

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**MINUTES**  
**November 12, 2019**

Commissioners:

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

Staff: Bonnie Waninger, Nancy Chartrand

Guests: Lisa Maxwell, Montpelier Development Corporation; Baylen Slote, Plainfield Town Health Officer; Ericka Reil, VCIL; Nathan Besio, VCIL

**Call To Order**

Chair Hill-Eubanks called the meeting to order at 6:34 pm. Quorum was present to conduct business. The meeting began with introductions.

**Adjustments To The Agenda**

The agenda was readjusted to accommodate speakers.

**Public Comments**

No public comments were made.

**Community Health Needs Assessment**

Speaker was not present.

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**CVRPC Bylaw Amendment**

L. Hill-Eubanks introduced Julie Potter, who directed the Board to the information in the packet and provided an overview of the bylaw update process and why it was undertaken by the Bylaws Working Group (Rich Turner, Julie Potter, and Steve Lotspeich). A draft amendment was brought to the Board in June of 2019 for review and discussion; which had also been sent to CVRPC counsel for review and comment. It was concurred in June to bring another draft back after counsel review. Recommendations were made by counsel and reviewed with the working group and staff. Additional changes have been made since that review, which are outlined in the draft in the packet; such as municipal agreements, indemnification, electronic signatures as well as some overall reorganization of the current bylaws. Executive Committee has reviewed the current draft and agreed it was time to bring to the full Board for review, discussion and potential adoption. It is a two-step process to adopt amended bylaws. It is hoped that we will put some form of bylaw amendment on the next Board agenda for consideration for adoption. Floor was opened to questions, but none were raised.

*G. D’Amico moved to place the proposed bylaws amendment on the next Board agenda for an adoption vote; S. Lotspeich seconded. Motion carried.*

B. Atwood commented on how fine a job the Working Group did on the document.

**Committee Appointment**

L. Hill-Eubanks inquired at last meeting regarding interest in serving on the Regional Plan Committee. Marcella Dent, new Commissioner from Montpelier, has advised interest.

*J. Potter moved to nominate Marcella Dent, Commissioner from Montpelier, to join the Regional Planning Committee; D. Torre seconded. Motion carried.*

**People Centered Communications**

Bonnie Waninger introduced Ericka Reil and Nate Besio from Vermont Center for Independent Living (VCIL). VCIL does a lot of trainings about inclusion. They have adapted a training for the Board regarding public engagement for an aging population.

Nathan Besio advised he is a Peer Advocate Coordinator working with people with disabilities. He also works with municipalities and businesses regarding best practices with people with disabilities. Ericka Reil provides training for VCIL. She advised she is a person with a disability and the Center is staffed by persons with disabilities with a mission to serve persons with disabilities.

Nate advised 1 in 4 people have some form of disability. Ericka proceeded with their presentation, advising members it was intended to be a safe space for learning to talk with people with disabilities. The training is outlined to address meeting planning to be inclusive of people with disabilities.

1 The presentation shared information regarding meeting spaces, meeting announcements, meeting  
2 facilitation, mobility devices, assumptions, and accommodations. Also available was a handout with  
3 Resources for Accessible Meetings, which can be found at our website along with a copy of the  
4 presentation - <http://centralvtplanning.org/about/minutes-agendas-staff-reports/>. Ericka and Nate  
5 advised the best practice for referencing someone with a disability is ‘people/person with  
6 disabilities/disability’. They also advised that offering help is appropriate, but let the person with a  
7 disability guide the assistance that is provided.

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9 Additional questions ensued regarding how to prepare for meetings that are inclusive of people with  
10 disabilities. Best practices are to try your best to accommodate, but recognize that you will not be able  
11 to accommodate all needs. Focus on reasonable accommodations when holding public meetings and  
12 trying to reach a middle ground. The goal is to get more people with disabilities participating in public  
13 meetings by offering accommodations and ensuring meeting announcements are shared with  
14 organizations that work with people with disabilities.

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16 Waninger followed up advising of the Title 6 plan and the importance of incorporating all populations  
17 into our planning work and being inclusive. Staff needs to review policy to better enable participation  
18 among those representatives in the community. Therefore, tonight’s presentation is to help us think  
19 through how we can best bring those other voices into planning.

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21 Discussion ensued regarding how we could revise our agendas to be more inclusive and our meetings  
22 more welcoming.

#### 23 24 **Meeting Minutes**

25 L. Hill-Eubanks directed the Board to the information in the packet.

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27 *B. Towbin moved to approve the October 8, 2019 minutes; A. Hornblas seconded. Motion carried.*

#### 28 29 **Reports**

30 L. Hill-Eubanks directed the Board to the information in the packet. Waninger advised CVRPC has hired  
31 Grace Vinson as a new planner effective November 4, 2019; and shared some highlights of her  
32 experience and how they complement work the Commission does.

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34 Waninger confirmed that she will invite the CVMC speaker to a future meeting.

#### 35 36 **Adjournment**

37 *D. La Haye moved to adjourn at 7:58 pm; S. Lotspeich seconded. Motion carried.*

38  
39 Respectfully submitted,

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41 Nancy Chartrand  
42 Office Manager