy planning project, anticipated to be March 1, 2018.

OFFICERS/ELECTIONS: The REC will elect a Chairperson and Vice-Chairperson at the first meeting of the committee. The Chair will be responsible for running meetings, setting agendas in conjunction with staff, reviewing and signing correspondence on behalf of the REC, and representing the REC at various meetings as needed. The Vice-Chair will provide support to the Chair as needed. If the Chair or Vice-Chair should resign before his/her term is expired, an interim election shall be held within two meetings.

ATTENDANCE AND QUORUMS: A quorum shall consist of a majority of members. Members are encouraged to attend all regular meetings and special meetings as they arise.

COMMUNICATION AND COORDINATION:

- ◆ Meetings shall be noticed and held in accordance with Vermont Open Meeting Law.
- ◆ Draft policies and resolutions shall be forwarded to REC members and interested/affected parties for comment before action by the REC, or final action/approval by the Board of Commissioners.
- ◆ Minutes of all regular and special meetings will be prepared by staff, distributed to REC members and interested parties, and made available to the public in accordance with public records law.
- ◆ REC members are encouraged to serve as liaisons to their respective organizations or interest groups they are representing by facilitating communication and coordination on a regular basis.
- ◆ REC members are encouraged to offer input on all matters before the REC, and are encouraged to bring up items of local or regional concern for REC consideration.

CONFLICT OF INTEREST: In the event any REC member has a personal or financial interest with any individual, partnership, firm or corporation seeking to contract with the CVRPC, or to provide materials or labor thereto, or has a personal or financial interest in any project being considered by the REC, the member shall state on the record the nature of his or her interest. If the member feels this conflict interferes with his/her ability to be objective, the member shall not participate in any discussions or vote on any related motion. If the member is uncertain whether he/she should participate in the discussion or decision, the REC shall determine by vote whether the member should participate.

ADOPTION OF ORGANIZATIONAL PROCEDURES: The REC may, at any time, vote to amend these procedures, in accordance with quorum requirements noted above. Proposed amendments will be forwarded to REC members, chairs of local legislative boards, and interested parties before consideration at a regular REC meeting. Amendments will then be forwarded to the Board of Commissioners for ratification.

The REC is not a standing or special committee of the Regional Planning Commission, and is therefore not subject to the Commission's bylaws. These Rules of Procedure, combined with Robert's Rules of Order, provide procedural and administrative guidance for the REC.

Adopted by the Board of Commissioners: _____ / _____ / 2016

Byron Atwood, Chair, CVRPC Board of Commissioners