Central Vermont Regional Planning Commission

BOARD OF COMMISSIONERS

July 9, 2019 at 6:30 pm

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

6:15 pm – Social and pizza

Page	AGENDA	
	6:30[1]	**Adjustments to the Agenda**
		Public Comments
2	**6:35**	**Energy Storage**, *Anne Margolis, Renewable Energy Development Director, VT Department of Public Services* (enclosed) Presentation and discussion of energy storage and its siting.
20	**7:35**	**Municipal Plan Determination of Energy Compliance**, *Bill Arrand, Town Plan Review Committee Chair* (enclosed)[2] Report and recommended regarding the *Town of Waterbury, Vermont Municipal Plan*. Actions include: – Make determination of energy compliance per 24 V.S.A. §4352, and – Approve signature by the Chair of CVRPC's determination certificate.
22	**7:40**	**Municipal Plan Approval & Confirmation of Planning Process**, *Bill Arrand, Town Plan Review Committee Chair* (enclosed)[2] Report and recommended regarding the *Town of Middlesex*. Actions include: – Approval of the municipal plan per 24 V.S.A. § 4350(b), – Confirmation of planning process per 24 V.S.A. § 4350(a), and – Approve signature of the CVRPC resolution and certificate by the Chair.
27	**7:50**	**Resolution on Complying with Vermont Open Meeting Law** (enclosed)[2] Adopt the annual resolution specifying the time and place of regular meetings.
28	**7:55**	**FY20 Work Plan & Budget**, *Bonnie Waninger* (enclosed) Presentation, questions, and discussion of municipal dues.
48	**8:15**	**Meeting Minutes – June 11, 2019** (enclosed)[2]
53	**8:20**	**Reports** (enclosed) Updates and questions on Staff and Committee Reports
	8:30	**Adjournment**

Next Meeting: September 10, 2019

[1] Times are approximate unless otherwise advertised.

[2] Anticipated action item.

Central Vermont Regional Planning Commission

MEMO

Date: July 5, 2019
To: CVRPC Board of Commissioners
From: Bonnie Waninger, Executive Director
Re: Energy Storage

For FY20, the Commission will work to complete *Plan Central* Vermont, the CVRPC's Regional Plan. Commissioner Ron Krauth of Middlesex requested the Commission discuss the siting of batter storage in conjunction with the siting of renewable energy generation projects.

This month's Commission presentation provides context for the Regional Plan's approach to preferred siting of generation projects and energy storage facilities. Anne Margolis, Renewable Energy Development Director, VT Department of Public Services, will discuss the Department's 2017 report on issues associated with energy storage. The presentation is intended to provide background for Commissioners to begin discussion of a regional plan approach. Staff does not anticipate Commissioners will reach consensus on a position. This initial discussion will guide the Regional Plan Committee's future discussion on CVRPC's approach to preferred siting and energy storage.

Deploying Storage on the Vermont Electric Transmission and Distribution System

Act 53 of the 2016-2017 legislative session directed the Department of Public Service to "submit a report on the issue of deploying energy storage on the Vermont electric transmission and distribution system." This report:

- offers a snapshot of the current state of energy storage in the state and beyond,
- provides some insight into the challenges and opportunities it poses, and
- proposes reasonable next steps to further our collective understanding of the role storage could and should play in the state in the near- and longer-term.

Excerpts of the report are attached. The full reports is available at https://publicservice.vermont.gov/sites/dps/files/documents/Pubs_Plans_Reports/Energy_Storage_Report/Storage_Report_Final.pdf.

EXCERPT
This excerpt contains the Report's Introduction and Recommendations only.

The full report is available at https://publicservice.vermont.gov/sites/dps/files/documents/Pubs_Plans_Reports/Energy_Storage_Report/Storage_Report_Final.pdf

Act 53 Report:

A Report to the Vermont General Assembly on the Issue of Deploying Storage on the Vermont Electric Transmission and Distribution System

Final Report – November 15, 2017

VERMONT
DEPARTMENT OF PUBLIC SERVICE

Text outlined in red boxes are provided as part of these excerpts.

Contents

Introduction

Act 53 of the 2016-2017 legislative session directed the Department of Public Service (Department) to "submit a report on the issue of deploying energy storage on the Vermont electric transmission and distribution system."[1] This report offers a snapshot of the current state of energy storage in the state and beyond[2], provides some insight into the challenges and opportunities it poses, and proposes reasonable next steps to further our collective understanding of the role storage could and should play in the state in the near- and longer-term. Vermont's size may constrain our ability to devote substantial financial resources to testing and advancing storage use cases and technologies, but it also allows individuals and entities exploring storage to easily convene and pool knowledge to arrive at solutions to sensibly advance grid transformation efforts that promote the public good.

Vermont's grid has changed considerably over a brief time: peak electric use now occurs after dark rather than in the middle of a summer afternoon; there are thousands of net-metered (mostly solar) systems in the state; and constraints on the distribution and transmission systems are now a result of excess generation during certain times, rather than load growth. In the context of these changes, Vermont must reinvigorate and modify existing tools (such as load management and demand response) and look to new tools such as storage.

As Vermont moves forward, it is important that we do not focus attention on only one solution but instead provide a measured evaluation of all options and deploy those that are most cost-effective in the long term. Storage has several potential benefits, which are described in this report; however, it is only one tool of many, and one that is just starting to become cost-effective in certain use cases. Indeed, the relatively sudden interest in storage systems in the nation and region can in part be attributed to the improving performance and precipitous declines in the costs of certain technologies. In particular, the significant decline in the cost of lithium-ion storage batteries is expected to continue at an annual pace that parallels the declines in solar costs, due in large part to the economies of scale in the manufacturing process. Consequently, through this report, the Department recommends an approach that acknowledges the potential benefits of storage technologies without going "all in" before better information is available.

In preparing the report, the Department reached out to many stakeholders, including electric transmission and distribution utilities, renewable energy and storage project developers, nonprofits, land use planners, neighboring states, and the regional transmission organization. We are grateful to all who took the time to engage in discussion with us and send comments on this topic; your comments and suggestions have been incorporated into this report as much as possible, and we look forward to the continued discussion.

State energy policy and the changing grid

Vermont's state energy policy, as set forth in 30 V.S.A. § 202a, is focused on three sometimes competing goals: affordability, reliability, and environmental responsibility. This policy is further defined by the

[1] The relevant text of Act 53 is included as Appendix A.

[2] A snapshot of storage in the nation and region, and detailed descriptions of VT storage activities and projects, can be found in Appendix B.

least-cost planning requirements contained in 30 V.S.A. § 218c, which requires utilities to develop plans to meet safety, reliability, and environmental goals in the most cost-effective manner.

The 2016 Vermont Comprehensive Energy Plan (CEP) describes "power sector transformation" – characterized as grid transformation in other venues – as "a strategy by which states, utilities, and other partners seek to capture the value of distributed energy resources (DER) for the benefit of consumers through lower costs, cleaner generation, and better system reliability." The CEP goes on to discuss how power sector transformation not only affects distribution utilities (DUs) but also "leverages them to facilitate change in ways that encourage greater customer participation and entry of new market players into the business of supplying electricity services," mainly through regulatory interventions and oversight. "Distributed energy resources such as solar and wind, combined with distributed storage, flexible loads (such as electric vehicles and controllable devices), and a centrally managed platform, offer great potential for improving the grid's performance," the CEP states. The CEP makes one overarching – and still relevant, recommendation on this issue: "Utilities, the DPS [Department], and the PSB [now PUC] should each use their roles in regulatory proceedings to advance the further alignment of utility actions with power sector transformation that advances the general good of the state. The DPS and [PUC] should be especially cognizant of the need for public engagement and transparency in these aspects of each proceeding."

Storage technologies and applications

Generally, energy storage is defined as any technology that absorbs energy, stores it, and then releases it on demand.[3] The energy can be stored in various forms, including mechanical (flywheels, pumped hydro), electrochemical (batteries), thermal (water tanks, molten salt, ice storage), electrical (supercapacitors), and chemical (hydrogen). Each form of energy storage contains multiple formulations; for example, battery storage can be broken down into a number of types, from market-leading lithium-ion and its subchemistries to longer-established lead-acid and sodium sulfur to newly emerging redox flow batteries. Technology and subtype choice depend on costs, uses cases, and risk tolerance of entities deploying storage projects.[4]

The best-established and most mature form of energy storage is pumped hydro[5]; however, most state energy storage policy is targeted at newer, "advanced" energy storage technologies that can be more easily scaled and deployed and which serve more varied applications. The National Governors Association report *State Strategies for Advancing the use of Energy Storage* calls out batteries (primarily lithium-ion), compressed air, thermal storage, and flywheels as advanced energy storage technologies, noting that "Recent advances in battery technologies, declines in battery storage costs and state and

[3] Act 53 defined storage – for the purposes of this report and in 30 V.S.A.§ 8015 – as, "a system that uses mechanical, chemical, or thermal processes to store energy for later use."

[4] Colthorpe, Andy. "California, Hawaii Drive US to Busiest Ever Quarter for behind-the-Meter Energy Storage." *Energy Storage News*, 7 Sept. 2017, www.energy-storage.news/news/california-hawaii-drive-us-to-busiest-ever-quarter-for-behind-the-meter-ene.

[5] Discounting low-tech thermal storage technologies, such as hot water tanks, which are ubiquitous but not generally used as a form of electricity storage.

federal policy incentives have combined to help spur a surge in advanced energy storage installations (with annual deployments of advanced energy storage capacity more than tripling from 2014 to 2015)."[6]

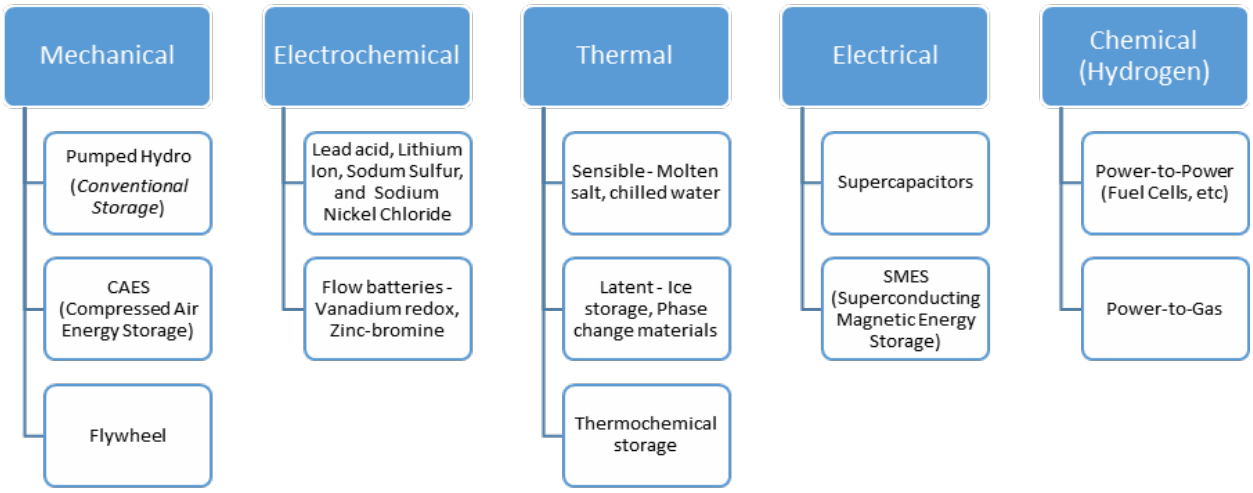


Figure 1: Classification of Energy Storage Technologies (courtesy Massachusetts Department of Energy Resources, from "State of Charge"[7])

The size and capabilities of various forms of storage are usually described in terms of "power" (kilowatts or megawatts), indicating how much power can theoretically flow into or out of a system in a given instant, and "energy" (kilowatt-hours or megawatt-hours), indicating how much electricity can be delivered or stored over the course of an hour. A 4 megawatt-hour (MWh) battery system might have a power rating of 4 megawatts (MW) and an energy rating of 1 hour, or (more realistically) 1 MW and 4 hours; in the latter example, it can supply 1 MW of power for 4 hours (or 0.5 MW of energy for 8 hours, etc.). Storage technologies are generally selected based on power or energy ratings as needed to serve different use cases; high power ratings are generally preferred for frequent charging and discharging over short durations (such as for frequency regulation), while higher energy ratings are called for when long durations are needed (such as for peak shifting or backup power). Technology developments have started to help bridge the power versus energy dichotomy; advanced lithium-ion batteries, for example, are now useful across a spectrum of power- and energy-intensive applications.

[6] J. Rackley. *State Strategies for Advancing the Use of Energy Storage* (Washington, D.C.: National Governors Association Center for Best Practices, October 21, 2016).
[7] Massachusetts Department of Energy Resources. *State of Charge: Massachusetts Energy Storage Initiative Study.* September 27, 2016. http://www.mass.gov/eea/docs/doer/state-of-charge-report.pdf.

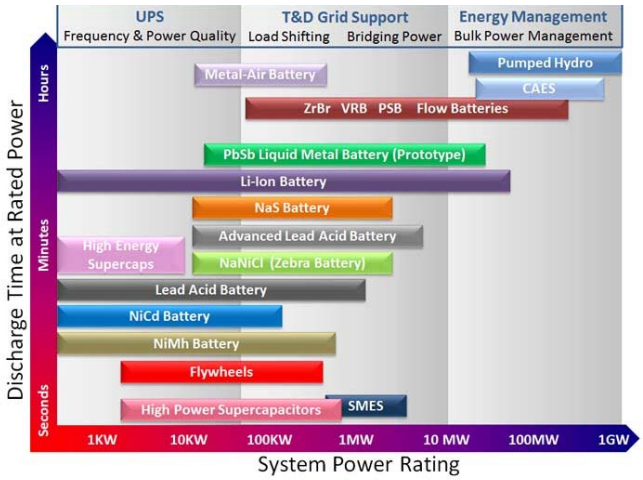


Figure 2: Grid energy storage technologies and applications[8]

Depending on type, storage projects are usually tied to the grid with power electronics, including inverters, that can add to the grid functionality of a storage project. A battery storage project tied to the grid with an advanced inverter might be able to simultaneously provide frequency regulation to the New England region while maintaining power quality (voltage) on a local distribution circuit.

Storage in the context of flexible and managed loads

Grid operators, such as those at the Independent System Operator of New England (ISO-NE), need to balance changes in electricity consumption and generation on an instantaneous basis.[9] As power transformation occurs, the grid is evolving from a paradigm of one-way flow of electricity from large, central generators to businesses and residences, toward one of two-way power flows from a more diverse assortment of smaller, distributed generators located throughout the grid, including at businesses and residences. Many of these generators are renewably powered and generate when the wind is blowing, the sun is shining, or the water is flowing. Distribution and transmission grid operators need to plan for the variability of these resources while they also factor in power supplies from long-term contracts and short-term purchases (and associated costs) to supply customer loads, evolving customer load profiles from net metering systems, heat pumps, and electric vehicles, and spikes in customer demand based on weather, all while maintaining power quality and reliability.

Energy storage essentially captures energy produced at one time for use at another time, with associated conversion losses. It is one tool in utility and grid operators' "smart grid" toolbox of flexible and controllable resources to match demand with supply, which also contains controllable appliances, electric vehicles, heat storage such as in grid-interactive hot water heaters, rate design, and load-shedding. Thoughtful deployment of the suite of resources listed above can help maximize the efficiency of the grid while minimizing costs to consumers.

Declining costs and technology advances mean storage is on course to becoming a cost-effective tool to help maximize the efficiency of the grid while addressing many of the growing pains of power sector

[8] Source: Electropaedia, http://www.mpoweruk.com/grid_storage.htm
[9] ISO-NE, "Running the Electric Power Grid," January 2016. https://www.iso-ne.com/static-assets/documents/2016/01/running-the-electric-power-grid.pdf

transformation. Rather than building out infrastructure to accommodate peak usage (much like building enough lanes in a highway to accommodate free flow of rush-hour traffic), storage can be deployed to charge when the system has excess capacity and low prices, and discharge when the grid is stressed by high loads and prices spike. According to ISO-NE, regional electricity peaks – which are a major cost driver for our DUs and thus ratepayers – are growing more slowly due to energy efficiency and distributed solar (slowing the growth of the summer peak to 0.3% annually and overall demand to -0.2% annually), but increasing deployment of solar is changing the demand curve[10], increasing the need for fast and flexible generation.[11] Storage can also help to buffer stresses on a grid that wasn't built for distributed energy resources, but which can become greener and more efficient as such resources become more prevalent. For example, it can address high penetration of solar on a distribution circuit causing two-way power flows at the transformer and stressing that infrastructure by better aligning local demand with local supply, as well as clouds passing over solar arrays by micro-managing fluctuations in power output and quality.

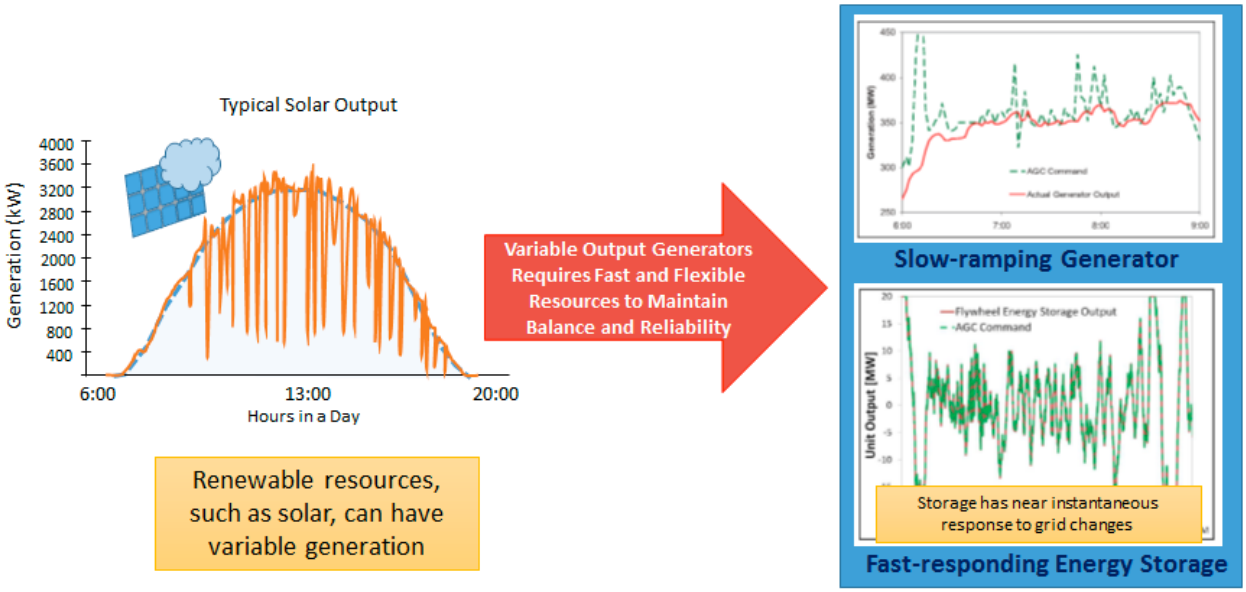


Figure 3: Energy storage can respond quickly to smooth output and provide frequency regulation (courtesy Massachusetts Department of Energy Resources, from "State of Charge"[12])

Not only can storage maintain grid stability and power quality, while facilitating the integration of renewables, but if managed and wired to do so, it can provide power during outages to customers and critical facilities. Ideally, storage resources will be deployed to meet all three objectives (power cost

[10] Solar reduces electricity demand that grid operators "see" in the middle of the day (net load). When solar starts producing in the morning and drops off in the evening, grid operators are faced with "ramps" down and up, respectively, for electricity. The more solar is deployed, the steeper and more challenging the ramps are to meet with traditional sources of generation. Grid stability can also be challenged when solar production drops the load in the middle of the day below the amount of available generation.

[11] ISO-NE, "State of the Grid," January 2017. https://www.iso-ne.com/static-assets/documents/2017/01/20170130_stateofgrid2017_presentation_pr.pdf

[12] State of Charge at viii.

reduction, integration of renewables, and resiliency), though optimizing for each of the three objectives may not yet be possible. Through careful analysis of proposed investments and strategic planning work with stakeholders, Vermont can ensure that storage projects increase energy affordability for consumers, facilitate integration of distributed generation to maximize return on utility and consumer investments in renewables, and increase grid resiliency for the welfare and convenience of consumers and communities. Policies and programs addressing storage can promote these outcomes while also providing the opportunity for diverse types of entities – individuals, businesses, utilities, and communities – to reap the rewards of storage sector expansion.

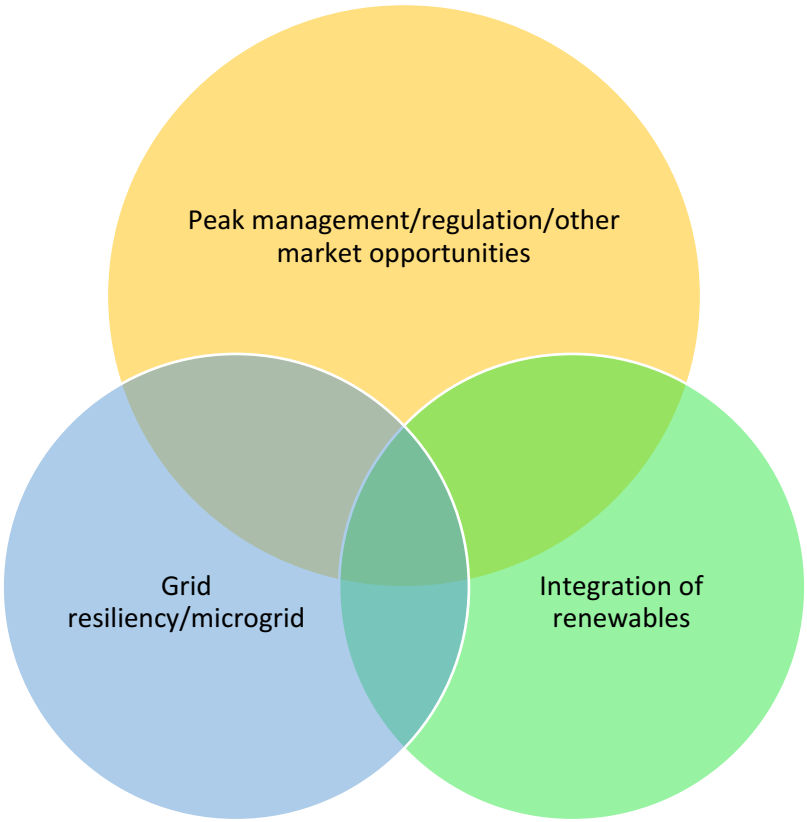


Figure 4: Storage resources can manage any one of the functions above; ideally, they will achieve and optimize all three, although at this point, only peak management and market opportunities (the larger, yellow circle) provide monetary value to the project. Integration of renewables and especially grid resiliency benefits are more site-specific in nature as well as harder to quantify. Storage resources may also not be able to optimize all three objectives – there will likely be tradeoffs.

Recommendations

The Department offers the following recommendations in the context of the costs and benefits of, challenges to, and opportunities for prudent deployment of storage in Vermont. As discussed in the report, we view energy storage as a means to an end – rather than an end in and of itself – and thus many of our recommendations focus on pursuit of storage within the broader pursuit of a clean, efficient, reliable, and resilient grid in the most cost-effective manner for ratepayers. To achieve this end will require flexible demand and generation, brought about not only through technologies such as storage but also by other means of controlling and orchestrating electric loads and production and through deeper insight into distribution-level infrastructure and dynamics. We are cognizant of the economic opportunities rendered possible by the technological innovations and falling costs of advanced energy storage in the last few years, and see potential for consumers, utilities, and third parties alike to share in the rewards of early deployment. However, we also believe it is important to proceed with some amount of caution to ensure ratepayers will achieve the greatest benefit possible through careful, thoughtful deployment of the technology, and that energy storage is evaluated for its specific benefits in specific use cases against other potential solutions. We anticipate continued conversation with stakeholders and the legislature about the best path forward, and are grateful for having had the opportunity to spend time exploring the topic with many others over the last few months.

Utility planning exercises

Utility Integrated Resource Planning

Utility Integrated Resource Planning offers a unique opportunity for utilities to do deep thinking about the most effective and least-cost methods to meet customer needs for energy, capacity, renewability, and a reliable grid. There are several roles that storage could potentially play as utilities plan to meet customer needs. As some commenters noted, the amount of storage needed to address local distribution grid issues is likely to be discrete and case-specific, but in some cases may offer real financial advantages over traditional poles-and-wires solutions.

Short-term

Utilities should include analysis of storage alongside other options for meeting those needs where appropriate. Where utilities include storage, they should compare storage to other options and perform a quantitative analysis of the different options that considers the costs and benefits of each option. With regards to storage being deployed primarily for the power supply benefits (e.g. peak-shaving and market participation), utilities should maximize the benefits of storage by finding locations that offer resilience or micro-grid benefits in addition to power supply benefits. In the action plan section of their IRP's, utilities which plan to deploy storage should include a description of their planned deployment, with specific reference to any studies the utility plans to conduct and/or the location and magnitude of planned projects.

Longer-term

In the next iteration of the Guidance for Integrated Resource Planning, the Department should discuss

relevant methods for cost-benefit analysis for storage compared with other options and provide a more concrete framework for utilities to consider storage.

Distribution-system mapping, modeling, and planning is likely to become increasingly important in some service territories as distributed generation and controllable loads (including storage) are being deployed. Utilities which see storage as becoming more relevant for them and their customers or members should consider advanced methods for distribution circuit mapping and modeling in their IRP process. Utilities should prepare by building expertise and methods in this new planning area.

Distributed Energy Management Systems

It is very likely that private, merchant and third-party providers will continue to develop storage for various purposes (for example, reducing demand charges, power quality, bidding into ISO-NE markets, and resilience). If the charging and discharging of batteries is not timed to coincide with pertinent circumstances on the grid, it is possible, even likely, that the addition of these resources could cause additional costs to the utility's other customers (as noted in comments on the draft report). If charging and discharging are well-timed, storage has the potential to reduce or hold flat costs for everyone.

Short-term

Utilities should explore methods for coordinating the charging and discharging of both utility-owned and privately owned storage to optimize operation of the grid. There are several options for accomplishing this including demand charges or time-of-use rates that coincide with system and/or regional peaks, Distributed Energy Resource Management Systems (DERMS) software solutions, and direct load-control technology.

Longer-term

Utilities that expect the deployment of private storage, particularly at the commercial and industrial level, should explore and deploy options for efficient integration of storage including the above-mentioned options. Any DERMS deployed should be non-discriminatory and provide open access to both customers and third parties so that these stakeholders can actively participate in grid choreography through real-time signals. Open and affordable access should be a core principle of any software solutions deployed.

Power quality

Short-term

In areas of the distribution grid where power quality issues are arising because of high levels of distributed generation or other reasons, there may be an appropriate application for storage. Utilities working to solve power quality issues should consider battery storage and/or stand-along advanced power electronics alongside traditional solutions and should conduct a quantitative cost-benefit analysis which gives appropriate value to the various value streams associated with the solutions presented.

Rate design, tariffs, and distinct pricing of storage-related services

Short term

In the near term, the Department recommends taking exploratory steps toward eventual implementation of time-of-use rates for net metering customers and/or time-of-generation for net metering systems, which – while designed to better align load and generation – would have a side effect of encouraging use of storage in some instances.

Some stakeholders have also suggested implementation of a virtual curtailable load rider; the Department is supportive of exploring this concept in more detail, although there are significant concerns with linking such a mechanism to demand charges. The Department does not support the companion recommendation to allow aggregation across utility service territories; there is already a mechanism available to aggregate resources, including storage, across service territories and bid into various ISO-NE markets, which would not burden Vermont distribution utilities with the administrative costs of accounting for shares of load reduction.

The Department is also in the early stages of exploring innovations in rate design and utility regulation with the ultimate goal of creating transparent pricing incentives – including variations on time- and location-specific pricing for both consumption and generation – that would likely result in new opportunities for customers and third parties to deploy energy storage and other solutions to align load and generation. These conversations, which could eventually become more formalized, have the potential to address the desire expressed by stakeholders for a valuation framework for storage, without duplicating resource-intensive endeavors and without creating a product that will almost immediately become outdated, given the pace of change in storage technologies and costs.

Longer term

Beyond rate design, unlocking locational value will entail achieving a level of insight into the distribution system far greater than possible today. The required planning work, and ensuing rate designs tailored to addressing time- and location-specific needs, will require substantial process and time to achieve. The resulting tariffs and granular pricing mechanisms should unlock opportunities for customers and third parties, including aggregators, to deploy storage and other solutions. Exploring possibilities through optional pilots along the way will help the Department, utilities, customers, third parties, and other stakeholders to better understand the opportunities and challenges posed by rate design and other regulatory innovations in achieving a transactive energy ecosystem in Vermont.

Energy assurance efforts

Short term

State Energy Assurance Plan: The Department is the lead on the EAP and anticipates issuing an update to the 2013 plan in 2018. We anticipate inclusion of storage in the discussion of microgrids and will be reaching out to stakeholders to begin this discussion in early 2018. This process could be used to assist municipalities in exploring options for storage, and may result in the revised EAP providing guidance on this topic.

Hazard Mitigation Plans: VEM anticipates including a section on methods of assessing vulnerabilities – including to the grid – in the next update of the State Hazard Mitigation Plan. In developing their local plans, municipalities will be able to reference these methods and include their own vulnerability assessments. When VEM crafts the next State Hazard Mitigation Plan, they will consider inclusion of a grid failure gap analysis, which can again be used as a template for local plans.

Vermont Threat and Hazard Identification and Risk Assessment (THIRA): Every year, VEM updates the State's THIRA, which is an analysis of vulnerabilities and capabilities based on discussion with subject matter experts. In the next update of the THIRA, VEM anticipates including an analysis on a statewide electrical grid failure.

Utilities Conference: VEM hosts a utilities conference on an annual basis, and are considering inclusion of grid resilience, microgrids, and storage as a topic for their 2018 conference.

Longer term

Microgrid Opportunity Study: Depending on funding availability and the interest of stakeholders including municipalities, regional planning commissions, and utilities, it may be useful to conduct a study to identify high-value microgrid opportunities. These might exist where concentrations of critical infrastructure (emergency shelters, first responders, water and wastewater facilities, gas stations, etc.) exist on a distribution feeder containing generation (renewable and otherwise). Vermont Emergency Management (a division of the Department of Public Safety) is in the process of revising the template for Local Emergency Operations Plans (LEOPs), which includes a place for municipalities to note the locations of critical infrastructure.

Resilience Project Assessment: It is important to continually assess the success of community microgrid projects (such as the Stafford Hill solar + storage project) and residential backup initiatives (such as the Tesla Powerwall pilots) to understand whether the objective of resilience during grid outages is achieved to the extent represented in initial proposals. Such assessments will help all stakeholders understand the challenges and opportunities associated with storage for grid resilience and help in the design of future microgrid and residential backup projects and initiatives.

Regulatory review process and criteria

The Department recommends that the Legislature make revisions to Title 30 to explicitly subject grid-exporting energy storage to PUC jurisdiction in a manner that acknowledges both its similarities as well as its differences from electric generation. In this vein, legislative changes may involve establishing or refining the definitions of "storage" and "electric storage installation" or "electric storage facility."[55] It may also entail adding storage alongside mention of electric generation in Section 248, by making modifications to at least: § 248(a)(1)(B), § 248(a)(2) and (a)(2)(A), (a)(4)(F)(i), (a)(4)(J), (a)(7); or otherwise defining electric generation to include grid-exporting storage for the purposes of Section 248, at the beginning of the section.

The Department also recommends that the Legislature address smaller storage akin so electric generation of similar capacity. This may mean making revisions to § 8010 to incorporate storage; however, it may be more straightforward to instead implement an § 8010-like statute for storage installations, using a net-metering-like categorization of storage for the purpose of defining the scope of review.[56] For residential and small-scale storage,[57] the Department proposes a registration-like filing

[55] These definitions should be placed in 30 V.S.A. § 201 and, perhaps, § 8002.

[56] The categories of review described below would apply to stand-alone storage installations. When storage is coupled with generation, the combined application should meet the minimum requirements for the generation component of the project, and the storage should be independently justified under the same criteria as the generation project, regardless of the size of the storage component. *See, e.g.*, *Petition of Green Mountain Power Corporation for a Certificate of Public Good, Pursuant to 30 V.S.A. § 248, Authorizing the Construction and Operation of a 2.5 MW DC Solar Electric Generation Facility, Known as the Stafford Hill Solar Farm, to Be Located on Gleason Road in the City of Rutland, Vermont*, Docket No. 8098, 2014 WL 3557104 (Vt. P.S.B. July 14, 2014).

[57] The Department considers storage less than 15 kW "residential."

with a short timeframe for review and objection, and which is otherwise deemed approved if no comments are received by the prescribed deadline.[58] For storage systems greater than 15 kW, but less than 1 MW, the Department recommends an application-like procedure similar to that found in Commission Rule 5.107. For storage installations greater than or equal to 1 MW, however, the Department recommends a full § 248 review, with the possibility that, in certain cases, an applicant may petition for § 248(j) review. The applicable § 248 criteria are likely to differ in some regards from those considered in § 8010, and should be flexible enough to address looming challenges and opportunities including aggregated storage and electric vehicles capable of exporting to the grid. Additionally, in any future revisions to § 8010, the Legislature should take into consideration the likelihood that storage may be proposed in conjunction with a net metering generation system.

Finally, the Department urges the Legislature to incorporate the recent changes requiring decommissioning plans in the § 248 context to its statutory revisions for storage, particularly because storage technology often presents significant environmental risk when it comes to disposal. On August 15, 2017, the Commission adopted final rules related to decommissioning (Commission Rule 5.900) for facilities subject to its jurisdiction under 30 V.S.A. § 248. The adopted rules took effect for new requests for a certificate of public good filed on or after September 1, 2017. Commission Rule 5.900 does not apply explicitly to storage:
This rule applies to all electric generation, electric transmission, and natural gas facilities that are or become subject to the jurisdiction of the Vermont Public Utility Commission pursuant to 30 V.S.A. § 248. This includes net-metering facilities permitted under the procedures authorized by 30 V.S.A. § 8010. This rule shall apply to all facilities for which a petition or application for a certificate of public good under 30 V.S.A. § 248 is submitted after the effective date of this rule.

Although, the recommendations above that would include storage in the § 248 certificate of public process may carry with them the application of Rule 5.900, the Department believes the applicability should be made clear by amending the first sentence above to read: "This rule applies to all electric generation, electric transmission, *storage*, and natural gas facilities that are or become subject to the jurisdiction of the Vermont Public Utility Commission pursuant to 30 V.S.A. § 248." Further, Rule 5.904 should be revised to include an equivalent section for storage installations. At a minimum, for storage installations of all sizes, the Department recommends a provision for the proper disposal of the device(s) consistent with environmental regulatory parameters. For larger installations, the decommissioning requirements of Rule 5.904 should apply to stand-alone or integrated storage.

Interconnection standards

The Department does not recommend any changes to the pending interconnection standards (Rule 5.500) at this time, as the pending rule language explicitly addresses – and does not appear to present a barrier to – energy storage projects. If stakeholders have experience with the specific existing or pending rule language indicating it has or would potentially present a barrier to storage – along with

[58] *See* Commission Rule 5.105.

specific language remedies for these concerns – the Department would be open to further discussion of the matter. [59]

Modification of existing or development of new programs and incentives

Short term

Clean Energy Development Fund

In Fiscal Year 2018, the Department and Clean Energy Development Fund will be working to identify the best use for $50,000 that has been set aside for energy storage. This is a one-time availability of funds from a source for which other remaining funds are fully encumbered and/or budgeted, with no replenishing funding source. While the exercise of creating this report, and the valuable feedback from stakeholders, have helped spur ideas for the best use of those funds, the Department feels additional conversation with the Clean Energy Development Board, legislature, and stakeholders is warranted before further narrowing down the scope of any proposal for use of that funding.

Standard Offer Program

Several stakeholders recommended development of a pilot within the Standard Offer program for solar (or other generation)-plus-storage. The Department, however, feels that the Standard Offer program is not the best mechanism for incentivizing the development of storage – or more accurately, achieving the goals that storage might be able to serve, such as firming renewables or providing renewables on peak. The Department's primary concerns with using the Standard Offer program for storage is (1) it does not contain the locational considerations that are necessary for optimal deployment of storage; and (2) there is currently no mechanism to ensure that the charge and discharge of a storage device is timed in a manner that ensures a benefit to ratepayers. We are, however, open to having discussions about the best way to achieve these objectives, including through the potential development of new programs designed to achieve deployment of beneficial time- and location-specific generation.

Longer term

Net Metering

As discussed under the "Rate design" recommendations, the Department believes eventual modifications to the Net Metering program to move net metering customers to time-of-use rates, and/or adjust system production based on time-of-generation, should be considered. We are cognizant, however, of the recent significant changes the Net Metering program has undergone, and therefore are not recommending any immediate changes to the program, though conversations about potential changes should likely begin soon.

Renewable Energy Standard

Several stakeholders suggested making changes to the Renewable Energy Standard – particularly Tier III, which focuses on energy transformation – that would create more opportunities for storage. Among these, the Department finds merit in the concept of a clear framework for evaluating energy storage fossil fuel reductions. The Department suggests that as a first step, the distribution utilities work together to come up with a strawman proposal for further discussion.

[59] The pending interconnection rule can be found at http://puc.vermont.gov/about-us/statutes-and-rules/proposed-changes-rule-5500.

EEU Activities
Given the need to maximize the use of efficiency funds, the Department does not believe that these funds should be used for storage resources. Additionally, including Efficiency Vermont in the storage planning process creates an overlap with electric utilities' current responsibilities for grid planning, thereby duplicating efforts and increasing costs to ratepayers.

Procurement targets

The Department does not believe it is prudent to adopt utility storage procurement targets at this time. Many of Vermont's distribution utilities are already actively deploying – or exploring near-term deployment of – energy storage projects, either under utility ownership or in partnership with customers and third parties. Under Vermont's least-cost planning framework, utilities are required to look at the most cost-effective solution to their needs; imposing a storage-specific target would presuppose that storage is the right solution to a particular need, without allowing for full consideration of other, potentially more cost-effective alternatives such as load control and rate design. If after a period of time there is little to show for the very active current discussion around utility adoption of storage, it may be appropriate to re-evaluate the concept of procurement targets. However, any such future targets should allow for flexibility in implementation and should be predicated on cost-effectiveness of investments to ratepayers.

Other

Regional Participation
Vermont intends to continue participating in relevant regional discussions aimed at removing barriers and ensuring a level playing field for energy storage.

Utility Storage Initiatives
In their comments to the draft report, one utility recommended that the State should encourage utilities to continue with pilot programs to demonstrate the use of storage for grid stability, reliability, and lowering costs for all consumers; and also to work with battery retailers to facilitate deployment of systems where they provide the greatest grid value to customers, with commensurate compensation. The Department remains supportive of utilities' ability to innovate while keeping costs low for consumers, and recognizes the leadership of several Vermont utilities in the storage arena. We also believe it is important to keep in mind that stakeholders beyond utilities – including customers and third parties – are also eager to innovate and thrive in the storage arena, and would encourage initiatives that create opportunities for all sectors. Green Mountain Power noted in comments that they are developing a "bring-your-own-device" storage offering, which, along with innovations in rate design, has the potential to create an environment in which a diversity of storage technologies, applications, and ownership structures might thrive. Other stakeholder comments have suggested requiring the use of open, non-proprietary specifications and standards for utilities and energy storage providers (e.g., http://mesastandards.org/), the creation of an energy storage information clearinghouse, and the provision of information on the availability of non-utility storage products in services in any utility communication to customers. These are all suggestions that have the potential to lead to a thriving storage ecosystem in Vermont, and are worthy of further consideration, keeping in mind that these suggestions also require the commitment of scarce resources.

Locational Storage Value Study

Some stakeholders have suggested that Vermont seek funding to commission an analysis similar to that conducted in Massachusetts, looking at the optimal amount of and locations for storage to maximize benefits to ratepayers. Funding question aside, the Department would encourage a more holistic approach in which utilities have the opportunity to look comprehensively at distribution system needs and solutions, which may or may not be storage-based. Such an analysis falls under the broad umbrella of “distribution system planning,” a significant undertaking that Vermont’s distribution utilities and the Department are just beginning to explore. There is a potential nexus with the study of the locational value of storage from a resiliency perspective, discussed under the Energy Assurance recommendations above.

Central Vermont Regional Planning Commission

DETERMINATION OF ENERGY COMPLIANCE

Determination of Energy Planning Compliance Pursuant to 24 V.S.A. §4352
Waterbury Municipal Plan, adopted December 3, 2018

I. Procedural History

1. On March 15, 2019, the Town of Waterbury submitted the Waterbury Municipal Plan to the Central Vermont Regional Planning Commission ("CVRPC") for a determination of compliance with the enhanced energy planning standards set forth in 24 V.S.A. §4352.

2. On May 22, 2019, notice of a public hearing scheduled for June 13, 2019 was posted on CVRPC's website.

3. On May 22, 2019, notice of a public hearing scheduled for June 13, 2019 was emailed directly to the Town of Waterbury and posted in 3 other locations within the region.

4. On May, 25 2019, notice of a public hearing scheduled for June 13, 2019 was published in the Barre Montpelier Times Argus newspaper.

5. On June 13, 2019, CVRPC's Town Plan Review Committee convened a public hearing at the Steele Community Room in the Waterbury Municipal Center located at 28 North Main Street, Waterbury, Vermont. After the public hearing, the Town Plan Review Committee recommended that the Waterbury Municipal Plan receive a determination of compliance with the enhanced energy planning standards set forth in 24 V.S.A. §4352.

6. On July 9, 2019 CVRPC's Board of Commissioners reviewed the recommendation of the Town Plan Review Committee and voted to _____.

II. Public Comments

Members of the public commented on the ecological value of the Shutesville Hill wildlife corridor. Comments suggested that the wildlife corridor should be elevated to both a Regional and Local Known Constraint and thereby removed from consideration for renewable energy generation siting.

III. Conclusions

1. The Waterbury Municipal Plan includes an energy element that has the same components as described in 24 V.S.A. §4348a(a)(3) for a regional plan and is confirmed under the requirements of 24 V.S.A. §4350.

2. The Waterbury Municipal Plan is consistent with following State goals:
   A. Vermont's greenhouse gas reduction goals under 10 V.S.A. § 578(a);
   B. Vermont's 25 by 25 goal for renewable energy under 10 V.S.A. § 580;
   C. Vermont's building efficiency goals under 10 V.S.A. § 581;
   D. State energy policy under 30 V.S.A. § 202a and the recommendations for regional and municipal energy planning pertaining to the efficient use of energy and the siting and development of renewable energy resources contained in the State energy plans adopted pursuant to 30 V.S.A. §§ 202 and 202b (State energy plans); and
   E. The distributed renewable generation and energy transformation categories of resources to meet the requirements of the Renewable Energy Standard under 30 V.S.A. §§ 8004 and 8005.

3. The Waterbury Municipal Plan meets the standards for issuing a determination of energy compliance included in the State energy plans as developed by the Vermont Department of Public Service.

   Dated this _____ day of _____2019.

_____
Laura Hill-Eubanks, Chair
Central Vermont Regional Planning Commission

Central Vermont Regional Planning Commission

MEMO

Date: June 27, 2019
To: Town Plan Review Committee
CC: Sandra Levine, Middlesex Planning Commission Chair
From: Clare Rock, Senior Planner
Re: Middlesex Town Plan Review

⌦ **ACTION REQUESTED:** At the meeting the Committee will hold a public hearing on the Middlesex Town Plan. Following the hearing the Committee will be tasked with making **two** recommendations to the Board of Commissioners:

a) confirmation of the planning process under 24 VSA §4350(a); and
b) approval of the municipal plan per 24 V.S.A. § 4350(b) ***contingent on the municipality formally adopting the plan later this summe***r;
CVRPC Board of Commissioners meeting will take place directly after the TPRC Hearing at 6:30 pm on Tuesday, July 9 2019.

Meeting Location and Directions

Date	July 9, 2019
Time	5:00pm
Location	Central VT Chamber of Commerce Conference Room, 963 Paine Turnpike North, Berlin, Vermont.

Background

March 5, 2013	The Middlesex Town Plan was approved by the municipality and subsequently approved by the RPC (in May 2013).
January 18, 2017	CVPRC meets with the Middlesex Planning Commission for their Consultation / CVRPC confirms their planning process.
January 2019	Middlesex engages a consultant to update the town plan with the goal to have a plan approved and adopted by September 2019, ready to apply for a MPG.
May 2019	CVRPC is asked to review the draft plan and submitted comments.
May 16, 2019	Middlesex provides public notice of the June 19, 2019 Planning Commission on the draft town plan. CVRPC provides comments.
June 19, 2019	The Middlesex Planning Commission approved the plan with minor changes.
June 20, 2019	Middlesex requests approval by the RPC (understanding it will be a provisional approval contingent on the municipality formally adopting the plan later this summer.)
June 23, 2019	CVRPC issues a public notice of the July 9, 2019 TPRC Hearing.

Middlesex Town Plan

To view the plan visit: http://centralvtplanning.org/wp-content/uploads/2012/03/Middlesex-Town-Plan-06-19-2019-PC.pdf If you would like hard copies of the plan please contact Nancy Chartrand or Zach Maia at 229-0389 (Clare will be away on vacation for the week of July 1.)

As part of the PC's hearing process the PC is required to prepare a report that is in accordance with §4384(c) which states: "When considering an amendment to a plan, the planning commission shall prepare a written report on the proposal. The report shall address the extent to which the plan, as amended, is consistent with the goals established in §4302 of this title." A copy of the Middlesex Report is attached.

The 2019 is an update of the 2013 plan. Much of the same text, planning goals, objectives and strategies contained within the 2013 plan appear in the 2019 plan. The 2019 plan includes updated demographic and energy data and the text is presented in a new format. Community members recently participated in town wide visioning event, *What's Next Middlesex* and the results and outcomes on this have been incorporated in the plan, specifically identifying community interest in the following focus areas: economic development and infrastructure, trails, community spaces and events, and outreach/communication. Recent investment in the former Camp Meade property in the Village has initiated interest in undertaking village-specific streetscape planning which is also discussed in the plan.

Staff Review
CVRPC staff reviewed the Municipal Plan for following items:

a) confirmation of the planning process under 24 VSA §4350(a);

☑ is engaged in a continuing planning process that, within a reasonable time, will result in a plan which is consistent with the goals contained in section 4302 of this title; and

☑ is maintaining its efforts to provide local funds for municipal and regional planning purposes.
Staff findings and recommendations: staff finds the Town of Middlesex to be engaged in a continuing planning process and is maintaining its efforts to provided funds for planning purposes.

b) approval of the municipal plan per 24 V.S.A. § 4350(b);

☑ **consistency with the State goals established in section §4302**
Staff findings and recommendations: staff finds the plan to be consistent with the State Goals, staff recommends the items listed on the next page, these would help further the state planning goals.

☑ **compatibly with its regional plan**
Staff findings: staff finds the plan to be compatible with the regional plan.

☑ **compatibly with approved plans of other municipalities in the region**
Staff findings and recommendation: staff finds the plan to be compatible with approved plans of other municipalities.

☑ **containing all the elements included in section § 4382**
Staff findings and recommendation: staff finds the plan to contain all the required elements and provides the following recommendations for the next plan update:

- Municipal plan requirement *(a) (2) A land use plan, which shall consist of a map and statement of present and prospective land uses, that: (A) Indicates those areas proposed for forests, recreation, agriculture (using the agricultural lands identification process established in 6 V.S.A. § 8), residence, commerce, industry, public, and semi-public uses, and open spaces, areas reserved for flood plain, and areas identified by the State, the regional planning commission, or the municipality that require special consideration for aquifer protection; for wetland protection; for the maintenance of forest blocks, wildlife habitat, and habitat connectors; or for other conservation purposes.*

  Staff recommends the town reconcile and further clarify the intent of what types of current and new development is allowed and encouraged along Route 2. The Future Land Use Plan narrative defines this area as a "Non-Residential Growth Area" and the Future Land Use Map defines this as an "Economic Growth Area(s), Primarily Non-Residential." However the "Water Resources and Flood Resilience Map" identifies the majority of this area in the 100-year Special Flood Hazard Area. The plan indicates that the town should be planning for flood resilience, preparing for future floods, and that new buildings, utilities and other infrastructure should be set back from streams and rivers.

  Based upon this information it appears that Middlesex is unclear how much, if any, new Economic Growth could actually take place in the "Economic Growth Area(s), Primarily Non-Residential." Staff notes that on page 32 of the *Middlesex Zoning Regulations, dated January 10, 2017*, new residential and nonresidential structures are prohibited in the flood hazard area. Adding the flood hazard overlay to the future land use map is recommended and that future development policies are amended to reflect actual growth potential.

- Municipal plan requirement *(a)(5) A statement of policies on the preservation of rare and irreplaceable natural areas, scenic and historic features and resources;* Staff recommends the town identify the most significant natural resources (i.e. a particular forest block, one or two specific ridgelines) and focus heighten protection on the most significant areas (similar to the identification of Significant Historic Sites vs just all old buildings.) Town Plan goals state "Protect identified natural resources" and Goal 15 states "Avoid fragmentation of important natural resources." These should be tempered as if applied literally would suggest any and all natural resources should be treated equally and any future development potential in all these areas would be severely diminished. This will be beneficial to guide both local and state development review processes. Alternatively "important" natural resources should be defined or listed within the narrative.

- Municipal plan requirement *(a) 7) A recommended program for the implementation of the objectives of the development plan.* Staff recommends adding a more robust implementation program. This would consist of stated Goals, Objectives, Strategies, plus identification of an implementation timeline and responsible party. This will integral as a method to determine what progress has been made toward attainment of the goals next time the plan is updated and re-approved by the RPC.

- Municipal plan requirement *(a)(9) An energy plan, including an analysis of energy resources, needs, scarcities, costs and problems within the municipality, a statement of policy on the conservation of energy, including programs, such as thermal integrity standards for buildings, to implement that policy, a statement of policy on the development of renewable energy resources,*

a statement of policy on patterns and densities of land use likely to result in conservation of energy;

The Middlesex energy section includes the following statement:

> *Avoid completely the ridgelines of the Worcester Mountain range and all slopes over 25% within the town of Middlesex. Ridgelines are defined as (a) those lands above 1,500 feet elevations, including but not limited to the main range of the Worcester Mountains (west of Center Road and Bear Swamp Road) and (b) all land above an elevation of 1,400 feet on Dumpling Hill.*

The Natural Resources section should define these areas more specifically and make policy statements about their specific significance and protection. An accompanying map of these areas would also be helpful. This will provide the necessary and required foundation for the subsequent Enhanced Energy Plan. (Alternatively these changes to the Natural Resource section can take place while going through the Enhanced Energy Planning process.) Rationale for any locally identified significant natural constraints will have to be documented within other sections (such as Natural Resources and Land Use) to provide the basis for any renewable energy generation prohibition. The town will have to be prepared to either prohibit residential development in these higher elevation areas or be prepared to accept a certain scale of energy generation in these areas.

The Town is not seeking an issuance of Energy Plan Determination at this time. The staff recommendation is being presented to inform the municipality of town plan changes which will be necessary upon engaging in the enhanced energy planning process. The town has expressed interested in starting this process in late summer/early fall 2019.

- Municipal plan organization – While not linked to specific requirement CVRPC recommends moving the current and future land use discussion into a separate and distinct chapter or section. The Current Land Use Districts section is contained within the Chapter 3. A Place to Gather, Fostering Community and Vibrant and Connected Village Center; and the Future Land Use subsection is nested within 3.6 Opportunities & Priorities section. Both the current and future land use would be better suited to be located together and separate from a village-specific chapter. The current land use narrative stating the current pattern of development coupled with the future desired conditions. Similarly, the plan's transportation section also falls within Chapter 3 and would be better suited as town-wide discussion.

References:

To view the Central Vermont Regional Plan visit: http://centralvtplanning.org/wp-content/uploads/2012/03/2016-Central-Vermont-Regional-Plan-ADOPTED-06.12.2018-Reduced.pdf

To view Title 24 Chapter 117: Municipal and Regional Planning and Development statutory requirements in their entirety check out: https://legislature.vermont.gov/statutes/title/24

For a copy of the completed Municipal Plan Review Tool (checklist), completed 6/27/2019 please contact Nancy Chartrand or Zach Maia (Clare will be away on vacation for the week of July 1.)

Central Vermont Regional Planning Commission

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 Middlesex prepared a municipal plan in accordance with 24 V.S.A Chapter 117;

Whereas the Central Vermont Regional Planning Commission concluded that the 2019 Middlesex Town Plan meets the requirements for approval; now, therefore, be it

Resolved, that the Central Vermont Regional Planning Commission:

1. approves the *Town Plan 2019 Middlesex, Vermont, (*Planning Commission Approved - June 19, 2019), contingent on its adoption by the Selectboard without substantive changes as defined by CVRPC, and
2. consulted with and confirms the planning process of the Town of Middlesex.

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 July 9, 2019.

_____

Laura Hill-Eubanks, Chair

Central Vermont Regional Planning Commission

Resolution on Complying with Vermont Open Meeting Law (1 V.S.A. § 312)

Whereas the Central Vermont Regional Planning Commission is a public body created in 1967 with membership from the 20 municipalities in Washington County and the Towns of Orange, Washington, and Williamstown in Orange County and is, therefore, subject to Vermont Open Meeting Law; and

Whereas that Law requires that the time and place of all regular meetings subject to Vermont Open Meeting Law shall be clearly designated by statute, charter, regulation, ordinance, bylaw, resolution, or other determining authority of the public body; now, therefore, be it

Resolved, that the Central Vermont Regional Planning Commission (CVRPC):

1. Adopts the time and location of the CVRPC Board of Commissioner regular meeting as the second Tuesday of the month, 6:30 pm, at the Central Vermont Chamber of Commerce Conference Room, 963 Paine Turnpike North, Berlin, Vermont;

2. Adopts the following times and locations for regular meeting of its committees:
   a. Executive Committee: the Monday one week prior to the Board of Commissioners meeting, 4:00 pm;
   b. Project Review Committee: as needed, the fourth Thursday of the month, 4:00 pm;

   These Committees will meet at the CVRPC office, 29 Main Street, Suite 4, Montpelier, Vermont unless otherwise noticed on CVRPC's website: www.centralvtplanning.org.

   c. Transportation Advisory Committee: the fourth Tuesday of the month, 6:30 pm; at the Central Vermont Chamber of Commerce Conference Room, 963 Paine Turnpike North, Berlin, Vermont.

3. Names the following locations for posting of meeting notices and agendas:
   a. CVRPC website: www.centralvtplanning.org.
   b. CVPRC office, 29 Main Street, Suite 4, Montpelier, Vermont.
   c. Cabot Town Clerk's Office, 3084 Main Street, Cabot, Vermont.
   d. Waitsfield Town Office, 4144 Main Street, Waitsfield, Vermont.

Adopted by the Board of Commissioners: 07/09/2019.

_____

Laura Hill-Eubanks, Chair
CVRPC Board of Commissioners

Central Vermont Regional Planning Commission

FY2020 Work Plan

06/03/19

INTRODUCTION

The Central Vermont Regional Planning Commission (CVRPC) leverages the power of people working together to assist its member municipalities in providing effective local government and to address regional issues. CVRPC's professional, skilled staff expands local capacity, and works to link local, state, and federal visions for the future. This Work Plan is its annual statement of planned activities.

CVRPC is one of eleven Commissions in Vermont. CVRPC operates under the Vermont Municipal and Regional Planning and Development Act (V.S.A. Title 24, Chapter 117) and its adopted bylaws. All municipalities, by law, are members. Active municipal participation in CVRPC affairs is voluntary.

The Central Vermont Regional Planning Commission Board of Commissioners governs its policies and activities. Commissioners are appointed by the Region's 23 municipalities.

In FY20, CVRPC will participate in or manage programs of importance to municipalities, the region and the state. Specific grants generally fund these programs, but they are coordinated across programs. Through this integrated, comprehensive approach, CVRPC will positively impact these outcomes:

- Municipal permitting is predictable and effective.
- Central Vermont and the state are prepared for local, regional or statewide emergencies.
- Transportation systems are planned effectively with local, regional, and state consideration of economic, environmental, and community impact.
- Brownfield sites are assessed and cleaned up, creating and preserving jobs and housing and providing public benefit.
- Central Vermont and the state have access to sufficient energy resources and plans for new generation, efficiency, and conservation to support community and economic advancement.
- Infrastructure is planned and coordinated to meet the needs of the local and regional economy.
- Community and economic development are coordinated within and across regions to maximize public resources and ensure strong vibrant communities.
- Vermont's land use laws are implemented.

- Vermont's working landscape is used effectively for community and economic benefit.
- Water quality is improved.
- Natural systems are effectively sustained with consideration of community and health impact.

WORK PROGRAM HIGHLIGHTS

Regional Planning

CVRPC continues its work to create *Plan Central Vermont: Shaping Our Region from the Ground Up.* This planning process is bringing together residents, elected leaders, the professional community, and community-based organizations in a conversation around how to best address issues and ensure the long-term health and vitality of the Central Vermont Region. The Plan builds on past regional planning efforts and looks towards the future using the vision created through public engagement.

CVRPC's statutory duties include participating in Act 250 and Section 248 project review, and completing regional approvals of municipal plans upon request of municipalities. Through its participation, CVRPC aims to positively shape development and support municipal and regional growth goals. Regional approvals verify that a municipal plan addresses all elements and State goals required by statute. Municipalities with regionally approved plans are eligible for certain State grants.

CVRPC comments on State and Federal Agency plans and proposals so regional and local viewpoints are considered and policy issues are informed by RPC research and analysis. In FY20, CVRPC anticipates providing a Central Vermont perspective for the Future of Act 250 and other opportunities that may arise.

CVRPC coordinates activities with other organizations and represents the interests of the Region on commissions, committees, and boards, such as: Central Vermont Economic Development Corporation, Green Mountain Transit, and VT Association of Planning & Development Agencies. CVRPC represents regional planning commissions on the State Hazard Mitigation Grant Program Review Committee, VT Urban & Community Forestry Program, and serves as alternate for the VT GIS Enterprise Consortium.

Education & Trainings

CVRPC provides opportunities for Commissioners and municipalities to learn about pertinent topics. In FY20, CVRPC will sponsor, present and publicize multiple workshops and events, such as:

- Homes for All: Updating Municipal Policies to Improve Housing Opportunities,
- Essentials of Land Use Planning,
- Beyond the Floodplain: Protecting River Corridors through Bylaws and Other Tools,
- Using Village Center Designations,

- Planning for Economic Development,
- Resilience and/or water quality,
- Roundtables for municipal staff and volunteers,
- Other municipally-requested topics, and
- Statewide trainings delivered at the regional level.

CVRPC produces a newsletter that contains information about ongoing events, project and program updates, municipal and other assistance, and general education. CVRPC's Facebook page and website host training opportunities, project and program information, and publication resources.

Municipal Assistance

CVRPC assists local communities and their boards/committees to achieve their community visions and goals. Our Geographic Information Systems (GIS) mapping and analysis capabilities are an integral part of ongoing projects at the Commission, as well as a standalone area of work. Municipalities receive up to 12 hours of GIS services at no charge each year.

Throughout the year, municipalities identify assistance needs. Thus far for FY20, services requested are:

- *Barre City* – City Plan; stormwater project implementation; Local Emergency Management Plan; bridge & culvert inventory; transportation resiliency tool; public transit assistance

- *Barre Town* – Emerald Ash Borer response planning; Local Emergency Management Plan; bridge & culvert inventory; transportation resiliency tool

- *Berlin* – New Town Center designation assistance; transportation resiliency tool; Local Emergency Management Plan; stormwater project design and implementation; statutory consultation; road erosion inventory; traffic counts; stormwater project design; grant writing

- *Cabot* – Working landscape asset mapping; trails master planning; Local Emergency Management Plan; statutory consultation

- *Calais* – Local Hazard Mitigation Plan; Local Emergency Management Plan; river corridor bylaws update; Emerald Ash Borer management plan; grant writing

- *Duxbury* – Local Emergency Management Plan; parcel map assistance; grant writing; transportation funding research

- *East Montpelier* – Local Hazard Mitigation Plan; Energy planning; Local Emergency Management Plan; web map update; road erosion inventory; road surface management system; Emerald Ash Borer management plan; grant writing

- *Fayston* - Local Emergency Management Plan, public transit assistance; bridge & culvert inventory; grant writing

- *Marshfield* – Energy planning & implementation; Local Emergency Management Plan; grant writing; statutory consultation; road erosion inventory; surface water reclassification

- *Middlesex* – Energy planning; Local Emergency Management Plan; statutory consultation; surface water reclassification; grant writing

- *Montpelier* – Local Hazard Mitigation Plan; Local Emergency Management Plan; statutory consultation; Growth Center designation assistance; brownfields redevelopment planning; public transit assistance; traffic counts

- *Moretown* – Energy planning; Local Hazard Mitigation Plan; Local Emergency Management Plan; Phase II River Corridor Plan Implementation; traffic count; stormwater project design; grant writing; transportation project development

- *Northfield* – Trails master plan; stormwater project construction; Local Emergency Management Plan; public transit assistance; road erosion inventory; road surface management system; transportation project development; grant writing

- *Orange* – Local Emergency Management Plan; road erosion inventory; tactical basin planning; transportation resiliency tool; road surface management system

- *Plainfield* – Local Hazard Mitigation Plan; Town Plan maps; energy implementation; Local Emergency Management Plan; stormwater design; grant writing

- *Roxbury* - Local Emergency Management Plan

- *Waitsfield* – Energy planning; State designation assistance; Class 4 road project implementation; statutory consultation; public transit assistance; bridge & culvert inventory; grant writing

- *Warren* – Local Emergency Management Plan; public transit assistance; traffic counts; clean water project development

- *Washington* – Energy planning; Local Hazard Mitigation Plan; Local Emergency Management Plan; bridge & culvert inventory; tactical basin planning

- *Waterbury* – Floodplain Working Group assistance; grant writing; Local Emergency Management Plan; bridge & culvert inventory; ash tree inventory

- *Williamstown* – Local Hazard Mitigation Plan; Local Emergency Management Plan; road erosion inventory; bridge & culvert inventory; grant writing; transportation resiliency tool

- *Woodbury* – Mobile cellular coverage assessment; Town Plan assistance; Local Emergency Management Plan; traffic counts; stormwater designs; grant writing

- *Worcester* - Local Emergency Management Plan; grant writing; Town Plan maps

CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on staffing capacity.

Transportation

Transportation investments fuel growth in Central Vermont. CVRPC staff works closely with the Transportation Advisory Committee (TAC) and the Vermont Agency of Transportation (VTrans) regarding regional transportation needs through the Transportation Planning Initiative (TPI). Significant projects for FY20 include: municipal assistance to meet requirements of the VT Clean Water Act, hosting road foremen roundtables, increasing field services, and assisting Green Mountain Transit to implement NextGen system improvements using inclusive planning for paratransit services initiation.

CVRPC conducts traffic, turning movement, and bicycle and pedestrian counts; culvert, sign, sidewalk, road erosion, and ash tree inventories; and park-and-ride lot capacity surveys for the Region's facilities. This work provides data to accompany local knowledge. It positions municipalities to secure funds that augment municipal budgets and enables informed decision making.

CVRPC staff continue to assist municipalities to prepare for the Municipal Roads General Permit (MRGP). The Permit became active in 2018. CVRPC will complete road erosion assessments and culvert inventories for 10 municipalities in FY20. Through the VTrans Better Roads Program, staff will assist many of these communities to develop transportation capital budgets, which works to transition inventories to construction projects. The Program's goal is to promote the use of erosion control and maintenance techniques that save money while protecting and enhancing Vermont's lakes and streams.

CVRPC staff extends municipal capacity by connecting municipalities to State resources and providing assistance in accessing State program.s CVRPC coordinates Road Safety Audits to identify short-term road safety improvements for crash sites. We also assist with Better Roads, Bicycle and Pedestrian, Better Connections, Transportation Alternatives Program, and other grant applications. Through the Municipal Grants in Aid program, CVRPC provides municipalities with access to funding and staff assistance to implement clean water road improvements. Grants in Aid program funding has been secured through FY22.

Emergency Management

CVRPC continues work with communities and other partners to increase the resiliency of roads, bridges, and neighborhoods and to enhance community preparedness in the face of an increasing number and intensity of storm events.

In FY20, CVRPC will:

- help communities plan, implement, and seek funding for hazard mitigation projects,

- assist municipalities with Local Emergency Operation Plan development and updates,
- support Local Hazard Mitigation Plan updates for 2-3 municipalities,
- staff the State Emergency Operations Center during severe weather events to connect municipalities with resources and increase awareness of road closures and hazards,
- increase local official knowledge and skills through education and trainings, such as Incident Command Systems courses and the State Emergency Preparedness Conference,
- coordinate and participate in state and local public safety exercises and drills,
- provide staff support to Local Emergency Planning Committee (LEPC #5), which works to plan for chemical emergency prevention and response, and
- assist interested municipalities to meet requirements under the Emergency Relief Assistance Fund (ERAF) rules.

CVRPC assists communities with emergency management and public safety using funding from Vermont Emergency Management and the Federal Emergency Management Agency.

Brownfield Redevelopment

Brownfields are properties that are abandoned or underused due to the suspicion of contamination by either hazardous substances or petroleum products. These sites would likely be viable commercial, industrial, housing or green space properties if they could be cleared of suspected contamination. CVRPC's Brownfields Program supports environmental assessments and site redevelopment planning that can level the playing field for public, private, and non-profit investors who wish to locate in the heart of our communities.

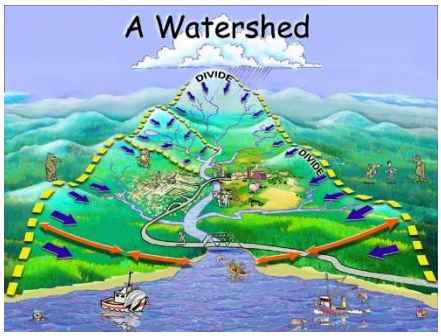
In FY20, CVRPC will continue assisting property owners with accessing brownfields assessment and redevelopment funding. A program Steering Committee works with CVRPC to select sites that may benefit from environmental assessments, fund those assessments, carry out public outreach, and, if necessary, create plans for how specific sites could be cleaned up for reuse. Program priorities for FY20 include clean-up and redevelopment planning support for sites in Montpelier and Woodbury.

CVRPC's Brownfield Program:

- expands and retains jobs;
- expands housing choices and supports downtown vibrancy;
- preserves history and creates public parks;
- advances community connections through community paths and public transit;
- grows community knowledge about risks and hazards of contamination; and
- engages local governments in decisions about brownfield assessments and redevelopment initiatives.

Watersheds

CVRPC continues to be active in water quality and river management activities in the Region. Many of these activities are aimed at assisting municipalities to protect critical infrastructure like roads, bridges, and water/sewer lines, to restore floodplain areas and river buffers, and to implement clean water projects. Watershed organizations leverage CVRPC's planning services into on-the-ground project benefits. Both the VT Department of Environmental Conservation and municipalities use CVRPC as a knowledgeable, local project manager to complete implementation projects efficiently. CVRPC uses multiple funding sources for its watershed services and projects, primarily Clean Water Funds and the Ecosystem Restoration Program.



In FY20, CVRPC will:

- work with municipalities to identify, develop and fund projects that mitigate conflicts between infrastructure and streams,
- work with communities on understanding requirements for participation in the National Flood Insurance Program (NFIP) and its Community Rating System, a voluntary program that rewards community floodplain management activities with flood insurance premium rate reductions,
- participate in the State's efforts to implement the Winooski and White River Tactical Basin Plans, including prioritizing projects,
- engage municipalities in the State's Tactical Basin Planning efforts,
- assist municipalities with stormwater master planning and project implementation,
- assist municipalities and watershed organizations to identify and protect water resources in the region via town planning, land use regulation, and project implementation,
- assist the State to develop tools municipalities can use to plan and assess protection mechanisms for forest blocks and connecting corridors,
- improve flood resilience in headwaters by identifying and assisting municipalities to implement strategies for upland forest management, and
- coordinate water quality work with transportation and emergency planning efforts including workshops for road crews and outreach related to river corridors and flood mitigation.

Energy Planning

In FY18, the Commission developed a Regional Energy Plan, an effort funded through the Vermont Public Service Department. The project focused on meeting Vermont's energy goal of having renewable energy sources provide 90% of the state's total energy demand by 2050. The Regional Plan attained a Certification of Energy Compliance, which provides it with substantial deference in the

Certificate of Public Good process (Section 248). In FY20, CVRPC will work with other regional organizations and municipalities to implement the Plan.

CVRPC also anticipates assisting up to four municipalities with local energy planning in FY20. Municipalities who meet Local Energy Standards can take advantage of the substantial deference provision in Act 174 of 2016, which integrates energy and land use planning. CVRPC will complement its planning efforts with implementation activities, such as hosting energy committee roundtables.

Fee For Services

CVRPC provides several types of services through fee-for-service arrangements. Our Geographic Information System (GIS) services are provided to municipalities and non-profit partners. They help people understand and visualize data to make decisions based on the best information. CVRPC also provides GIS services to private entities in a fee-for-service arrange as time and resources permit.

Our accounting services are provided to inter-municipal organizations and regional non-profits. These services leverage value and security for CVRPC's member municipalities, who participate in or contribute funds to the served organizations. For FY20, CVRPC will provide bookkeeping services and staff support to the Wrightsville Beach Recreation District, bookkeeping services to the Cross Vermont Trail Association, and fiscal agent services for Local Emergency Planning Committee #5.

CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on our capacity.

FINANCE AND STAFFING

Finance

Funding for the Commission's $1.3 million budget comes from a combination of core sources, special projects, and town dues. In FY20, this includes:

- $269,638 – Legislative allocation through the Agency of Commerce and Community Development (19%),
- $390,821 – Annual contracts with the Agency of Transportation, Vermont Emergency Management, Agency of Natural Resources, and Fee For Services (27%),
- $721,754 – Project specific contracts (49%), and
- $78,041 - Town Dues (5%).

Except for town dues, all other funding is associated with a work program and defined deliverables. Town dues are a critical investment in regional shared staffing. Their flexibility leverages special projects and transportation planning funds that benefit municipalities.

Board of Regional Commissioners

Barre City	*Janet Shatney*
	Heather Grandfield, Alt.
Barre Town	*Byron Atwood*
	Mark Nicholson, Alt.
Berlin	*Bob Wernecke*
	Karla Nuissl, Alt.
Cabot	*Amy Hornblas*
Calais	*John Brabant*
	Jan Ohlsson, Alt.
Duxbury	*Alan Quackenbush.*
E. Montpelier	*Julie Potter*
	Jack Pauly, Alt.
Fayston	*Carol Chamberlin*
Marshfield	*Robin Schunk*
Middlesex	*Ron Krauth*
Montpelier	*Kirby Keeton*
	Mike Miller, Alt.
Moretown	*Dara Torre, Secretary*
	Joyce Manchester, Alt.
Northfield	*Laura Hill-Eubanks, Chair*
Orange	*Lee Cattaneo*
Plainfield	*Bram Towbin*
	Jim Volz, Alt.
Roxbury	*Gerry D'Amico*
Waitsfield	*Don La Haye*
	Harrison Snapp, Alt.
Warren	*Alison Duckworth*
Washington	*Peter Carbee*
Waterbury	*Steve Lotspeich, Vice Chair*
Williamstown	*Richard Turner*
Woodbury	*Michael Gray, Treasurer*
Worcester	*Bill Arrand*

The Commission's annual audit is posted to its website, www.centralvtplanning.com.

The Commission has a four-year plan for equipment upgrade and replacement and maintains a long-term reserve fund. These resources help to cushion the impact of fluctuating funding and help to preserve the Commission's ability to provide services.

FY20 Budget

The FY20 CVRPC Budget Summary reflects an anticipated increase in revenue due to construction of the Northfield stormwater project. Overall, revenues that support operations have been level funded.

Legislative funding passed through the Agency of Commerce and Community Development is level funded from FY19. The funds are distributed based on a formula. CVRPC's share continues to decrease based on the region's growth rate in proportion to other areas of the state. CVRPC will continue to use these funds to help our work under the region's technical assistance program. This funding provides match as required under agreements such as the Vermont Agency of Transportation and Vermont Emergency Management. It also supports our brownfields and local hazard mitigation planning assistance program.

Natural resource funds increased significantly due to stormwater planning and construction projects. They continue to be a strong part of the Commission's work program. Clean water education and planning will continue. Transportation planning funds for the contract period beginning October 1, 2019 are level funded. The Municipal Grants in Aid program will continue through FY22. Community development funds will continue to decrease as the Commission's local energy grant closes out. CVRPC increased town dues slightly for FY20. Public Safety funding increased due to special projects. CVRPC will continue to pursue additional sources of funding for program support and implementation.

Decreases in expense line items relate to the program and project changes noted above. Changes to wages and fringe benefits reflect staffing changes. The Commission implemented a 5-year overhead cost reduction plan in FY16. Cost decreases have been achieved through equipment replacement, modernization of the financial system, employee training, and other initiatives. Savings in these areas were offset by contracting for accounting services.

A 10-year reserve fund replenishment plan was initiated in FY16. CVRPC expects to reach its first interim goal of $100,000 in FY20. Equipment purchases planned for FY20 include an office laptop, computer desktop, projector, and two tablets.

Staffing

Staffing in FY20 will include eight employees: Executive Director, Office Manager, Program Manager, Senior Planners (2), Planner, and Assistant Planners (2). A summer Planning Technician will assist with transportation field work and data analysis. CVRPC also anticipates hosting an AmeriCorps VISTA member whose service will focus on projects that help alleviate poverty. The Commission will look towards additional assistance through seasonal interns (Planning Technicians) and temporary staff as needed. It will also hire contractors to assist with technical projects under its transportation, natural resources, and brownfields programs.

SERVICE RECOGNITION

The Commission appreciates the thoughtful contributions of volunteers who serve as Regional Commissioners and Alternates.

Your service enables effective local government and builds strong links between local and regional planning.

FY20 Staff

Bonnie Waninger	Executive Director
Nancy Chartrand	Office Manager
Dan Currier	Program Manager
Pam DeAndrea	Senior Planner
Clare Rock	Senior Planner
Ashley Andrews	Planner
Jonathan DeLaBruere	Assistant Planner
Zachary Maia	Assistant Planner
Ashlynn Shanahan	Planning Technician

Central Vermont Regional Planning Commission
FY20 Budget

Adopted by the Executive Committee 06/03/19

Juliana Potter, Chair

Line		06/30/18 FY18 Actuals	03/04/19 FY19 Budget	06/03/19 FY20 Budget	Difference FY19-FY20	Percent Change	Notes
1	**REVENUES**	**1,414,846**	**1,204,528**	**1,460,254**	**255,726**	**21.2%**	
2							
3	Community Development	318,537	52,163	17,300	(34,863)	-66.8%	Brownfields & local energy planning project end
4	Fee for Service	25,311	6,900	5,900	(1,000)	-14.5%	Reduced WBRD based on actuals
5	Interest	0	10	10	0	0.0%	
6	Municipal Contracts	22,250	51,708	36,201	(15,507)	-30.0%	Better Roads contract end
7	Natural Resources	233,584	368,282	660,676	292,394	79.4%	Stormwater project design & construction
8	Other Income	13,961	2,125	0	(2,125)	-100.0%	
9	Public Safety	104,276	46,672	129,281	82,609	177.0%	Reflects project mix
10	Regional Planning Funds (ACCD)	322,220	289,339	269,638	(19,701)	-6.8%	Carry over not anticipated
11	Town Dues	71,537	73,488	78,041	4,553	6.2%	Increased dues
12	Transportation	303,172	313,841	263,208	(50,633)	-16.1%	End of several special projects
13							
14		**FY18 Actuals**	**FY19 Budget**	**FY20 Budget**	**Difference FY19-FY20**	**Percent Change**	**Notes**
15							
16							
17	**EXPENSES**	**1,316,477**	**1,178,652**	**1,434,124**	**255,472**	**21.7%**	
18							
19	Advertising	1,278	5,375	2,385	(2,990)	-55.6%	Reflects project mix
20	Contractor Services	516,170	392,353	611,740	219,387	55.9%	Primarily stormwater projects
21	Copy/Print	8,814	4,684	4,784	100	2.1%	
22	Depreciation	0	7,000	6,000	(1,000)	-14.3%	
23	Dues/Memberships	10,052	11,104	11,104	0	0.0%	
24	Equipment / Furniture	11,728	0	0	0	-	
25	Equipment Repair/Srvc	0	400	400	0	0.0%	
26	Fringe Benefits	139,546	141,056	143,993	2,937	2.1%	Reflects new staff and dental insurance increase
27	Insurance	1,482	1,550	1,550	0	0.0%	
28	Interest	0	10	10	0	0.0%	
29	Line of Credit	0	0	0	0	-	
30	Meeting/Programs	6,984	9,782	11,442	1,660	17.0%	Reflects project mix
31	Office Rent/Util/Repair	42,649	44,332	44,663	331	0.7%	
32	Office Renovations / Relocation	0	0	5,000	5,000	-	For expenses to be paid in FY20
33	Other Expense	554	1,695	1,845	150	8.8%	
34	Payroll/Wages	465,758	421,544	455,939	34,395	8.2%	Increased for full staffing
35	Postage	2,207	3,103	2,010	(1,093)	-35.2%	Based on new meter lease
36	Professional Services	68,260	83,955	88,751	4,796	5.7%	
37	Software / Licenses	2,922	7,205	7,205	0	0.0%	
38	Subscriptions / Publications	19	644	644	(1)	-0.1%	
39	Supplies - Office	11,157	12,996	12,150	(846)	-6.5%	
40	Supplies - Billable	6,172	3,978	1,908	(2,070)	-52.0%	Reflects project mix
41	Telephone / Internet	6,682	6,370	6,445	75	1.2%	
42	Travel	14,043	19,516	14,156	(5,360)	-27.5%	Reflects project mix
43							
44	**BAL END**	**98,369**	**25,876**	**26,130**	**254**		
45							
46	**RESERVES**	**25,000**	**10,000**	**25,000**	**15,000**	**0.0%**	
47	General	25,000	10,000	20,000		0.0%	
48	Equipment	0	0	0		0.0%	
49	Office Renovation	0	0	5,000		0.0%	For FY21 relocation/renovations

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Revenues		**$1,460,254**
Line			
1	**Community Development**		**$17,300**
2	EPA Brownfields	$0	Grant awards made in June
3	Owner/Developer Brownfields	$0	Cost share contribution
4	NRPC Local Energy Planning Yr 3	$17,300	Middlesex, Moretown, Plainfield, Waitsfield, Washington
5	BCRC Energy Implementation	$0	Efficiency VT funding for energy plan implementation
6			
7			
8	**Fee for Service**		**$5,900**
9	Wrightville Beach Recreation District Bookkeeping	$4,000	Reviewed in November; end date 12/31/21
10	Cross Vermont Trail Association Admin Services	$1,200	End date 09/30/20
11	GIS Mapping	$700	
12			
13	**Interest**		**$10**
14			
15	**Municipal Contracts**		**$36,201**
16	FY18 Better Roads Orange	$9,820	Road erosion inventory & capital plan
17	FY18 Better Roads Williamstown	$5,261	Road erosion inventory & capital plan
18	Williamstown LHMP	$1,447	Local Hazard Mitigation Plan
19	Moretown LHMP	$762	Local Hazard Mitigation Plan
20	Cabot Trails FY19 MPG	$18,911	Trail master plan
21			
22			
23	**Natural Resources**		**$660,676**
24	FY20 604b Water Quality Planning	$2,000	Outreach for surface water reclassification
25	FY19 604b Water Quality Planning	$418	Upload projects into ANR Watershed Database
26	FY20 Clean Water Act	$21,928	Municipal outreach, Basin Plan assistance
27	FY19 Clean Water Act	$4,201	Municipal outreach, Basin Plan assistance
28	Clean Water Block Grant	$0	Design and construction project assistance
29	DEC Northfield Water Str. SW Construction	$516,932	515,000 contractor pass through
30	FPR Forest Integrity	$9,000	Municipal tools and education
31	WCA 3-Acre SW Partnership	$2,565	3-acre stormwater site selection & stakeholder outreach
32	DEC Plainfield Health Center SW Design	$21,610	17,6400 contractor pass through
33	NEIWPCC Berlin SW Final Design	$45,306	35,000 contractor pass through
34	DEC Woodbury SW Final Design	$17,080	10,900 contractor pass through
35	DEC Moretown School SW Final Design	$19,636	16,200 contractor pass through
36			
37	**Other Income**		**$0**
38	Miscellaneous	$0	
39			
40	**Public Safety**		**$129,281**
41	VEM Emergency Mangmt Planning Grant (EMPG) FFY 18	$41,998	Preparedness, asssistance, and education
42	EMPG FFY19	$45,000	Preparedness, asssistance, and education
43	Local Emergency Planning Committee 5 FY19	$5,698	Bookkeeping, administrative services & Tier II support
44	Local Emergency Planning Committee 5 FY20	$22,266	Bookkeeping, administrative services & Tier II support
45	Montpelier & Calais LHMPs	$12,819	Local Hazard Mitigation Plans; Agreement anticipated for July 2019
46	VEM State Emergency Operation Center MOA	$1,500	Disaster event support

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Revenues		**$1,460,254**
Line			
47			
48	**Regional Planning Funds (ACCD)**		**$269,638**
49	FY19 Carry Forward	$0	None anticipated
50	FY20 Allocation	$269,638	Local and regional planning & implementation
51			
52	**Town Dues**		**$78,041**
53			
54	**Transportation**		**$263,208**
55	VTrans Transportation Planning Initiative (TPI) FFY20	$152,608	Includes Stevens Branch tranpo resiliency study
56	TPI FFY19	$88,005	Includes Stevens Branch tranpo resiliency study
57	DEC Class IV Road Demonstration	$12,257	11,000 town pass through for construction
58	Municipal Grants In Aid FY20	$10,338	Support municipal roads Best Management Practices implementation
59			

Notes: Blue shading denotes risk areas, such as annual contracts that will not be confirmed until the fiscal year has begun, grant award not under contract, and prospective contracts with a reasonable expectation of award.

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Expenses		**$1,434,124**
Line			
1	**Advertising**		**$2,385**
2	Administrative	0	
3	ACCD	880	Regonal Plan & 9 Municipal Plan approval hearings
4	Community Development	0	
5	Municipal	0	
6	Natural Resources	0	
7	Public Safety	810	
8	Transportation	695	
9			
10	**Contractor Services**		**$611,740**
11	Administrative	0	
12	ACCD	6,000	VISTA member
13	Brownfields	0	Site assessments and corrective action planning
14	LEPC	0	
15	Clean Water Block Grant	0	Pass through to XXX for project construction
16	DEC Northfield Water Str. SW Construction	515,000	Stormwater structure installation
17	DEC Plainfield Health Center SW Design	17,640	
18	NEIWPCC Berlin SW Final Design	35,000	
19	DEC Woodbury SW Final Design	10,900	
20	DEC Moretown School SW Final Design	16,200	
21	FFY20 Transportation Planning Initiative (TPI)	0	
22	FFY19 Transportation Planning Initiative (TPI)	0	
23	DEC Calais Class IV Roads	11,000	Pass through to Towns for project construction
24			
25	**Copy / Print**		**$4,784**
26	Lease	2,784	
27	Color Copies	2,000	Estimate based on FY18 plus 300 Regional Plan
28			
29			
30	**Depreciation**		**$6,000**
31			
32	**Dues / Memberships / Sponsorships**		**$11,104**
33	VAPDA	5,500	Annual Dues
34	VT League of Cities & Towns	854	Access to unemployment insurance & other services
35	Nat'l Assoc. of Development Organizations	2,000	
36	Business Resource Services	250	Health insurance association
37	Assoc. of State Floodplain Managers	440	Certified Floodplain Managers
38	VT Planners Assoc.	360	6 staff
39	Event Sponsorships	1,700	Welcome Legislator Reception 200; VT Downtown/Hist Pres Conf 1000; Envirothon 250

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Expenses		**$1,434,124**
Line			
40			
41	**Equipment / Furniture (>$5,000)**		**$0**
42	Capital: Non-Billable	0	
43	Capital: Billable	0	
44	Office Furniture	0	
45	Office Equipment	0	
46			
47	**Equipment Repair & Service**		**$400**
48	Telephone System	100	
49	Repair & Service	300	Traffic counter repair
50			
51	**Fringe Benefits**		**$143,993**
52	FICA	33,958	Medicaid & Social Security taxes
53	Health Ins.	75,759	
54	Dental Ins.	7,145	
55	Vision Ins.	0	Not provided
56	Retirement	20,087	5% of gross wages after 1 year employment
57	Disability Ins.	2,803	
58	Life Ins.	1,296	
59	Unemployment Ins.	1,400	
60	Workers Comp Ins.	1,546	Revised based on Compliance Audit
61			
62	**Insurance**		**$1,550**
63	General Liability (Property/Vehicle/Fire)	1,550	Policy includes Public Officials Liability; increased for additional insureds for automotive liability
64			
65	**Interest**		**$10**
66			
67	**Line of Credit**		**$0**
68	Debt Repayment	0	Debt not anticipated
69	Interest	0	
70			
71	**Meeting / Programs**		**$11,442**
72	Administrative	4,000	1350 Commission mtgs
73	ACCD	2,392	480 workshops/forums; 825 Commission mtgs
74	Energy Planning	0	
75	Brownfields	0	
76	Municipal	0	
77	Natural Resources	160	
78	Public Safety	2,890	LEPC 700
79	Transportation	2,000	TAC & project mtgs

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Expenses		**$1,434,124**
Line			
80			
81	**Office Rent / Utilities / Repairs**		**$44,663**
82	Rent	42,383	Lease through 09/30/2020; Notice by 09/29/2019
83	Office Cleaning	2,080	80 bi-weekly
84	Repairs & Other Maintenance	200	
85			
86	**Office Renovations / Relocation**		**$5,000**
87			
88	**Other Expense**		**$1,845**
89	Miscellaneous	140	Gifts, non-billable fees, etc.
90	Fees	1,705	420 Payroll direct deposit; 1035 Line of Credit; 100 misc; 150 DCRA
91	Bad Debt	0	
92			
93	**Payroll/Wages**		**$455,939**
94	Gross Pay	443,897	7.5 FTE plus Planning Techs; includes raises, bonuses, & payment in lieu of health insurance benefit
95	Comp Time	11,564	Year end estimate
96	Overtime	477	Non-exempt employee
97			
98	**Postage**		**$2,010**
99	Postage Machine	210	
100	Machine Postage	1,500	Includes add postage fees
101	Billable Postage	300	Regional Plan
102			
103	**Professional Services**		**$88,751**
104	Audit	7,500	Single Audit not required
105	Accounting	56,576	Estimated 16 hours per week
106	Employee Assistance Program	0	
107	IT/Computer	5,530	
108	Legal	5,000	Personnel policy and bylaw update reviews
109	Website Update	5,000	Update and modernize the website; new service provider
110	Videography	2,285	175/mo for Commission meetings plus two workshop tapings
111	Other	6,860	Scanning service 6600; Shredding services 260

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Expenses		**$1,434,124**
Line			
112			
113	**Software / Licences / IT Subscriptions**		**$7,205**
114	ESRI GIS License	3,300	1500 concurrent; 500 Spatial Analyst; 1300 basic
115	Intuit Quickbooks Pro	720	1-yr QB payroll module; additional user seat 250
116	Microsoft Exchange 365	562	Remote access (email)
117	Log Me In	840	Remote access
118	Community Remarks	0	Community outreach map for Regional Plan
119	Network Solutions	75	CVRPC website
120	Tablet Data Plan	600	Field services GPS data accuracy
121	Symatec	56	Antivirus license for 14 computers
122	Ormsby's Computer Systems	1,052	Server Backup License 153; Cloud Storage License 899
123			
124			
125	**Subscriptions**		**$644**
126	Times Argus	190	e-subscription
127	Valley Reporter	22	e-subscription
128	Constant Contact	240	e-listserve for newsletter & weekly updates
129	Front Porch Forum	0	Allows postings to 23 forums in the region
130	Survey Monkey	192	Shared with BCRC
131			
132	**Supplies - Office**		**$12,150**
133	General Office	4,500	
134	Equipment	5,050	1200 office laptop; 1250 AP desktop; 800 projector; 2@900 each tablet
135	GIS	1,600	
136	Office Furniture	1,000	
137			
138	**Supplies - Billable**		**$1,908**
139	ACCD	150	
140	Municipal	0	
141	Community Development	0	
142	Public Safety	160	
143	Natural Resources	0	
144	Transportation	1,598	Field supplies
145			
146	**Telephone / Internet**		**$6,445**
147	Telephone Lease/Service	4,800	
148	Internet Service	1,645	

Central Vermont Regional Planning Commission
FY20 Budget
As of 06/03/19

	Total Expenses		**$1,434,124**
Line			
149			
150	**Travel**		**$14,156**
151	Administrative	5,000	VAPDA & other mtgs
152	ACCD	2,500	Local, regional, and state meetings
153	Community Development	209	Local energy planning
154	Municipal	592	Municipal contract meetings & field work
155	Natural Resources	426	Meetings
156	Public Safety	770	Site visits, meetings, CFM continuing ed requirement
157	Transportation	4,659	TPI 3900
158			

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Reserve Fund

As of 06/03/19

Reasons for Reserve Fund:

- to ensure the Commission can continue to provide a useful level of services in times of tight budget years;
- to provide for emergency funds, should they be needed; and
- to ensure sufficient funding to close down, should that ever be the case.

Recommendation: **6 months minimum operating expenses**
$382,202.36

Current Reserves:	**$71,668**	(Interim goal: $200,000 by 2025 or ~3 months operating expenses)
	$71,668	Unrestricted/Unassigned - general reserves
	$0	Unrestricted/Committed - emergency equipment purchases & other capital expenses
	$0	Unrestricted/Committed - accrued compensated absences (Paid Time Off liability)
Balance (+/-):	**($310,534)**	
# Months Reserves:	**1.13**	Final Goal: 6 months

Minimum Monthly Expenses:

Total	**$63,700**
Equipment	$0
Fringe Benefits	$11,412
Insurance	$129
Office Rent/Utilities	$3,722
Other Expense	$154
Payroll	$36,991
Postage	$168
Printing/Copies	$399
Prof Services	$7,396
Software (licenses)	$600
Supplies Office	$1,013
Telephone/Internet	$537
Travel	$1,180

Recommendations

1. Contribute $25,600 per year to reach goal of $200,000 by 2025 (~3.2 months operating reserves)
2. For this year, contribute at least an additional $25,000.
3. Recommended set aside should be reviewed annually and adjusted as needed.

Central Vermont Regional Planning Commission
Municipal Dues
As of 07/01/19

Recent History of CVRPC Dues
Executive Committee voted 10/05/09 to raise dues $.10 to $1.05 for FY11.
Dues maintained at $1.05 for FY12-FY14.
Executive Committee voted 09/30/13 to raise dues for FY15 to $1.10 per capita.
Executive Committee voted to maintain dues for FY16-FY18 at $1.10 per capita.
Executive Committee voted 11/06/17 to raise dues for FY19 to $1.13 per capita.
Executive Committee voted 10/01/18 to raise dues for FY20 to $1.20 per capita.

Municipality	2010 Census[1]	FY 19 Dues at $1.13	FY 20 Dues at $1.20	% Change	$ Change
Barre City	9,052	$ 10,228.76	$ 10,862.40	6.2%	$ 633.64
Barre Town	7,924	$ 8,954.12	$ 9,508.80	6.2%	$ 554.68
Berlin	2,887	$ 3,262.31	$ 3,464.40	6.2%	$ 202.09
Cabot	1,433	$ 1,619.29	$ 1,719.60	6.2%	$ 100.31
Calais	1,607	$ 1,815.91	$ 1,928.40	6.2%	$ 112.49
Duxbury	1,337	$ 1,510.81	$ 1,604.40	6.2%	$ 93.59
East Montpelier	2,576	$ 2,910.88	$ 3,091.20	6.2%	$ 180.32
Fayston	1,353	$ 1,528.89	$ 1,623.60	6.2%	$ 94.71
Marshfield	1,588	$ 1,794.44	$ 1,905.60	6.2%	$ 111.16
Middlesex	1,731	$ 1,956.03	$ 2,077.20	6.2%	$ 121.17
Montpelier	7,855	$ 8,876.15	$ 9,426.00	6.2%	$ 549.85
Moretown	1,658	$ 1,873.54	$ 1,989.60	6.2%	$ 116.06
Northfield	6,207	$ 7,013.91	$ 7,448.40	6.2%	$ 434.49
Orange	1,072	$ 1,211.36	$ 1,286.40	6.2%	$ 75.04
Plainfield	1,243	$ 1,404.59	$ 1,491.60	6.2%	$ 87.01
Roxbury	691	$ 780.83	$ 829.20	6.2%	$ 48.37
Waitsfield	1,719	$ 1,942.47	$ 2,062.80	6.2%	$ 120.33
Warren	1,705	$ 1,926.65	$ 2,046.00	6.2%	$ 119.35
Washington	1,039	$ 1,174.07	$ 1,246.80	6.2%	$ 72.73
Waterbury	5,064	$ 5,722.32	$ 6,076.80	6.2%	$ 354.48
Williamstown	3,389	$ 3,829.57	$ 4,066.80	6.2%	$ 237.23
Woodbury	906	$ 1,023.78	$ 1,087.20	6.2%	$ 63.42
Worcester	998	$ 1,127.74	$ 1,197.60	6.2%	$ 69.86
Region	65,034	$ 73,488.42	$ 78,040.80	6.2%	$ 4,552.38

[1] Dues Calculations use the most recent (or estimated) Census

INFORMATIONAL ONLY
Not a part of the adopted CVRPC budget.

Approved: _____

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
DRAFT MINUTES
June 11, 2019

Commissioners:

☒	Barre City	Janet Shatney	☒	Moretown	Dara Torre, Secretary
☐		Heather Grandfield, Alt.	☐		Joyce Manchester, Alt
☒	Barre Town	Byron Atwood	☒	Northfield	Laura Hill-Eubanks, Vice-Chair
☐		Mark Nicholson, Alt.	☒	Orange	Lee Cattaneo
☒	Berlin	Robert Wernecke	☐	Plainfield	Bram Towbin
☐		Karla Nuissl, Alt.	☐		Jim Volz, Alt.
☐	Cabot	Amy Hornblas	☒	Roxbury	Jerry D'Amico
☒	Calais	John Brabant	☒	Waitsfield	Don La Haye
☐		Jan Ohlsson, Alt.	☐		Harrison Snapp, Alt.
☒	Duxbury	Alan Quackenbush	☒	Warren	Alison Duckworth
☒	E. Montpelier	Julie Potter, Chair	☐		J. Michael Bridgewater, Alt.
☒		Jack Pauly, Alt.	☒	Washington	Peter Carbee
☐	Fayston	Karl Klein	☒	Waterbury	Steve Lotspeich
☒	Marshfield	Robin Schunk	☒	Williamstown	Richard Turner
☒	Middlesex	Ron Krauth	☐	Williamstown	Jacqueline Higgins, Alt.
☐	Montpelier	Kirby Keeton	☒	Woodbury	Michael Gray, Treasurer
☐		Mike Miller, Alt.	☒	Worcester	Bill Arrand

Staff: Bonnie Waninger, Nancy Chartrand, Zachary Maia

Guests: Jamie Stewart, CVEDC; Julie Moore, Secretary of ANR; Grace Messinger, Piedmont Conservation Council

CALL TO ORDER

Chair J. Potter called the meeting to order at 6:31 pm. Quorum was present to conduct business. The meeting began with introductions. Chair Potter welcomed Commissioner Alison Duckworth of Warren and Zach Maia, CVRPC Assistant Planner.

ADJUSTMENTS TO THE AGENDA

None

PUBLIC COMMENTS

None

CENTRAL VERMONT ECONOMIC DEVELOPMENT CORPORATION REPORT

Jamie Stewart advised that CVRDC's 2019 Job Fair was the largest in the state and very well attended. He noted that many attending are currently employed and looking for new opportunities and that vendors reported a good quality of candidates and were able to fill positions. Also noted was the event CVEDC held during Capital for a Day at Yestermorrow Build & Design School. Stewart stated the take away from this event was that many businesses were supportive of having a refugee population welcomed in Vermont in order that Vermont can be a leader for these types of resources and build our workforce in that manner. Additional discussion ensued on the issues of underemployment, unemployment, barriers to employment, employee retention, and workforce training. Stewart noted CVEDC is spending lot of time with businesses to develop their existing work force.

Stewart advised that the Vermont Training Program obtained over $250,000 in funding. CVEDC will be hosting a Leadership Training on Conflict in the Workplace at Norwich University on June 28th. He closed noted that Lawson's Finest Liquids is paying a living wage with full benefits to all staff, including wait and bar staff. Any tips are pooled and donated to area charities.

AGENCY OF NATURAL RESOURCES

Chair Potter introduced Julie Moore, Secretary of the Agency of Natural Resources. Secretary Moore provided an update on agency initiatives; specifically addressing Act 64 – Vermont's Clean Water Act which was implemented in 2016.

The necessary reduction of phosphorus outlined in the act is being addressed through a variety of regulatory programs (i.e. stormwater management, enhancing nutrient removal at wastewater treatment facilities) as well as voluntary projects (i.e. floodplain protection, wetland restoration).

Moore noted that the State needs to develop incentives and funding to ensure projects get facilitated/built; and that the Agency is looking at their organizational structure to see how they can best support this work. There is concern that the ongoing operation and maintenance of projects being built cannot be supported by the current ANR staffing structure. As a result, S96 was passed by the Legislature and is pending Governor signature. This bill provides additional funding for clean water and charges ANR with setting up regional clean water entities to manage voluntary projects.

Additional discussion ensued regarding what mechanisms are in place to follow projects and determine their efficacy; regulation of manure spreading on fields both in the winter and also immediately prior to storm events. Also discussed was the capacity of sewage plant overflows during significant rainstorms; as well as the potential conflict between policies and practices (i.e.Cabot's wastewater being spread on fields in Plainfield). There was also discussion of river corridor and forest integrity programs; the potential for creating adaptive bylaws that can incorporate the best science to avoid conflicts, and the need for ANR staff to better understand how municipalities work.

CVRPC BYLAW AMENDMENT

Chair Potter noted the Board will take no action on this item. The document is being revised by CVRPC's attorney. Action is anticipated in the fall. Potter opened the floor for general discussion on the draft bylaw amendments.

There was considerable discussion regarding Section 802. Commissioners provided direction to change adoption of municipal dues from the Executive Committee to the Commission. The Executive Committee will recommend the level of dues to the Commission.

Recommended changes will be into a new draft with counsel recommendations. A new draft will be brought back to the Commission for review.

B. Waninger recommended the Commission include language related to intermunicipal service agreements (24 V.S.A. § 4345b), an optional RPC duty.

Chair Potter advised that the Bylaws Working Group will reconvene over the summer, discuss recommendations, and provide a draft to the Executive Committee, which will make the final recommendation to the Board. Rich Turner advised he would like to rejoin the Working Group.

ELECTIONS

Secretary D. Torre provided a report on the results of the elections for the Executive Officers/Committee.

Laura Hill-Eubanks, Chair	14 votes
Steven Lotspeich, Vice Chair	14 votes
Michael Gray, Treasurer	15 votes
Dara Torre, Secretary	15 votes
Julie Potter, Member at Large (Past Chair)	15 votes
Gerry D'Amico, Member at Large	15 votes
Janet Shatney, Member at Large	15 votes

J. Potter noted it has been a privilege to serve as Chair and passed the gavel to Laura Hill-Eubanks, who chaired the remainder of the meeting.

BANK ACCOUNT SIGNATORIES

A. Quackenbush moved to authorize the newly elected Chair and Treasurer; and Executive Director Bonnie Waninger as signatories on the Northfield Savings, People's United, and Community National bank accounts; P. Carbee seconded. Motion carried.

COMMISSION APPOINTMENTS

Chair Hill-Eubanks directed the Board to a corrected slate provided at the meeting, noting there was an error in the packet.

Nominations outlined were as follows:

Project Review Committee (3 year terms)
Peter Carbee
Lee Cattaneo

Town Plan Review Committee (1 year terms)
Ron Krauth
Lee Cattaneo
Jan Ohlsson
Joyce Manchester
Bill Arrand

Brownfields Advisory Committee (2 year term)
Michael Gray (alternate seat)

Clean Water Advisory Committee (2 year terms)
Amy Hornblas (Commissioner)
Rich Turner (Commissioner alternate seat)
Larry Becker (municipal representative)
Stewart Clark (municipal representative)
Joyce Manchester (interested stakeholder)

Chair Hill-Eubanks opened nominations from the floor. No nominations were provided from the floor.

B. Atwood moved to approve the slate for Committee nominations; D. La Haye seconded. Motion carried.

B. Atwood moved to appoint Laura Hill-Eubanks as representative to Vermont Association of Planning & Development Agencies; J. Shatney seconded. Motion carried.

J. Shatney moved to appoint Bonnie Waninger as representative to Vermont Economic Progress Council; S. Lotspeich seconded. Motion carried.

S. Lotspeich moved to appoint Bonnie Waninger as representative and Dan Currier as alternate to Green Mountain Transit; R. Wernecke seconded. Motion carried.

D. Torre moved to appoint Bonnie Waninger as representative to Mad River Valley Planning District; J. Shatney seconded. In discussion, it was noted that a footnote in the slate stated the Executive Director usually appointed CVRPC's representated to the District. Waninger clarified that the Commission had previously delegated this appointment to the Director. Motion carried.

MEETING MINUTES

S. Lotspeich noted corrections needed:

- Page 37, Line 2 – replace "aa" with "a"; and
- Page 38, Line 7, 1st paragraph, 2nd to last line – add a "d" to "procee".

D. La Haye moved to approve the May 14, 2019 minutes with changes; R. Turner seconded. Motion carried.

REPORTS

B. Waninger said CVRPC continues to interview VISTA applicants. The VISTA member would be working on research projects about how municipalities are approaching child care goals; actions communities are taking in housing; resource kits for municipal plans; cell phone coverage inventories; supporting regional energy roundtables for municipal energy committees; and working on transportation and transition from deviated fixed route service to fixed route with stand alone paratransit service.

Gerry D'Amico requested acknowledgement of Julie's service as chair. D. La Haye requested a round of applause, which was gladly given.

ADJOURNMENT

B. Wernecke moved to adjourn at 8:27 pm; D. La Haye seconded. Motion carried.

Respectfully submitted,

Nancy Chartrand
Office Manager

Central Vermont Regional Planning Commission

P: 802-229-0389 **Staff Report, June 2019** F: 802-223-1977

LAND USE PLANNING & COMMUNITY DEVELOPMENT

Municipal Planning:

- Reviewed Middlesex PC draft Town Plan and provided comments ahead of Planning Commission hearing. Continued to work with Middlesex to develop Town Plan approval and adoption schedule. Scheduled Middlesex Town Plan approval hearing.
- Met with Berlin Planning Commission to review economic development activities and discuss various options for a local economic development position. Participated in the Town's Committee on Committees meeting to discuss New Town Center designation and Tax Increment Financing Districts.
- Held second Waterbury Municipal Plan hearing for Energy Compliance Determination.
- Created Town Plan maps for Worcester and maps for Montpelier's Growth Center designation renewal application.
- Attended Downtown Board meeting; Berlin's Riverton and Berlin Corners villages received Village Center Designation status.
- Two staff participated in the Marshfield-Plainfield RAMP event. The two towns are participating in the Vermont Council in the Rural Development's Climate Economy Model Community program. CVRPC staff facilitated the transportation task force discussion and acted as a resource team member for the village areas task force.
- Met with members from the Roxbury Planning Commission to review the Town Plan process and facilitate a Town Plan survey.

Enhanced Energy Planning:

- Provided Moretown Energy Committee with raw data for its analysis and draft plan.
- Met with Plainfield Energy Coordinator to discuss plan draft provided by CVRPC.
- Discussed preferred sites and Town Plan constraints with Waitsfield Planning Commission.
- Provided Washington Planning Commission with example energy plans from other towns.

Training & Education:

- Working with VT Natural Resources Council and VT Council on Rural Development to develop an energy committee regional roundtable; event anticipated for September 2019.

Regional Planning/Partnerships for Progress:

Barre Area Development Corporation – Participated in monthly meeting, provided CVRPC update.

Capstone Community Action: Participated in SOAR event, part of Capstone's 3-year Community Needs Assessment process. Its interactive engagement technics attracted more than 100 people, 40 of whom were program participants.

Vermont Department of Health – Met with representatives to discuss the integration of health elements into the municipal planning process.

Vermont Urban & Community Forestry Council – Participated in quarterly meeting focused on strategic planning. Included walking tour of Shelburne street trees, discussion of ash tree approach and Tree Committee efforts to coordinate with VTrans and Town Public Works and Selectboard.

EMERGENCY MANAGEMENT PLANNING

Local/Regional Planning:

- Responded to questions from Worcester regarding NIMS type resource designations and Local Emergency Management Plans (LEMPs).
- Reviewed LEMPs for Fayston, Marshfield, Northfield, and Williamstown.
- Drafted Washington's LEMP and met with Selectboard Assistant to review it.
- Participated in Green Mountain Power's annual tabletop and boom deployment exercise on behalf of the Local Emergency Planning Committee #5.

Trainings and Workshops:

Emerald Ash Borer (EAB) – Worked with Calais and East Montpelier on ash tree inventories, created maps from the collected data, and created draft response plans. CVRPC can train your town or volunteers to use the inventory app; the Dept. of Forests & Parks loans tablets to towns.

Local Hazard Mitigation Plans (LHMP):

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

East Montpelier – Finalized draft plan for Emergency Management Committee review; met with local team to review the draft.

Moretown – Met with planning team to identify 2019 Mitigation Actions; finalized draft plan.

Plainfield – Received comments from VEM.

Williamstown – Draft plan approved by Planning Commission; forwarded to the Selectboard for review.

Contact Jonathan DeLaBruere, delabruere@cvregion.com, if your town is interested in assistance.

TRANSPORTATION

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

Traffic Counts: Collected data from the permanent Mad River counter. Set up counters in Warren, Moretown, Marshfield, and Woodbury.

Ash Tree Inventories: Inventoried ash trees in Barre Town's right of way.

Culvert Inventories: Completed Waterbury Culvert and Bridge Inventory.

Transportation Studies:

Cabot Trail Planning (Municipal Planning Grant): Updated and presented trails and destinations map to

the Cabot Trails Committee. Assisted in the committee's preparations for the Cabot July 4th parade.

Northfield Trails (Better Connections Grant): Worked with Town to revise grant work plan, budget and project study area.

I-89 Corridor Study – Participated in a kick-off Advisory Committee meeting. The Chittenden County RPC and VTrans are conducting a study of interstate interchanges in Chittenden County. RPCs from adjacent regions are participation because the study's results affect commuters and other travelers. The meeting reviewed CCRPC's Regional Plan as it pertains to the interstate and growth/development and provided an overview of the study's intent.

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 – Discussed items for the Board of Commissioners meeting agenda.

Strategy Committee - Discussed legislative session and the results from the Public Transit funding study request. Discussed when Swifly, the new mobile bus location application, will be operational.

Operations Committee – Discussion with VTrans regarding continuous improvement and GMT's Performance Improvement Plan and strategic plan. Targeted area for improvement effort are customer service, public relations outreach, and finance. Discussed progress to create and energy efficiency plan.

Other Transit Activities:

- Participated in a call with VTrans, GMT, and RCT to discuss the VT 14 commuter service, outreach and service start.
- Met with individual Board members from GMT to build Board relations.
- Responded to public records request regarding May 23 bus incident in Burlington.
- Coordinated with GMT staff regarding meetings for FY21 services in Northfield and Mad River Valley.
- Met with SSTA Director (Chittenden County's paratransit service provider) to solicit advice on how CCRPC might assist Barre-Montpelier riders with the transition to paratransit services.
- Assisted to organize special GMT Board meeting.

Municipal Roads General Permit (MRGP):

- Worked with Calais, Worcester, East Montpelier, Orange, and Williamstown on road erosion inventory capital plan.
- Continued a Road Erosion Inventory for Orange for the MRGP.

Municipal Assistance:

- Assisted Moretown, Northfield, Montpelier, East Montpelier, Plainfield, and Warren with applications to the VTrans Bike and Pedestrian grant applications.
- Participated in the audio recording of the VTCulvert training videos.

- Provided Plainfield with a road map that also depicts key facilities and flood hazards.
- Participated in a presentation with VTrans and the Berlin Selectboard on the status of the Berlin Route 62 Park and Ride expansion.
- Participated in an AARP Walk Audit of the Northfield Water Street area.
- Conducted three pre-construction Grants in Aid site visits and four post-construction site visits.

Regional Assistance:

- Assisted GMT with outreach on the Washington County NextGen service changes.
- Discussed Montpelier Runaround Track with VTrans Planning Director.

NATURAL RESOURCES

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

Tactical Basin Planning Assistance:

- Continued project development with Winooski Basin Planner, Winooski Natural Resources Conservation District, Friends of the Winooski River, and the Friends of the Mad River for projects within the Winooski River Basin.
- Continued to work with ANR on the Stevens-Wells-Waits-Ompompanoosuc Tactical Basin Plan, which involves land in Washington and Orange. Plan scheduled for completion in June 2020.
- Provided updated information to the ANR on projects most likely to be implemented in the 2020 field season.
- Facilitated a CWAC meeting where a DRAFT resolution letter is being worked on. This letter will be presented to the Board at a future date. Staff also presented the results of the Kingbsury Branch/Mad River Stormwater Master Plan.

Re-classification of Surface Waters (604b): ANR continues work on templates for reclassification and will be finishing up in the coming year. Staff continued work with Middlesex and Northfield to provide letters of interest to CVRPC for reclassification of eligible surface waters.

Clean Water Block Grant Program: If your project is ready for design or implementation, please contact Pam to determine eligibility. This year, there is no match requirement of 20% as in the previous year.

CVRPC is working with Barre City on the following Block Grant project.

Pouliott Avenue Stormwater Mitigation: Staff is working with City staff to ensure this construction project is put out to bid. Construction is expected to begin in July.

Ecosystem Restoration Program Grants: Staff worked with DEC to provide further information on submitted grant applications for the Woodbury Elementary School and Fire Station and the Moretown Elementary School. These projects were identified and scoped in stormwater master plans.

Northfield Water Street Stormwater Mitigation: Construction has started on this large stormwater system in downtown Northfield. A pre-construction meeting was held. Staff has been coordinating with

the Town, engineer, and construction contractor to ensure all aspects of the project are meet contract requirements.

Plainfield Health Center Stormwater Final Design: This project emerged from the Plainfield Stormwater Master Plan. Milone and MacBroom has been hired to complete the final design. Stakeholders, CVRPC, and the consultant met to kick of the project.

Berlin Stormwater Final Designs: Released a request for scope of work and cost proposal to three pre-qualified consultants to complete the final designs at the Berlin Elementary School, Fire Department, and Chimney Sweep. Staff and the Berlin Town Administrator have conducted outreach to the school, newly formed school board, fire department and Chimney Sweep to provide them with updates on the project and to work with them to move the final designs forward. Once final designs are complete, these projects will be eligible for implementation funds.

Forest Integrity: Attended steering committee meeting. Presented proposal to develop tools to assist municipalities who wish to support the forest products industry.

OFFICE & ANNOUNCEMENTS

Office:

- Coordinated with AmeriCorps VISTA regarding hiring of VISTA member; Nick Kramer of Corinth, VT will serve as CVRPC's VISTA member beginning in August.
- Initiated pre-planning for website modernization.

Professional Development:

- Participated in the Resilient Vermont Conference.
- Participated in Vermont Environmental Consortium water quality event.
- Two staff attended the Downtown and Historic Preservation Conference.
- Attended the National Association of Development Organization's Regional Transportation Conference.

Upcoming Meetings:

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

July				
July 9		5 pm		Town Plan Review Committee, Central VT Chamber, Berlin
July 9		6 pm		Executive Committee, Central VT Chamber, Berlin
July 9		6:30 pm		Board of Commissioners, Central VT Chamber, Berlin
July 23		6:30 pm		Transportation Advisory Committee, Central VT Chamber, Berlin
July 25		4 pm		Project Review Committee, CVRPC Office

August				
Aug 5		4 pm		Executive Committee, CVRPC Office
Aug 8		4 pm		Clean Water Advisory Committee, CVRPC Office
Aug 13		6:30 pm		Board of Commissioners, Central VT Chamber, Berlin (tentative)
Aug 15		7 pm		Mad River Valley Planning District Steering Committee, Waitsfield
Aug 22		4 pm		Project Review Committee, CVRPC Office

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

Central Vermont Regional Planning Commission

Committee & Appointed Representative Reports

June 2019

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

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

- Approved CVRPC's FFY19 Transportation Planning Initiative work plan and budget adjustment 1.
- Approved CVRPC's FY20 dental benefit. Maintained the existing dental policy and 100% employer contribution.
- Adopted the Year 5 Activities and Measures on the Strategic Plan.
- Adopted the CVRPC FY20 work program and budget.
- Received briefing from Executive Director on emerging issues at Green Mountain Transit.

NOMINATING COMMITTEE (February and March; scheduled by Committee)
Did not meet.

PROJECT REVIEW COMMITTEE (4th Thursday, 4pm)

- Heard a presentation by NOVUS Energy on its application for a Certificate of Public Good for a municipally owned project in Williamstown. CVRPC issued a preferred sites letter for this proposed development last year. Committee determined the project is not of Substantial Regional Impact.

REGIONAL PLAN COMMITTEE (as needed; scheduled by Committee)
Did not meet.

TOWN PLAN REVIEW COMMITTEE (as needed; scheduled by Committee)
Held second hearing on the 2018 Waterbury Town Plan for the issuance of a Determination of Energy Compliance. While there were substantial less people in attendance compared to the first hearing, the nature and type of comments echoed those previously voiced. Comments focused on the Shuteville Hill wildlife corridor. One member of the public requested the plan not be approved and argued that the wildlife corridor should be elevated to a Regional and Local Known Constraint and renewable energy generation should be prohibited.

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

- Approved the FFY20 TPI work plan and budget, which included a $10,000 increase to complete the addition of the Stevens Branch Watershed into the Transportation Resiliency Planning Tool.
- Received presentation from VTrans on the Plainfield US 2/Main St Intersection and the preferred alternative that has been develop.

BROWNFIELDS ADVISORY COMMITTEE (4th Monday, 4pm)
This Committee will not be meeting regularly until new grant funds are secured. ?? indefinite

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

- Continued discussion of draft resolution letter for presentation to the Board. Issues to be included in the letter were discussed, including pesticide use, emergency manure spreading exemptions, and the interaction between groundwater and surface water.
- Received presentation from staff on recently completed stormwater master plans for the eight towns in the Mad River and Kingsbury Branch watersheds. This presentation included using the story maps developed by Watershed Consulting Associates, Inc. Story Maps are valuable tools in engagement of stormwater impacts to water quality and the planning effort.
- The CWAC is not meeting in July.

VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES

- VEM hiring three positions, including Planning Section Chief.
- VTrans requested RPC assistance to identify communities willing to serve as automated vehicle testing pilots.
- H.526 passed. Digital standards being developed for boundary line adjustments to be submitted to a single location, which will improve Vermont's ability to keep statewide parcel data current. Anticipate January 2020 implementation.
-

VERMONT ECONOMIC PROGRESS COUNCIL
No activities from Central Vermont.

GREEN MOUNTAIN TRANSIT

- Discussed May 23 bus incident in Burlington. Reviewed policies and how they applied.
- Met new Finance Manager, Nick Foss, who discussed software updates that would assist GMT to analyze its finances.
- Heard recorded rider interview to strengthen Board's understanding of humanizing the rider experience.
- Received update on roll out of NextGen changes in the Chittenden County area.
- Elected FY20 officers: Tom Chittenden, South Burlington, Chair; Bonnie Waninger, Washington County, Vice Chair; Paul Bohne, Essex, Treasurer; and Chapin Kaynor, Williston, Secretary.

MAD RIVER VALLEY PLANNING DISTRICT

- Local Options Tax Committee may have a draft MOU complete for March 2020 meeting.
- Received update of FY19 MRVPD work plan.
- Waitsfield representative offered kudos to Dan and Zach for their work to make enhanced energy planning easy to understand.