



BOARD OF COMMISSIONERS

March 12, 2019 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>
	7:00 ¹	Adjustments to the Agenda Public Comments
	7:05	Central Vermont Economic Development Corporation Report , <i>Jamie Stewart</i>
2	7:20	Downstreet Housing & Community Development , <i>Eileen Pelletier, Executive Director</i> Regional and state housing initiatives and Downstreet's work to address them.
8	8:05	2019 Nominating Committee , <i>Julie Potter, Chair</i> (enclosed) ² Appoint Nominating Committee for FY20 Executive Committee nominations.
14	8:10	Board of Commissioner Survey Results , <i>Nancy Chartrand, Office Manager</i> Presentation of survey results about effective meetings and recommended changes
	8:35	Legislative Report (enclosed) Discussion of ANR Clean Water draft legislation and potential new role for RPCs
15	8:50	Meeting Minutes – January 8, 2019 (enclosed) ²
17	8:55	Reports (enclosed) Updates and questions on Staff, Executive Director, and Committee Reports
	9:00	Adjournment

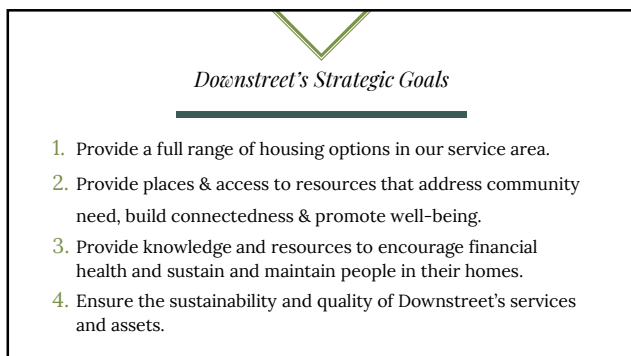
Next Meeting: April 9, 2019

¹ Times are approximate unless otherwise advertised.

² Anticipated action item.

















Vermont [Still] Has a Housing Need

- ◆ 5th largest rental housing affordability gap in the nation
- ◆ Vacancy rates 10.6% in 1994 to 1% in 2017 for multi-family rental units
 - ◆ Subsidized units exhibiting a vacancy as low as 0.4%.
- ◆ 1291 Vermonters were homeless during the January 2018 Point in Time count
 - ◆ 292 of them were children
- ◆ Aging housing infrastructure
 - ◆ High total cost of home ownership



O.C.C. Call to Action, January 2018

- ◆ "Recovery Residences are a central component of successful long-term recovery"
- ◆ "Vermont's regions vary widely in housing and program availability."
- ◆ "There is a lack of recovery housing quality standards in Vermont and a registry of certified recovery residences does not exist."
- ◆ Surveyed professionals serving people with SUD and found:
 - ◆ 99% of respondents engage in conversations with clients around their housing needs
 - ◆ 51% stated that the majority of their clients have housing situations that are interfering with their recovery efforts
 - ◆ Greatest challenge is a lack of recovery/sober living environments and affordable housing

Recovery Housing Shortage

- ◆ Over 11,000 Vermonters currently receive treatment for SUD but there is only enough recovery-purposed spaces to serve 205 people, statewide
- ◆ 5 communities - Rutland, Middlebury, Bennington, Morrisville, and Springfield - whose service areas make up more than 1/3 of Vermonters receiving SUD treatment, have no recovery living spaces at all
- ◆ 76% of existing recovery home beds are reserved for men and 24% for women, though women currently make up 42% of all Vermonters receiving treatment for SUDs
- ◆ No recovery homes are dedicated to single mothers with dependent children, despite there being more than 30% of new admits to treatment in 2017 who were women with dependent children
- ◆ 2/3rds of recovery homes and beds are located in Chittenden County, although only 23% of Vermonters in treatment for SUD live in the county.

Preliminary Findings, Statewide SUD & Housing Assessment Report, January 2019

What are Recovery Residences

- Recovery Residences are synonymous with sober housing, one type of recovery support service
- A shared-living environment free from alcohol and illicit drug use, centered on peer support and connections that promote sustained recovery from substance use
- Adopted nationally, N.A.R.R.
- VT is pursuing Recovery Housing quality standards including a registry of certified recovery housing options
 - There is limited coordinated consumer guidance for those seeking Recovery Housing.

RECOVERY RESIDENCES

WHERE PEERS LEARN TO LIVE RECOVERY
 FOR AS LONG AS THEY WANT AND ARE SUPPORTING THE RECOVERY FAMILY

- ✓ Spectrum of sober, safe and peer-supportive living environments and residential programs that promote addiction recovery
- ✓ Rooted in Social Model Recovery Philosophy, they range in the type and intensity of services they offer. These options cost-effectively match the diverse and changing needs of residents.
- ✓ Developed at the intersection of:

Our Vision

A Statewide Rapid Response Network of Recovery Residences

Sober living environments that offer individuals, families and communities a sense of support, hope, and belonging.

*Target Outcomes
by Mid-2020*

**Have at least new 12 recovery homes across the state
In conjunction with Hub/Spoke Network**

**Achieve a 20% reduction in evictions due to
Substance Use Disorder across Vermont**

16

Housing Community Opiate Task Force

Members: Martin Hahn (VHCB), Chris Hart, (BHP), Julie Iffland (RACDC), Kevin Loso (RHA),
Tim Palmer (VSHA/HFI), Eileen Peltier (Downstreet)

- ◆ ~13,500 apartments statewide (public and CDC's)
- ◆ **Role of the Housing Community Task Force**
 - ◆ Understand the housing needs related to substance use disorder, represent affordable housing community perspectives, insights
 - ◆ Communicate with rest of affordable housing community
 - ◆ Ensure streamlined, coordinated response to housing needs statewide

***Downstreet's
Statewide Coordination of Housing
for People & Families Affected by SUD***

- ◆ Comprehensive housing needs study (February 2019)
- ◆ Certification for Recovery Residences (VTARR due June 2019)
- ◆ Strong partnership between housing and service providers (on-going)
- ◆ Housing Developer's toolkit (due April 2019)
- ◆ Family SASH pilot (July 2019)
- ◆ Funding for rental assistance (on-going)
- ◆ Reduce stigma



MEMO

Date: March 6, 2019
To: CVRPC Board of Commissioners
From: Bonnie Waninger, Executive Director
Re: Nominating Committee

➔ **ACTION REQUESTED:** Appoint three Commissioners to the FY20 Nominating Committee.

CVRPC's Bylaws require that a nominating committee, consisting of three Commissioners, be appointed by the Commission at the February meeting. The nominating committee nominates candidates for office and three additional Commissioners to serve on the Executive Committee. Cancellation of the February meeting for weather has moved nominations to March.

Nominating Committee Role

The Nominating Committee presents an initial slate of candidates at the March meeting with a final slate of candidates at the April meeting. Additional candidates may be nominated from the floor at the April meeting, at which time nominations are closed. A ballot containing the final slate of candidates is sent to all Commissioners shortly after the April Commission meeting. The results of the ballot are announced at the May Annual Meeting.



Nominating Committee Guidelines

Adopted by the Commission March 9, 1999

The prime consideration of the Nominating Committee should be the best interest of the Commission and its future.

The Nominating Committee shall seek to balance the interests of the Commission in order to have the Executive Committee as reflective of the Commission as possible.

As long as one member of the Nominating Committee wants an individual considered, the entire Committee will objectively evaluate that potential candidate. The Nominating Committee, having any reasonable interest in a qualified candidate, shall request that the candidate express his or her interest in being considered.

The quality of Executive Committee participation is more important than length of stay on the Committee. Candidates willing to dedicate one year to the Executive Committee should be considered.

The Nominating Committee feels that in order to continuously provide fresh views it is good to have a small turn over in members of the Executive Committee.

The Chairperson will be elected with the assumption that the Chairperson will serve for two terms. The Nominating Committee will first consider a previous vice-chair (if at all possible). A service record that shows dedication to the Commission shall be considered.

To be nominated for vice-chairperson, the person should have previously served on the Executive Committee for at least one year and have an attendance record that shows dedication to the Commission. It is assumed the vice-chair will succeed to the chair.

The treasurer, secretary, and three members-at-large will also be nominated. The following requirements must be met by the candidates:

- served on the Commission for at least one year;
- participated on one or more committees during their term; and
- an attendance record that shows dedication to the Commission.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Nominating Committee Members

Executive Director serves as ex officio member

2003	Harrison Snapp, Waitsfield Carol Davis, Washington Kathleen Lott, Northfield
2004	Peter Comart, Worcester Ed Larson, Montpelier Tim Carver, East Montpelier
2005	Mark Nicholson, Barre Town Rhonda Shippee, Calais Margaret Torizzo, Fayston
2006	Stan Walker, Duxbury Carol Davis, Washington Harrison Snapp, Waitsfield George Malek, Orange
2007	Ed Larson, Montpelier John Hurley, Berlin Tom Frazier, Roxbury Dick Payne, Cabot
2008	Harrison Snapp, Waitsfield Tim Carver, East Montpelier Don La Haye, Warren
2009	Tom Frazier, Roxbury Larry Hebert, Williamstown Ray McCormack, Washington Gunner McCain, Waterbury
2010	Robert Wernecke, Berlin Tim Carver, East Montpelier Rhonda Shippee, Calais
2011	Larry Hebert, Williamstown Gunner McCain, Waterbury George Malek, Orange

2012	Bill Arrand, Worcester Tim Carver, East Montpelier Byron Atwood, Barre Town
2013	Gunner McCain, Waterbury Bob Wernecke, Berlin Larry Hebert, Williamstown
2014	Faeterri Silver, Marshfield Tina Ruth, Montpelier Ron Krauth, Middlesex
2015	Bob Wernecke, Berlin Dara Torre, Moretown Laura Hill-Eubanks, Northfield
2016	Don La Haye, Waitsfield Bill Arrand, Worcester Steve Lospeich, Waterbury
2017	David Strong, Plainfield (Chair) Byron Atwood, Barre Town Ivan Shadis, Marshfield
2018	Don La Haye, Waitsfield (Chair) Ron Krauth, Middlesex Brian Fitzgerald, Duxbury
2019	

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
History of Executive Committee members and Commission Officers

May 1995 – when Executive Committee membership became 7, including the CORC rep.
Chair: Doug Reed, Moretown
Vice-Chair: Tom Frazier, Roxbury
Treasurer: George Malek, Orange
Secretary: Gunner McCain, Waterbury
Council of Regional Commissions: Dennis Darrah, Middlesex
At large: Harrison Snapp, Waitsfield; George Mitchell, Northfield

May 1996
Chair: Gunner McCain, Waterbury
Vice-Chair: Tom Frazier, Roxbury
Treasurer: George Malek, Orange
Secretary: Therese Ackerman, Barre City
Council of Regional Commissions: Dennis Darrah, Middlesex
At large: Harrison Snapp, Waitsfield; Ed Blackwell, East Montpelier

May 1997
Chair: Gunner McCain, Waterbury
Vice-Chair: Tom Frazier, Roxbury
Treasurer: Stan Walker, Duxbury
Secretary: Therese Ackerman, Barre City
Council of Regional Commissions: David Healy, Calais
At large: Ed Blackwell, East Montpelier; Harrison Snapp, Waitsfield

May 1998-CORC representative no longer required to be a member of the Exec. Cttee.
Chair: Tom Frazier, Roxbury
Vice-Chair: Stan Walker, Duxbury
Treasurer: Ed Blackwell, East Montpelier
Secretary: Harrison Snapp, Waitsfield
At large: Carol Davis, Washington; Gunner McCain, Waterbury; David Hoyne, Fayston

May 1999
Chair: Tom Frazier, Roxbury
Vice-Chair: Stan Walker, Duxbury
Treasurer: Ed Blackwell, East Montpelier
Secretary: Harrison Snapp, Waitsfield
At large: Carol Davis, Washington, David Hoyne, Fayston; Mark Nicholson, Barre Town

May 2000
Chair: Stan Walker, Duxbury
Vice-Chair: Ed Blackwell, East Montpelier
Treasurer: Carol Davis, Washington
Secretary: Harrison Snapp, Waitsfield
At large: Tom Frazier, Roxbury; Gunner McCain, Waterbury; Ed Larson, Montpelier

May 2001
Chair: Stan Walker, Duxbury
Vice-Chair: Gunner McCain, Waterbury
Treasurer: Harrison Snapp, Waitsfield
Secretary: Ed Larson, Montpelier
At large: Tom Frazier, Roxbury; Carol Davis, Washington; Rhonda Shippee, Calais

May 2002
Chair: Gunner McCain, Waterbury
Vice-Chair: Tom Frazier, Roxbury
Treasurer: Harrison Snapp, Waitsfield
Secretary: Ed Larson, Montpelier
At large: Carol Davis, Washington; Rhonda Shippee, Calais; Stan Walker, Duxbury

May 2003
Chair: Gunner McCain, Waterbury
Vice-Chair: Tom Frazier, Roxbury
Treasurer: Harrison Snapp, Waitsfield
Secretary: Ed Larson, Montpelier
At large: Larry Hebert, Williamstown; Rhonda Shippee, Calais; Stan Walker, Duxbury

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
History of Executive Committee members and Commission Officers

May 2004

Chair: Ed Larson, Montpelier
Vice-Chair: Harrison Snapp, Waitsfield
Treasurer: Rhonda Shippee, Calais
Secretary: Larry Hebert, Williamstown
At large: Gunner McCain, Waterbury; Stan Walker, Duxbury; Dick Payne, Cabot

May 2005

Chair: Ed Larson, Montpelier
Vice-Chair: Larry Hebert, Williamstown
Treasurer: Rhonda Shippee, Calais
Secretary: Harrison Snapp, Waitsfield
At large: Gunner McCain, Waterbury; Stan Walker, Duxbury; Dick Payne, Cabot

May 2006

Chair: Larry Hebert, Williamstown
Vice-Chair: Rhonda Shippee, Calais
Treasurer: Margaret Torizzo, Fayston
Secretary: Don LaHaye, Warren
At large: Gunner McCain, Waterbury; Stan Walker, Duxbury; Ed Larson, Montpelier

May 2007

Chair: Larry Hebert, Williamstown
Vice-Chair: Stan Walker, Duxbury
Treasurer: Gunner McCain, Fayston (to replace M. Torizzo 12/07)
Secretary: Rhonda Shippee, Calais
At large: Paul Bicicia, Plainfield; George Malek 12/07; John Hurley, Berlin 1/08

May 2008

Chair: Stan Walker, Duxbury
Vice-Chair: Paul Bicica (Gunner McCain elected 3/2009 to fill the unexpired term.)
Treasurer: John Hurley, Berlin (Tim Carver elected 9/2008 to fill the unexpired term.)
Secretary: Rhonda Shippee, Calais
At large: Tom Frazier, Roxbury; Don La Haye, Warren; Larry Hebert, Williamstown

May 2009

Chair: Stan Walker, Duxbury
Vice-Chair: Tom Frazier, Roxbury
Treasurer: Don La Haye, Warren
Secretary: Rhonda Shippee, Calais
At large: Tim Carver, East Montpelier; Ron Krauth, Middlesex; David Borgendale, Montpelier

May 2010

Chair: David Borgendale, Montpelier
Vice-Chair: Don LaHaye, Warren
Treasurer: Bob Wernecke, Berlin
Secretary: Tim Carver, East Montpelier
At large: Ron Krauth, Middlesex, Ray McCormack, Washington, Stan Walker, Duxbury

May 2011

Chair: Bob Wernecke, Berlin
Vice-Chair: Don LaHaye, Warren
Treasurer: Ray McCormack, Washington
Secretary: Tim Carver, East Montpelier
At large: Ron Krauth, Middlesex; George Malek, Orange; Byron Atwood, Town of Barre

May 2012

Chair: Bob Wernecke, Berlin
Vice-Chair: Don LaHaye, Warren
Treasurer: Byron Atwood, Barre Town
Secretary: Tim Carver, East Montpelier
At large: Ron Krauth, Middlesex; George Malek, Orange; Michael Miller, Barre City

May 2013

Chair: Don La Haye, Waitsfield
Vice-Chair: Byron Atwood, Barre Town
Treasurer: Michael Miller, Barre City
Secretary: Tina Ruth, Montpelier
At large: Bob Wernecke, (past chair) Berlin; George Malek, Orange; David Strong, Plainfield

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
History of Executive Committee members and Commission Officers

May 2014

Chair: Don La Haye, Waitsfield
Vice-Chair: Byron Atwood, Barre Town
Treasurer: ~~Michael Miller, Barre City~~ David Strong,
Plainfield (to fill unexpired term)
Secretary: Tina Ruth, Montpelier
At large: Bob Wernecke, (past chair) Berlin; George
Malek, Orange; ~~David Strong, Plainfield~~ Julie
Potter, East Montpelier (to fill unexpired term)

May 2019

Chair:
Vice-Chair:
Treasurer:
Secretary:
At large:

May 2015

Chair: Byron Atwood, Barre Town
Vice-Chair: Julie Potter, East Montpelier
Treasurer: David Strong, Plainfield
Secretary: Tina Ruth, Montpelier
At large: Don La Haye (past chair) Warren; Laura
Hill-Eubanks, Northfield; Larry Hebert,
Williamstown

May 2016

Chair: Byron Atwood, Barre Town
Vice-Chair: Julie Potter, East Montpelier
Treasurer: David Strong, Plainfield
Secretary: Tina Ruth, Montpelier
At large: Don La Haye (past chair) Warren; Laura
Hill-Eubanks, Northfield; Larry Hebert,
Williamstown

May 2017

Chair: Julie Potter, East Montpelier
Vice-Chair: Laura Hill-Eubanks, Northfield;
Treasurer: Michael Gray, Woodbury
Secretary: Dara Torre, Moretown
At large: Byron Atwood, Barre Town (past chair);
Steve Lotspeich, Waterbury; Janet Shatney,
Barre City

May 2018

Chair: Julie Potter, East Montpelier
Vice-Chair: Laura Hill-Eubanks, Northfield;
Treasurer: Michael Gray, Woodbury
Secretary: Dara Torre, Moretown
At large: Byron Atwood, Barre Town (past chair);
Steve Lotspeich, Waterbury; Janet Shatney,
Barre City



MEMO

Date: March 5, 2019

To: Board of Commissioners

From: Nancy Chartrand, Office Manager

Re: Board of Commissioner's Survey on Meeting Effectiveness

➔ **ACTION REQUESTED: No action is required.** This is a brief overview of the results of the Board of Commissioner's Survey conducted in December.

Due to an early adjournment in January and a weather cancellation in February, the sharing of the results of the Board Survey conducted in December will occur at the March meeting.

Fourteen Commissioners/Alternates participated in the survey. Of those 14 participants, 12 also serve on CVRPC Committees.

A significant number of respondents advised the information provided prior to meetings is helpful and that the Chair is doing an excellent job. It was noted that information could be provided more timely prior to meetings.

The highest ranked choice for date and time of meetings was Tuesdays at 6:00 pm. In March, the Board will discuss whether a time change should be considered and the appropriateness of the current meeting space.

In addition, some great suggestions were provided for topics of discussion in 2019, as well as organizations to invite to speak at the meetings.

Thank you all for your participation!

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
DRAFT MINUTES
January 8, 2019

Commissioners:

<input type="checkbox"/> Barre City	Janet Shatney	<input 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 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 checked="" type="checkbox"/> Calais	John Brabant	<input checked="" type="checkbox"/> Waitsfield	Don La Haye
<input 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 type="checkbox"/> Washington	Peter Carbee
<input checked="" type="checkbox"/>	Jack Pauly, Alt.	<input checked="" type="checkbox"/> Waterbury	Steve Lotspeich
<input type="checkbox"/> Fayston	Karl Klein	<input type="checkbox"/> Williamstown	Richard Turner
<input checked="" type="checkbox"/> Marshfield	Melissa Seifert	<input type="checkbox"/> Williamstown	Jacqueline Higgins, Alt.
<input checked="" type="checkbox"/> Middlesex	Ron Krauth	<input 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, Jonathan DeLaBruere

Guests: Secretary Michael Shirling (ACCD)

CALL TO ORDER

Chair J. Potter called the meeting to order at 7:01 pm. Quorum was present to conduct business. Potter welcomed CVRPC's newest staff member Jonathan DeLaBruere, Assistant Planner. DeLaBruere will work on emergency preparedness, hazard mitigation, and land use.

ADJUSTMENTS TO THE AGENDA

Potter noted that we will proceed with Secretary Shirling's presentation and defer the other presentations until another meeting due to the inclement weather.

PUBLIC COMMENTS

None.

STATE ECONOMIC INITIATIVES

Potter welcomed Michael Shirling, Secretary of the Agency of Commerce & Community Development.

1 Secretary Shirling provided an overview of agency and where the administration currently sees both
2 challenges and opportunities.

3
4 He noted that over the last two years the number one challenge to growing the economy is population
5 and putting a workforce into jobs in Vermont. He stated this is not a Vermont specific trend, but is a
6 non-urban commonality. Also noted was Vermont is the 2nd oldest state in the nation which creates
7 challenges for the workforce due to the aging population. Affordability is another challenge in both
8 Vermont and other non-urban areas nationwide.

9
10 He stated that from challenges come opportunities. Vermont's size is both a challenge and an
11 opportunity. It would be helpful to grow at a modest pace. He highlighted Vermont's 230-year history
12 of innovation (agricultural to commercial to technological). Vermont is recognized for its quality
13 workforce and reputation.

14
15 Secretary Shirling outlined the core operating goals of ACCD:

- 16
- 17 • Tell the story of Vermont – beyond just the things Vermont is known for
- 18 • Deploy 21st Century workforce – ongoing job training
- 19 • Ensure housing for all – affordable housing and an array of options
- 20 • Create vibrant regional economies and ecosystems (10 statewide)
- 21 • Accelerate business growth and recruitment
- 22

23 A robust discussion followed with Commissioners asking questions about education consolidation,
24 infrastructure, housing, transportation, technology, development, Air B-n-B, marketing and workforce
25 training. Mr. Shirling addressed the questions in detail and provided the Board with the Agency's role in
26 the areas in question.

27 28 **MEETING MINUTES**

29 *G. D'Amico moved to approve December minutes; B. Arrand seconded. Discussion addressed two*
30 *corrections needed. Motion carried.*

31 32 **ADJOURNMENT**

33 *D. La Haye moved to adjourn at 8:01 pm; L. Cattaneo seconded. The motion and second were withdrawn*
34 *due to a request to approve the minutes. D. La Haye moved to adjourn at 8:07 pm; L. Cattaneo*
35 *seconded. Motion carried.*

36
37 Respectfully submitted,

38
39 Nancy Chartrand

40 Office Manager

Central Vermont Regional Planning Commission**Committee & Appointed Representative Reports**

February 2019

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

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

- Adopted a FY19 budget adjustment. CVRPC's projected year end net income is \$25,867.
- Adopted a Records Retention Policy update to address digital recordings and Tier II reports.
- Discussed a draft Grants Management Policy and suggested edits.
- Discussed recommendations from the Bylaw Update workgroup.
- Discussed potential Clean Water legislation that may affect RPCs (see Legislative Report).

NOMINATING COMMITTEE (February and March; scheduled by Committee)

Did not meet.

PROJECT REVIEW COMMITTEE (4th Thursday, 4pm)

Did not meet.

REGIONAL PLAN COMMITTEE (as needed; scheduled by Committee)

Did not meet.

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

Meeting cancelled due to weather.

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

Prioritized Capital Program Projects.

BROWNFIELDS ADVISORY COMMITTEE (4th Monday, 4pm)

This Committee will not be meeting regularly until new grant funds are secured.

CLEAN WATER ADVISORY COMMITTEE (2nd Thursday, 4pm)

- Reviewed the Basin Planner's responsiveness summary on the Winooski Tactical Basin Plan and provided input on whether or not plan revisions fully addressed comment received.
- Bonnie Waninger discussed a potential water quality implementation legislative bill. The CWAC may have a role in water quality implementation. See Legislative Report.
- CVRPC, Friends of the Winooski, and Winooski Natural Resources Conservation District discussed projects for which grant applications will be submitted.

VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES

- Heard presentation from Corey Chase, Department of Public Service, about the Dept.'s mobile wireless testing program. Vermont successfully challenged the FCC's data on mobile wireless coverage in Vermont. Chase offered RPCs use of the Dept.'s equipment and methodology in exchange for providing any data to the State. CVRPC may participate.
- Planned RPC senior staff gathering to develop RPC input for ANR's river corridor proposal.

VERMONT ECONOMIC PROGRESS COUNCIL

No activities from Central Vermont.

GREEN MOUNTAIN TRANSIT

- Discussed NextGen-recommended service changes, their potential impacts to urban assessments, and GMT's "10-Hour rule". Reduction in services from 24 to 8 hours for the Plainfield Health Center shuttle and suspension of the Barre Hospital Hill Demand Response services is expected to be presented to the GMT Board for approval at its March meeting.
- Voted to freeze the FY20 urban fixed route assessments at the current budgeted amounts, with the exception of the amount assessed for non-fare fixed route services (which shall be assessed using the current formula). GMT will analyze and rebalance the member municipality assessment amounts, including the consideration of retroactive adjustments, in FY21, and the 10-hour rule will be put back into effect for future service changes.
- Approved starting the public process of increasing the urban base fare to \$1.50 with the options of decreasing monthly passes to \$40.00 and increasing LINK fares by \$1.00.
- Reviewed public comment on service design for the Barre LINK and US 2 extension. Approved the service design with one change to the original service proposal – to have the bus stop in Montpelier and then continue to Barre.

MAD RIVER VALLEY PLANNING DISTRICT

- Received update on progress of Local Opportunities (FLO) Committee to develop local options tax for MRV. General public support. Next steps will focus on establishing specific, flexible plans for funding use and finalizing the governance structure. FLO Committee engaged a team to create an outreach and community engagement plan.
- Waitsfield is reapplying for its Village Center designation, which lapsed when the Town Plan expired.
- Reviewed Housing Next Steps meeting and its outcomes – partner engagement and identification of housing opportunities and "unknowns".
- Discussed transit services, increasing ridership, and local funding potential.

Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, February 2019

F: 802-223-1977

LAND USE PLANNING & MUNICIPAL ASSISTANCE**Municipal Planning:**

- Assisted Fayston with a Town Plan survey.
- Met with a Plainfield Planning Commission member to discuss data update, town plan requirements, and considerations for town plan update.
- Communicated with Middlesex Planning Commission and its Town Plan consultant about the plan adoption process and CVRPC's plan approval process.
- Met with the Williamstown Planning Commission and the Mooretown Planning Commission separately for statutory consultations (24 V.S.A. § 4350(a)). These formal consultations provide municipalities with opportunities to share their planning efforts, discuss their needs as individual municipalities and as neighbors in the region, and identify areas for RPC assistance. CVRPC uses consultations as one mechanism for planning its work program.
- Initiated review of Marshfield's second draft enhanced energy plan for conformance with energy planning standards.
- Met with Warren energy representatives, Vermont Council and Rural Development, and Mad River Planning District to discuss VCRD's Climate Economy Model Communities program.

Act 250 & Section 248:

- Facilitated an online survey for Board members to provide feedback on Act 250 recommendations
- Reviewed report on Act 250 changes and monitored testimony and the evolving legislation. Based on current discussions, we anticipate legislation will not move until 2020.
- Discussed the Regional Plan treatment of wind technology siting with the Green Mountain Club.

Mapping:

- Completed Woodbury parcel mapping.
- Printed Town Plan maps for Fayston for wall display.
- Creating a Food Access Map in conjunction with the Hunger council.
- Assisted Northfield with GIS data collection equipment acquisition.
- Printed Town Plan maps for Orange.

EMERGENCY PLANNING & HAZARD MITIGATION**Local/Regional Planning:**

- Drafted meeting-in-a-box concept/contents for municipal floodplain discussions and circulated for floodplain managers' input.

- Participated in VEM/ RPC's Emergency Management Committee call to provide comments on a new Memorandum of Agreement for State Emergency Operations Center assistance.

Trainings and Workshops:

Emerald Ash Borer (EAB) – Organized regional training and statewide training for RPC Emergency Planners in partnership with the Vermont Urban & Community Forestry Program. Staff is trained to use the EAB inventory tool to collect ash tree data and can train volunteers and municipal staff.

Local Emergency Management Plan (LEMP) Seminar - Hosted a seminar about transitioning Local Emergency Operation Plans to LEMPs and resources available to support plan updates.

Local Hazard Mitigation Plans (LHMP):

Staff supported communities in the development, review, and adoption of local hazard mitigation plans.

East Montpelier – Met with Town Administrator to review the planning process. Developed survey for community engagement.

Moretown – Met with planning team to review past plan materials and plan public engagement.

Plainfield – Assisted Selectboard with the data updates and review of the hazard mitigation plan

Warren – Plan approved pending adoption by FEMA!

Williamstown – Met with Planning Commission to review the planning process.

Worcester – Final FEMA approval letter received. Congratulations to the Town!

Woodbury – Final FEMA approval letter received. Congratulations to the Town!

CVRPC has funding available to assist towns whose plans have expired or will expire in 2019. Contact Jonathan DeLaBruere, delabruere@cvregion.com, if your town is interested in these services.

TRANSPORTATION

Field Services: Contact Ashley Andrews, Andrews@cvregion.com, for 2019 counts and inventories.

Traffic Counts: Collected data from the permanent Mad River counter.

Pedestrian Counters: Set up counters in Fayston and Northfield.

Ash Tree Inventory: Collected data for the Town of Barre on Ash Trees in the ROW.

Culvert Inventory: Created maps for Marshfield and Northfield.

Road Surface Inventories: Work is on hold till May.

Park and Ride Counts: Collected data on parking space usage at our fifteen State and Municipal lots.

Transportation Studies:

Paratransit Inclusive Planning: Submitted a grant application to continue work on paratransit service transition and to develop education materials to strengthen rider and driver transit experiences.

Microtransit Working Group: Presented results of our land use document review, identifying key land use and development patterns that could help support a microtransit system in Montpelier.

Cabot Trail Planning Study: Worked on purpose and needs statement with the project team

Public Transit: CVRPC represents Central Vermont on the Green Mountain Transit (GMT) Board of

Commissioners. Staff participated in the following GMT meetings:

Board of Commissioners – See Committee updates.

Leadership Committee – Reviewed staff presentation on FY20 service changes, cost saving estimates, 10-hour rule for urban assessment changes, and municipal outreach. Discussed three options for fare increases for presentation to the Board. Staff discussion of Communication Plan.

NextGen Advisory Committee – Reviewed urban and rural implementation schedules. Provided comments that would facilitate review by the public. Reviewed public engagement plan.

Elderly and Disabled Committee - Chaired a meeting to review current grant expenditures.

Other Transit Activities:

- As GMT's Vice Chair, participated in crafting the General Manager's annual personnel evaluation. Completed discussion with General Manager and Chair.
- Met with the Mad River Valley Transportation Advisory Committee to discuss transit services, broaden how services are offered in the Valley, and map strategies for enhancing community and municipal support for providing local match.
- Discussed transit funding and the proposed changes to Rt. 2 Commuter services with the VTrans Policy and Planning Director.

Municipal Roads General Permit (MRGP): Continued work with Woodbury and Fayston on road erosion inventory capital plans.

Municipal Roads Grants in Aid: Reviewed documents and work completed by Moretown.

Municipal Assistance: CVRPC is a designated participant in the 2020 Census Participant Statistical Areas Program. This includes reviewing 2020 Census tracts, blocks, and place boundaries. CVRPC has 120 days to complete its review and submit changes to the Census Bureau.

State Committees: Reviewed Transportation Alternatives Program (TAO) grant application as the RPC representative. Participated in TAP Review Committee meeting to recommend projects for funding.

NATURAL RESOURCES

Contact Pam DeAndrea, deandrea@cvregion.com, unless otherwise noted.

Winooski River Tactical Basin Planning Assistance:

- Worked on project development with Winooski Basin Planner, Winooski Natural Resources Conservation District, Friends of the Winooski River, and the Friends of the Mad River.
- Wrote grant applications for stormwater projects in Woodbury, Duxbury, and Moretown.
- Conducted outreach on river corridor protection and model bylaws. Met with Warren and DEC's Regional Floodplain Manager to discuss the importance of river corridor protection and possible future bylaw adoption. Assisted Barre City in using the Flood Ready atlas and training website to find information on river corridor protection. Contact Pam to arrange a visit with your town.

Re-classification of Surface Waters (604b): Met with the Middlesex Conservation Commission to present the updated Vermont Water Quality surface water classification standards and waters within Middlesex that have been identified for possible reclassification. The Conservation Commission is very interested in pursuing reclassification to better protect the fishing habitat of two streams. This effort is funded by the Vermont Agency of Natural Resources through a statewide RPC agreement to the Two Rivers Ottauquechee Regional Commission. Contact Pam DeAndrea for a community visit to discuss surface water reclassification in your community.

Clean Water Block Grant Program: If your project is ready for final design or implementation, please contact Pam to determine eligibility. There is a 20% match for these funds, which can be in-kind.

Berlin Town Office Stormwater Design: 90% design plan discussed with the Berlin Selectboard. The Selectboard approved the plans, and the design will be moved to 100%.

Pouliot Avenue Stormwater Construction: Construction to occur early summer 2019.

Ecosystem Restoration Program Grants: Writing grant applications for stormwater project final designs for the Woodbury Elementary School, the Moretown Elementary School, and Duxbury's Ward Hill Road. These projects were identified and scoped in stormwater master plans. If awarded, the grants would move the projects from preliminary to final design, increasing eligibility for implementation funds. Contact Pam for grant writing or project development assistance.

Plainfield Health Center Stormwater Mitigation: Awarded new grant from VT DEC for final design of a stormwater mitigation project at the Plainfield Health Center. A very large gully downslope from the Health Center needs stabilization. It formed due to stormwater runoff from the Health Center parking area and from Route 2.

Mad River and Kingsbury Branch Stormwater Master Plans: Consultant submitted field work summaries, which included soil characterization (as necessary) and 30% designs for the top 5 stormwater sites in both the Mad River and Kingsbury Branch watersheds. The Master Plans will be completed this spring.

Northfield Water Street Stormwater Mitigation: Consultant completed the final design and draft bid documents. Summer 2019 construction anticipated. The Town is excited to implement this project, which will be a showcase project for stormwater treatment in Vermont. It will treat a significant amount of stormwater and provide substantial phosphorus removal for the Dog River watershed.

Water Wise Woodlands: The steering committee is coordinating a Caring for Your Woods Pancake Breakfast on March 30 at Twinfield School, Marshfield. Contact Clare Rock, rock@cvregion.com.

COMMUNITY DEVELOPMENT

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

Assessment activities continue at the Bonacorsi and Granite Works sites with funds from other RPCs. Staff discussed additional brownfield sites in Middlesex and Moretown with DEC staff.

Partnerships for Progress: (See Executive Director's Report)

THRIVE – Participated in monthly meeting of this regional social services partnership aimed at aligning resources to improve social outcomes in Washington County. CVRPC's THRIVE participation resulted in all three of the following partnerships for progress.

Capstone Community Action – Met with Sue Minter, Executive Director. Minter inquired about data and analysis available in the Regional Plan that might assist Capstone to complete a Community Needs Assessment. Community Action Agencies complete an Assessment every three years to determine the underlying causes and conditions of poverty within the community they serve and identify the available resources to address the unmet needs of the community's most vulnerable residents.

Central Vermont Medical Center – Participated in CVMC's Community Health Needs Assessment (CHNA) community workgroup kickoff meeting. CHNAs and implementation strategies are newly required of tax-exempt hospitals as a result of the Patient Protection and Affordable Care Act. It ensures CVMC has the information it needs to provide community benefits and to improve coordination of hospital benefits with other efforts to improve community health.

VT Dept. of Health – Participated in VT Dept. of Health Barre District staff meeting to discuss how CVRPC's work intersects with health initiatives. Exchange resulted in partnership approaches to address lead in buildings (brownfields), substance use and municipal/regional plans, meeting the childcare goal for plans, and an invitation to discuss the impacts of opioids use on public transit with Congressman Welch.

OFFICE & ANNOUNCEMENTS

Office:

- Released a Request for Proposals for Auditing Services for FY19-21.
- Applied to host a 2019 AmeriCorpsVISTA member. The member would assist to implement Regional Plan initiatives related to housing, energy and transportation.
- Contracted for shredding and scanning services as part of our office cleaning efforts.

Staffing: CVRPC is pleased to announce that Zachary Maia has joined our team! Zach will support the Commission's land use and municipal assistance program. As an intern for the Colchester Planning and Zoning Department, he provided front desk assistance, supported the Planning Commission, and drafted the Town's enhanced energy element. He interned at the Manomet U360 Sustainable Business Program, working with small business owners on the "triple bottom line" approach, which broadens a business' focus on the financial *bottom line* to include social and environmental considerations. Zach will graduate from the University of Vermont in May 2019 with a Bachelor of Science in Environmental Studies. He works at CVRPC 20 hours per week, (Tues., Wed., Thurs.). He will transition to full time

after graduation. He can be reached at maia@cvregion.com. Welcome Zach!

Professional Development: Two staff participated in *ICS SEOC Interface* training as part of CVRPC's assistance to the State Emergency Operation Center. This course provides participants with knowledge and skills they need to operate an Emergency Operating Center (EOC) and interface it with an Incident Command System (ICS) field operation. It strengthened our understanding of how responders and municipalities address incidents as they unfold, so we can help the State EOC serve them better. For instance, the American Red Cross participant asked that I let the SEOC's Planning Section know that it would be helpful to give ARC a heads-up on the potential need for shelters as early as possible. This would assist ARC to increase its response time because it could begin mobilizing its efforts earlier.

Upcoming Meetings:

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

MARCH

Mar 12	6:45 pm	Executive Committee, Central VT Chamber, Berlin (Special Meeting)
Mar 12	7 pm	Board of Commissioners, Central VT Chamber, Berlin
Mar 14	4 pm	Clean Water Advisory Committee, CVRPC Office
Mar 15	10am	Northern Borders Regional Commission Grant Informational Session, Central VT Chamber, Berlin
Mar 19	9 am	Zoning Administrator's Roundtable, CVRPC Office
Mar 19	5:30 pm	Green Mountain Transit NextGen Public Meeting, Waterbury Steele Community Room
Mar 21	7 pm	Mad River Valley Planning District Steering Committee, Waitsfield
Mar 22	1 pm	Emergency Management Director (EMD) Seminar, CVRPC Office
Mar 26	6 pm	Transportation Advisory Committee, Central VT Chamber, Berlin
Mar 28	4 pm	Project Review Committee, CVRPC Office

APRIL

Apr 1	4 pm	Executive Committee, CVRPC Office
Apr 4	11 am	CVRPC Road Foreman & Emergency Management Director Roundtable, Central VT Chamber, Berlin
Apr 9	7 pm	Board of Commissioners, Central VT Chamber, Berlin
Apr 11	4 pm	Clean Water Advisory Committee, CVRPC Office
Apr 23	6 pm	Transportation Advisory Committee, Central VT Chamber, Berlin
Apr 25	4 pm	Project Review Committee, CVRPC Office
Apr 30	9 am	Incident Command System (ICS) 402, CVRPC Office

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

March 6, 2019

Partnerships for Progress

Recently, I was asked why building external relationships matters. How do partnerships benefit our municipal work? Partnerships benefit us in multiple ways.

Partnerships strengthen the larger community and produce greater public value.

CVRPC participates in monthly meetings of a regional social services partnership, known as *THRIVE*. The *THRIVE* partnership works to aligning resources from multiple organizations to improve social outcomes in Washington County. Through its *THRIVE* participation, CVRPC increases its ability to develop informed, collaborative, and innovative solutions that address economic, housing, and transportation goals. CVRPC's *THRIVE* participation resulted in many of the efforts listed below.

Partnerships leverage shared expertise, goals, and purposes.

They amplify our efforts. Partnerships allow us to work at a scale that would not be possible without the partnership, or partnerships allow us to be more innovative. The region's aging population means transportation for seniors who cannot drive themselves will become a critical service over the next 10 years. CVRPC's partnership with Green Mountain Transit lead to our recent *Inclusive Planning* effort. The Vermont Center for Independent Living, the Central Vermont Council on Aging, and people with disabilities joined the project team. We leveraged our shared experiences to engage people with disabilities, including our growing senior population, in planning for the transition of Barre-Montpelier deviated fixed route transit service into a paratransit system. We learned that, **throughout the region**, bus stops need to be modified, potential riders need assistance to understand how riding the bus works, and riders and drivers need education and training to ensure a more predictable transit rider experience. In 2019, the team will focus on building a more knowledgeable and informed transit ridership and inventorying facilities at bus stops. Other regions in Vermont want to replicate this innovative effort.

Partnership result in mutual benefits that increase our outcomes.

Both the Central Vermont Medical Center (CVMC) and Capstone Community Action are completing 3-year Community Needs Assessments (CNA). We participate in CVMC's community workgroup, and we will leverage our data and mapping expertise to support Capstone's assessment. CNAs and their implementation strategies are part strategic plan and part grounding rod. They ensure organizations have the information they need to provide community benefits and to improve coordination of benefits with other efforts. This improves community outcomes. CVRPC currently uses the data and strategies in CVMC's assessment when writing funding applications that ask about community health. Capstone's assessment focuses on poverty alleviation. It will assist us to identify and understand economic, housing, and transportation challenges that contribute to poverty. Data and information from both CNAs will be valued added additions to *Plan Central Vermont* and strengthen how we target our work.

Partnerships result in contractual relationship that provide solutions.

Tropical Storm Irene demonstrated that the State did not have the staffing capacity to meet both State response needs and municipal support needs during large scale disaster events. Vermont Emergency Management (VEM) asked Regional Planning Commissions (RPC) to step up and assist with municipal support by gathering data and providing supplemental staff for the State Emergency Operations Center. This successful, one-time use of RPC capacity, our municipal relationships, and our emergency preparedness knowledge resulted in an on-going relationship between VEM and RPCs for disaster response and recovery support. The relationship was immortalized in a Memorandum of Agreement in 2014 that insures municipalities have access to the support they need when disasters strike.

Partnerships help us fulfill our mission.

CVRPC assists member municipalities in providing effective local government and works cooperatively with them to address regional issues. When CVRPC assists other organizations achieve their goals, we achieve our own goals. This month, the Barre District Director of the Vermont Department of Health invited me to their District staff meeting to discuss how CVRPC's work intersects with health initiatives. This exchange identified partnership approaches that could address:

- lead remediation in buildings that house people (brownfields),
- strategies to link substance use prevention activities to goals in municipal and regional plans,
- new actions municipalities and CVRPC can implement to meet the statutory childcare goal, and
- an invitation to discuss the impacts of opioids use on public transit with Congressman Welch.

Partnerships are about connecting our work to the interests of other people. Without them, our ability to achieve Regional Plan goals would be limited.