



BOARD OF COMMISSIONERS

September 8, 2020 at 6:30 pm

Remote Participation via GoToMeetings¹

Join via computer, tablet or smartphone: <https://global.gotomeeting.com/join/552444045>

Dial in via phone²: (872) 240-3212; Access Code: 552-444-045

Download the app at least 5 minutes before the meeting starts:

<https://global.gotomeeting.com/install/552444045>

Page **AGENDA**

6:30³ Adjustments to the Agenda

Public Comments

6:35 Regional Plan Amendment(enclosed)⁴

3 a) City of Montpelier Growth Center Designation planning process, *Mike Miller, City Planning Director*

7 b) Public hearing - <https://centralvtplanning.org/programs/regional-planning/regional-plan/>

c) Board discussion and approval to hold public hearing #2

8 **7:05 Municipal Plan Approval, Confirmation of Planning Process & Certificate of Energy Compliance**, *Bill Arrand, Town Plan Review Committee Chair*

(enclosed; additional information provided at meeting)⁴

Report and recommended from Committee regarding:

¹ Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Nancy Chartrand at 802-229-0389 or chartrand@cvregion.com at least 3 business days prior to the meeting for which services are requested.

² Dial-in numbers are toll numbers. Fees may be charged dependent on your phone service.

³ Times are approximate unless otherwise advertised.

⁴ Anticipated action item.

Page **AGENDA**

a) Town of Barre – plan approval, planning process confirmation, energy compliance certificate

17 **7:45 Municipal Plan Approvals⁴**

Discuss scheduling special Board meeting for late September.

19 **8:15 Meeting Minutes – July 14, 2020 (enclosed)⁴**

24 **8:20 Reports (enclosed)**

Update/questions on Staff and Committee Reports

8:30 Adjournment

Potential Special Meeting: Week of September 21st

Next Meeting: October 13, 2020

Montpelier's Growth Center

Mike Miller
Director of Planning & Community Development
September 8, 2020

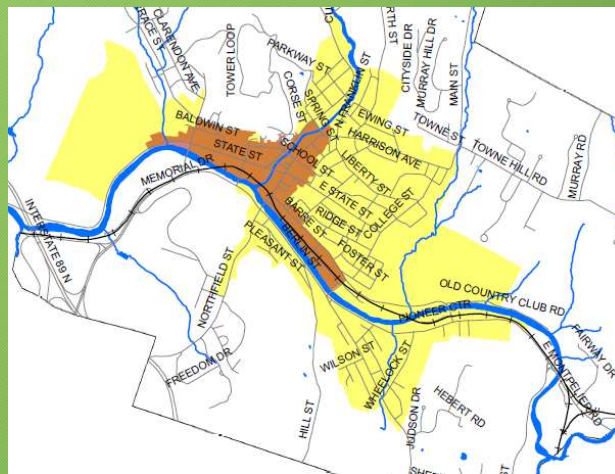
Tonight's meeting

- Quick history
- Description of the City's GC boundary
- Why we chose the boundary that we did
- How successful have we been
- Importance of Montpelier's growth center to the regional context

Quick History

- Growth Center Program
- Montpelier first approved in 2009
- Renewed in 2014 with conditions on revisiting map
- Finally approved in 2016 with map based on draft zoning
- Boundary confirmed in 2018 after zoning adoption
- Boundary amended in 2019 during the next 5-year review

Current boundary of Growth Center



Why this boundary?

- This area follows the boundaries of the mixed use and highest density residential zoning districts
- Includes two of the largest undeveloped parcels in the City (Crestview and Sabins)
- Includes two areas of lower density-
 - Crestview and upper Sabins Pasture
- Does not include auto oriented areas (eastern gateway) and land behind the Capitol building

How well has the program worked?

- Goal is 50%+ of all new dwellings, enterprises and subdivisions
- Over 10 years:
 - 187 new housing units in city with 82% in GC
 - 61 new enterprises in city with 93% in GC
 - 40 new lots from subdivisions with 47.5% in GC
 - 72% of all zoning permits in GC

Importance to region

- We are the compact settlement patterns that support the rural country sides
- Best opportunities for new affordable units are those that are walkable and bikeable locations that are close to downtowns
- Goal is to support multifamily housing development

Questions

Mike Miller
Director of Planning & Community Development
mmiller@Montpelier-vt.org



August 17, 2020

Notice of Public Hearings

The Central Vermont Regional Planning Commission will hold two public hearings as required under 24 VSA Section §4348 to consider amendments to the *2016 Central Vermont Regional Plan, Amended 2018*.

The first public hearing on the *2016 Central Vermont Regional Plan, 2020 Draft Amendment* shall take place on **Tuesday, September 8, 2020 at 6:35 pm** and the second public hearing shall take place on **Tuesday, October 13, 2020 at 7:50 pm**. Both hearings shall be held virtually via GoToMeeting to join from your computer, tablet or smartphone visit: <https://global.gotomeeting.com/join/552444045> Dial in via phone: (872) 240-3212; Access Code: 552-444-045. Please download the app at least 5 minutes prior to the meeting start: <https://global.gotomeeting.com/install/552444045>

The hearings will be held to consider public comments on the proposed amendments to the *2016 Central Vermont Regional Plan, 2020 Draft Amendment*. The amendments will result in the removal the Housing Distribution Plan from the Housing Chapter and a technical correction to the Future Land Use Map by modifying the Regional Center boundary around the City of Montpelier.

The *2016 Central Vermont Regional Plan, 2020 Draft Amendment* can be reviewed <https://centralvtplanning.org>. To request a paper copy of the plan please contacting Clare Rock, Senior Planner at rock@cvregion.com.



MEMO

Date: September 8, 2020

To: Board of Commissioners

From: Zach Maia, Assistant Planner, and Bonnie Waninger, Executive Director

Re: Barre Town Municipal Plan Recommendations

✉ ACTION REQUESTED:

1. Approve the *Town of Barre, Vermont 2020 Town Plan* per 24 V.S.A. §4350(b).
2. Confirm the Town of Barre planning process as per under 24 VSA §4350(a).
3. Authorize the Board Chair to sign the resolution related to these items.

A recommendation regarding the determination of energy compliance per 24 V.S.A §4352 is pending the outcome of the September 8, 2020 Municipal Plan Review Committee meeting.

Plan Approval & Planning Process Confirmation

The Municipal Plan Review Committee convened a hearing on August 27 via GoToMeeting, to hear public input on the *Town of Barre, Vermont 2020 Town Plan*. Seven people attended, including 4 Municipal Plan Review Committee members, 2 CVRPC staff, and 5 Barre Town community members: Chris Violette, Barre Town Planning and Zoning Administrator; and Barre Town Planning Commissioners including: George Clain, Mike Gilbar, Byron Atwood, and Cedric Sanborn, Chair.

At the meeting, CVRPC staff and Chris Violette provided an overview of the updates in the *Town of Barre, Vermont 2020 Town Plan*, and committee members discussed the Plan's content. Staff noted the integration of forest integrity elements, flood resilience elements, and updated economic data. Violette discussed the timeline of the planning process. Committee members suggested including a discussion regarding multi-generational housing in future plan updates.

At the close of the hearing, the Committee recommended approval of the *Town of Barre, 2020 Town Plan* and confirmation of the Town of Barre's planning process.

Determination of Energy Compliance

The Town of Barre requested that CVRPC review the Plan for an affirmative determination of energy compliance. This determination would provide the municipality with substantial

deference in renewable energy siting cases before the Public Utility Commission, and allow the Town to designate preferred sites so the sites can receive better net-metering rates for facilities under 500 kW.

The staff review of the *Town of Barre, Vermont 2020 Town Plan* found the Plan did not include a required map detailing Existing Generation within the Town. Staff recommended that the Plan did not warrant an affirmative determination until the required map was included in the adopted municipal plan.

Plans receiving affirmative determinations of energy compliance must include maps that address all of the standards, unless a compelling reason exists for why the standard is not applicable or relevant. This reason must be included in the Notes column of the Determination Standards Checklist.

At the August 27 hearing, the Municipal Plan Review Committee discussed the possibility of the Town of Barre providing a “compelling reason” why the map is not applicable to the Town. The Town of Barre Planning and Zoning Administrator and Planning Commission members stated that the map provided by CVRPC was not up-to-date, and the background information depicted on the map is better found elsewhere (the Vermont Community Energy Dashboard) rather than printed in the Plan. The MPR Committee chose to continue the hearing to September 8th at 5:00 pm, to give the Town and CVRPC time to produce the required map.

At the close of the September 8th hearing, the Municipal Plan Review Committee shall make a recommendation to the Board of Commissioners on whether an affirmative determination of energy compliance per 24 V.S.A. §4352 is warranted.

Background – Determination of Energy Compliance

Review Process for Determinations of Energy Compliance

Submitting a Municipal Plan for review is entirely voluntary. The Public Service Department (PSD) published a Determination Standards Checklist to facilitate plan review. The checklist notes that municipalities should attach their plan to the checklist and submit the package to the RPC for review.

When plans are submitted to CVRPC for review, staff uses the Determination Standards Checklist to evaluate the plan’s compliance with the Standards. Staff will complete a draft review at any time upon request of a municipality. If staff is aware that a municipality intends to request a Determination, staff will complete an energy standards compliance check when the municipal Planning Commission sends a copy of its plan to CVRPC at the time of the municipal Planning Commission hearing. The preliminary review summaries comments.

Once a municipal plan is adopted and the municipality requests a review, the RPC has two months to issue a determination in writing. Staff reviews the plan against the PSD’s Standards Checklist. Results of the review are provided to the Municipal Plan Review Committee and the municipality.

Similar to the plan approval process, the Municipal Plan Review Committee reviews the municipality's plan and staff comments, hosts a public hearing, invites the municipality to discuss its plan, holds its own discussion, and makes a recommendation to the Board of Commissioners. The Board makes the final decision regarding Determination of Energy Compliance.

If a Compliance Determination is made, the Chair signs a Certificate of Energy Compliance and staff submits the Certificate of Energy Compliance to the Public Service Department.

Municipal plans receiving an affirmative "determination of energy compliance" are given "substantial deference" in the Public Service Board's review of whether an energy project meets the orderly development criterion in the Section 248 process.

Timeline for Barre Town Plan Review

July 2017	Draft energy plan template sent to Town by CVRPC. Template customized for Barre Town data analysis and maps and including recommendations on potential pathways to meet energy goals and targets.
April 2019	CVRPC preliminary review of Barre Town Energy Plan completed at Town's request. Staff returned comments to the Town noting Standards 9(D), 9(E), 11, and 13(B) had not been met. Standard 11 is the Existing Energy Generation map currently missing from the Plan. Map formatting challenges were noted.
May 2019	Barre Town's 2014 Municipal Plan expires.
March 2020	CVRPC preliminary review of <i>Town of Barre, Vermont 2020 Town Plan</i> completed prior to Planning Commission hearing. Staff found that the Plan included all criteria in §4382 (elements of municipal plan), includes goals of §4302 (goals), and includes all criteria required by §4348a and §4352 (enhanced energy planning).
	Comments were provided for elements §4382(a)(2)(c), areas proposed for designation, and §4348a(a)(3), energy element. Staff found the enhanced energy plan element to be complete. It was noted that the attached maps had formatting errors and staff offered to send original copies for re-insertion into the plan.
	Town and CVRPC staff exchanged subsequent emails regarding these items. CVRPC sent copies of all maps required for the Plan to receive an affirmative determination of energy compliance.
June 2020	Town moves forward with 2 Selectboard hearings and adopts the <i>Town of Barre, Vermont 2020 Town Plan</i> . According to the Municipal Plan Review Committee meeting on August 27, the Town received no public input during the three hearings regarding the enhanced energy plan.

August 2020	<p>Town requests (1) regional approval of the <i>Town of Barre, Vermont 2020 Town Plan</i>, (2) confirmation of the Town of Barre's planning process, and 3) an affirmative determination of energy compliance on August 7, 2020. CVRPC Staff organizes and warns August 27 Municipal Plan Review Committee hearings on August 11, 2020.</p> <p>CVRPC staff conducts review of <i>Town of Barre, Vermont 2020 Town Plan</i> and finds plan meets requirements for requests (1) and (2), and finds that the required Existing Generation map to satisfy Standard 11 for the Municipal Energy Planning Standards is missing. Staff contacted Town on August 24 and 25 to alert that the map is missing prior to the Municipal Plan Review Committee meeting.</p> <p>At the August 27, 2020 Municipal Plan Review Committee hearings, the Committee recommended the <i>Town of Barre, Vermont 2020 Town Plan</i> for regional approval and confirmation of the local planning process. It chooses to continue the hearing on the determination of energy compliance to September 8, 2020 to allow the requested map to be produced if a formatting error caused exclusion from plan.</p> <p>Subsequent to the MPRC meeting, staff research determines the missing map was not included in the July 2017 information emailed to Barre Town.</p>
September 2020	<p>On September 8, 2020 at 5:00pm, the Municipal Plan Review Committee will continue the hearing on the determination of energy compliance for the <i>Town of Barre, Vermont 2020 Town Plan</i>. At the close of the hearing, the Committee will make a recommendation to the Board of Commissioners regarding whether an affirmative determination of energy compliance is warranted for the <i>Town of Barre, Vermont 2020 Town Plan</i>.</p>

Additional Information

Staff and Town communication and the Determination Standards Checklist can be found in the Executive Committee's August 31, 2020 meeting packet, available on CVRPC's website at <https://centralvtplanning.org/wp-content/uploads/2020/08/20-08-31-EC-Packet.pdf>. The Municipal Plan Review Committee draft August 27, 2020 meeting minutes also are available on the website at <https://centralvtplanning.org/wp-content/uploads/2020/08/20-08-27-MPRC-Minutes-Draft.pdf>.

Background – Staff Review of *Town of Barre, Vermont 2020 Town Plan*

Staff recommended the Town of Barre consider including the following in its next plan update:

1. State Planning Goals:
 - State Goal 3: *To broaden access to educational and vocational training opportunities sufficient to ensure the full realization of the abilities of all Vermonters.*
 - The Education section of the Barre Town Plan does a great job of listing

the educational opportunities and enrollment numbers for the educational institutions in Town. It looks like enrollment has slightly decreased, but overall is still high at both the elementary and middle, and the high school.

Staff would like to see further consideration of future uses for educational facilities and other needs for the facilities themselves. The section of the plan lacks a goals/policies section, and this may be useful to include in order to start planning for the future of these facilities.

- State Goal 11: To ensure the availability of safe and affordable housing for all Vermonters.

(C) Sites for multi-family and manufactured housing should be readily available in locations similar to those generally used for single-family conventional dwellings.

- Staff recommends further discussion of multi-family and manufactured housing in future updates to the Barre Town municipal plan. Throughout the plan, reference is made to the demographics in Barre of those who are generally at or beyond State income levels and it may be prudent for Barre to take initiative in updating zoning to include this type of housing that may welcome people of all income levels into the community.

Barre Town's current zoning bylaw permits Single Family Residential units in certain districts, while duplexes and multi-family units are conditional use in some districts, while not allowed in others (medium density and low density residential). It may interest the Town to consider the implications of revising the zoning bylaw in an attempt to allow for more types of housing across Town.

- State Goal 13: To ensure the availability of safe and affordable child care and to integrate child care issues into the planning process, including child care financing, infrastructure, business assistance for child care providers, and child care work force development.
 - The most recent update to the Barre Town plan includes a satisfactory discussion on child care provision in Town and takes a stance on not preventing it from being built. However, the plan does not identify clear action items that the Town may implement to address the need that may be present.

Examples to address this need include: Maintaining a listing of providers in or near Barre Town on the municipal website, encouraging local businesses to offer assistance to childcare businesses, and developing partnerships with large employers to identify workforce childcare needs and develop strategies to meet those needs.

2. Compatibility with approved plans of other municipalities in the region: Staff finds the plan to be compatible with approved plans of other municipalities.

3. Required Elements:

- (2) *A land use plan, which shall consist of a map and statement of present and prospective land uses...*
 - Staff have reviewed the land use chapter and understand that it has satisfied the plan element required by Statute, and recommends further synchrony between the land uses described in the chapter and Map 10 which shows future land use area. Some confusion is possible in the chapter as the discussion from future land use changes to zoning quite quickly.

Staff would also note that as a member municipality of CVRPC, the Town is entitled to 12 hours of GIS mapping at no cost, and CVRPC staff would be happy to assist in updating the future land use map to enhance readability in future updates.



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

Whereas the Central Vermont Regional Planning Commission concluded that the *Town of Barre, Vermont 2020 Town Plan* meets the requirements for approval; now, therefore, be it

Resolved, that the Central Vermont Regional Planning Commission:

1. approves the Town of Barre, Vermont 2020 Town Plan, adopted June 23, 2020; and
2. consulted with and confirms the planning process of the Town of Barre.

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 September 8, 2020.

Laura Hill-Eubanks, Chair



DETERMINATION OF ENERGY COMPLIANCE

Determination of Energy Planning Compliance Pursuant to 24 V.S.A. §4352

Town of Barre, Vermont 2020 Town Plan, adopted June 23, 2020

I. Procedural History

1. On August 7, 2020, the Town of Barre submitted the *Town of Barre, Vermont 2020 Town 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 August 11, 2020, notice of a public hearing scheduled for August 27, 2020 was posted on the website of the entity from which the determination is requested.
3. On August 11, 2020, notice of a public hearing scheduled for August 27, 2020 was published in the Barre-Montpelier Times Argus.
4. On August 11, 2020, notice of a public hearing scheduled for August 27, 2020 was emailed directly to the Town of Barre and posted in 3 other locations within the region.
5. On August 27, 2020, CVRPC's Municipal Plan Review Committee convened a public hearing via GoToMeeting software with no physical location per the standards set forth in Act 92 during the Covid-19 Pandemic. The Municipal Plan Review Committee issued no recommendation on August 27, 2020 and continued the hearing to September 8, 2020. After the public hearing on September 8, 2020, the Municipal Plan Review Committee recommended that the *Town of Barre, Vermont 2020 Town Plan* received a determination of energy compliance with the enhanced energy planning standards set forth in 24 V.S.A. §4352.
6. On September 8, 2020 CVRPC's Board of Commissioners reviewed the recommendation of the Town Plan Review Committee and voted to (insert vote results).

II. Public Comments

No members of the public were present at the three public hearings held by the Town of Barre, nor were any members of the public present at the August 27, 2020 and September 8, 2020 Municipal Plan Review Committee meetings.

III. Conclusions

1. The *Town of Barre, Vermont 2020 Town 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 *Town of Barre, Vermont 2020 Town 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 *Town of Barre, Vermont 2020 Town Plan* _____ (meets/does not meet) 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 8th day of September, 2020.

Laura Hill-Eubanks, Chair
Central Vermont Regional Planning Commission



MEMO

Date: September 1, 2020
To: Board of Commissioners
From: Bonnie Waninger, Executive Director
Re: Special Meeting

✉ ACTION REQUESTED:

1. Set a date in late September for a special Board meeting to address municipal plan approvals, planning process confirmations, and energy compliance determinations.
2. Authorize the Executive Committee to make these decisions should the Board fail to reach a quorum for its special meeting.

Up to three communities are hoping to submit their municipal plans to CVRPC for approval so they can apply for Municipal Planning Grants (MPG). MPG applications are due October 1st. RPCs must submit information about confirmed municipalities to the Agency of Commerce by 9/30. Plan approval is required to confirm a municipality's planning process.

Plans from the municipalities and their subsequent review by the Municipal Plan Review Committee will not be available by the September 8th Board meeting. The Board has three options:

Address plan approvals in October.

- Pro: Precedent for special meetings would not be set.
- Con: Municipalities would miss the opportunity to apply for MPG funds.

Direct the Executive Committee to complete the approvals on the Board's behalf.

- Pro: It may be easier to obtain a quorum among fewer people. The Executive Committee was successful in meeting the 3rd Monday of the month (Sept. 21).
- Con: Plan approval, process confirmation, and energy certification is an important statutory Board function.

Hold a special Commission meeting.

- Pro: Allows the Board to fulfill an important statutory role. Allows municipal representatives to interact with the Board.

- Con: Obtaining quorum may be challenging. Planned quorum may not materialize on the meeting date.

Any special meeting would need to be held September 21st, 23rd, 24th, 25th, 28th, or 29th. The Executive Committee recommends September 23rd or 24th, or if necessary, September 28th. If a special Commission meeting is planned, best practice would be to:

- Have the Board authorize the Executive Committee to take action should a Board quorum not materialize that night; and
- warn the special meeting as a special Executive Committee meeting too. This would allow the Executive Committee to take action if the Board did not achieve quorum.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
DRAFT MINUTES
July 14, 2020

Commissioners:

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

Staff: Bonnie Waninger, Nancy Chartrand

Guests: Jamie Stewart, Central Vermont Economic Development Corporation; Dona Bate, Clean Water Advisory Committee

Call to Order

Chair L. Hill-Eubanks called the remote meeting to order at 6:32 pm. Quorum was present to conduct business.

Adjustments to the Agenda

None.

Public Comments

None.

Central Vermont Economic Development Corporation Update

Hill-Eubanks introduced Jamie Stewart of the Central Vermont Economic Development Corporation, who provided an update on the status of work they have been doing in the region since the onset of the pandemic in March. They have been working remotely since March, assisting businesses to pivot their operations and survive during this pandemic. Credit was given to the State for taking strong action at the outset of pandemic that has now allowed Vermont to reopen the economy at some level. Many

1 businesses CVEDC works with have been able to adapt in order to survive, but not necessarily thrive.
2 CVEDC's primary goal at this time is survival of businesses. They have been assisting businesses with the
3 various grant programs which have been made available and that have had many guidance changes. He
4 noted that there currently is capacity in programs for additional assistance, and they are happy to assist
5 businesses, and their website is being updated consistently with new information.
6

7 Questions were posed regarding status with restaurants; Stewart advised there has been good
8 distribution of monies within the state that went to small businesses including restaurants. He noted
9 the latest grant program initiated by the State last week is focused on the hospitality industry. He
10 believes this group is most at risk for not being able survive without significant financial assistance.
11

12 There was also question as to whether or not small Mom & Pop businesses were eligible for the latest
13 program. Stewart advised that if they did not take regular wage income (W2s) they do not qualify;
14 however, there is a program currently under development for sole proprietors that does not require W2
15 employees. Stewart noted that with regard to question about some businesses doing better than others
16 that those that have pivoted quickly to make modifications are doing better. He specifically noted
17 Agrimark (Cabot Cheese) been open entire time, and there is a huge demand for their products. Also
18 Onion River Outdoors is doing good with their business – servicing more bikes than normal. The third
19 business he noted was Ceres Greens in Barre City, which is an indoor vertical growing operation.
20

21 **Resolution on Complying with Vermont Open Meeting Law**

22 Hill-Eubanks read the resolution to meeting participants which was provided in the packet.
23

24 *S. Lotspeich moved to adopt the Resolution on Complying with Vermont Open Meeting Law per 1 V.S.A.,*
25 *Section 312; R. Wernecke seconded.* P. Emery raised a question regarding only two towns posting the
26 agenda; Waninger said the requirement to post in three locations was set up for municipalities. CVRPC's
27 goal is to post in three locations in the region. The towns listed had agreed to post in addition to our
28 posting at the CVRPC office. Emery asked if the Plainfield Clerk notified us that they were willing to post,
29 would we also send to Plainfield. Waninger confirmed CVRPC would be happy to send to Plainfield. N.
30 Chartrand requested that the callers who joined following roll-call identify themselves. Amy Hornblas
31 and Robin Schunk advised they were the callers. *The vote was called, and the motion carried.*
32

33 **Clean Water Advisory Committee Letter of Concern**

34 Hill-Eubanks introduced Amy Hornblas, Chair of the Clean Water Advisory Committee (CWAC). Hornblas
35 provide additional information. Hill-Eubanks also advised that George Clain had provided written
36 comments which were shared with the Board prior to the meeting. Hornblas noted CWAC members
37 represented a range of specialties and spent time researching and creating the letter in the packet. She
38 hoped the Board would trust them to move forward and submit the proposed letter to the Department
39 of Environmental Conservation (DEC). Dona Bate noted the CWAC listened to the Board's feedback and
40 made revisions to the letter based on it. She states she hoped the letter mets the Board's standards and
41 that it would support it. M. Dent had a procedural question related to abstaining from voting because
42 she works for the DEC in a different division. Waninger advised the Conflict of Interest Policy would not
43 apply due to there being no fiduciary responsibility. The the Code of Ethics would apply if she were
44 engaged in watershed planning at DEC. Dent confirmed she was not. S. Lotspeich noted the Committee

1 did a good job addressing the concerns that were raised previously. He thanked them for their work.
2 He requested all acronyms used in the letter be spelled out.

3
4 Hill-Eubanks read the written comments provided by Clain. Each comment was addressed individually.
5 With regard to comments on phosphorus load allocations, J. Brabant advised he felt that the comments
6 were basically clarifying language and did not conflict with what they were trying to address. With
7 regard to Agriculture, Brabant advised he felt a lot of folks understand what Roundup is but they don't
8 understand that it is Glyphosate. After discussion, it was concurred to replace "aka Roundup" with "i.e.
9 Roundup". Significant discussion ensued with regard to the comments on Policies and Regulation and
10 the differing impacts small vs. large farms have on the environment and water quality and the incentives
11 available for both. Hornblas advised the Committee discussed this item thoroughly and agreed it was
12 important to address in the letter. Ultimately J. Potter suggested the following language for the
13 recommendation: "VAAFM (Vermont Agency of Agriculture, Food and Markets) should create policy
14 incentives to enable small scale farms to be economically viable."

15
16 Commissioners were in agreement with spelling out acronyms in the letter, and from Clain's comments
17 (in order), adding the suggested language regarding "contributing" fertilizers... "to affect the" ...loading;
18 adding "and its river basins"; changing aka Roundup to "i.e. Roundup"; and adding "contributing" before
19 chemical fertilizers. With regard to Policy and Regulation #2, it was agreed to leave the statement but
20 change the recommendation to be worded as suggested by Potter.

21
22 *R. Krauth moved to authorize the Chair to sign the letter of concern to the Agency of Natural Resources*
23 *with the revisions agreed upon; L. Cattaneo seconded. Motion carried.*

24
25 Hill-Eubanks noted she will sign the letter after the changes are made. Clain inquired if the Committee
26 was planning to meet with other Regional Planning Commissions (RPCs) to form a bigger group for the
27 next time the Basin Plan is reviewed so there is a stronger voice than one RPC. Hornblas advised that
28 was a great suggestion. Lotspeich advised he believed the Commission would need to discuss further
29 because the Committee is an advisory group to the Commission, not to the statewide Association of
30 Commissions. He advised that Karen Bates of DEC seemed very receptive to sharing the information
31 with other basin planners. Waninger pointed out that if these comments are the types of issues that
32 cross basins, they should be submitted any time the Commission comments on a Basin Plan and the
33 comments on Basin 14 recently submitted did not include these types of comments. If the Commission
34 wants to see change overall, it should include on all basin plans. It was suggested other RPC's be copied
35 on the letter to which there was no objection raised. Clain asked if the suggestion to include these types
36 of comments in the future needed a vote, and it was determined that it did not.

37 38 **FY21 Budget and Workplan**

39 Waninger presented the FY21 Budget and Workplan. She noted the organization currently is focused on
40 projects versus an overall work plan due to the need to be nimble during COVID. She outlined the five-
41 year organizational goals established in 2016 and how they have been implemented.

- 42 1. Enhance Financial Security – positioned ourselves to operate in fiscally challenging times, such
43 as COVID 19.
- 44 2. Create Operational Excellence – staff was working in silos five years ago and has worked hard to

- 1 cross train across disciplines; still experts in their area, but knowledgeable in other areas too.
- 2 3. Enhance Services – worked to increase communities’ desire to work cooperatively regarding
- 3 regional issues; for example, making communities more competitive for grants.
- 4 4. Position CVRPC as Leader and Partner – we are helping other organizations achieve their goals
- 5 so we can achieve our own, such as working with Downstreet to achieve housing goals.
- 6

7 CVRPC’s goal for FY21 is “adaptability in a COVID world” and to continue with the above goals as follows:

- 8 1. Security – maintaining a balanced budget to the extent possible.
- 9 2. Excellence – take advantage of the remote work environment to accelerate employee growth
- 10 and development.
- 11 3. Service – maintain nimbleness so services can simultaneously prepare for pandemic effects and
- 12 adapt to recovery needs.
- 13 4. Leadership – grow partnerships using CVRPC’s core skills; conversation facilitation, data
- 14 collection and analysis, and strategic planning.
- 15

16 Waninger outlined projects for FY21: Carryover projects include the Regional Plan; workforce

17 development systems change facilitation; stormwater project design and construction; road erosion

18 inventory, capital plans and best management practices treatment assistance; municipal plan forest

19 integrity assistance; and hazard mitigation plan assistance. New projects include pandemic recovery

20 efforts, regional trails convening, economic development strategy, more stormwater design and

21 construction, and bolstering transit ridership.

22

23 Waninger advised the budget is approximately \$1,000,000 and includes the legislative allocation that is

24 27% of budget, annual contracts that are 32%, project specific contracts that are 33% and municipal

25 dues that are 8%. She further outlined major categories of expenses – staff, professional services,

26 project costs, contractor costs and overhead. Staff, professional services, and contractors constitute a

27 majority of the budget; CVRPC is a knowledge-based organization.

28

29 She discussed the budget that was adopted by the Executive Committee and noted scenarios have been

30 developed should revenues drop due to State budget constraints later in FY21. Currently the budget

31 looks fairly positive. We expect additional contracts in the near future - two related to pandemic

32 response, Clean Water Service Provider for Winooski Basin, and the Friends of the Winooski has also

33 asked us to work with them on the Water Wise Woodlands project in the Upper Winooski.

34

35 It was confirmed that the dollar amount in the presentation for project specific contracts needed to be

36 amended, but the percentage of the budget was correct.

37

38 Hill-Eubanks thanked the staff for all the work they do.

39

40 Meeting Minutes

41 *L. Cattaneo moved to approve the minutes; P. Carbee seconded. Motion carried.*

42

43 Reports

44 Potter requested explanation of the 2nd bullet on page 27 under COVID-19 Response and Recovery.

1 Waninger said CVRPC was part of a regional response team related to moving homeless individuals out
2 of shelters and into hotels so they could maintain physical distancing. CVRPC played a transportation
3 role by finding vehicles to do that. CVRPC intends to file a FEMA Public Assistance claim to recoup
4 related costs. L. Cattaneo requested a copy of the comments on Basin 14 as outlined on Page 28 –
5 Tactical Basin Planning Assistance.

6
7 G. Clain suggested every chapter of the Regional Plan should be addressing economics, especially after
8 all the information we've heard about impending budget deficits.

9
10 Regarding Solid Waste Implementation Plans, Hill-Eubanks questioned if solid waste haulers are
11 supposed to be picking up food waste as of July 1st. Discussion ensued regarding the economic
12 feasibility of haulers being able to do this and who is responsible for ensuring what goes into the landfill.
13 There has been reluctance to assign responsibility in this law to ensure that the goal of removing food
14 scraps from the solid waste stream is readily achievable. Additional discussion ensued regarding where
15 people may put their food waste and businesses being initiated to address the waste.

16
17 Waninger updated the Board that CVRPC will be hosting a VISTA member beginning late August. The
18 individual is coming from Colorado and will need a place to quarantine upon arrival. Waninger asked if
19 Board members had ideas regarding places that CVRPC could rent for the two-week quarantine period.

20
21 Waninger advised CVRPC is submitting a proposal to assess Wi-Fi hotspots in communities. The
22 Department of Public Service asked communities to identify locations where students could access
23 service. RPCs will assess how good that service is. Waninger asked whether any Board member would
24 be willing to complete assessments in their community as grant match. The list of sites will be sent to
25 the Board in case any members were willing to do the assessments.

26
27 Carbee asked if CVRPC has any direct COVID expenses that might be recoverable under the CARES.
28 Waninger advised CVRPC had minimal supply expenses and is keeping track of costs. Waninger said it's
29 unlikely CVRPC is eligible due to how we are set up. Municipalities are eligible for costs that cannot be
30 recovered through FEMA that are related to COVID response reimbursed at a State level. RPCs can help
31 municipalities document those costs. Costs must not be eligible through FEMA, or any other
32 reimbursement source. CVRPC will provide additional information to municipalities.

33
34 Lotspeich wanted to confirm whether there was a Commission meeting in August. Waninger advised it
35 depended on whether a municipality requested plan approval in the next two weeks. Lotspeich further
36 advised that the Transportation Advisory Committee is not meeting in August.

37
38 **Adjournment**

39 *D. La Haye moved to adjourn at 8:20 pm; R. Turner seconded. Motion carried.*

40
41 Respectfully submitted,

42
43 Nancy Chartrand, Office Manager

Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, July-August 2020

F: 802-223-1977

All CVRPC staff continue to work remotely per the Governor's order to continue procedures to support work from home and telecommuting for all workers to the extent possible. (Addendum 12 to Executive Order 01-20)

COMMUNITY DEVELOPMENT**Municipal Planning & Plan Implementation:**

- Responded to East Montpelier zoning question.
- Reviewed Middlesex Zoning regulations; discussed potential zoning changes with Planning Commission and assisted to define a scope of work.
- Provided Middlesex Planning Commission with updated Enhanced Energy plan appendix to reflect comments received during its public hearing.
- Met with Montpelier Planning Commission for municipal consultation.
- Provided Waitsfield with information on plan adoption and process for receiving Determination of Energy Compliance.
- Met with Woodbury Planning Commission to discuss Enhanced Energy Plan and regional services.
- Conducted outreach to Barre City, Barre Town, Duxbury, Fayston, Northfield and Plainfield to determine municipal plan adoption status; continued outreach to Barre City, Barre Town, and Northfield to coordinate plan approvals.
- Prepared a Village Center Designation map for the Orange Planning Commission.
- Planned outreach and engagement for Button Up campaign, starting in September.
- Began drafting community energy data tracking guides for all municipalities. The guides display Efficiency Vermont data in a readable and sharable format.

Training & Education:

- Facilitated an Energy Committee Roundtable with Waterbury LEAP and Capstone Community Action focused on weatherization and public engagement during COVID-19.
- Coordinated with Emma Hanson, VT Forest Parks and Recreation Wood Heat Coordinator, to prepare for August Energy Committee Roundtable.

Regional Planning and Implementation:

- Submitted a grant application to develop a Comprehensive Economic Development Strategy with RPCs and Regional Development Corporations from Central VT, Addison, Chittenden, and Rutland regions and the Agency of Commerce and Community Development.
- Coordinated with municipalities and regional non-profits in submitting economic development projects to CVEDC for regional prioritization. The projects will be included in the State Comprehensive Economic Development Strategy.
- Began compiling updated transportation data for regional plan update.

Partnerships for Progress:

Working Communities Challenge: Participated in three statewide meetings focused on a) building clarity around

team decision-making; b) backbone functions and staffing for implementation, and c) systems change as it relates to race, diversity, and inclusion. Participated in Greater Barre team meeting with the VT Council on Rural Development on refining the team's compelling cause. Facilitated eight Greater Barre team meetings to discuss collaborative leadership, community engagement, systems change principles, implementation workplan development, team decision making, and diversity and inclusion. Recruited Central VT Adult Basic Education to the team. Participated in check-in with Federal Reserve Bank. Met with VTrans Civil Rights Unit staff to plan team approach to diversity and inclusion. Recruited Prudence Sullivan, a Waterbury resident and retired Champlain College specialist, to assist the team with engagement. Pru specializes in Appreciative Inquiry and the SOAR strategic planning process. These are strength-based planning processes aimed at identifying what is working well and using it to strengthen organizations and initiatives.

Central Vermont Economic Development Corporation (CVEDC): Participate in Board meeting. Participated in meeting to rank regional project for the State Comprehensive Economic Development Strategy update.

THRIVE – Participated in weekly Leadership Partners check ins; presented CVRPC updates on CEDS and FY21 VISTA service activities. Agreed to have VISTA work with homelessness task force to inventory public restrooms and shower facilities. Interviewed five Partners to assist THRIVE to move its ideas to action. Participated in Design Team meetings to craft meeting agendas. THRIVE continues to work collectively to address food insecurity due to COVID-19. Researched COVID-related Community Development Block Grant program and forwarded information to THRIVE members.

BADC – Participated in quarterly meeting to provide CVRPC updates.

Washington County Regional Response: Participated in bi-weekly participant synch meetings to keep abreast of response activities among partners.

EMERGENCY MANAGEMENT & HAZARD MITIGATION

Local/Regional Planning:

- Attended monthly VEM/RPC meeting.
- Participated in RPC Emergency Management Committee meeting with VEM to discuss upcoming grant scopes of work.
- Attended State Emergency Response Commission (SERC) meeting on Local Emergency Planning Committee (LEPC) consolidation and realignment. Subsequently attended a SERC meeting with LEPC Chairs presenting information on LEPC consolidation.
- Prepared Emergency Management Performance Grant applications. For 2020, VEM has offered RPCs additional funding to address COVID-19 planning and training needs.
- Reviewed and submitted the following Local Emergency Management Plans (LEMPs) to VEM for approval: Calais, Duxbury, Fayston, Marshfield, Northfield, Plainfield, Roxbury, Warren, and Worcester.
- Attended Annual Training and Exercise Planning Workshop and submitted regional training and exercise ideas to VEM.
- Participated in the COVID-19 Orange County Community Recovery Forum and discussed resulting vision with Vermont Council on Rural Development (VCRD).
- Identified potential individuals to participate in the COVID-19 Washington County Community Recovery Forum Steering Committee for VCRD. Participated in a Steering Committee meeting to develop four topics for regional forum discussions: Arts, Entertainment, and Recreation; Community Unity & Health; Housing & Homelessness; and Rethinking Employment & Supporting Business Recovery

Local Hazard Mitigation Plans (LHMP): Contact Grace Vinson, vinson@cvregion.com, for assistance. Staff

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

Calais – Continued data updates. Town forming a planning committee. Emailed data gathering worksheets to Selectboard.

Montpelier – Municipal actions on hold due to COVID-19 response. Moving forward with data updates.

Plainfield - Updated draft plan and provided to Plainfield for final review.

Washington – Municipal actions on hold due to COVID-19. Moving forward with data updates.

Williamstown – Comments returned by VEM and addressed. Updated plan reviewed by Selectboard and submitted to VEM for Approval Pending Adoption.

COVID-19 Response & Recovery:

- Participated in meetings to maintain situational awareness regarding response and recovery needs/actions:
 - SEOC (Monday, Wednesday, Friday) – situational awareness briefing.
 - Health Operations Center (Monday, Wednesday, Friday) - situational awareness briefings.
 - Agency of Commerce (weekly) - economic response and impacts, recovery planning.
- Presented municipal challenges and opportunities in a COVID world to the Vermont Urban and Community Forestry Council.
- Agreed to provide mapping assistance to Sustainable Montpelier for a food security initiative.
- Participated in Central Vermont Medical Center's COVID-19 Community Forum.
- Initiated public WiFi hot spot assessment, including signal strength, speed, coverage, ease of login, accessibility, and if the hotspot is locked. Enhanced broadband accessibility will increase access for school children and remote workers and improve the ability of health care institutions to provide medical care access.
- Acted as RPC statewide lead for a contract with the VT Dept. of Taxes to assist eligible units of local government (municipalities, counties, Solid Waste Districts, water/wastewater/fire districts) to apply for assistance through the Local Government Expense Reimbursement program. Developed train-the-trainer presentations for RPCs, participated in 11 regional trainings, developed Frequently Asked Questions, consulted with VEM on FEMA Public Assistance relationship, met bi-weekly with Dept. of Taxes staff, and assisted Central VT applicants and other RPCs to understand the program and identify eligible expenses.

TRANSPORTATION

Field Services: Contact Ashley Andrews, Andrews@cvregion.com, for 2020 counts and inventories.

- Completed field work for Berlin, Washington, and Waitsfield road erosion inventories. Drafting reports.
- Initiated Barre Town road erosion inventory.
- Completed field work for the Barre City bridge and culvert inventory.
- Initiated Barre Town bridge and culvert inventory.
- Set up road counters in Warren on Plunkton Rd, and Waitsfield on the Common Rd.
- Set up pedestrian counters around the Mad River Valley Trail network.

Transportation Studies:

Cabot Trail Planning (Municipal Planning Grant): Attended a Trails Committee meeting. Finalizing report and incorporating additional committee comments.

Transportation Resilience Planning Tool: Presented results to Barre City, Barre Town, Berlin, and Orange.

Participated in VTrans meeting to discuss next steps and new watersheds. Updated road importance data.

Reached out to Washington and Williamstown. Developed summary report. Share maps and links with municipalities. Develop outreach materials/articles.

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 election of officers. Agreed to delay revisions to the Combined Time Off Policy. Appointed Commissioner Meg Polyte as Inclusion and Diversity Committee Chair. Reviewed and approved Board agendas. Considered resumption of in-person Board and Committee meetings; elected to continue virtual meetings. Discussed resuming Board retreat planning; elected to consult with full Board regarding in-person vs. remote or hybrid formats.

Operations Committee – Received update on urban electric bus operation and unmet contract obligation regarding charging station infrastructure; GMT incurred a substantial electricity charge due to inadvertent peak-hour charging. Contract will reimburse for charge. Reviewed upcoming operator bids for urban and rural systems. Maximum boarding capacity (with COVID limitation) being reached for some urban routes; standby buses being used, but passengers must wait for arrival. Discussed operations related to neighborhood specials one school begins; General Manager discussing with School District. Provided comment on draft COVID-19 Employee Leisure Travel Policy; quarantine from leisure travel can affect operator availability.

GMT Board of Commissioners Chair Role Activities:

- Consulted with multiple Board members regarding the Vice Chair position.
- Spoke with VT Partnership for Fairness & Diversity Director regarding GMT's diversity and inclusion efforts.
- Participated in briefing meetings with the General Manager about a variety of topics and events.

Municipal Assistance:

- Coordinated and facilitated meetings with VTrans Project Manager and Plainfield Selectboard to plan for community engagement surrounding the Route 2/Main Street intersection project.
- Reviewed invoices and for answered questions from multiple towns about Grants in Aid program.
- Completed Grants in Aid post-construction site visits in Barre Town and Montpelier.
- Fostered coordinated planning between GMT and Berlin regarding proposed New Town Center transit stops.
- Participated in Northfield Ridge to River trails meeting.

Regional Activities:

- Reviewed Section 1111 permits (highway access is an indicator of potential development projects).
- Participated in micro-transit advisory group meeting. Micro-transit is on-demand transit provided with small vans. A pilot service operated by GMT is expected to begin in Montpelier in January 2021.
- Participated in Public Transit Advisory Committee meeting as VAPDA representative.
- Provided Transportation Advisory Committee guidance on quorum and Open Meeting Law.
- Participated in Transit 4 All grant information session.
- Participated in I-89 Study Advisory Committee meeting. The Committee prioritized interchanges for further study.
- Participated in VTrans Vermont Elders and Persons with Disabilities Summit.

- Planned and facilitated a Regional Elders and Persons with Disabilities Committee (REDPAC) meeting to discuss upcoming program changes and engage the Committee in preliminary workplan planning.
- Prepared FFY21 Transportation Planning Initiative work program and budget for TAC and Executive Committee review.
- Provided a support letter for the Chittenden County RPC's Economic Development Administration grant application. The project would evaluate the economic impact of community rail service for Addison, Chittenden, Franklin, Rutland, and Washington Counties.
- Discuss THRIVE Transportation Collective Action Network next steps with Capstone Director.
- Discussed transportation planning assistance for a Central VT response to the Everyone Eats! program with Capstone Community Action.
- Participated in VTrans VPSP2 implementation briefing for RPCs. VPSP2 is VTrans' Project Selection & Prioritization Processes update. The new process is designed to be asset-centric using different criteria and different weights for similar criteria to focus on making the right investment at the right time. It also provided municipalities with opportunities to move a project on to the Capital Program.
- Partnered with regional organizations to encourage Census participation. Decennial Census counts affect the distribution of federal and state transportation funding for 10 years.

NATURAL RESOURCES

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

Tactical Basin Planning Assistance:

- Attended public meeting host by the Department of Environmental Conservation on pre-Draft of the Basin 14 Tactical Basin Plan. Provided materials to officials in Orange and Washington, as well as CVRPC Board members to solicit feedback on the Basin 14 plan during the public comment period. Met with Clean Water Advisory Committee (CWAC) and Executive Committee (EC) to approve the CVRPC Regional Plan conformance and comment letter developed by staff. Submitted conformance letter to the Agency of Natural Resources.
- 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 Winooski River Basin projects.
- No August activities reported.

Design Implementation Block Grant Program (DIBG, formerly Clean Water Block Grant Program):

Woodbury Stormwater Mitigation Final Designs – Finalized contract with Dubois and King (D&K) to complete final designs for four stormwater mitigation projects in the Village of Woodbury: Woodbury Elementary School, Fire Department Annex, Fire Department and Post Office, and along Church Street. The project team, including Selectboard member Michael Gray, D&K and CVRPC staff, met for a kickoff meeting to discuss the concept designs, schedule and deliverables. Final designs anticipated by spring 2021. No August activities reported.

Calais Stormwater Mitigation Final Designs – Hired Milone and MacBroom, Inc. (MMI) to complete the final designs for two projects in to mitigate stormwater runoff in East Calais. The two sites reduce stormwater coming down Moscow Woods Road and Batten Road that has formed a gully on private land causing sediment to enter the nearby Kingsbury Branch. The designs entail an underground infiltration system at the East Calais Post Office, an infiltration basin along Moscow Woods Rd., and the stabilization of the gully. Finalizing MMI contract and holding a kickoff meeting for the project with community stakeholders in July. Designs to be complete by the fall 2021. No August activities reported.

Berlin Town Office Stormwater Implementation – Grant Agreement received. Working with the Town Administrator to determine when to solicit bids for construction of a gravel wetland to remediate stormwater at the Berlin Town Office. Project completion is November 2021. No August activities reported.

Berlin Stormwater Final Designs: Watershed Consulting Associates (WCA) and Civil Engineering Associates (CEA) completed the 100% designs for three sites: Berlin Elementary School, Chimney Sweep, and Berlin Fire Station. This project is complete except for obtaining a wetland permit from the Agency of Natural Resources for the Berlin Elementary School and Fire Department sites. No August activities reported.

Moretown Elementary School Stormwater Final Design: This project will develop a final design for stormwater treatment at the Moretown Elementary School and Town Office. The project team includes CVRPC, Watershed Consulting Associates, LLC (WCA), Civil Engineering Associates (CEA), Moretown Selectboard member, Friends of the Mad River representative, and School District Maintenance Manager. The team met for a virtual kickoff meeting. The main treatment proposed is a gravel wetland along with improvements around the school to move stormwater away from the school. Stormwater contributes to flooding in classrooms. Final design is expected to be complete in June 2021. No August activities reported.

Clean Water Planning (604b): Submitted web map of monitoring locations and 2019 results to Friends of the Winooski River (FWR) for review. Met with both FWR and the Friends of the Mad River for comments. Project will be finalized by August 2020. No August activities reported.

Forest Integrity: Executed Sub-Recipient agreements with participating RPC's who will provide technical assistance for incorporation of forest integrity goals into municipal plans.

Act 76 Advisory Committee: Participated in two Act 76 Advisory Committee meetings. Act 76 prioritizes program delivery and funds for non-regulatory projects. Non-regulatory projects include sub-jurisdictional stormwater management practices and natural resource restoration projects such as floodplain reconnections, wetlands restoration, forestland best management practices, and forested riparian buffer restoration. These projects are essential to achieve Vermont's water quality goals.

Act 76 establishes Clean Water Service Providers (CWSP), who will serve each Tactical Basin Planning watershed in the Lake Champlain and Lake Memphremagog basins. CWSPs are responsible for partnering with Basin Water Quality Councils to identify, implement, operate, and maintain non-regulatory projects to meet non-regulatory interim phosphorus reduction targets. The Act requires ANR assign, by rule, entities that will serve as CWSP. CVRPC was selected by ANR through a competitive process to be the Clean Water Service Provider for the Winooski Basin. The Act 76 Advisory Committee is assisting ANR to guide development of the rule.

OFFICE & ANNOUNCEMENTS

Office:

- On-boarded new summer planning technician, Sam Peikes, who will conduct bridge and culvert inventories.
- Created an employee health check process for office entry to reduce the spread of COVID-19.
- Interviewed candidates for VISTA service; position offered and accepted. The candidate withdrew from the VISTA program in late July. Due to the timing, CVRPC lost the opportunity to recruit another candidate.

- “Toured” new technologies. Harvest is a timesheet program that may provide efficiencies for time and effort reporting. Bamboo is an online HR tool. Miro is a remote meeting whiteboard tool that allows multiple users to use sticky notes and markers to share and connect ideas.
- Reviewed VTrans Title IV website for resources to update CVRPC’s Title VI Plan. Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq. prohibits discrimination on the basis of race, color, or national origin in any program or activity that receives Federal funds or other Federal financial assistance. As a sub-recipient of Federal funds, CVRPC must make sure that its programs and activities are free of discrimination. The Title VI Plan describes how CVRPC complies with Civil Rights legislation and principles. It also contains a section on complaint procedures for CVRPC programs.
- Interviewed and hired candidates for two additional Planning Technician positions. CVRPC is excited to have Samantha Peikes and Alexandra Wise join our team. Sam and Alex will assist with bridge and culvert, road erosion, and ash tree inventories; traffic and pedestrian counts, and support other planning activities as needed.
 - Sam earned a Bachelor of Arts in Environmental Science and Policy from Smith College and is a 2020 graduate of the Conway School of sustainable landscape planning and design. She is a former AmeriCorps summer intern.
 - Alex earned a Bachelor of Arts in Environmental Studies from the University of Vermont in 2020. She has extensive experience in customer service. As a Manomet U360 Business Sustainability Intern, she interviewed small businesses owners and helped them create Sustainable Action Plans to help businesses save money and reduce risks.
- Facilitated upgrades to the CVRPC website.
- Continued onboarding new accountant and documenting financial processes and information to facilitate their work.
- Nominated local planning commission member as NNECAPA Citizen Planner of the year.

Professional Development/Leadership:

- Clare continues to work with the Vermont Planners Association Professional Development subcommittee to develop a series of Brown Bag webinars, to date they have organized and hosted 2 webinars.
- Grace participated in two FEMA webinars on the new Building Resilient Infrastructure and Communities (BRIC) hazard mitigation program.
- Zach participated in a NNECAPA webinar focused on utilizing Economic Opportunity Response Teams to build economic resiliency on a regional scale.
- Bonnie participated in a Vermont Forest Stewardship Committee meeting to evaluate and prioritize projects for submission to the federal Forest Legacy program. The Forest Legacy Program is a federal grant program to protect forestlands from conversion to non-forest uses. The program provides funding to further voluntary conservation of important forestland properties.

Upcoming Meetings:

All CVRPC meetings currently are being held as virtual meetings. Meeting access information is provided on agendas at www.centralvtplanning.org. For non-CVRPC meetings, please visit websites for host organizations.

September

Sept 8	2 pm	Greater Barre Working Communities
Sept 8	4:30 pm	Municipal Plan Review Committee
Sept 8	6:30 pm	Board of Commissioners & Regional Plan Amendment Hearing

September

Sept 10	4 pm	Clean Water Advisory Committee
Sept 10	6:30 pm	Washington County Economic Recovery Forum
Sept 16	10 am	Greater Barre Working Communities
Sept 14	5 pm	Emergency Management Director/Coordinator Roundtable
Sept 15	5 pm	Local Emergency Planning Committee #5
Sept 17	6 pm	Energy Committee Roundtable
Sept 21	5 pm	Municipal Plan Review Committee
Sept 22	6:30 pm	Transportation Advisory Committee
Sept 24	4 pm	Project Review Committee
Sept 28	2 pm	Greater Barre Working Communities
Sept 29 & 30	1 pm	Vermont Emergency Management Conference

October

Oct 5	4 pm	Executive Committee
Oct 8	4 pm	Clean Water Advisory Committee
Oct 13	6:30 pm	Board of Commissioners & potential Regional Plan Amendment Hearing
Oct 22	4 pm	Project Review Committee
Oct 27	6:30 pm	Transportation Advisory Committee

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
July - August 2020

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

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

- Authorized signature of the following agreements
 - DuBois & King - Stormwater Services Master Agreement, Addendum 1, Woodbury Stormwater Final Designs, Amendment 1
 - Watershed Consulting Associates – Stormwater Services Master Agreement, Addendum 1, Berlin Stormwater Final Designs, Amendment 1
 - Department of Public Safety – EMPG 2019 Amendment 2
 - Bigglestone – Office Lease Extension (one year)
 - Stormwater Planning and Engineering Services Master Agreement Amendment 1 (Watershed Consulting Associates, LLC, Fitzgerald Environmental LLC, Milone & MacBroom, Inc., and Dubois & King, Inc.)
 - Town of Berlin – Stormwater Mitigation Construction, Berlin Town Office
- Approved the Chair's signature on a letter to the Agency of Natural Resources outlining the Commission's comments to the Draft Steven, Wells, Waits, Ompompanoosuc & Connecticut River Direct Tactical Basin Plan.
- Adopted FY21 Budget and reviewed future budget scenarios.
- Approved proceeding with the hearings to amend the Regional Plan.
- Approved an exception to the Personnel Policy. Based on offers made to current part-time employees, the exception would allow employees working 24 hours/week minimum to continue receiving a retirement benefit until the current Personnel Policy can be updated to address the full-time status limitation.
- Approved the FFY21 Transportation Planning Initiative work program and budget for submission to VTrans and authorized the Executive Director to sign the agreement.
- Agreed to cancel August's Board meeting and to survey the Board about virtual meetings and requested staff research technical needs for hybrid meetings.

PERSONNEL POLICY COMMITTEE (A sub-committee of the Executive Committee)

Meetings on hold due to COVID.

NOMINATING COMMITTEE (February and March; scheduled by Committee)

Did not meet.

PROJECT REVIEW COMMITTEE (4th Thursday, 4pm)

Did not meet.

REGIONAL PLAN COMMITTEE (as needed; scheduled by Committee)

Did not meet.

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

- Did not meet in July.
- Approve revised Rules of Procedure to bring them into compliance with the Commission's updated bylaws.
- Held public hearings on approval of the Barre Town plan and certification of its energy plan. Recommended approval of the municipal plan and confirmation of the Town's planning process. Continued the hearing for the energy certification.

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

- Elected Steve Lotspeich and Robert Wernecke as Chair and Vice Chair respectively.
- Approved the FFY21 TPI work plan and budget for recommendation to the Executive Committee.
- Chris Damiani, GMT Transit Planner, presented on the changes to GMT since COVID-19 started, plans for future addition of electric buses to the fleet, and initiation of an Uber style service for the Montpelier Circulator, Hospital Hill, and Capitol Shuttle (a.k.a. microtransit).
- Alice Peal provided an update on the Mad River Valley TAC.

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

Did not meet.

VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES

- Agency of Commerce & Community Development staff discussed COVID-related actions. Anticipating Legislative cuts to RPC State allocation funding. Municipal Planning Grant program may be cut entirely.
- Dept. of Public Safety shared information about its upcoming Request for Proposals for RPCs to verify connectivity for public Wi-Fi hotspots in advance of 2020-2021 school year.
- Dept. of Taxes highlighted bills related to creating an integrated property tax management system. Also will be managing three programs to assist municipalities: \$13 million for reimbursement of eligible COVID-related expenses, \$150,000 for RPCs to assist municipalities to identify and document eligible expenses (CVRPC to act as statewide contract lead), and funding to digitize land records. Program guidelines will be available by July 12.
- Discussed Local Support and Community Action Team of the Governor's Economic Mitigation and Recovery Task Force proposal for regional Community Recovery Visits. This program would be operated by the Vermont Council on Rural Development and would run very similar to VCRD's Community Visit process. A Visit would be completed in each county. The Orange County visit was in July. The Washington County forum is September 10th from 6:30-8:30 pm. CVRPC is assisting to plan the Washington County event.
- VAPDA Energy Committee Chair reported that the Department of Public Service and/or utilities are developing resiliency zones (areas for battery backup). This may be happening without emergency management consultation. Following up.

- Sarah Waring from the Vermont Community Foundation discussed what VCF has done and will be doing within the COVID-19 realm. Two target areas: response (safety, health) and assistance to community organizations helping to meet basic needs (food, physical safety for families, youth mental health, safe re-openings, re granting food access, senior supports, etc. for marginalized populations. Approaching support for CUDs/connectivity from an equity perspective.
- Discussed S.237. Sticking points are:
 - requirement for wherever a municipality allows multifamily, it must be approved via site plan review not as a conditional use;
 - elevating the number of housing units allowed in water and sewer served areas. There is concern that locations where lines exist may be beyond compact settlement areas or in areas that should be protected. Is language that says “served by and is able to connect” sufficient to prevent sprawl?
- Chambers of Commerce are struggling due to COVID. They asked for support letters from RPCs and RDCs as they are approaching the Legislature for funding. Did not have clarity on what was being requested in the letter. Authorized VAPDA Chair to follow up with Vermont Chamber to discuss.

VERMONT ECONOMIC PROGRESS COUNCIL

No activities from Central Vermont.

GREEN MOUNTAIN TRANSIT

- VTTrans awarded GMT \$60,000.00 for site analysis and architectural work for a new Central Vermont facility. GMT’s current facility in Berlin is undersized, in need of major work, and located in the floodplain.
- GMT signed a Memorandum of Understanding with Green Mountain Power providing \$15,000 towards two electric vehicles for the Berlin area with delivery by December 2021.
- Nominated in July, and subsequently elected in August, the following officers: Chair-Bonnie Waninger, CVRPC; Vice Chair-Austin Davis, Winooski; Treasurer-Paul Bohne, Essex; Secretary-Megan Polyte, Burlington.
- Extended the premium pay, as it is currently, until the pay period that ends closest to August 15, 2020.
- Held Executive Session for personnel. No action taken.
- VTTrans received a grant for fleet improvements across the state and will be exploring options for smaller, Sprinter-type vehicles to right-size the statewide public transit fleet.
- Due to Burlington downsizing its police department, GMT will contract with the Howard Center for services through its Street Outreach team. The Howard Center will conduct GMT trainings that help GMT staff identify when it’s appropriate to call the Howard Center versus the police and will provide de-escalation training as it related to mental health and substance abuse issues.
- Agreed to retain virtual Board meetings unless an individual requests an accommodation to participate in-person at GMT.
- Discussed holding an annual retreat. Agreed to explore holding multiple meetings digitally to discuss important issues.
- Approved a FY21 Capital Budget adjustment.
- Approved a Capital Budget Policy update. The update provides staff some flexibility to make decisions. Staff doesn’t have to wait for line items to be underspent to shift funds and authorizes

staff to create a new line item within prescribed limits. The policy also clarifies that funds cannot be shifted between urban and rural. Changes are reported to the Board in the monthly capital projects report.

- Awarded a two-year pilot project contract for on-demand microtransit software and support to Via Mobility LLC.
- Approved implementation of the on-demand microtransit pilot project.
- Met with Representative Curt McCormack at his request. Rep. McCormack provided an update on the Legislature and its role, and shared his ideas to increase ridership. He sought the GMT Board's input on electric buses and fare free service.
- Held Executive Session to discuss pending arbitration. No action was taken.
- Approved ending premium pay for maintenance, operations and administrative staff effective 08/30/20 and drivers effective 09/27/20.

MAD RIVER VALLEY PLANNING DISTRICT

- Did not meet in July.
- Margo Wade provided an overview of the 2020 Sugarbush Data Report. Highlights:
 - Resort sold to Alterra Mountain Co.
 - Resort closed 3/14/20 due to Covid-19; Operating days 24% lower than average.
 - 2020-21 pass sales in line with prior year, though difficult to compare to previous years due to changes in pass offerings.
 - Energy Usage: slight uptick
 - increase in snowmaking water use in (less snow)
 - Comfortable Carrying Capacity (CCC) is 8,690. This calculation is used for planning (e.g. parking, lodging, bathrooms, etc.) and calculates how many people can comfortably get up lifts and down trails. 12 days at or above CCC for 2019-2020 compared to 14 in 2018-19.
 - consistently ~50% of employees live in MRV towns; ~50% have 0-15 minute commute.
 - 138 employees housed in 14 properties owned/rented (159 max capacity). Average rent: \$450/month.
- Discussed Housing Coalition progress. MRVPD staff reviewed the "solutions" provided in the 2017 Housing Study that are broken down by planning, regulatory and development.
- Discussed 2020 MRV Town Leadership Meeting focus.



July 22, 2020

John Malter
Mad River Resource Management Alliance
PO Box 210
Waterbury Center, VT 05667

Dear John,

The Central Vermont Regional Planning Commission (CVRPC) has reviewed the *2020 Solid Waste Implementation Plan (SWIP)* as required by the *Conformance with Other Plans* Section of the SWIP. The purpose of this letter is to inform you on the analysis and relative conformance of the SWIP with the relevant Goals, Strategies and Recommended Actions of the *2016 Central Vermont Regional Plan, amended 2018*. The CVRPC has the opportunity to review the SWIP for conformance with the Central Vermont Regional Plan in accordance with 24 V.S.A. Chapter 117.

The CVRPC staff completed a review of the *2020 Solid Waste Implementation Plan (SWIP)* in July, 2020. Based on this review, the CVRPC presents the following comments to Mad River Resource Management Alliance (MRRMA).

The *2020 Solid Waste Implementation Plan (SWIP)* and the *2016 Central Vermont Regional Plan, amended 2018*, contain overarching conforming Goals and Objectives. Waste reduction policies are a priority in the Region through reduction, re-use, recycling, composting, proper management and disposal of solid waste. These policies help minimize detrimental impacts on surface and ground waters, air quality, soil, plant and animal and human communities.

CVRPC found that the SWIP conforms to the following main Policies of the Solid Waste Goal in the Regional Plan:

- Supporting a “zero waste” concept for environmental and economic reasons, as outlined in Vermont’s Universal Recycling Law. The 2020 SWIP commits to “zero waste” strategies including the A-Z Waste and Recycling guide located on the MRRMA. Providing Clean Stream Recycling Stations at events within the MRRMA supports this zero waste goal.
- Promoting education and outreach to schools and businesses on recycling, composting, and proper hazardous waste disposal with an emphasis on individual participation and responsibility. The SWIP commits to providing education to five

- public schools and one private school in the MRRMA on recycling, organics, and household hazardous waste (HHW). Working with Grow Compost and Northeast Resource Recovery Association to develop education programs helps to facilitate this effort. The SWIP also commits to making contact with local businesses and institutions in the MRRMA to educate them on waste management information.
- Managing solid waste as close to the source as possible and to have convenient and de-centralized drop-off facilities. With several transfer stations, close and accessible drop-off and close to hauling are available to residents and businesses of MRRMA.
 - Re-use of various materials to keep them out of the waste stream. The SWIP references the A-Z recycling guide that provides information on how to reuse clothing and packing peanuts.
 - Managing hazardous waste and keeping it away from important regional natural resources. The SWIP plans for two hazardous household waste collection events. The SWIP references several transfer stations which collect various HHW. The SWIP also mentions that many hardware stores in the MRRMA collect some hazardous waste and landfill banned and dangerous materials are listed on the MRRMA website.
 - Other elements of the SWIP conform to the Central Vermont Regional Plan goals to reduce landfill waste such as accepting leaf, yard and clean wood debris for recycling at three locations, food rescue, and other items that are accepted for recycling in the A-Z guide.

Other comments:

According to the Vermont Universal Recycling Law, by July 2020, haulers must offer food scrap collection to specified customers. There is no mention of hauler requirements to this measure in the SWIP Plan and the A-Z guide mentions only that Grow Compost partners with local haulers.

Recommendation: Within the SWIP, specify how haulers will provide these services.

In conclusion, the 2020 SWIP is in conformance with the Central Vermont Regional Plan. The CVRPC encourages the Mad River Resource Management Alliance to proceed with the final stages of plan approval and adoption with the above recommendations incorporated.

Sincerely,



Pamela DeAndrea
Senior Planner