

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**

2 **Executive Committee**

3 **MINUTES**

4 **July 9, 2019**

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6 Present:

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<input checked="" type="checkbox"/> Julie Potter	<input checked="" type="checkbox"/> Laura Hill-Eubanks	<input checked="" type="checkbox"/> Michael Gray
<input checked="" type="checkbox"/> Dara Torre	<input checked="" type="checkbox"/> Steve Lotspeich	<input checked="" type="checkbox"/> Janet Shatney
<input checked="" type="checkbox"/> Jerry D'Amico		

Staff: Bonnie Waninger

**CALL TO ORDER**

Chair L. Hill-Eubanks called the meeting to order at 6:04 pm. Quorum was present to conduct business.

**ADJUSTMENTS TO THE AGENDA**

B. Waninger noted the Executive Session should be removed from the agenda as it was not needed, and a personnel discussion added. She also requested time to update the committee on Green Mountain Transit and discuss an upcoming Town Plan approval. J. Potter requested that the Committee discuss options for Town Plan actions should the Board not have quorum at its meeting.

**PUBLIC COMMENTS**

None.

**PERSONNEL**

Waninger informed the Committee that Assistant Planner Jonathan DeLaBruere had submitted his resignation. It had become difficult to maintain separation between his work for the Town of Duxbury and for CVRPC. At Waninger's request, the Committee discussed the Personnel Policies and advertisement of vacant positions. The Committee asked that the position vacancy be advertised for at least two weeks before initiating interviews.

**GREEN MOUNTAIN TRANSIT**

Waninger updated the Committee on emerging issues at Green Mountain Transit. Jon Moore has been appointed Acting General Manager.

**CONTRACT/AGREEMENT AUTHORIZATION**

VT Department of Forests, Parks, and Recreation – Forest Integrity Project Aid Amendment #1 – J. Potter moved to authorize the Executive Director to sign the Forest Integrity Project Aid agreement amendment; J. Shatney seconded. Motion carried.

1 City of Barre – Pouliot Avenue Stormwater Mitigation Amendment #1 – J.Shatney disclosed that she had  
2 a conflict of interest regarding this agreement because she is the project contact for the City. She  
3 recused herself from the discussion and vote.  
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5 *J. D’Amico moved to retroactively authorize the Executive Director to sign the Pouliot Avenue*  
6 *Stormwater Mitigation contract amendment; M. Gray seconded. Motion carried.*  
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#### 8 **FFY20 TRANSPORTATION PLANNING INITIATIVE WORK PLAN & BUDGET**

9 *J. Potter moved to approve the FFY20 Transportation Planning Initiative Work Plan and Budget; S.*  
10 *Lotspeich seconded. Motion carried.*  
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#### 12 **TOWN PLAN APPROVAL**

13 Waninger noted that Northfield has requested a preliminary review of its draft Town Plan. The Planning  
14 Commission has not held its hearing yet. The Plan includes a request that CVRPC modify the Regional  
15 Plan Future Land Use Planning District to accommodate infill between Downtown Northfield and  
16 Northfield Falls. Clare Rock is reviewing the Plan for conformance with the existing Regional Plan to  
17 determine whether the draft Plan is compatible with the current Regional Plan. Based on her  
18 preliminary determination, she will discuss the review with the Town Plan Review Committee and  
19 possibly the Regional Plan Committee.  
20

21 Regarding a potential lack of quorum for the Board meeting, Waninger said the Commission had several  
22 options:

- 23 • The Executive Committee could hold a special meeting to act on behalf of the Board.
- 24 • CVRPC could wait until the September Board meeting to make decisions. In this case, CVRPC  
25 would miss its statutory deadlines for actions. If selecting this option, CVRPC would want to  
26 contact the Towns in advance to insure the approval and certifications could wait.
- 27 • The Board could hold a special meeting.  
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#### 29 **ADJOURN**

30 *J. Potter moved to adjourn; D. La Haye seconded. Motion carried.*  
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32 Respectfully submitted,  
33

34 Bonnie Waninger  
35 Executive Director