



BOARD OF COMMISSIONERS

October 9, 2018 at 7:00 pm

Central VT Chamber of Commerce Conference Room, 963 Paine Turnpike North, Berlin

<u>Page</u>	<u>Time</u>	<u>AGENDA</u>
	7:00¹	Adjustments to the Agenda Public Comments
2	7:05	Municipal Plan Approval & Confirmation of Planning Process , <i>Bill Arrand, Town Plan Review Committee Chair</i> (enclosed; additional information to follow) ² Report and recommended from Town Plan Review Committee regarding: <ul style="list-style-type: none"> a) Marshfield <ul style="list-style-type: none"> - Approval of the <i>2018 Marshfield Town Plan</i> per 24 V.S.A. § 4350(b) - Confirmation of the Town of Marshfield planning process per 24 V.S.A. § 4350(a) b) Berlin <ul style="list-style-type: none"> - Approval of <i>A Town Plan for Berlin, VT (Aug 2018)</i> per 24 V.S.A. § 4350(b) - Confirmation of the Town of Berlin planning process per 24 V.S.A. § 4350(a)
4	8:05	Winooski Tactical Basin Plan , <i>Karen Bates, VT Dept. of Environmental Conservation, Clare Rock & Pam DeAndrea</i> (enclosed; compatibility tables at http://centralvtplanning.org/about/minutes-agendas-staff-reports/) ² <ul style="list-style-type: none"> a) Presentation and accept public comments b) Act on Regional Plan Committee recommendation regarding comments for submission to ANR, the Plan's compatibility with the Regional Plan, and prioritization of projects.
8	8:25	White River Tactical Basin Plan , <i>Laura Ranker & Pam DeAndrea</i> (enclosed; http://centralvtplanning.org/about/minutes-agendas-staff-reports/) ² <ul style="list-style-type: none"> a) Presentation and accept public comments b) Act on Regional Plan Committee recommendation regarding comments for submission to ANR, the Plan's compatibility with the Regional Plan, and prioritization of projects.
13	8:45	Meeting Minutes – September 11, 2018 (enclosed) ²
16	8:50	Reports (enclosed) Updates and questions on Staff, Executive Director, and Committee Reports
	9:00	Adjournment

Next Meeting: November 13, 2018

¹ Times are approximate unless otherwise advertised.

² Anticipated action item.



RESOLUTION

Whereas Title 24, VSA, Section §4350 requires that regional planning commissions, after public notice, shall review the planning process of member municipalities and shall so confirm when a municipality:

1. is engaged in a continuing planning process that, within a reasonable time, will result in a plan that is consistent with the goals contained in 24 V.S.A. § 4302;
2. is engaged in a process to implement its municipal plan, consistent with the program for implementation required under 24 V.S.A. § 4382; and
3. is maintaining its efforts to provide local funds for municipal and regional planning purposes;

Whereas as part of the consultation process, a regional planning commission shall consider whether a municipality has adopted a plan;

Whereas a regional planning commission shall review and approve plans of its member municipalities, when approval is requested and warranted, and a commission shall approve a plan if it finds that the plan:

1. is consistent with the goals established in 24 V.S.A. § 4302;
2. is compatible with its regional plan;
3. is compatible with approved plans of other municipalities in the region; and
4. contains all the elements included in 24 V.S.A. § 4382(a)(1)-(12);

Whereas the Town of Marshfield prepared a municipal plan in accordance with 24 V.S.A Chapter 117;

Whereas the Central Vermont Regional Planning Commission concluded that the *2018 Marshfield Town Plan* meets the requirements for approval; now, therefore, be it

Resolved, that the Central Vermont Regional Planning Commission:

1. approves *2018 Marshfield Town Plan*, adopted August 21, 2018; and
2. consulted with and confirms the planning process of the Town of Marshfield.

Under 24 V.S.A. § 4350, when an adopted municipal plan expires, its approval and confirmation of the municipality's planning process also expire. Recommendations made by the Central Vermont Regional Planning Commission are attached and should be considered when developing the next municipal plan.

A municipality that has adopted a plan may define and regulate land development in any manner that the municipality establishes in its bylaws, provided those bylaws are in conformance with the plan and are adopted for the purposes set forth in 24 V.S.A. § 4302.

ADOPTED by the Central Vermont Regional Planning Commission on October 9, 2018.

Juliana Potter, Chair



RESOLUTION

Whereas Title 24, VSA, Section §4350 requires that regional planning commissions, after public notice, shall review the planning process of member municipalities and shall so confirm when a municipality:

1. is engaged in a continuing planning process that, within a reasonable time, will result in a plan that is consistent with the goals contained in 24 V.S.A. § 4302;
2. is engaged in a process to implement its municipal plan, consistent with the program for implementation required under 24 V.S.A. § 4382; and
3. is maintaining its efforts to provide local funds for municipal and regional planning purposes;

Whereas as part of the consultation process, a regional planning commission shall consider whether a municipality has adopted a plan;

Whereas a regional planning commission shall review and approve plans of its member municipalities, when approval is requested and warranted, and a commission shall approve a plan if it finds that the plan:

1. is consistent with the goals established in 24 V.S.A. § 4302;
2. is compatible with its regional plan;
3. is compatible with approved plans of other municipalities in the region; and
4. contains all the elements included in 24 V.S.A. § 4382(a)(1)-(12);

Whereas the Town of Berlin prepared a municipal plan in accordance with 24 V.S.A Chapter 117;

Whereas the Central Vermont Regional Planning Commission concluded that the 2018 Berlin Town Plan, *A Town Plan for Berlin, VT*, meets the requirements for approval; now, therefore, be it

Resolved, that the Central Vermont Regional Planning Commission:

1. approves *A Town Plan for Berlin, VT*, adopted August 4, 2018; and
2. consulted with and confirms the planning process of the Town of Berlin.

Under 24 V.S.A. § 4350, when an adopted municipal plan expires, its approval and confirmation of the municipality's planning process also expire. Recommendations made by the Central Vermont Regional Planning Commission are attached and should be considered when developing the next municipal plan.

A municipality that has adopted a plan may define and regulate land development in any manner that the municipality establishes in its bylaws, provided those bylaws are in conformance with the plan and are adopted for the purposes set forth in 24 V.S.A. § 4302.

ADOPTED by the Central Vermont Regional Planning Commission on October 9, 2018.

Juliana Potter, Chair



MEMO

Date: October 9, 2018
To: Board of Commissioners
From: Pam DeAndrea, Senior GIS Planner
Re: Draft Winooski and White River Tactical Basin Plans Comments and Regional Conformance

⊗ ACTIONS REQUESTED: Two separate actions are requested (separate motions are required):

- 1) Approve the Draft Winooski River Tactical Basin Plan Comments to the Secretary of the Agency of Natural Resources (ANR) approved by the Regional Planning Commission
- 2) Approve the Draft White River Tactical Basin Plan Comments to the Secretary of the ANR approved by the Regional Planning Commission

The Regional Plan Committee recommends the Commission approve the comments and Regional Plan conformance findings outlined in the enclosed memos to the Vermont Agency of Natural Resources. At the Chair's direction, staff divided this agenda item into two questions as noted above.

Included in the Commission's meeting packet are the letters to be sent to the Secretary of the ANR. Tables detailing how the Regional Plan and Basin Plans conform with one another will also be sent to the Secretary. Due to the length of those documents, the Executive Committee recommended the tables be posted on CVRPC's website rather than included with the meeting packet. The tables and the draft Basin Plans can be found at <http://centralvtplanning.org/about/minutes-agendas-staff-reports/>.

Staff and the Clean Water Advisory Committee (CWAC) reviewed both Tactical Basin Plans and provided recommendations to the Regional Plan Committee. Comments from both are incorporated into the draft letter for the Commission. The Commission is charged with approving final comments and making the determination of conformance with the Regional Plan.



October 10, 2018

Ms. Emily Boedecker, Commissioner
Vermont Agency of Natural Resources
Department of Environmental Conservation
One National Life Drive
Montpelier, VT 05602

Re: Plan Conformance of the Draft Winooski River Tactical Basin Plan and the Regional Plan and Project Prioritization

Dear Ms. Boedecker,

The Central Vermont Regional Planning Commission has reviewed the *Draft Winooski River Tactical Basin Plan, dated 7/02/2018*. The purpose of this memorandum is to analyze the relative conformance of the Draft Tactical Basin Plan with the relevant Goals, Strategies and Recommended Actions of the Regional Plan and to provide recommendations regarding project prioritization.

Introduction

The CVRPC has the opportunity to provide recommendations to the Agency of Natural Resources regarding tactical basin plans pursuant to Vermont Statutes Title 10, Chapter 47, §1253(d). Statute directs regional planning commissions to:

- (2)(G) ... the Secretary [of Natural Resources] shall: develop, in consultation with the regional planning commission, an analysis and formal recommendation on conformance with the goals and objectives of applicable regional plans.
- (3)(D) ... [the regional planning commissions are to] assist the Secretary in implementing a project evaluation process to prioritize water quality improvement projects within the region to assure cost effective use of State and federal funds.

CVRPC staff completed a review of the *Draft Winooski River Tactical Basin Plan, dated 7/02/2018* on July 18, 2018 and August 21, 2018. Staff then presented the review to CVRPC's Regional Plan Committee on August 29, 2018 for review and comment and to the Board of Commissions on October 9, 2018 for review and approval. Based upon this process the CVRPC presents these comments to the VT Agency of Natural Resources.

Plan Conformance

The *Draft Winooski River Tactical Basin Plan* and the *2016 Central Vermont Regional Plan, amended 2018*, contain overarching conforming Goals and Objectives. The accompanying table on page 3 lists the Basin Plan's top objectives and strategies and identifies those Regional Plan goals, policies, and actions which are mutually supportive. (See attachment titled "Conformance Analysis of Goals & Objectives: Basin 9 Draft Tactical Basin Plan to the CV Regional Plan")

CVRPC provides the following analysis and accompanying recommendations to strengthen plan conformance:

- Tactical Plan Basin Objective: *Protect river corridors and floodplains to increase flood resilience and allow rivers to reach equilibrium.*
From an emergency management perspective the Regional Plan discourages development and investment in floodplains, yet it should be noted that overall the Regional Plan (as outlined within the Land Use Chapter) recognizes that our Regional and Town Centers are locations for continued investment and redevelopment. Due to the historic nature of the region, portions of these Regional and Town Centers are located in floodplains and possibly even within River Corridors. The Basin Plan does indicate that it “does not preclude any development that is consistent with municipal bylaws, regional and municipal plans...” (page 3) It would be beneficial to elaborate on this dichotomy; municipal regulations within some central Vermont municipalities do indeed allow development within floodplains. Strict conformance with this Tactical Basin Plan Objective may not be achievable.
 - Recommendation: Include language within the Basin Plan that recognizes the presence of historic Regional and Town (and Village) Centers in river corridors and floodplains and clarify how DEC will work with regional organizations and municipalities to accommodate these special circumstances. More specifically:
 - Add recognition of historic development pattern on page 10, within the Rivers section and on page 32, within the Stream Geomorphic Assessment section.
 - Include further discussion and analysis of the NFIP base requirements compared to the recommendations of the State River Program model flood hazard regulations and model river corridor regulations. The model river corridor regulations make an allowance for infill within state designated historic downtowns and villages. This information could be added into the Flood Hazard Regulation section on page 121.

Recommendations on Project Prioritization

The CVRPC has been working with other RPCs to develop a prioritization process for projects, but it has not yet been finalized nor adopted by the ANR for incorporation into their prioritization process. When this is finalized, the CVRPC will provide further recommendations through the Clean Water Advisory Committee (CWAC) on regional project priorities.

For project selection for funding and prioritization on the DEC’s level, the CVRPC has the following comments:

- Based on concerns raised by the CWAC during the Basin Plan review, CVRPC recommends to include strategies and projects other than those that address phosphorus loading such as projects that address pesticides/herbicide, toxins, and nitrate from groundwater entering streams and wetlands that may impact water quality and aquatic life health.
- The CVRPC also recommends for larger projects, such as expensive stormwater remediation, the grant programs reduce the amount of match required. Many towns do not have the ability to pay match requirements beyond in-kind contributions. Reduced match would make funding through grant programs more accessible to these municipalities.
- The CVRPC recommends that stormwater master planning not be limited to very developed municipalities such as Waterbury and Williamstown. More rural municipalities could benefit from stormwater master planning in addition to road erosion inventories that address compliance with the Municipal Roads General Permit. Many of the rural towns in our region

without a stormwater master plan have villages that have impervious surfaces in need of stormwater management, such as Worcester and Middlesex. Furthermore, more complex road projects can be addressed through stormwater master planning, such as those needing dry well design to help slow and infiltrate runoff from steep roads.

Other Comments

In general, this plan is very comprehensive and technically in-depth. CVRPC offers the following general comments:

- Incorporate more lay-person language to increase readability and understanding by the general public. Especially avoid using acronyms, such as TMDL or TP.
- Add conclusion statements at the end of each chapter or section that would provide a summary of the data and provide a basis for the subsequent objectives and actions.
- Organize the Top Objectives and Strategies listed on page ix with those listed within Table 36 (on page 139) would also help strengthen and reiterate the desired outcomes of the plan. Both page ix and Table 36 list objectives and strategies but they are not consistent. The next table, Table 37 is more detailed but does not necessarily line up with the other tables. It can be confusing to the reader to decipher which are the strategies and the priorities.
- Clearly identify and highlight priority locations for treatment and resource protection, to ensure alignment of local and regional resources investment.
- Two basin plans are being developed concurrently within the region and while these plans only overlap in three of our towns, if the plans followed the same format it would increase the relationship between the plans and the objectives they strive to attain. Similar formats would also decrease confusion within those communities.

The CVRPC Clean Water Advisory Committee (CWAC) conducted a thorough review of the Basin Plan and had some very specific comments sent to the ANR on July 18, 2018. Below are some additional comments included in that document:

- Toxins related to commercial and industrial pollution should be included in addition to impacts from farms and roads.
- Baseline monitoring should be incorporated into in water quality monitoring strategies within the plan.
- The interaction between groundwater and surface water is not addressed. The quality of surface water is influenced by inputs from groundwater, especially nitrates from farms, iron from soil disturbance and metals, and septic failures. The plan should mention this interaction and lay out strategies for reducing surface water contamination from contaminated groundwater.
- The water quality benefit of development limitation of landslide hazard areas should be stated.
- Implementation table should address other stressors such as chloride, mercury, thermal stressors and flow alteration.

Thank you for the opportunity to review the Draft Winooski River Tactical Basin Plan. We look forward to working with ANR on the Plan implementation and other related projects in the future.

Sincerely,

Bonnie Waninger
Executive Director



October 10, 2018

Ms. Emily Boedecker, Commissioner
Vermont Agency of Natural Resources
Department of Environmental Conservation
One National Life Drive
Montpelier, VT 05602

Re: Plan Conformance of the 2018 White River Basin, Basin-9, Tactical Basin Plan Draft and the Central Vermont Regional Plan and Project Prioritization

Dear Ms. Emily Boedecker:

The Central Vermont Regional Planning Commission has reviewed the *2018 White River Basin, Basin -9, Tactical Basin Plan Draft*. The purpose of this memorandum is to analyze the relative conformance of the Tactical Basin Plan draft with the relevant Goals, Strategies and Recommended Actions of the Central Vermont Regional Plan and to provide recommendations regarding project prioritization.

There are four municipalities in the White River Basin (Basin 9) that are part of the Central Vermont Regional Planning Commission (CVRPC); Roxbury, Washington, Williamstown, and Warren. There is only a **very** small portion of Warren, along its border with Roxbury that is in the watershed. Basin-9 is divided into 5 sub-basins of which Roxbury and Warren are in the Third Branch, a portion of Williamstown is in the Second Branch; a portion of Williamstown and Washington are in the First Branch. CVRPC is in concurrence with DEC staff not to include Warren in the Basin-9 Plan because there is not enough coverage to warrant adding Warren and the municipality is covered more thoroughly in the Winooski River Tactical Basin Plan (Basin-8).

The White River Tactical Basin Plan focuses on eleven priority waters (Figure 2.) identified for remediation actions. There are 59 priority actions to address water quality protection and restoration (summarized in Chapter 5 Table 20). In addition, the Plan provides a list of 53 recommended priorities for water quality monitoring and assessment in the Basin (Chapter 5 Table 21). For purposes of the analysis and project prioritization, focus is given to priorities in the three towns (Roxbury, Williamstown, and Washington) from the Central Vermont region.

Introduction

The CVRPC has the opportunity to provide recommendations to the Agency of Natural Resources regarding tactical basin plans pursuant to Vermont Statutes Title 10, Chapter 47, §1253(d). Statute directs regional planning commissions to:

- (2)(G) ... the Secretary [of Natural Resources] shall: develop, in consultation with the regional planning commission, an analysis and formal recommendation on conformance with the goals and objectives of applicable regional plans.

- (3)(D) ... [the regional planning commissions are to] assist the Secretary in implementing a project evaluation process to prioritize water quality improvement projects within the region to assure cost effective use of State and federal funds.

CVRPC staff completed a review of the *2018 White River Basin, Basin-9, Tactical Basin Plan Draft, version dated 9/4/2018 on 9/10/2018*. Following that review, the Basin Plan was then reviewed by CVRPC's Regional Plan Committee on September 17, 2018, the Clean Water Advisory Committee on September 20, 2018 and by the Board of Commissions on October 9, 2018. Based upon this review process the CVRPC presents these comments to the VT Agency of Natural Resources.

Plan Conformance

The *2018 White River Basin, Basin-9, Tactical Basin Plan Draft, version 9/4/2018* and the *2016 Central Vermont Regional Plan, amended 2018*, contain overarching conforming Goals and Objectives.

The overall goals and objectives of the Basin-9 Plan is to protect, maintain, enhance, and restore the biological, chemical, and physical integrity of Vermont's waters. The accompanying table lists the Basin-9 priority mitigation strategies and actions as they relate specifically to the municipalities of Roxbury, Williamstown, and Washington located in the CVRPC region and identifies those Regional Plan goals, policies, and actions which are mutually supportive. (See attachment titled "Conformance Analysis of Goals & Objectives: Basin 9 Draft Tactical Basin Plan to the CV Regional Plan"). In general, CVRPC supports the priorities as listed.

CVRPC provides the following comments and accompanying recommendations to strengthen plan conformance:

1. Stream Geomorphic Assessments (SGA): The Basin-9 Plan states that there is a gap that exists for the Phase II Stream Geomorphic Assessments for the Second Branch and Upper Third Branch, and portions of the middle and lower White River mainstem (p.54). The SGAs provide data for incorporation into River Corridor Plans which help identify projects to reduce bacteria, sediment, and nutrients in the river. River Corridor Plans help to manage toward stream equilibrium which is essential for good water quality, healthy aquatic habitat, and flood resilience in the basin and will help mitigate impacts of increased runoff and stream flow. The Regional Plan supports the improved identification and mapping of surface water resources and development of river corridor plans and local river corridor ordinances. Phase II SGA data is a critical planning resource and tool for towns and watershed groups.

CVRPC supports the Department of Environmental Conservation priority to focus on non-forested areas in determining segments for completion under the Stream Geomorphic Assessments. As a heavily forested community, CVRPC understands this may mean Williamstown is not included in the Second Branch SGA Assessment.

Recommendation:

- Make it a priority to complete the Phase II SGA for the entire section of the Second Branch, including consideration of waterways in Williamstown, and develop a River Corridor Plan. In Table 20, Strategy #1, Town Column, identify Williamstown.
- Make it a priority to complete the Phase II SGA for the Upper Third Branch, **including Roxbury**, and develop a River Corridor Plan. Add this to the list of priority mitigation actions in Table 50 as a new strategy. Identify Roxbury in the towns identified column for the new strategy listing

under Table 20. If there is no recommendation for an SGA for the Upper Third Branch please provide an explanation. (Appendix A, Action 36).

- When identifying, developing, and ranking a list of projects in the First Branch River Corridor Plan that will likely reduce bacteria, sediment and nutrient input to the river include Washington located in the CVRPC region. Washington was included in the First Branch Phase II SGA and the geomorphic condition in Washington was found to be fair (Figure 12. TBP, *note this figure number should be corrected to Figure 21 in the draft plan*).

2. Road Erosion Inventory: The Basin-9 Plan and CV Regional Plan mutually support road erosion inventory work under the Municipal Roads General Permit that identifies sections of roads in need of sediment and erosion control, ranks road segments that pose the highest risk to surface water, and estimate costs to remediate those sites using Best Management Practices (BMP). Towns have a time sensitive timeline for completing work under the MRGP, including completing the Road Erosion Inventories. Washington is NOT completed and needs to be “on the radar” for completion. Williamstown is being done in 2018.

Recommendation:

- Add Washington to the towns identified under Strategy #29 of Table 20 as a priority town for completion of a road erosion inventory and list CVRPC as a partner. Also correct the Table 12 on page 63 by adding Washington to the list of towns under the column “on the radar.” Remove Washington from the list of completed towns shown in Table 12 and add Warren to this same list of completed towns.

3. Stormwater Master Planning: Williamstown has been added to the 2018 Draft Winooski Tactical Basin Plan to develop a stormwater master plan.

Recommendation:

- To be consistent between basins, Williamstown needs to be added to the Basin-9 Table 20, Strategy #31 as a town identified as a priority to develop a stormwater master plan. Also, add CVRPC under the Partner column. Since a town-wide stormwater master plan is being recommended, remove Williamstown from Strategy #33, which would look to see whether a project identified through stormwater mapping should be carried out alone or through multi-town stormwater master planning. If Williamstown has its own stormwater master plan, looking into these options would not be necessary.

4. River Corridor Protection: Both Plans seek to protect river corridors and floodplains to increase flood resilience and allow rivers to reach equilibrium. From an emergency management perspective, the Regional Plan discourages development and investment in floodplains, yet it should be noted that overall the Regional Plan (as outlined within the Land Use Chapter) recognizes that our Regional and Town Centers are locations for continued investment and redevelopment. Due to the historic nature of the region, portions of these Regional and Town Centers are located in floodplains and possibly even within River Corridors. It should also be noted that municipal regulations within some central Vermont municipalities do allow development within floodplains. The Basin-9 Plan states the goal of managing toward, protecting, and restoring the equilibrium condition of Vermont rivers is to resolve or avoid conflicts between human investments and river dynamics in a manner that is technically sound, and both economically and ecologically sustainable. River corridor management requires flexibility and prioritizing of areas for protection and enhancement. Strict conformance with protection of river corridors may not be achievable.

Recommendation: *(CVRPC made this same recommendation to the 2018 Draft Winooski River Tactical Basin Plan)*

- Include language within the Basin Plan that recognizes the presence of historic Regional and Town (and Village) Centers in river corridors and floodplains and clarify how DEC will work with regional organizations and municipalities to accommodate these special circumstances. More specifically:
 - Add recognition of historic development pattern in Plan document within the Water Quality ERAF section, Local regulations section, and within the Stream Geomorphic Assessment section.
 - Include further discussion and analysis of the NFIP base requirements compared to the recommendations of the State River Program model flood hazard regulations and model river corridor regulations. The model river corridor regulations make an allowance for infill within state designated historic downtowns and villages. This information could be added into Chapter 4-Regulations and Initiatives for Protecting and Maintaining Water Quality.

5. Reclassification of Surface Waters: CVRPC supports the maintenance or upgrading of existing surface water classifications to reflect their actual recreational uses, except where lower classifications may be needed for municipal sewage treatment projects (Outdoor Recreation Goal 7.). CVRPC supports the reclassification for B(1) recreational fishing for Hart Hollow Brook and South Washington Creek, both very good cold water streams located in Chelsea and Washington to protect their high quality fishing, a valued asset in the Central Vermont region. CVRPC opposes the downgrading of surface water classifications unless such action is required to accommodate treated effluent from new or expanded municipal sewage treatment facilities. The Commission also opposes the upgrading of surface water classifications where such upgrading might be misleading or dangerous to users. (General Land Use Goals, Policies, and Strategies, 3b).

6. Recommendations on Project Prioritization: *(CVRPC made this same recommendation to the 2018 Draft Winooski River Tactical Basin Plan)*

The CVRPC has been working with other RPCs to develop a prioritization process for projects, but it has not yet been finalized nor adopted by the ANR for incorporation into their prioritization process. When this is finalized, the CVRPC will provide further recommendations through the Clean Water Advisory Committee (CWAC) on regional project priorities.

Other Comments

In general, this plan is very comprehensive. CVRPC offers the following general comments:

- In Table 14. *Towns with Completed stormwater mapping reports...* Make Williamstown in italics as a town recommended for stormwater master planning to be consistent with the Winooski Basin Plan and change status to “recommended”.
- CVRPC supports the municipal protection goals as illustrated in Figure 30. This is a nice way to convey data.
- Check waterbody column against town column under Strategy #1, Table 20 for accuracy of towns listed related to Second Branch of the White River. Prioritize all towns in Second Branch and include in those towns listed, the towns of Brookfield, Randolph, Bethel and Williamstown.
- Appendix F. Municipal Water Quality Protectiveness Table. - Update table and Add Williamstown to the list of municipalities listed. CVRPC has provided DEC with a corrected and

updated table for Appendix F.

- Two basin plans are being developed concurrently within the region and while these plans only overlap in three of our towns, if the plans followed the same format it would increase the relationship between the plans and the objectives they strive to attain. Similar formats would also decrease confusion within those communities. (Comment also provided during review of Draft 2018 Winooski Tactical Basin Plan.)
- The overall goals and objectives of the Central Vermont Regional Plan supports the Basin-9 Plan actions to address the four main stressors in the basin affecting water quality: Encroachment, Stream channel erosion, Land erosion, and Pathogens.
- May want to consider incorporation of additional appendices for some of the linked data; when reading a hard copy some of the more pertinent linked data is not available.
- Nice summary on page 84 of funding opportunities/sources.
- Page 23 appears to have redundant text on the CWA that appears on page 19 as well. Can these sections be combined in some manner to be clearer?
- On page 24 Vermont is missing from the list of states mentioned as part of the Long Island Sound Watershed Regional Conservation Partnership Program (LISWRCP).
- Based on comments from the CWAC, revise the High Quality Waters map, Figures 1 and 9, to show what streams have not been sampled vs. those that do not meet B1 criteria. Just a blank space can be misleading. The map provides a good spatial reference. If the non-sampled areas cannot be added easily to the map, a footnote of what was not sampled/sampled and B2 areas would be helpful.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
DRAFT MINUTES
September 11, 2018

Commissioners:

<input checked="" type="checkbox"/> Barre City	Janet Shatney	<input checked="" type="checkbox"/> Moretown	Dara Torre, Secretary
<input type="checkbox"/>	Heather Grandfield, Alt.	<input type="checkbox"/>	Joyce Manchester, Alt
<input type="checkbox"/> Barre Town	Byron Atwood	<input checked="" type="checkbox"/> Northfield	Laura Hill-Eubanks, Vice-Chair
<input type="checkbox"/>	Mark Nicholson, Alt.	<input checked="" type="checkbox"/> Orange	Lee Cattaneo
<input checked="" type="checkbox"/> Berlin	Robert Wernecke	<input checked="" type="checkbox"/> Plainfield	Bram Towbin
<input type="checkbox"/>	Karla Nuissl, Alt.	<input type="checkbox"/>	Paula Emery, Alt.
<input checked="" type="checkbox"/> Cabot	Amy Hornblas	<input checked="" type="checkbox"/> Roxbury	Jerry D'Amico
<input type="checkbox"/> Calais	John Brabant	<input checked="" type="checkbox"/> Waitsfield	Don La Haye
<input checked="" type="checkbox"/>	Jan Ohlsson, Alt.	<input type="checkbox"/>	Harrison Snapp, Alt.
<input checked="" type="checkbox"/> Duxbury	Alan Quackenbush	<input type="checkbox"/> Warren	Camilla Behn
<input checked="" type="checkbox"/> E. Montpelier	Julie Potter, Chair	<input checked="" type="checkbox"/> Washington	Peter Carbee
<input checked="" type="checkbox"/>	Jack Pauly, Alt.	<input checked="" type="checkbox"/> Waterbury	Steve Lotspeich
<input checked="" type="checkbox"/> Fayston	Karl Klein	<input checked="" type="checkbox"/> Williamstown	Richard Turner
<input checked="" type="checkbox"/> Marshfield	Melissa Seifert	<input type="checkbox"/> Williamstown	Jacqueline Higgins, Alt.
<input type="checkbox"/> Middlesex	Ron Krauth	<input checked="" type="checkbox"/> Woodbury	Michael Gray, Treasurer
<input type="checkbox"/> Montpelier	Kirby Keeton	<input checked="" type="checkbox"/> Worcester	Bill Arrand
<input type="checkbox"/>	Mike Miller, Alt.		

Staff: Bonnie Waninger, Nancy Chartrand, Clare Rock

Guests: None

CALL TO ORDER

Chair Potter called the meeting to order at 7:00 pm and welcomed Karl Klein of Fayston to his first meeting. Quorum was present to conduct business.

ADJUSTMENTS TO THE AGENDA

None.

PUBLIC COMMENTS

None.

RESOLUTION ON COMPLYING WITH VERMONT OPEN MEETING LAW

J. Potter advised that annually a resolution is passed advising where and when meetings will be throughout the year to comply with Vermont Open Meeting Law. No questions were raised.

R. Wernecke moved to adopt the resolution; B. Towbin seconded. Motion carried.

MUNICIPAL PLAN APPROVAL & CONFIRMATION OF MUNICIPAL PLANNING PROCESS

B. Arrand summarized the Town Plan Review Committee meeting. Two members of the Orange Selectboard and the Planning Commission Chair were present. This is an update of 2013 Plan. Eric Vorwald worked with the Town to update and simplify language. The staff review confirmed the Plan was consistent with State goals, compatible with the Regional Plan, compatible with other approved

1 municipal plans in the region, and included all required elements. Arrand confirmed that the Committee
2 recommended approval of the Plan and confirmation of the Town's planning process.

3
4 *P. Carbee moved to approve the 2018 Orange Town Plan; R. Turner seconded. Motion carried.*

5
6 *L. Hill-Eubanks moved to confirm the planning process of the Town of Orange; R. Wernecke seconded.*
7 *Motion carried.*

8
9 L. Catteneo thanked the staff for their assistance and stated he believes the Town has a good plan with
10 all the latest requirements.

11
12 B. Waninger noted the Orange Town Plan had a unique component. The initial action to implement the
13 plan is to engage community members in planning before proceeding with other actions of the plan.

14
15 **CODE OF CONDUCT AND CONFLICT OF INTEREST POLICY**

16 J. Potter advised the Executive Committee worked on this draft policy over the last 6-9 months. The
17 Commission's current policy was adopted in 1996. Potter provided an interactive presentation
18 prompting Commissioner discussion about potential issues and the policy might address them.

19
20 Potter discussed the difference between conflict of interest and appropriate conduct. She noted the
21 policy was aimed at ensuring consistent decision making throughout the Commission, maintaining
22 conformance with federal regulations, and increasing the Commission's transparency.

23
24 Discussion ensued regarding the definitions of "conduct" and "conflict". Conflict is related to financial
25 or tangible personal benefit. Conduct is the ethical standard to which the Commission holds itself.
26 Commissioners discussed questions and scenarios that had arisen in the past three years.

27
28 Commissioners recommended that:

- 29
 - the appearance of conflict of interest should dictate recusal from an issue.
 - negative and positive influence be mentioned within the policy.

30
31
32 Potter said municipalities appoint Commissioners to advocate for and bring the municipality's point of
33 view to regional discussions. Commissioners also are tasked with making decisions for the region as a
34 whole. The goal is not to create conflict between the two.

35
36 B. Towbin inquired if a Commissioner in a legal/criminal situation be removed. B. Waninger said the
37 Bylaws do not allow for the Commission to remove a Commissioner. The municipality is the only body
38 that can remove a Commissioner. She said it may be addressed under item 6 of Code of Conduct -
39 affecting adversely the confidence of the public in the integrity of affairs of the Commission. Upon
40 review of this section, Towbin noted he felt it addressed his question.

41
42 P. Carbee inquired if a Commissioner was sanctioned would it be related to specific project or all future
43 business of Commission. Potter clarified this would not be sanctioned, but recused; and it would not be
44 for all business, but specific project/contract. Commissioners questioned if recusal must result in a
45 Party being barred from any discussion on a project/contract. Waninger said she would further
46 research this issue. Commissioners noted that a variety of approaches may be used by communities in
47 addressing recusal. M. Gray noted the unappointment process may take time and inquired if a

Commissioner could still participate during this time frame. Waninger said the Commission's Bylaws place responsibility for appointments or unappointments with municipalities.

J. Potter noted she was not hearing concerns raised about general concept of policy, but hearing concerns about sanctions and recusal. She requested that staff complete additional research and bring the policy back to Board at a future meeting.

CVRPC FY19 GUIDING DOCUMENTS

Waninger provided a presentation outlining CVRPC's 5-Year Strategic Goals, FY19 activities to achieve them, and the FY19 Work Plan and Budget. As outlined in the packet there are four goals of the 5 Year Strategic Plan – Enhance Financial Security; Create Operational Excellence; Enhance Services; Position CVRPC as Leader and Partner. B. Waninger provided greater detail regarding the strategies, activities and measures to achieve these goals.

The Work Plan outlines more distinctly projects and programs and is completed annually. B Waninger gave an overview of the FY19 Work Plan in further detail outlining carryover projects, retiring projects and new projects. A funding overview was also provided as well as highlights of revenue and expenses.

REPORTS

Waninger noted that the Committee Report needed correction. The Regional Plan Committee elected L. Hill-Eubanks as Chair and D. Torre as Vice Chair. Also included in packet are additional informational materials (VAPDA, PUC letter on preferred sites, and Grants & Aid Pilot Program).

R. Wernecke questioned the TAC meeting location. S. Lotspeich said the TAC planned a field trip to the airport in September. Wernecke noted CVEDC should be Capitol Plaza in Montpelier.

B. Towbin noted ANR had surveyed for Emerald Ash Borer in Plainfield. Towns may want to reach out to ANR for this type of information. Waninger said ANR completed surveys in towns adjacent to those where EAB has been confirmed.

The next meeting is October 9th for the Winooski and White River Basin Plans and Town Plan approvals.

ADJOURNMENT

R. Wernecke moved to adjourn at 8:54 pm; D. La Haye seconded. Motion carried.

Respectfully submitted,

Nancy Chartrand
Office Manager

Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, September 2018

F: 802-223-1977

LAND USE PLANNING & MUNICIPAL ASSISTANCE

Regional Plan: Contact Clare Rock, rock@cvregion.com.

Staff is in the process of reviewing Section 248 and Act 250 Applications. One application will meet the Commission's Substantial Regional Impact (SRI) criteria: a proposed 48-lot residential PUD with a maximum of 48 new housing units. The Project Review Commission will learn more at its next meeting.

Local Energy Planning: Contact Bonnie Waninger, waninger@cvregion.com.

Staff responded to municipal requests and extended the timeline for submitting letters of interest to October 19. One municipality has submitted its letter of interest. CVRPC can assist 3-6 municipalities in the upcoming year. Staff is reviewing the draft Marshfield energy plan against State standards.

Municipal Plans: Staff reviewed the Orange Town Plan for statutory conformance and prepared a staff report for the Town Plan Review Committee hearing. The Committee recommended, and the Board of Commissioners concurred, that the plan should be approved. The Commission received requests for plan approval from Marshfield and Berlin. The Town Plan Review Committee will hold hearings on October 4 and 9 for the Berlin and Marshfield Town Plans respectively.

Staff researched municipal approaches to education and childcare goals for Central Vermont municipalities. Rural communities have found simple, creative actions to make progress on these goals.

Municipal Planning Grants: Staff provided substantial application writing assistance to Orange and Cabot. Orange will engage the community to increase volunteerism, which will assist with implementing its town plan. Cabot is pursuing trail planning and engaging landowners in trail discussions. Staff provided comment on East Montpelier's application and a support letter. East Montpelier will engage residents in discussion of its proposed zoning changes.

Mapping: Staff has been working on parcel mapping for Middlesex using the State standard parcel data. Staff initiated a Food Access Map to assist the Washington County Hunger Council to target its work.

Emerald Ash Borer Response: Staff continued workshop planning with the Dept. of Forest, Parks, and Recreation and UVM Extension. The workshop is November 28 from 4 p.m. - 6 p.m. at the UVM Extension Office in Berlin. Staff consulted with Barre Town and offered inventory assistance options.

EMERGENCY PLANNING & HAZARD MITIGATION

Local Planning: Staff met with VEM staff to review guidance for municipalities when undertaking the

2019 LEMP update (Local Emergency Management Plan, formerly known as an LEOP). Municipalities are encouraged to begin developing their plans now. Contact Laura Ranker, ranker@cvregion.com.

Staff presented final river corridor maps to the Waterbury Floodplain Working Group.

CVRPC was awarded \$71,352 to support its emergency management and hazard mitigation program. Among other work, CVRPC will complete two special projects: supporting towns with emerald ash borer inventories and response planning and assisting with hazard mitigation plan updates.

Staff distributed notice of the upcoming FEMA Pre-Disaster Mitigation Grants and Flood Mitigation grants and the Hazard Mitigation Grant Program grants. Staff brainstormed potential local projects. Staff provided outreach and notice to Fire Chiefs, EMDs, Town Managers and Administrators on the 2018 Assistance to Firefighters Grant program. Staff provided resources to Moretown's new Fire Chief.

Local Emergency Management Directors/Coordinators (EMD/EMC): Staff provided EMD support to the Plainfield, Waitsfield, and Moretown. Staff coordinated with VEM staff to plan an 8-hour EMD course in January 2019. Staff responded to a requests for the EMD Seminar, a 2-hour introductory session, to be held in Berlin and is working with VEM staff to coordinate a fall offering.

Trainings and Workshops: Staff provided notice to EMDs, Fire Chiefs, LEPC 5 members and other municipal officials of upcoming trainings offered through VEM.

Staff solicited participation in the Vermont Division of Emergency Management catastrophic full-scale, statewide exercise (CAT4). This exercise will focus on statewide recovery from a catastrophic. Municipalities interested in exercising their local Emergency Operations Center (EOC) are encouraged to sign up. An exercise is a great way for your town to validate its emergency plans and take home lessons learned. This will make your town even better prepared for an emergency. All parties participating in the exercise are required to attend the initial planning meeting on October 23 and subsequent meetings thereafter. For more information and to register as a participant, contact Eric Forand, State Exercise Administrator, at 241-5416 , 585-0633 or eric.forand@vermont.gov

Local Emergency Planning Committee (LEPC) #5: Staff met with Lisa Lemieux of Central Vermont Disaster Animal Response Team (CVDART) to facilitate transfer of the CERT 5 trailer and review an inventory of its transferred contents. The trailer, its contents, and associated trailer manuals, ownership documents, and keys were transferred in mid-September.

Local Hazard Mitigation Plans (LHMP): Contact Laura Ranker, ranker@cvregion.com. Staff supported communities in the development, review, and adoption of local hazard mitigation plans.

Duxbury: Notice of FEMA formal approval was received. Congratulations, Duxbury!

Warren: Staff supported efforts for public outreach and provided assistance to begin the plan review process with VEM.

Worcester - Staff worked with VEM on FEMA review comments and re-submitted plan to FEMA.

Plainfield - Staff responded to request for guidance on draft Plan next steps.

Collaboration with Partners: Planning staff met with Richard Kujawa of Saint Michaels College and Clare Ginger of UVM to discuss a project at UVM that examines connections between water quality, land use planning, and storms/flooding in Vermont. The project considers the impacts of climate change on the frequency and intensity of storms. Staff shared CVRPC's role as a resource between state and local government to help make plans and policies for water quality and flood resilience operational.

Staff provided feedback on the draft State Emergency Management Plan Base Plan. Staff responded to VEM's survey in support of its first Prevention & Protection Mission Area Plan as part of the overall State Emergency Management Plan. VEM is looking to incorporate more information on potential human-caused threats/hazards into their planning to be more in line with Emergency Management Standards.

TRANSPORTATION

Field Services: Contact Ashley Andrews, Andrews@cvregion.com, for counts and inventories.

Counts: Staff collected data from the permanent Mad River counter. Staff completed counts in Woodbury and Barre Town. All counts were processed and shared with the communities.

Bridge and Culvert Inventories: Staff collected data on bridge and culvert locations in Northfield and Waterbury.

Bridge and Culvert Data: Staff lead a bridge and culvert data meeting discussion with VTrans, ANR, and RPC staff to determine how each of our databases interact and possibly linking them to help in the maintenance of the ANR bridge and culvert data.

Transportation Studies:

Stowe Street Bridge: Staff provided input to the contractor on the draft existing conditions report.

Paratransit Inclusive Planning: CVRPC organized the second meeting of the Paratransit Planning Committee. The meeting focused on planning of our two community events and the creation of our input survey. Our next meeting will be our first Community Meeting on October 4th from 4:00-5:30 pm at the Central VT Medical Center.

Public Transit: CVRPC represents Central Vermont on the GMT Board of Commissioners. Staff participated in the following Green Mountain Transit meetings:

- Leadership Committee – Discussed RouteMatch. It is nearly fixed! Discussed electric bus purchase. Costs have jumped to \$1M for each bus. Discussed Board Retreat agenda.
- Board of Commissioners – See Committee updates for discussion of the annual retreat.
- GMT/SSTA Paratransit Committee – The Committee toured SSTA's facilities and engaged in discussions of organizational finance and areas in which each organization might benefit from outsourcing services to the other organization.

Municipal Roads General Permit (MRGP): Staff started work on road erosion inventory Capital Plans for Calais and Woodbury.

Class 4 Roads Demonstration Project: Staff prepared the final report and deliverables for close out. A small piece of this contract will be extended to 2019 to permit Waitsfield to complete its road work.

Municipal Roads Grants in Aid: Staff completed site visits in Berlin. Contact Dan at currier@cvregion.com to schedule a site visit prior to starting work.

Green Mountain Byway: Staff worked with the Green Mountain Byway Steering Committee to expand the Green Mountain Byway beyond Waterbury and Stowe to include Morristown, Hyde Park, Johnson and Cambridge. This request will be presented to the Vermont Transportation Board in September.

NATURAL RESOURCES

Municipal Planning Assistance: Staff met with Ned Swanberg, DEC Floodplain Manager, to collaborate on river corridor outreach efforts in the region and multi-jurisdictional outreach to the adjoining RPCs. The team brainstormed content for workshops and trainings for municipalities and identified priority towns for river corridor planning.

Winooski River Tactical Basin Planning Assistance: Contact Pam DeAndrea, deandrea@cvregion.com.

- Met with Barre City, East Montpelier, the Winooski headwater towns of Cabot, Marshfield and Plainfield, Waitsfield, and Waterbury. Contact Pam for a presentation on the plan.
- Reviewed the Basin Plan for conformance with the Regional Plan and prepared a draft letter for review by the Regional Plan Committee.
- Offered river corridor assistance to municipalities.
- Continued work with State Watershed Planner Karen Bates on project priorities in the Basin Plan, providing her with feedback from stakeholders.

White River Tactical Basin Planning Assistance: Contact Pam DeAndrea, deandrea@cvregion.com.

- Reviewed the Basin Plan for conformance with the Regional Plan and prepared a draft letter for review by the Regional Plan Committee.
- Staffed the Clean Water Advisory Committee (CWAC) meeting. DEC Basin Planner Danielle Owczarski presented a summary of the Plan in a story map format. The CWAC reviewed plan implementation tables and recommended other strategies and objectives to include in the plan.
- Scheduling public meetings for the Winooski and White River Tactical Basin Plans in conjunction with the October Commission meeting.
- Contact Pam for a presentation on the White River Basin Plan. Williamstown, Washington, and Roxbury have lands in the basin.

Clean Water Block Grant Program: Contact Pam DeAndrea, deandrea@cvregion.com. CWBG funds are still available. If your project is ready for final design or implementation, please contact Pam to see if it is eligible. There is a 20% match for these funds, which can be in-kind.

Berlin Town Office Stormwater Design: Dubois & King was selected as the contractor for final design of the stormwater mitigation project. This project emerged from the Town's Stormwater Master Plan, funded by a grant from the DEC Ecosystem Restoration Program to CVRPC.

Pouliot Avenue Stormwater Construction: The Pouliot Avenue stormwater mitigation is remediation of a gully caused by stormwater runoff. Construction is on track to begin this fall.

Ecosystem Restoration Program Grants: Please contact Pam at deandrea@cvregion.com for assistance with a grant application. The next application deadline is January.

Staff submitted a grant application for a final design for stormwater mitigation at the Plainfield Health Center. Runoff from roads and parking areas collects on this property. It has resulted in a large gully and sediment deposition into the Winooski River. The Health Center has treated its parking lot runoff in a detention pond, but the collected runoff from the larger watershed has concentrated downslope from its treatment. The Health Center's leadership demonstrates how private entities can work with other stakeholders to address off-site stormwater challenges.

Mad River and Kingsbury Branch Stormwater Master Plans: The Friends of the Mad River, Watershed Consulting Associates, and CVRPC met with Calais, East Montpelier and Woodbury to present opportunities for site-level stormwater improvement and to prioritize 20 sites for inclusion in the plan. The towns selected 5 sites for 30% design plans. The project team also conducted site visits to high priority sites in Duxbury, Fayston, Moretown and Waitsfield to determine project implementation feasibility. The master plans will be completed in December 2018. Contact Pam DeAndrea, deandrea@cvregion.com.

Northfield Water Street Stormwater Mitigation: Staff worked with partners and DEC on options to move this project forward. The initial project cost was \$135,000. Due to design changes related to floodplain challenges and adjacent property opportunities, the project cost blossomed to \$550,000. DEC is reviewing a request for additional funds. If approved, construction would occur in summer 2019. CVRPC appreciates the team's willingness to consider design improvements and DEC's flexibility with funding. This positive solution will enhance water quality benefits while meeting the needs of all parties. 48 acres of stormwater will be treated. Contact Pam DeAndrea, deandrea@cvregion.com.

Upper Winooski Forest and Flood Resilience Project/Water Wise Woodlands: The Steering Committee adopted a community-friendly project name, *Water Wise Woodlands*. Friends of the Winooski will be hosting project information on its website. The Committee continues to shape up Walk in the Woods events. They will be held in Marshfield on October 13 and in Cabot on October 20. Staff hopes to host a site walk in Plainfield as well. Contact Clare Rock, rock@cvregion.com.

COMMUNITY DEVELOPMENT

Brownfields: Contact Clare Rock, rock@cvregion.com.

Staff is wrapping up meetings for the remaining active sites in the program as the grant closes September 30. At the Brownfields Committee meeting, the Johnson Company presented the Granite Works, Woodbury and Bonacorsi assessment work. Staff enrolled a petroleum-eligible site in Hardwick. An updated Phase I is needed for a property transfer.

East Montpelier Revolving Loan Fund Assistance: Staff corresponded with ACCD staff and the Advisory Committee Chair on policy and application template development.

NEWS & ANNOUNCEMENTS

Office: In late September, CVRPC bid farewell to Tom Archibald, our Planning Technician. Tom's work on road erosion data collection and town data reports was greatly appreciated. Thanks, Tom!

CVRPC's office A/C has been repaired, and we are holding regular meetings again in our conference room. CVRPC recently contracted with a new office cleaning company, LamCo Cleaning, LLC.

Professional Development: Staff meet with ACCD staff to discuss how CVRPC could support towns after Village Center Designations are received. Central Vermont has 13 designated Village Centers, half of which are inactive. Staff is considering a toolkit with subject pieces (infrastructure improvements, public space improvements, increasing walkability, etc.) that offer communities a place to start.

Our October staff meeting includes a tour of the Vermont Granite Museum and a discussion on the current state of the industry and the industry's workforce development efforts. A walk on Millstone Trails will also be incorporated.

Laura Ranker attended the Annual VEM Emergency Preparedness Conference. She learned of new initiatives and regulations concerning the VT Dam Safety Program; participated in a class on effective coordination and transitioning between the Emergency Operations Center and Incident Command; gained insight into the new state Commodity Flow Study that looked at truck and rail transport of hazardous materials statewide on certain routes; and learned about two new models for developing and tracking Incident Plans.

Bonnie Waninger participated in the Regional Planning Commission Executive Director's retreat. One item for discussion was hosting workforce diversity and open meeting law trainings. Like other employers, municipalities are facing a workforce challenge. Staff contacted VLCT to coordinate efforts and cosponsor the event.

Upcoming Meetings:

Please verify meeting location at www.centralvtplanning.org by viewing meeting agendas.

OCTOBER

Oct 4	2 pm	Transit 4 All/Paratransit Planning, VT Center for Independent Living, Montpelier
Oct 4	4 pm	Transit 4 All/Paratransit Public Meeting, CVMC, Berlin
Oct 4	7 pm	Town Plan Review Committee, Central VT Chamber, Berlin
Oct 8		Columbus Day Holiday – CVRPC Offices Closed
Oct 9	7 pm	Board of Commissioners, Central VT Chamber, Berlin
Oct 10		Staff Event – CVRPC Offices Closed 9:30am-2:30 pm
Oct 11	4:30 pm	CVEDC Annual Meeting, Capitol Plaza, Berlin
Oct 11	4 pm	Clean Water Advisory Committee, Memorial Room, City Hall, Montpelier
Oct 17	2 pm	Fair Housing Training, ACCD, 6 th Floor National Life Bldg., Montpelier
Oct 18-19		Renewable Energy Vermont Conference, South Burlington
Oct 18	7 pm	Mad River Valley Planning District Steering Committee, Waitsfield
Oct 23	6 pm	Transportation Advisory Committee, Central VT Chamber, Berlin
Oct 25	4 pm	Project Review Committee, CVRPC Office (if necessary)

NOVEMBER

Nov 5	6 pm	LEPC 5 , Central Vermont Medical Center, Conference Room #2
Nov 5	4 pm	Executive Committee, CVRPC Office
Nov 9	All day	Town Forest Summit, TBD
Nov 12		Veterans Day Holiday – CVRPC Offices Closed
Nov 13	7 pm	Board of Commissioners, Central VT Chamber, Berlin
Nov 14	All day	Vermont Statewide Housing Conference, Hilton Hotel, Burlington
Nov 15	All day	Vermont Development Conference, Hilton Hotel, Burlington
Nov 15	7 pm	Mad River Valley Planning District Steering Committee, Waitsfield
Nov 22		Thanksgiving Holiday – CVRPC Offices Closed
Nov 23		Thanksgiving Holiday – CVRPC Offices Closed
Nov 27	6 pm	Transportation Advisory Committee, Central VT Chamber, Berlin
Nov 28	4 pm	Emerald Ash Borer Workshop, UVM Extension, Berlin
Nov 29	4 pm	Project Review Committee, CVRPC Office (if necessary)

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

September 28, 2018

The Future of Rural Housing

Earlier this week, I met with Eileen Pelletier, Director of Downstreet Housing and Community Development. We share concerns about the future of rural housing in Vermont. As younger people move into cities and developed areas, we've been asking, "Who will buy houses owned by older people in rural areas when they are ready to transition into smaller residences and assisted living facilities?"

Vermont's Aging in Place policy helped address its statewide housing crisis, enabling older Vermonters to stay in their homes. Now, and increasingly in the upcoming years, these residents will be required to update their homes, associated facilities like garages and barns, and install new infrastructure for water and wastewater. They will also need to access services, like medical facilities, which they may use more frequently as they age. As incomes decrease and needs increase, older people and their families may look to local and state government to help address their needs.

CVRPC and Downstreet will be working together to highlight this emerging challenge. We've agreed to bring people together to strategize about the future of rural housing. Our hope is to build conversations about the tools towns, the State, and the banking industry will need to combat rural housing degradation, address social issues, and transition a potential problem into a positive outcome.

Community Engagement: Start Small to Excel

Municipal Planning Grant season offers our staff an opportunity to consult with subject area experts on municipal planning topics. This year, several communities are proposing projects related to community engagement. East Montpelier aims to engage residents in discussions about zoning changes. Orange will work to increase volunteerism and develop human capital to implement its town plan. Cabot will connect its village center to other destinations by engaging private landowners about trails.

Working with Orange, I had the opportunity to chat with Rebecca Sandborn Stone, an engagement specialist and planner. Rebecca reminded me that starting small can yield more success than thinking big because it has an advantage of not exhausting existing volunteers. Orange has seen success with start-up projects – recreation fields, Friday Night pizza using an outdoor oven, and an annual Heritage Day. In each case, when the initial volunteers were ready to step back, new volunteers didn't emerge. Rebecca suggested the town would benefit from developing strategies for longer term engagement. Orange will be proposing a series of (small) events that bring people together for fun while offering opportunities for conversations. The Town Planning Commission hopes a future outcome will be issue-based committees. Starting small means its immediate goal is to double the number of people currently engaged in town plan issues.

Central Vermont Regional Planning Commission
Committee & Appointed Representative Reports
September 2018

Meeting minutes for CVRPC Committees are available at www.centralvtplanning.org.

EXECUTIVE COMMITTEE (Monday of week prior to Commission meeting; 4pm)

- Reviewed financial reports for July and August. The Commission is on track to meet its financial goals for the year.
- Approved signature of the following agreements: FFY19 Transportation Planning Initiative, Emergency Management Performance Grant 2018 Notice to Proceed and Agreement; and Municipal Class IV Road Remediation Project Amendment.
- Approved revisions to the VTrans FY18 TPI Amendment.
- Authorized a new employee benefit - Dependent Care Reimbursement Account – as of January 1, 2019. Recognized the CVRPC Cafeteria Plan includes the Pre-tax premium deductions benefit.
- Held significant discussion about CVRPC's ability to manage cost implications of construction projects, especially those that require advance payments to contractors. Concluded it may be beneficial to develop policy in this area.
- Approved a 6.2% increase in municipal dues for FY20. The rate will increase 7¢ to \$1.20. CVRPC is working to "catch up" dues, which were level funded for blocks of time.
- Discussed revisions to the draft Code of Conduct and Conflict of Interest Policy; recommended changes for discussion and adoption at the November Commission meeting.
- Reviewed progress towards FY19 Strategic Plan activities; CVRPC is on track for completion of most activities.
- Discussed updates on emerging issues.
- Discussed information to be provided in the Commission packet for municipal plan approvals and Basin Plans.

NOMINATING COMMITTEE (February and March; scheduled by Committee)

Did not meet.

PROJECT REVIEW COMMITTEE (4th Thursday, 4pm)

The Committee met with a developer of a housing project. Based upon preliminary information, it appears the project will meet CVRPC's Substantial Regional Impact criteria. The project is a 48-lot residential PUD with a maximum of 48 new housing units. In October, staff anticipate another Preferred Site Request for a property in Williamstown.

REGIONAL PLAN COMMITTEE (as needed; scheduled by Committee)

- Recommended comments on the White River Tactical Basin Plan to the Board of Commissioners.

- Offered comments on the Municipal Planning Guidance Document for Preferred Sites Designation.
- Continued discussion to map a process for CVRPC's Preferred Site Designation.

TOWN PLAN REVIEW COMMITTEE (as needed; scheduled by Committee)

The Committee held a public hearing on the Orange Town Plan and recommended the Plan be approved by the Commission.

The Committee will hold hearings on the Berlin Town Plan on October 4 and on the Marshfield Town Plan on October 9.

TRANSPORTATION ADVISORY COMMITTEE (4th Tuesday; 6:30 pm)

In September, the TAC toured the Knapp Airport and learned about the facility. In October, the TAC will host a public hearing on the VTrans Aviation Plan.

BROWNFIELDS ADVISORY COMMITTEE (4th Monday, 4pm)

The Committee met on September 17, 2018 to hear a final presentation by the Johnson Company on assessment work at Granite Works, Woodbury Store, and Bonacorsi. This is the last regular meeting as the grant closes on September 30th. Overall we had/have 9 sites enrolled and are left with \$450 of haz funds and with the Hardwick site enrolled will have \$9,220 left in petroleum funds. The Committee maybe be called together later in the fall otherwise they will be reconvened upon receiving additional funds.

CLEAN WATER ADVISORY COMMITTEE (3rd Thursday, 4pm)

The CWAC began review of the White River Tactical Basin Plan. Danielle Owczarski, ANR Basin Planner, presented a summary of the White River Tactical Basin Plan using a story map format, which was well received by the CWAC. CWAC member expressed concerns about pesticides/herbicides in the watershed. Staff invited Nat Shambaugh to present his work to the CWAC. Shambaugh is a former ANR employee. He is now an independent researcher who has summarized pesticide and herbicide monitoring data for the entire Lake Champlain Basin as it related to ecological impact. The CWAC learned about compounds in the environment that can be detrimental to aquatic biota and to insects. It will prompt continued discussion by the CWAC for this subject.

VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES

VAPDA held its annual retreat in September. Executive Directors use the retreat to consider accomplishments and challenges from the past year, to learn about initiatives and set direction for the upcoming year, and as a forum to discuss or seek guidance about organizational issues.

Topics covered at this year's retreat included:

- Joe McKinney, Executive Director of the National Association of Development Organizations (NADO), discussed NADO's Strategic Planning effort. McKinney discussed federal realities and

innovative regional approaches from across the nation. Like most employers, regional development organizations (RDO) are experiencing employee turnover at higher rates, creating continuity challenges for the RDOs and NADO.

- Adam Necrason and Rebecca Ramos provided an overview of Vermont political direction from both the legislative and state administration perspectives, RPC goals and outcomes from the 2018 session, and expectations for the 2019 session. Key issues for RPCs to engage in are transportation, water quality, and the climate economy. They recommended each RPC consider forging alliances with health care/hospital initiatives to address local and regional challenges.
- Directors had focused discussions on:
 - indirect rate and administrative issues related to state agencies.
 - state allocation funding and an inquiry by ACCD to consider changing how RPCs are funded.
 - the changing focus of RPC work from planning and project development to project implementation.
 - RPC involvement in water quality policy development. Directors expressed concerns about ANR's approach to project development and the pipeline gap it may create for having projects ready to construction.
 - how to implement regional energy plans. Should RPCs consider partnerships with utilities to apply Tier 3 resources?
 - how RPC work in energy and emergency management contributes to climate economy implementation.
- Appointed VAPDA committees and representatives to organizations for FY19.
- Reviewed how joint projects worked in FY18 (Grants in Aid, Local Energy Planning, Clean Water Block Grants, 604b).
- Discussed shared frustration with project permitting and developing – all kinds of projects, but especially bike-ped project.
- Discussed personnel management: reviewed salary data and hiring practices, discussed salary as it relates to employee retention, discussed cooperatives training needs for Directors and staff (workforce diversity, accommodating people with disabilities, harassment issues), telecommuting policies, commissioner engagement, and family and bereavement leave.

VERMONT ECONOMIC PROGRESS COUNCIL

No activities from Central Vermont.

GREEN MOUNTAIN TRANSIT

The GMT Board of Commissioners held its annual retreat in September. The Board:

- reviewed Board priorities and set FY19 Strategic Goals.
- discussed the NextGen Plan implementation. Transition of the Barre-Montpelier deviated fixed route service to fixed route services accompanied by parallel paratransit service are planned to begin in March 2019.

- Discussed the finance report and the fare share equation. Noted the fare share equation doesn't provide fair share equity in rural areas.
- heard report from the General Manager. RouteMatch has fixed five of the six remaining issues for insuring a fully-operational system. The electric bus procurement bids came in higher than anticipated – at \$1 million per bus. GMT received a grant through VTrans for smaller electric buses for the Montpelier area.
- learned about Appreciative Inquiry (AI). AI is a change management approach that focuses on identifying what is working well, analyzing why it is working well, and then doing more of it.

MAD RIVER VALLEY PLANNING DISTRICT

- Discussed progress on the MRV trailhead kiosk and mapping project.
- Heard update on “MRV for Local Opportunities”, a committee working to develop a predictable funding stream to plan and implement projects and activities in the Mad River Valley. The stream would be primarily aimed at addressing transportation, housing and recreation needs.
- Heard staff presentation about research into three organizations that are part of the MRVPD: The Rural Resources Commission (Certified Local Government organization focused on maintaining historic resources), the Housing Coalition, and the MRV TAC. MRVPD staff researched the historic context for and achievements of the organizations and the assets, needs and opportunities related to the issues they address. THE MRVPD Steering Committee was asked to provide guidance in determining the MRVPD's role in the organizations into the future. The consensus was for staff to draft the MRVPD's FY19 work plan to include collaboration with the organizations.

CVRPC Board of Commissioners

As of 09/11/18

Municipality	First Name	Last Name	Title
Barre City	Janet	Shatney	Commissioner
	Heather	Grandfield	Alternate
Barre Town	Byron	Atwood	Commissioner
	Mark	Nicholson	Alternate
Berlin	Robert	Wernecke	Commissioner
	Karla	Nuissi	Alternate
Cabot	Amy	Hornblas	Commissioner
	Jackie	Folsom	Alternate
Calais	John	Brabant	Commissioner
	Janice	Ohlsson	Alternate
Duxbury	Alan	Quackenbush	Commissioner
	VACANT		Alternate
E. Montpelier	Julie	Potter	Commissioner
	Jack	Pauly	Alternate
Fayston	Karl	Klein	Commissioner
	VACANT		Alternate
Marshfield	Melissa	Siefert	Commissioner
	VACANT		Alternate
Middlesex	Ronald	Krauth	Commissioner
	VACANT		Alternate
Montpelier	Kirby	Keeton	Commissioner
	Mike	Miller	Alternate
Moretown	Dara	Torre	Commissioner
	Joyce	Manchester	Alternate
Northfield	Laura	Hill-Eubanks	Commissioner
	VACANT		Alternate

Municipality	First Name	Last Name	Title
Orange	Lee	Cattaneo	Commissioner
	VACANT		Alternate
Plainfield	Bram	Towbin	Commissioner
	Paula	Emery	Alternate
Roxbury	Gerry	D'Amico	Commissioner
	VACANT		Alternate
Waitsfield	Don	La Haye	Commissioner
	Harrison	Snapp	Alternate
Warren	Camilla	Behn	Commissioner
	VACANT		Alternate
Washington	Peter	Carbee	Commissioner
	VACANT		Alternate
Waterbury	Steve	Lotspeich	Commissioner
	VACANT		Alternate
Williamstown	Richard	Turner	Commissioner
	Jacquiline	Higgins	Alternate
Woodbury	Michael	Gray	Commissioner
	VACANT		Alternate
Worcester	Bill	Arrand	Commissioner
	Toni	Kaeding	Alternate

INFORMATIONAL
ONLY



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ONLY

FY 18 Annual Report

Founded in 1967, the Central Vermont Regional Planning Commission (CVRPC) leverages the value of people working together to assist its 23 member municipalities in providing effective local government and to work cooperatively to address regional issues. CVRPC is governed by representatives from the 20 municipalities of Washington County and Orange, Washington, and Williamstown in Orange County. Each legislative body selects a representative to the Commission.

Municipal Planning and Implementation

RPCs act as a cost effective professional planning staff for many of Vermont's municipalities. Work in recent years has been focused on improving town plans and local permitting through education and enhanced consultations (on-site training), bylaw modernization, facilitating transition to Development Review Boards and implementing new requirements for economic development and flood resiliency planning.

Current and clear plans and bylaws are essential in smooth state and local permitting. This work is supported through local and regional planning funds, local contributions and other grants. All technical assistance provided this year is shown on the At Work map; highlights include:



Planning & Zoning Roundtable

- Assisted with two successful municipal planning grant applications - East Montpelier's zoning bylaw rewrite and Northfield's Town Plan update.
- Consulted with Barre City, Barre Town, Duxbury, Fayston, Northfield, Plainfield, and Roxbury on local planning and confirmed their planning efforts to retain eligibility for municipal planning grants. Used the consultation results to target FY19 planning assistance.
- Assisted Orange with a Town Plan update. Community engagement was identified as a critical action item to address the community's development and conservation future.
- Supported Town Plan updates for Berlin, East Montpelier, Marshfield, Waitsfield, Waterbury, Woodbury, and Worcester by providing feedback on draft documents, providing information on flood resiliency and forest integrity, and/or mapping forest blocks and wildlife corridors.
- Substantially assisted East Montpelier's efforts to develop a Village Master Plan.
- Provided feedback to Duxbury, Fayston, and Plainfield on proposed bylaw changes. Towns are modernizing 1980s bylaws to strengthen consistency with municipal plans.

- Hosted municipal trainings, including Essentials of Land Use Planning and Regulation, Municipal Housing Policies, three planning and zoning roundtables, and energy standards.

Regional Planning

RPC's coordinate planning at the regional level through the adoption and implementation of a comprehensive regional plan, and related studies. These plans guide local planning and the investment decisions of the public and private sectors.

In 2018, CVRPC completed an enhanced regional energy plan to meet Act 174 Standards. Seventeen (17) individuals, representing utilities, private business, municipalities, state agencies, public transit, and regional non-profits, worked cooperatively to develop draft policies and actions. The plan includes a conflict resolution process in recognition that municipal and regional enhanced energy planning is relatively new, an evolving process, and has not been completed by all municipalities. The Department of Public Service identified this aspect of CVRPC's plan as a unique regional approach.

CVRPC amended the 2016 Central Vermont Regional Plan to incorporate the regional energy plan and address forest integrity. In addition, Commissioners set priorities for implementation actions which direct CVRPC's annual work plan and budget.

As part of *Plan Central Vermont*, a substantial rewrite of the Central Vermont Regional Plan currently in progress, CVRPC completed a draft update to its Substantial Regional Impact definition and criteria and its project review process. These items guide CVRPC's participation in Act 250 and Section 248.



Water Wise Woodlands Team

CVRPC fostered regional and intermunicipal activities, a high priority implementation action of the Regional Plan. CVRPC invested more than \$76,000 to support joint stormwater planning for eight towns in the Mad River and Kingsbury Branch watersheds and Barre City, Barre Town, and Plainfield. It also initiated *Water Wise Woodlands*, a joint effort among Cabot, Marshfield, and Plainfield linking forest integrity, private forest stewardship, and watershed resilience. CVRPC assisted the Wrightsville Beach Recreation District with financial management and strengthening internal controls, and acted as payroll administrator for the Cross Vermont Trail Association.

CVRPC reviews state permit applications to ensure proposed projects conform with the Regional Plan. The Project Review Committee reviewed one major Act 250 application and determined it conformed to the plan. The Committee also reviewed three, pre-Section 248 application requests for preferred site designation under Public Utility Commission Rule 5.1 pertaining to construction and operation of net-metering systems. The Commission supported designation for two sites.

CVRPC surveyed regional partners and municipalities about Act 250 to strengthen its understanding of local and regional concerns and to frame discussion for the Board of Commissioners. Staff facilitated sessions at the Vermont Planners Association workshop on Act 250.

Brownfields

Vermont RPCs have sought and have been awarded over 10 million dollars for this economic development initiative. Environmental site assessments allow properties to be sold, developed or re-developed in ways that benefit the local and state economy, create or protect jobs and increase housing opportunities.

CVRPC has an active brownfields assessment grant. In 2018, the Commission worked with owners and prospective developers at eight (8) properties to sample sites or plan for contaminant remediation.



Former Woodbury Country Store

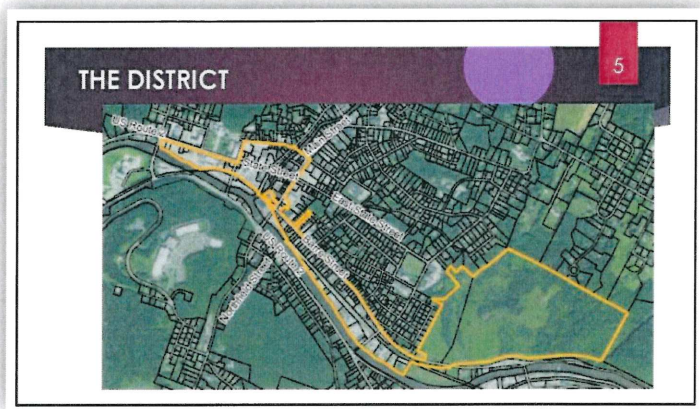
- *Bonacorsi-Capital Candy, Barre City:* CVRPC invested in a Phase I and Phase II Environmental Site Assessment to assist Capital Candy understand its environmental obligations prior to acquiring the Bonacorsi property, which it leases. Impacts from historic dry cleaning operations will require installation of an air quality system in the building, similar to a radon mitigation system. The project facilitates Capital Candy's business expansion, allowing it to add jobs.
- *Woodbury Country Store, Woodbury:* CVRPC assisted Woodbury to guide a multiagency effort to buy out a former general store and gas station in the village center. When completed, the project will reduce flooding and flood damages to other properties. CVRPC completed Phase II assessment activities and invested staff time to help ensure multiple funding sources are coordinated and used efficiently. VEM, DEC, and VTrans have partnered with the Town.
- *12 Keith Avenue, Barre City:* To implement its North Main to Summer Street Master Plan, the City of Barre committed to building a parking area to support Downstreet's redevelopment of 22 Keith Avenue into housing and office space. CVRPC completed a Partial Corrective Action Plan for the parking area to help insure sealing the site with pavement does not exacerbate contaminant movement to other properties.
- *Former Ernie's Garage, Barre City:* Ayer's Autobody previously participated in CVRPC's program to develop a brownfield property. Based on that success, the company purchased a second property to expand its operations. CVRPC invested \$34,600 in Phase II assessment work and Corrective Action Planning to investigate potential challenges at the new site.
- *Fire and Recycling Station, Whiting:* The statutory relationship of Vermont's regional planning commissions allows RPCs to maximize federal brownfield investments by sharing resources across boundaries. CVRPC supported a Phase II assessment at a Town-owned property in Whiting (Addison County) to leverage the property's redevelopment into a municipal facility.
- *Former Clark's Feed, Barre City:* CVRPC supported Barre City's Merchants Row redevelopment through site characterization at the former Clark's Feed Store property. The site has been redeveloped as parking, which allows for full use of the Blanchard Block, a former brownfield property where use by large tenants was hindered by a lack of dedicated parking.
- *Union Elementary School, Montpelier:* Modernization of the playground at the school was challenged by urban soils. CVRPC invested \$66,800 to determine the breadth and depth of the issue and to develop a Corrective Action Plan. Construction of the new playground is underway.

- *Former Granite Works, Montpelier:* When historic manufacturing processes threatened to halt this property's sale, CVRPC completed a Phase II assessment and an Evaluation of Corrective Action Alternatives to help insure redevelopment could occur. CVRPC's investment of \$74,500 supports conversion of this large granite shed site into housing, a critical need in Montpelier.

Economic and Community Development

Economic growth is supported best when development efforts are partnered with solid planning functions. RPCs work with towns and in strong partnership with Regional Development Corporations (RDCs) to this end in a number of ways, including development of comprehensive strategies that will help to position Vermont for long term economic gain.

- Provided maps for Montpelier's successful application for Tax Increment Finance (TIF) District designation. Granite Works, a CVRPC brownfield program property, is included in the district.
- Supported the Cabot Community Association with its efforts to develop and begin implementing a revitalization plan for the Village of Cabot.
- Assisted Washington with closeout of the Calef Memorial Library's Access Modification Grant.
- Coached the East Montpelier Revolving Loan Fund Advisory Committee on strategies to meet closeout agreement terms for the Fund's Community Development Block Grant.
- Assisted Cabot to resolve an undischarged mortgage lien related to a 1986 Community Development Block Grant for a housing rehabilitation loan fund.
- Assisted Warren to update its capital budget.
- Finished a flood study of several streams in the Mad River watershed and the Thatcher Brook/Graves Brook watershed and began project implementation.
- Assisted the Mad River Valley Planning District with strategic planning by compiling priority projects identified in various MRVPD documents and summarizing implementation activities.
- Trained Vermont Housing and Conservation Board staff on Vermont's permit process.



Transportation Planning

Through contract with the VTrans, RPCs coordinate the Transportation Planning Initiative (TPI). This effort has provided a statewide framework for public involvement in planning the improvements to Vermont's transportation system, with local communities represented through regional Transportation Advisory Committees (TACs). Each regional TAC prioritizes projects, identifies local and regional transportation needs, and provides the platform for public involvement in the planning and development of the state's transportation system. RPCs serve as the point of delivery for the statewide transportation planning process to support local, regional, state and federal transportation network advancement.

Objective 1

CVRPC

Enhance Cooperation and Coordination between VTrans, RPC Regions and Municipalities

# of TAC meetings held	10
# of non-municipal TAC members actively engaged in transportation planning	14
# of municipalities actively engaged in transportation planning	23
# of RPC coordination activities with municipalities and VTrans	8

Objective 2**Better Connect Federal, Regional and Statewide Transportation Planning**

# of regional transportation plans that are current (within 8 years)	1
# of Act 250 applications with RPC comments relating to transportation	0
# of Section 248 applications with RPC comments relating to transportation	0
# of coordination activities in support of regional public transit providers	9
# of VTrans committees that involves RPC staff participation	4
# of regions participating in Project Prioritization	1

Objective 3**Provide Technical Assistance to Municipalities**

# of municipalities participating in road foreman meetings annually	12
# of municipalities assisted with transportation related grants	10
% of budget spent on municipal technical assistance	46%
# of municipal transportation inventories conducted	6
# of municipal transportation related feasibility/project definition studies completed/undertaken	2
# of municipalities assisted with transportation element of municipal/town plan	2
# of road erosion inventories in support of the MRGP completed using TPI dollars and using other funding sources	6

Objective 4**Deliver Results that Advance VTrans Strategic and Long Range Transportation Plans**

# of data collection activities conducted specifically for VTrans	29
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Objective 5**Provide a Mechanism for Improved Public Outreach and Education**

Hosted and facilitated two public meetings on the expansion of the existing Berlin Exit 7 Park and Ride facility. This expansion was opposed by the adjacent landowner due to concerns over invasion of privacy and light pollution. CVRPC worked with VTrans and the landowner on a compromise all parties could support.

Outcomes

- Completed studies for the Gallison Hill/Brazier/Towne Hill Roads intersection in East Montpelier and the Reservoir and Lords Roads intersection in Orange.
- The Transportation Advisory Committee ranked 7 State roadway projects, recommended functional reclassification of 19 roadways by VTrans, reviewed 2 park and ride facility designs to improve capacity, and toured construction projects in East Montpelier.

- Convened four public meetings as part of Green Mountain Transit's Comprehensive System Analysis, the NetGen Plan. Project will enhance service through route adjustments or reconfigurations and elimination or addition of service. Regional partners requested CVRPC lead a grant to foster paratransit rider engagement in Barre-Montpelier service transitions.
- Participated in the development of the VT 100/108 Corridor Plan Meeting.
- Collected data to support local and state transportation decision making, including 5 local bridge and culvert inventories, 23 traffic counts, 3 park and ride surveys, 6 road erosion inventories, and 3 pedestrian counts.
- Participated in 3 accelerated bridge meetings and 1 park and ride meeting.
- Participated in redesign of VTrans' project prioritization process.
- Managed the Vermont Online Bridge and Culvert Inventory Tool for RPCs and towns, participated in its upgrade, and coached users on the tool's use.
- Worked with Warren, Middlesex, Duxbury, and Moretown to identify and prioritize road erosion locations for inclusion in capital plans.
- Worked with the Vermont Youth Conservation Corps to identify towns for Class IV road inventories and installation of best management practices to address gully erosion.
- Wrote or provided significant assistance for 10 transportation-related grant applications, including Better Roads, Municipal Roads Stormwater Mitigation, and Bicycle and Pedestrian.

Emergency Preparedness and Disaster Resiliency

RPCs play key roles in the preparedness, mitigation, response and recovery phases of emergency management in partnership with Vermont Emergency Management (VEM), the Vermont Homeland Security Unit, Department of Public Safety, VTrans, the Agency of Natural Resources, and Local Emergency Planning Committees (LEPCs). RPCs provide direct staff to the State Emergency Operations Center, administrative support to the LEPCs and coordination among responders, municipal officials, and planners throughout the State's four Public Safety Districts. RPCs also help update floodplain bylaws, river corridor regulations, and FEMA-required hazard mitigation plans. RPCs coordinate updates to municipal emergency plans and assist as needed in special circumstances like Tropical Storm Irene and other federally and non-federally declared disasters. The RPCs are a source of technical support and information and provide coordination and collaboration for trainings, workshops and seminars, often in conjunction with partners.

- Assisted 23 municipalities with development of 2018 Local Emergency Operation Plan (LEOP). 100% of the region's municipalities have adopted 2018 LEOPs. Supported Annex developments for Animal Disaster Response Plans, Debris Management Plans, Emergency Contact by support functions, mutual aid lists, Delegation of Authority lists, and maps.
- Assisted 16 towns with aspects of Local Hazard Mitigation Plan (LHMP) development. 16 of the region's 23 municipalities (70%) have a FEMA-approved LHMP.
- Assisted 7 municipalities with mitigation grant applications for a bridge replacement, a home buyout, critical facility generators, slope stabilization, and LHMP development.
- Supported LEPC 5 through administrative assistance, fiscal agent services, fostering a Memorandum of Understanding for four grants, and developing a draft Emergency Management Plan.
- Assisted with planning and/or coordination of 3 Table Top Exercises to test emergency plans.

- Collaborated with State and Federal agencies to bring 10 preparedness trainings to Central Vermont. Acted as pilot RPC for new Emergency Management Director course.
- Facilitated a 3-town meeting with Green Mountain Power to continue the dialogue about local concerns for the safety of Marshfield Dam #6 (Molly's Falls dam).
- Supported the State Emergency Operation Center for two events by gathering local damage information and providing staff for SEOC operations.
- Participated in State Hazard Mitigation Plan development through input meetings, providing local and regional data and information, and offering Commission comments.
- Represented regional planning commissions on the State Hazard Mitigation Grant Program application review team.



CVRPC Board Engages in State Hazard Mitigation Plan

Geographic Information System Services

In addition to enhancing the RPC's work, RPCs provide municipalities, state agencies and regional groups with mapping and data analysis in support of its projects.

- Assisted Waterbury with a Story Map related to road construction and improvements.
- Prepared maps for Northfield Falls village center designation application.
- Updated zoning maps for Marshfield and Duxbury.
- Provided assistance to Worcester for parcel map amendments and printed parcel maps.
- Completed sewer manhole mapping and provided assistance for road erosion and culvert inventories for Barre Town.
- Created floodplain and road right of way maps for Cabot's zoning regulations.
- Developed a regional trail connections and recreation map.
- Completed road maps for all 23 municipalities in the region.
- Developed a watershed wide map of the Winooski River for educational outreach for the Friends of the Winooski River.
- Created Winooski River floodplain maps for a Vermont Emergency Management exercise.
- Worked with Montpelier to establish mapping of slopes for city parcels.
- Created flood vulnerability maps for Plainfield for rainstorms and dam releases.
- Mapped Tier II facilities by town to assist municipalities with planning and response.

Energy Conservation and Development

A renewed focus on clean, renewable, sustainable and affordable energy presents Vermont with great opportunity and significant challenges. RPCs integrate energy planning with land use, transportation, and natural resources efforts. RPCs also work with municipalities to assist with project implementation. RPCs participate in Section 248 proceedings and support comprehensive planning at the local and regional level to inform the permitting process.

- Participated in Green Mountain Transit's Comprehensive System Analysis, the NextGen Transit Plan, to improve the effectiveness and efficiency of the region's transit services.
- Developed a regional energy plan to position the region for its energy future and support the State's goal of 90% renewable energy by 2050. The project included energy demand and generation modeling, maps depicting renewable generation potential, and regional strategies.
- Conducted three municipal trainings about Act 174's requirements and presented the regional energy planning effort at a community sponsored workshop in Northfield.
- Assisted Barre City, Calais, Marshfield, and Warren with local energy planning and worked with Waterbury to finalize its energy planning consistent with Act 174.
- Initiated development of criteria to evaluate requests for "preferred siting" under the Public Utility Commission's Net Metering Rules.

Watershed Planning and Project Development

RPCs work with the Agency of Natural Resources to assist with completion of the EPA required watershed plans. RPCs also work with municipalities to implement river corridor assessments in local planning and regulations which result in better and safer growth management decisions.

- Worked with ANR, partners, and municipalities to develop the Draft Winooski River and White River Tactical Basin Plans. Provided substantial assistance with municipal engagement and project development for the Winooski River basin.
- Completed a GIS analysis of gaps in riparian buffer along the Mad River and tributaries. The Friends of the Mad River will use the analysis to target outreach for buffer plantings and conservation easements.
- Completed a Stream Geomorphic Assessment for the Mad River in Moretown. The assessment found that Jones Brook is unstable and undergoing major geomorphic changes.
- Managed joint stormwater master plans for 8 towns in the Kingsbury Branch and Mad River watersheds.
- Completed two stormwater master plan projects, a 3-town effort for Barre City, Barre Town, and Plainfield and a local effort in Berlin. The plans position projects for implementation.
- Initiated planning for Northfield's Water Street stormwater mitigation project. The project will improve water quality by treating runoff from 48 acres of residential development.
- Administered Clean Water Block Grants for stormwater mitigation projects in Barre City and Berlin.
- Continued work with Waterbury on administrative changes to its river corridor, positioning the Town to implement a future river corridor bylaw.
- Supported 20 municipalities with implementation of the Municipal Grant in Aid Pilot Program.
- Assisted 4 municipalities with road erosion inventories and capital plans.
- Worked with VT DEC to develop a data standard and update the inventory tool used



Mad River Geomorphic Assessment in Moretown

by towns to comply with Municipal Roads General Permit requirements and organized a training.

- Fostered *Water Wise Woodlands*, an intermunicipal project among Cabot, Marshfield, and Plainfield to explore how forest integrity can support watershed resiliency. Friends of the Winooski River and Vermont Woodlands Association are co-leaders with CVRPC.
- Assisted the Departments of Forests, Parks and Recreation and Fish and Wildlife to develop web-based tools to help municipalities and regions meet Act 171 forest integrity requirements.

Special Projects

Class IV Roads Demonstration Project - CVRPC lead a demonstration project with Calais, Worcester, and Moretown to remediate gully erosion on Class 4 roads. Gully erosion is erosion measuring 12 inches or more deep. The towns reduced sediment and phosphorus runoff by implementing Best Management Practices (BMP) on 26 hydrologically-connected municipal road segments. Hydrologically-connected road segments are sections of road at high risk to impact adjacent surface waters, lakes, ponds, perennial and intermittent streams, and wetlands.



Class IV Road BMP Demonstration Workshop

BMPs implemented included drainage culvert upgrades, turn out installations, culvert outlet stabilizations, culvert headwall stabilizations, grass and stone-lined drainage ditch installations, roadside berm removal, and road resurfacing. These practices promote road stormwater disconnection, infiltration, and conveyance stability. Secondary benefits are improved flood resiliency and road safety. The project exposed the hidden cost of tree removal when implementing road BMPs. Calais reported that work completed on Apple Hill has reduced maintenance costs caused by road washouts significantly. The project was funded by the Vermont Department of Environmental Conservation, the Lake Champlain Basin Program, and the US Environmental Protection Agency.

Increasing Data Accessibility - Data helps municipalities, private property owners, and organizations make better decisions faster. Increasing data accessibility saves resources. CVRPC fostered data accessibility with three projects in 2018.

- Initiated development of an online data library. The library will host common municipal plan data sets in an easy-to-use format. Data for 10 municipalities is complete.
- Uploaded zoning data for all member municipalities into the Vermont Center for Geographic Information's (VCGI) website to make it available statewide.
- Created web maps for Calais and Berlin to enhance public accessibility to parcel, zoning, flooding, and natural resource data. The project builds on web maps previously developed for East Montpelier and Middlesex. East Montpelier's Zoning Administrator commented that the web map provides easy-to-access visuals for development conversations with landowners.

Administration and Funding

The FY 18 CVRPC budget was approximately \$1.7 million. Revenue sources included state and federal performance contracts, grants, and local assessments. Virtually all of the CVRPC's revenue sources are tied to contracts with scopes of work, guidelines, and/or performance measures. This means CVRPC has limited flexibility in how it chooses to use the vast majority of its funding. Funding received through town assessments is the exception, which makes this funding stream particularly important. It gives us the greatest latitude to respond to the region's needs. The grants we receive enable us to work with our towns on areas such as transportation, emergency planning, community development, brownfields redevelopment, energy, and natural resources. Revenue from virtually all federal and state grantors requires non-federal matching funds ranging from 10 percent (Transportation Planning Initiative) to 50 percent (Emergency Management Planning Grant). Town assessments and regional planning funds passed through to CVRPC under a performance contract with the Department of Housing and Community Development provide matching funds.

CVRPC maintained a line of credit in 2018 due to a prevalence of product-based and construction contracts. CVRPC maintains Board designated reserve funds to cover operating shortfalls, accrued leave time, and equipment replacement. The Commission maintains a four-year plan for equipment and software upgrades and replacement.

CVRPC's annual audit will be completed in October 2018. CVRPC has had no audit findings in recent years. It is considered a 'low risk' grantee by federal agencies. Staffing in 2018 included 8 employees: Executive Director, Program Manager, Senior Planners (3), Planners (2), and an Office Manager. CVRPC supports workforce development through use of planning technicians for transportation and planning services.

In 2018, CVRPC developed Rules of Procedure for many of its committees, initiated updates to its Code of Conduct and Conflict of Interest Policy, and drafted a Commissioner Handbook to orient Board members to the Commission and its work.