

CVRPC Committees and Annual Appointments

STANDING COMMITTEES

Executive Committee

Meets: 4-6pm on the Monday of the week before the Commission meeting.

Term: 1 year beginning July 1; officers typically serve for two years

Members: 4 officers and 3 at-large Commissioners elected annually.

2016 Members: Byron Atwood, Chair; Julie Potter, Vice Chair; David Strong, Treasurer; Tina Ruth, Secretary; Larry Hebert, Laura Hill-Eubanks, and Don LaHaye, At-Large

Duties:

- 1) Carry out decisions and instructions of the Commission.
- 2) Recommend positions to be taken by the Commission, its committees, or staff.
- 3) Act on behalf of the Commission in the absence of a quorum of the Commission when time precludes the delay of decision or action until the next regular Commission meeting.
- 4) Execute other actions as outlined in Commission-adopted policy.
- 5) Management/Operations
 - a. Approve the annual budget, ACCD contract, and Transportation contract
 - b. Accept the annual audit
 - c. Approve budget adjustments that may arise during the year
 - d. Accept grants or other contracts with outside organizations or agencies, et al.
- 6) Personnel
 - a. Approve the addition/elimination of staff positions and the retention of consultant services as recommended by the Executive Director
 - b. Approve amendments to Personnel Policies
- 7) Contractual Commitments
 - a. Approve contracts with consultants as provided for in the Commission's Procurement Procedures
 - b. Approval of contracts will deem to be approval of the payment of invoices provided the work has been done to the satisfaction of the Executive Director.
- 8) Organizational Issues
 - a. Determine and approve Commission meeting agendas
 - b. Determine appropriate action on policy issues that arise from time to time including legislative issues, RPC allocation formula, or other issues affecting the Central Vermont region and its individual constituent cities and towns.

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Nominating Committee

Meets: As needed, usually in April or May.

Term: 1 year beginning July 1; members cannot serve two consecutive terms.

Members: 3 Commissioners appointed by the Commission

2015 Members: Don La Haye, Waitsfield; Bill Arrand, Worcester; Steve Lospeich, Waterbury

Duties: Nominate officers and at-large members of the Executive Committee.

Project Review Committee (Executive Committee Minutes 02/03/14)

Meets: As needed, generally 5-7 times per year.

Term: 3-year, staggered terms, appointed annually in July.

Members: Five municipal Commissioners, one alternate, and project's host municipality
Commissioner. One member must be an Executive Committee member.

Members (appointment ends): Byron Atwood, Chair (2016); Bob Werneke (2018); Laura Hill-
Eubanks (2016); Brian Fitzgerald (Alternate, 2018); Larry Hebert (2017), Richard Payne
(2017); Sam Andersen, CVEDC (Ex-officio, non-voting)

Duties: Make determinations on behalf of the full Commission regarding conformance or non-
conformance with the Regional Plan for Act 250 and Section 248 applications, based on
information provided.

ADVISORY COMMITTEES

Regional Plan Review Committee (Commission Minutes 11/12/13)

Meets: As needed.

Term: No term established

Members: 5 CVRPC Commissioners and 4 regional organizations

Original Members: Laura Hill Eubanks (Northfield); Mike Miller (Barre City); Dara Torre
(Moretown); Tim Carver (East Montpelier); David Strong (Plainfield); Ed Larson (Barre
Granite Association); David Rubin (Capstone Community Action); Sophie Sauve (Winooski
Natural Resources Conservation District), Scott Bascom (VT Agency of Transportation).

Current Members: Laura Hill-Eubanks (Northfield); Dara Torre (Moretown); David Strong
(Plainfield); Dan Hoxworth (Capstone Community Action); Scott Bascom (VT Agency of
Transportation VT Agency of Transportation)

Duties: Develop and recommend updates to the Regional Plan to the full Commission.

1 **Town Plan Review Committee**

2 Meets: As needed.

3 Term: 1 year, appointed in July

4 Members: 5 Commissioners; customarily, 1-2 Commissioners from adjacent communities
5 appointed by Commission to participate on an ad hoc basis

6 FY2016 Members: Julie Potter; Ron Krauth; George Malek; Paul Rose; Bill Arrand

7 Duties: Review town plans for conformance to statutory requirements and make
8 recommendation to the Commission regarding Regional Approval.

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10 **Transportation Advisory Committee** (established 1993)

11 Meets: Fourth Tuesday of each month.

12 Term: 1 year, beginning July 1

13 Members: 23 town members appointed by municipalities and representatives of transit, airport,
14 VTrans appointed by those organizations

15 FY2016 Members: Scott Bascom (Barre City); Harry Hinrichsen (Barre Town); Bob Wernecke
16 (Berlin); Kevin Lehoe (Cabot); David Ellenbogen (Calais); Vacant (Duxbury); Frank Pratt
17 (East Montpelier); Kevin Russell (Fayston); Vacant (Marshfield); Ronald Krauth
18 (Middlesex); Dona Bate (Montpelier); Joyce Manchester (Moretown); Jeff Schultz
19 (Northfield); Lee Cattaneo (Orange); Bob Atchinson (Plainfield); Gerry D'Amico (Roxbury);
20 Don LaHaye (Waitsfield); Vacant (Warren); Ray McCormack (Washington); Steve Lotspeich
21 (Waterbury); Larry Hebert (Williamstown); Vacant (Woodbury); Bill Arrand (Worcester)

22 Duties: Review and make recommendations on Transportation Planning Initiative functions,
23 those being development of the Regional Transportation Plan and its recommendations; and
24 the development, project prioritization, and recommendations for the Transportation
25 Improvement Program.

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27 **Personnel Policy Committee** (established 2014)

28 Meets: As needed.

29 Term: None established

30 Members: 3 Commissioners

31 2014-2016 Members: Julie Potter, Tina Ruth, Laura-Hill Eubanks

32 Duties: Recommend revisions to the Personnel Policies.

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1 **Brownfields Advisory Committee** (ad hoc; re-established 2016)

2 Meets: As needed.

3 Term: 2 years

4 Members:

- 5 1) Voting - 5 Commissioners and 1 alternate, CVEDC, VT Dept. of Health, up to 12
- 6 members, at minimum representing housing, real estate, finance, at-risk populations,
- 7 solid water and the environment
- 8 2) Non-voting members: EPA, VT Agency of Commerce, VT Dept. of Environmental
- 9 Conservation

10 2016-2018 Members:

- 11 1) Voting - Janey Shatney (Barre City); Julie Potter (East Montpelier); George Malek
- 12 (Orange); Ron Krauth (Middlesex); Anita Kelman (Capstone Community Action); Brad
- 13 Denny (Town of Northfield); Alison Friedkin (Downstreet Housing & Community
- 14 Development); Sam Andersen (CVEDC); Sasha Bianchi (VT Dept. of Health, Barre
- 15 District)
- 16 2) Non-Voting - Dorrie Paar, EPA

17 Duties:

- 18 1) Recommend investment of brownfield funds to the Executive Committee.
- 19 2) Assist to identify and prioritize communities or neighborhoods in need of support for
- 20 brownfields revitalization and the projects that will support those efforts
- 21 3) Develop brownfield-related policies for recommendation to the Commission, and provide
- 22 input into any policies developed by the Commission related to brownfields.
- 23 4) Provide oversight for and assist in the development of the Commission's brownfields
- 24 work program and budget.
- 25 5) Participate in public outreach efforts, including education of the professional community,
- 26 public notification, liaison to municipalities and other local and regional boards as
- 27 appropriate, and other activities.
- 28 6) Maintain site selection criteria.
- 29 7) Review and prioritize nominated sites for inclusion in the Region's brownfields program
- 30 8) Assist in the hiring of consultants and oversee consultant progress to bring projects to
- 31 completion.

33 **Clean Water Advisory Committee** (established 2016)

34 Meets: As needed.

35 Term: Under development.

36 Members: Under development

1 2016 Members: Commissioners – Ron Krauth, Middlesex and Michael Gray, Woodbury; Other
2 members have not been appointed.

3 Duties: Guide the Commission's work plan related to programs and projects that would be
4 impacted by the Clean Water Act.

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7 **ANNUAL APPOINTMENTS**

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9 **Vermont Association of Planning & Development Agencies:**

10 Meets: First Thursday of the month in June and December

11 Appointee: Commissioner

12 Term: 1 year

13 FY2016 Member: Byron Atwood

14 Duties: Participate in two meetings a year

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16 **Vermont Economic Progress Council**

17 Meets: Monthly, normally on the fourth Thursday of the month in Montpelier; attend only when
18 there is an application from the region; participation is non-voting

19 Term: 1 year

20 Appointee: As desired by the Commission. RPCs usually designate their Executive Directors to
21 VEPC, but some RPCs have designated Board members to the position.

22 FY2016 Member: Bonnie Waninger

23 Duties: Participate in two meetings a year

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25 **Green Mountain Transit** (formerly CCTA dba GMTA)

26 Meets: Third Tuesday of the month at 7:30am in Burlington; 3 times a year, meets in different
27 locations in its service area at 4 or 5 pm

28 Term: 3 years

29 Appointee: As desired by the Commission. RPCs usually designate their Executive Director or
30 Transportation Planner

31 FY2016 Member: Harold Garabedian (Commissioner); Bonnie Waninger (Alternate)

32 Duties: Annually, set long-term goals to guide the General Manager and the priorities of the
33 organization for that fiscal year; monitor progress in meeting the goals; participate on a
34 committee as designated by the Chair