



## BOARD OF COMMISSIONERS

January 12, 2021 at 6:30 pm

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### Page **AGENDA**

**6:30<sup>3</sup> Adjustments to the Agenda**

**Public Comments**

**6:35 Central VT Economic Development Corporation Update**, *Jamie Stewart, Executive Director*

**2 6:50 Governor's Economic Mitigation and Recovery Task Force**, *Paul Costello, Chair, Local Solutions and Community Action Team* (enclosed)  
Presentation of the Action Team's report and findings. Board discussion of CVRPC's implementation role.

**5 7:30 Committee Rules of Procedure Updates** (enclosed)<sup>4</sup>

**6 a) Municipal Plan Review Committee ROP** (revised)

**9 b) Nominating Committee ROP & Nominating Committee Guidelines**

**12 7:50 Nominating Committee Appointment** (enclosed)<sup>4</sup>

**13 8:00 Meeting Minutes – November 10 and December 8, 2020** (enclosed)<sup>4</sup>

**20 8:05 Reports** (enclosed)

Update/questions on Staff and Committee Reports

**8:15 Adjournment**

**Next Meeting: February 9, 2021**

<sup>1</sup> 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](mailto:chartrand@cvregion.com) at least 3 business days prior to the meeting for which services are requested.

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

<sup>3</sup> Times are approximate unless otherwise advertised.

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## Local Support and Community Action Team Makes First Recommendations for Economic and Social Recovery in Interim Report to Governor Phil Scott

2020-06-02

### Local Support and Community Action Team Makes First Recommendations for Economic and Social Recovery in Interim Report to Governor Phil Scott

*Recovery seeks solutions for a more resilient and equitable Vermont*

Montpelier, VT - The Local Support and Community Action Team led by Paul Costello, Executive Director of Vermont Council on Rural Development, today released its interim report for economic and social recovery. The Action Team was convened in mid-April as part of the Economic Mitigation and Recovery Task Force and charged by Governor Scott with identifying and replicating regional and community recovery initiatives and gaps in recovery efforts to ensure equitable distribution of resources, especially in rural areas and underserved populations. The report emphasizes six initial recommendations, many already underway and part of the State's first phases of economic mitigation proposals.

*"This first report is the culmination of weeks of incredibly hard work by volunteers from across Vermont with diverse perspectives on how we recover from this pandemic and the ensuing economic and social crisis in a way that does not seek to bring us back to where we were pre-COVID-19, but instead forward towards a more resilient future," said Costello. "We are a long way from true recovery but we are deeply committed to engaging in our communities to learn how we can replicate and extend innovative local programs and services and also how we fill gaps to make this recovery as equitable as we can for rural and underserved Vermonters."*

The report emphasizes six preliminary recommendations for recovery:

- **Ending family homelessness:** the opportunity and imperative exists to address and ultimately end family homelessness, so that the experience of homelessness does not traumatize the next generation and add to new cycles of poverty, pain, and need. Investments in rehabbing homes and the development of new affordable housing are key to this work.
- **Activate Local Foods to Feed Vermonters:** Demand for food assistance has increased significantly since the pandemic hit Vermont and at the same time, restaurants and institutions are closed and Vermont farms are struggling with a limited market for their products. Communities should replicate and expand efforts underway to connect food growers, suppliers and restaurants to families and individuals in need.
- **Support Childcare and Youth Programming:** Childcare is a critical foundation for families and

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is key to reopening our economy. To support this essential industry, Restart Grants and other services should be generous and flexible for programs, so they can re-open and once again provide our kids with high-quality affordable care they desperately need in the months and years to come.

- **Support Restart Vermont Small Business Loan and Grant Program:** Retail, restaurants, hospitality, tourism, lodging, and cultural sectors have been hardest hit by the COVID-19 pandemic and many organizations in these sectors are facing immediate financial challenges and will not survive the crisis without direct financial assistance. Additionally, minority and Women-Owned Businesses experience disparate access to credit and business lending, and are often shut out of the entrepreneurship networks that help businesses thrive. We must ensure that financial assistance is made available to historically disadvantaged enterprises on an equitable basis.
- **Implement a Statewide Buy Local Challenge:** As Vermont retailers begin to re-open, the State should promote efforts to encourage patronage of local small businesses. Specifically, the State should implement a program to encourage Vermonters to buy local as much as possible over the coming 12 months and support this initiative with an online platform to help Vermonters track their purchases and support businesses outside of their immediate community.
- **Expand Broadband Internet and Mobile Telecommunications Infrastructure:** [The Brookings Institution](#) estimates that up to 50% of American workers are working from home during the COVID-19 pandemic, and expects that acceptance of telecommuting will persist long after the pandemic subsides. This dramatic shift in work and education culture will present a tremendous opportunity to reverse Vermont's demographic decline by retaining and attracting a new generation of workers who see value in living in less densely populated areas, and have flexibility to work remotely. The pandemic has demonstrated how the future of healthcare, education, and economic opportunity rely on broadband as an essential utility, and has magnified the ways in which the digital divide further marginalizes disadvantaged and vulnerable populations.

Many of these preliminary recommendations are underway already and efforts are being made to grow and expand initiatives where possible. For example, a group of volunteers from the public and private sector are set to launch a restaurant pilot in Brattleboro modeled after the highly successful [ShiftMeals](#) program. Instead of FEMA MREs, restaurants will prepare nourishing meals each week for community members in need. If successful, the group will support expansion efforts across Vermont.

This report is the product of input from thousands of community leaders, state officials and individuals in every corner of Vermont. From the start, the Local Support and Community Action Team committed to learning from businesses, nonprofits, and community members making the process inclusive and open. The Action Team has been expanded to include greater representation from southern Vermont, small business and persons of color. A full list of members can be found below.

Dr. Jude Smith Rachele is new to the group but well known in Vermont for her business and community work on inclusivity, ethics, leadership and governance. *"Working with this team is a tremendous honor. Getting to know so many new people who, like me, care so deeply about helping our communities in these challenging times is really uplifting. We want to be sure our work supports economic revitalization as well because we know good jobs are foundational to getting people back on their feet."*

Next steps for the Action Team includes regional meetings to deepen understanding of varying needs across Vermont, support for downtowns and buy local efforts, workforce retention and recruitment to include an effort to encourage urban and suburban resettlement in Vermont and the establishment of metrics to begin to understand and measure recovery progress.

*"Vermonters are hardy, we are creative and determined,"* added Costello. *"We will get through this because we are united in support of each other and in our commitment to making Vermont an even better place to live. I want to thank the members for their dedication and on their behalf I want to thank Governor Scott and legislators for their leadership, and everyone who is giving their time, skill and resources so generously."*

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Governor Scott thanked the Action Team for its work and ongoing commitment to supporting local and statewide recovery efforts. *"With this unprecedented public health crisis, which has caused tremendous economic harm as well, it's going to take all of us – at every level – rolling up our sleeves to help our communities recover. So, I greatly appreciate the quick, thorough work of this group to identify strategies to help us rebuild and position our communities to come out of the pandemic stronger than we were before,"* said Governor Phil Scott. *"We will be looking closely at these recommendations and continue to partner with this task force, and the Legislature, to do all we can to help families, communities and businesses survive and thrive."*

The full report can be found [here](#). More information about the Economic Mitigation and Recovery Task Force can be found [here](#).

###

**Local Support and Community Action Team Roster**

- Action Team Lead: Paul Costello, Executive Director, Vermont Council on Rural Development
- State Liaison: Josh Hanford, Commissioner, Department of Housing and Community Development
- Maura Collins, Executive Director, Vermont Housing Finance Agency
- Xusana Davis, Executive Director, Vermont Office of Racial Equity
- Catherine Dimitruk, Executive Director, Northwest Vermont Regional Planning Commission
- Oliver Olsen, Director, Workday, Londonderry
- Nick Richardson, President, Vermont Land Trust
- Dr. Jude Smith Rachele, CEO, Abundant Sun
- Lisa Sullivan, Owner, Bartleby's Bookstore, Wilmington
- Ed Vilandrie, Founder, Altman Vilandrie & Company, Co-Owner Kingdom Taproom, Peacham
- Sarah Waring, Vice President, Vermont Community Foundation

**State Agency and Vermont Council of Rural Development Implementation Partners**

- Richard Amore, ACCD Planning and Outreach Manager
- Dennise Casey, EMR Executive Team, President, Casey, Inc.
- Chris Cochran, ACCD Community Planning and Revitalization Director
- Paul Dragon, AHS Director of Field Services
- Jacob Hemmerick, ACCD Planning and Policy Manager
- Gary Holloway, ACCD VT Downtown Program Manager
- Jenna Koloski, VCRD Community and Policy Manager
- Jenni Lavoie, ACCD Administration





## MEMO

Date: January 4, 2021  
To: Board of Commissioners  
From: Executive Committee  
Re: Rules of Procedures

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**✉ ACTION REQUESTED:** Adopt the \_\_\_\_\_:

- a) Municipal Plan Review Committee Rules of Procedure
- b) Nominating Committee Rules of Procedure and Guidelines.

Using individual motions would provide the most clarity for the meeting minutes.

### **Municipal Plan Review Committee Rules of Procedure**

The Board adopted Rules of Procedure (ROP) for the Municipal Plan Review Committee (MPRC) on 12/08/20. While reviewing the Nominating Committee ROPs for conformance with the structure of other ROPs, staff noted that the MPRC ROP's conflict of interest language had not been updated. Also, a minor change was made to use the Committee's acronym rather than "the Committee". This mirrors other ROPs.

### **Nominating Committee Rules of Procedure**

The Committee currently has no Rules of Procedure. It operates using the Commission's Bylaws and Guidelines adopted by the Board in 1999. The proposed document conforms with the Bylaws and ROPs of other committees.

### **Nominating Committee Guidelines**

The 1999 Nominating Committee Guidelines was updated to reflect the Committee's new role/activity related to recruitment and nomination of representatives to all CVPRC committees and appointed positions. The ROP refers to guidance adopted by the Board (lines 22-23). The Executive Committee recommends the Guidelines be adopted into the Rules of Procedure as an attachment to maintain institutional knowledge.



## Central Vermont Regional Planning Commission

### MUNICIPAL PLAN REVIEW COMMITTEE ~~(MPRC)~~ RULES OF PROCEDURE

**PURPOSE:** The Municipal Plan Review Committee (~~the Committee~~MPRC) serves in an advisory capacity to the CVRPC Board of Commissioners in the review and approval of member municipalities plans as specified within 24 VSA Chapter 117 §4350(b) and §4352(b) and (c) of Vermont Statute.

#### GENERAL ACTIVITIES:

- ◆ Review municipal plans for conformance to statutory requirements, in accordance with 24 V.S.A. §4350(b), and make recommendations for approval to the Board.
- ◆ Review municipal enhanced energy plans for determination of energy compliance, in accordance with 24 V.S.A. §4352(b).
- ◆ Review municipal planning processes, in accordance with 24 V.S.A. §4350(a), and make recommendations for confirmation to the Board.
- ◆ Review the compatibility of all municipal plans at least every eight years and in accordance with 24 V.S.A. §4345a(9) and report its findings to the Board.
- ◆ Provide guidance to municipalities about future plan updates and ways to strengthen planning efforts.

**ADVISORY ROLE:** The ~~Committee~~MPRC shall be advisory to the Board of Commissioners and shall provide a recommendation to the Commissioners regarding a municipality's planning efforts and consistency with state statute. The ~~Committee~~MPRC may offer advice, input, and opinions to municipalities, consistent with plans, policies, positions or resolutions adopted by the Board of Commissioners. The advice, input, and opinions provided by the ~~Committee~~MPRC may be reviewed, confirmed or reversed by the CVRPC Board of Commissioners at the Board's discretion.

**MEMBERSHIP:** ~~The Committee~~The MPRC shall consist of five (5) members who shall be elected at the Board's Annual Meeting. At least two (2) members shall be Commissioners and no more than (3) members shall be Alternate Commissioners.

**OFFICERS/ELECTIONS:** The ~~Committee~~MPRC will elect a Chairperson and Vice-Chairperson at the first meeting following the annual appointment by the Board of Commissioners. The Chair will be responsible for running meetings, setting agendas in conjunction with staff, and representing the ~~Committee~~MPRC at various meetings as needed. The Vice-Chair will provide support to the Chair as needed. If the Chair or



Vice-Chair should resign before ~~their~~<sup>his/her</sup> term is expired, an interim election shall be held within two meetings of the ~~committee~~ MPRC.

**ATTENDANCE AND QUORUMS:** Members are encouraged to attend all regular meetings and special meetings as they arise. A quorum shall consist of a majority of the voting members.

**COMMUNICATION AND COORDINATION:**

- ◆ Meetings shall be noticed and held in accordance with Vermont Open Meeting Law; Public Hearings for municipal plan review shall also be held in accordance with §4350(b)(1).
- ◆ Hearings and meeting will take place in a central location within the region.
- ◆ Draft policies and resolutions shall be forwarded to Committee members and interested/affected parties for comment before a recommendation by the CommitteeMPRC for final action/approval by the Board of Commissioners.
- ◆ Minutes of all regular and special meetings will be prepared by staff, distributed to Committee members and interested parties, and made available to the public in accordance with open meeting and public records law described in 1 V.S.A., §§310-320.
- ◆ The CommitteeMPRC will report on committee discussions or activities to the Board of Commissioners on a regular basis.
- ◆ Committee members are encouraged to offer input on all matters before ~~the Committee~~<sup>The MPRC</sup>, and are encouraged to bring up items of local or regional concern for Committee consideration.

**CONFLICT OF INTEREST:** Upon joining the Commission or its committees, individuals must review and sign the Commission's most recently adopted Code of Conduct and Conflict of Interest Policy to indicate that they have read, understood, and agree to comply with it. ~~In the event any Committee member has a personal or financial interest with any individual, partnership, firm or corporation seeking to contract with the CVRPC, or to provide materials or labor thereto, or has a personal or financial interest in any matter being considered by the Committee, the member shall state on the record the nature of his or her interest. If the member is uncertain whether he/she should participate in the discussion or decision, the Committee shall determine by vote whether the member should participate. The Committee may also make a determination of conflict if the majority of voting Committee members in attendance at the meeting determine a conflict of interest exists. A member of the Committee with an identified conflict of interest shall not deliberate or vote with the Committee but may participate in the open public discussion.~~

**ADOPTION OF ORGANIZATIONAL PROCEDURES:** The CommitteeMPRC may, at any time, vote to amend these procedures, in accordance with quorum requirements noted above. Proposed amendments will be forwarded to Committee members before consideration at a regular Committee meeting. Amendments will then be forwarded to the Board of Commissioners for ratification.

The CommitteeMPRC is a standing committee of the Regional Planning Commission, and is therefore subject to the Commission's bylaws. As such, these Rules of Procedure, combined with the Central Vermont Regional Planning Commission's bylaws and Robert's Rules of Order, provide procedural and

1 administrative guidance for the ~~Committee~~MPRC.

2  
3 Recommended by the Municipal Plan Review Committee: 11/02/20

4 Recommended by the Executive Committee: ~~11/30/20~~ 01/04/21

5 Adopted by the Board of Commissioners: ~~12/08/20~~       /      /      

6  
7 \_\_\_\_\_  
8 Laura Hill-Eubanks, Chair

9 CVRPC Board of Commissioners





## Central Vermont Regional Planning Commission

### NOMINATING COMMITTEE

#### *RULES OF PROCEDURE*

**PURPOSE:** The Nominating Committee is responsible for nominating qualified candidates for election or appointment to the Executive Committee, Standing and Special Committees, and other organizations for which CVRPC appoints a representative.

**GENERAL ACTIVITIES:**

- ◆ Identify and recommend to the Board a slate of candidates for the positions of Chair, Vice Chair, Secretary/Treasurer and at-large members of the Executive Committee.
- ◆ Identify and recommend to the Board candidates for Standing and Special Committees and CVRPC representatives appointed by the Board to other organizations.

**ADVISORY ROLE:** The Nominating Committee shall be advisory to the Board of Commissioners. It will recruit and recommend candidates for election or appointment by the Board based on guidance provided or adopted by the Board (Attachment A). The Committee's actions must be compatible with plans, policies, positions or resolutions previously adopted by the Board of Commissioners. In nominating candidates, the Committee shall seek to balance the interests of the Commission to have committees as reflective of the Commission as possible.

**MEMBERSHIP:** The Nominating Committee shall consist of three (3) Commissioners or Alternate Commissioners. The Executive Committee shall nominate candidates for the Nominating Committee, taking demonstrated commitment to CVRPC into account. Nominees shall be submitted at the January Board meeting, and additional nominations may be made from the floor. The Board shall elect the Nominating Committee annually at its January meeting.

**OFFICERS/ELECTIONS:** The Nominating Committee will elect a Chair and Vice-Chair annually at its first meeting. The Chair will be responsible for running meetings, setting agendas in conjunction with staff, reviewing and signing correspondence on behalf of the Nominating Committee, and representing the Nominating Committee at various meetings as needed. The Vice-Chair will provide support to the Chair as needed. If the Chair or Vice-Chair should resign before term expiration, the Executive Committee shall appoint additional members to the Committee to maintain the nomination schedule.

**ATTENDANCE AND QUORUMS:** A quorum shall consist of a majority of members. Members are expected to attend all regular meetings and special meetings as they arise.

**COMMUNICATION AND COORDINATION:**

- ◆ Meetings shall be noticed and held in accordance with Vermont Open Meeting Law.
- ◆ Minutes of all regular and special meetings will be prepared by staff, distributed to Committee members and interested parties, and made available to the public in accordance with open meeting and public records laws described in 1 V.S.A. §§ 310-320.
- ◆ Commissioners and Alternate Commissioners are encouraged to offer input on nominations and are encouraged to bring up items of local or regional concern for Committee consideration.

**CONFLICT OF INTEREST:** Upon joining the Commission or its committees, individuals must review and sign the Commission's most recently adopted Code of Conduct and Conflict of Interest Policy to indicate that they have read, understood, and agree to comply with it.

**ADOPTION OF PROCEDURES:** The Nominating Committee may, at any time, vote to recommend amendments of these procedures, upon 51% vote of the Committee membership. Proposed amendments will then be forwarded to the Executive Committee and interested parties. The Executive Committee then will make a recommendation to the Board of Commissioners regarding adoption.

The Nominating Committee is a standing committee of the Commission, and is therefore subject to the Commission's bylaws. These Rules of Procedure, combined with Robert's Rules of Order, provide procedural and administrative guidance for the Committee in addition to the Commission's bylaws. In the case of a conflict between these Rules and the Commission's Bylaws, the Bylaws shall take precedence. This document supersedes all other direction, policies, and procedures pertaining to the Nominating Committee.

Recommended by the Executive Committee: 01/04/21

Adopted by the Board of Commissioners: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Laura Hill-Eubanks, Chair  
CVRPC Board of Commissioners



## Central Vermont Regional Planning Commission

### ATTACHMENT A

#### Nominating Committee Guidelines

Adopted by the Commission March 9, 1999 / /

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

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

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

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

~~The Nominating Committee feels that in order to~~To continuously provide fresh views and to foster knowledge of and participation in CVRPC, the Nominating Committee periodically should consider ~~it is good to have~~ a small turn over in members of the ~~Executive Committee~~s.

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

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

~~The treasurer, secretary, and three members at large will also be nominated.~~The following requirements must be met by the candidates for the Secretary/Treasurer and Executive Committee member-at-large positions:

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



## MEMO

Date: January 5, 2021  
To: Board of Commissioners  
From: Executive Committee  
Re: Nominations for Nominating Committee

---

➔ **ACTION REQUESTED:** Elect three Commissioners to the 2020 Nominating Committee.

Under CVRPC's Bylaws, the Executive Committee nominates candidates for the Nominating Committee, and the Board of Commissioners elects candidates. The Executive Committee nominates the following Commissioners to the 2021 Nominating Committee:

Julie Potter, East Montpelier  
Gerry D'Amico, Roxbury  
Peter Carbee, Washington

### Nominating Committee Role

The Nominating Committee identifies and recommends to the Board:

- a slate of candidates for the positions of Chair, Vice Chair, Secretary/Treasurer and at-large members of the Executive Committee.
- candidates for Standing and Special Committees and CVRPC representatives appointed by the Board to other organizations.

The Nominating Committee will nominate candidates for FY22, which begins July 1, 2021.

### Nominations Process

The Nominating Committee presents an initial slate of Officers and at-large Executive Committee members at the Board's April meeting, with a final slate of candidates presented at the May meeting. The Nominating Committee presents a slate of other Standing and Special Committee members and other appointed representatives at the Board's May meeting. Additional candidates for Executive Committee, other Standing and Special Committee members, and other appointed representatives may be nominated from the floor at the May meeting, at which time nominations will be closed, and those nominations added to the slate.

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**BOARD OF COMMISSIONERS**  
**Draft MINUTES**  
**November 10, 2020**

**Commissioners:**

|                                     |               |                          |                                     |              |                                 |
|-------------------------------------|---------------|--------------------------|-------------------------------------|--------------|---------------------------------|
| <input checked="" 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 type="checkbox"/>            |               | George Clain, Alt        | <input type="checkbox"/>            | Orange       | Lee Cattaneo                    |
| <input type="checkbox"/>            | Berlin        | Robert Wernecke          | <input type="checkbox"/>            | Plainfield   | Paula Emery                     |
| <input type="checkbox"/>            |               | Karla Nuissl, Alt.       | <input type="checkbox"/>            |              | Bob Atchinson, Alt.             |
| <input checked="" type="checkbox"/> | Cabot         | Amy Hornblas             | <input type="checkbox"/>            | Roxbury      | Gerry 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 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 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 checked="" type="checkbox"/> | Worcester    | Bill Arrand                     |

Staff: Bonnie Waninger, Nancy Chartrand, Clare Rock

Guests: Kim McKee and Greg Western, Cross Vermont Trail Association

**Call to Order**

Chair L. Hill-Eubanks called the meeting to order at 6:31 pm and conducted a roll call. Quorum was present.

**Adjustments to the Agenda**

The agenda order was adjusted due to some presenters not being present.

**Public Comments**

None.

**Municipal Dues**

Waninger provided an overview of the reason for dues and how they have been maintained and utilized over the last several years; i.e. matching grants, making up shortfalls, supporting ongoing maintenance and operations. The dues being recommended will take effect July 1, 2021. Krauth noted that on the chart showing dues for all RPCs that Rutland's percentage is quite low and wondered why that was.

Waninger advised all municipalities in that region are charged the same rate despite the size of

1 municipality, and their dues have not been raised for years. Potter commented that when she joined  
2 the Board setting dues was delegated to the Executive Committee. Last fall, the Board requested that  
3 this be a duty of the full Board again. This is now the second year it is being brought before the full  
4 Board for decision. Hornblas questioned Northfield's population growth. Hill-Eubanks advised they  
5 believe it is students. Waninger confirmed she double checked the number before presenting the  
6 information to the Board.

7  
8 *J. Potter moved to adopt the FY22 municipal dues assessment rate of \$1.28 per capita as recommended*  
9 *by the Executive Committee; R. Krauth seconded. Motion carried.*

#### 11 **Meeting Minutes – October 13, 2020**

12 *J. Shatney moved to approve the minutes; D. La Haye seconded. Motion carried.*

#### 14 **Municipal Plan Approval & Confirmation of Planning Process**

15 Hill-Eubanks introduced Bill Arrand, Chair of the Municipal Plan Review Committee (MPRC). Arrand  
16 advised the MPRC met on November 2<sup>nd</sup>. Two CVRPC staff and three members of the public were  
17 present. He asked Shatney if she wanted to present any additional information on behalf of Barre City.  
18 Shatney advised that 2½ years was spent updating the plan which was originally written by a consultant.  
19 She feels very good about the plan and hopes to get things accomplished as a result. Arrand advised  
20 that staff recommended that additional information on remote work opportunities and childcare would  
21 be good to consider in the future. Arrand also confirmed Barre City is not pursuing energy  
22 determination at this time, but has a substantial energy chapter. The MPRC recommended approval.  
23 Additional discussion ensued regarding Barre's Energy Committee and the City's plan to update the  
24 Energy Plan portion in the future to include some finite specific goals for the City. Hill-Eubanks  
25 commented that the maps of the neighborhoods were very helpful.

26  
27 *D. Torre moved to approve the City of Barre, Vermont 2020 City Municipal Plan; R. Turner seconded.*  
28 *Motion carried.*

29  
30 *S. Lotspeich moved to confirm the City of Barre's planning process; R. Krauth seconded. Motion carried.*

31  
32 *B. Arrand moved to authorize the Board Chair to sign the resolution which resolves that the Central*  
33 *Vermont Regional Planning Commission approves the City of Barre, Vermont 2020 City Municipal Plan,*  
34 *adopted September 15, 2020 and consulted with and confirms the planning process of the City of Barre,*  
35 *M. Dent seconded. Motion carried.*

#### 37 **Central Vermont Economic Development Corporation (CVEDC)**

38 Postponed.

#### 40 **Regional Recreation Updates**

41 C. Rock of CVRPC provided a presentation regarding recreational updates in our region and highlighted  
42 some of the planning that has occurred over the last few years which has included:

- 43 • Mad River Valley Transportation Plan which promoted the value to the local economy of active  
44 trail systems and interconnectedness.

- Woodbury Town Forest Recreation Plan to promote forest based recreation and trails system. The plan includes a tool kit to help other communities do similar type projects.
- Cabot Hub and Spoke Trail Network Master Plan and Implementation Program supports creating a town-wide trail network linking village center to a regional trail network.
- Northfield Ridge to River Master Plan identifies opportunities to better connect Northfield's population nodes to each other and recreational areas and also tied in stormwater and place making infrastructure.

She noted CVRPC is looking forward to a partnership with Montpelier Parks Department related to a comprehensive outdoor recreation map and a recreational trails hub. CVRPC will be assisting by facilitating and convening a trails group in the region to identify gaps and connections between some of the local trail groups that would help with a more interconnected system.

This presentation was followed by Kim McKee of the Cross Vermont Trail Association (CVTA) Board. The CVTA is a project to build a multi-use path across the width of Vermont. It enters the Central Vermont region in Marshfield and exits into Chittenden County in Duxbury, with 30 miles of off-road sections currently built. The current Winooski Bridge Project extends the newly constructed Montpelier path an additional 3 miles upstream with a bridge across the Winooski River near the hydro dam. Greg Western of CVTA shared that maps about the bridge project are on their website [www.crossvermont.org](http://www.crossvermont.org). The goal is to connect Montpelier to Wells River Rail Trail (Route 14) which has long been supported by CVRPC. He noted they had most recently developed a trail counting protocol with CVRPC. A template count was conducted a couple of years ago and that data continues to be collected. Their goal is to be plugged into regional planning and fill in physical trail gaps and capability gaps where needed.

Hill-Eubanks asked if they've had to deal with Act 250 permitting and how they found the experience. Western noted they have an Act 250 permit for current Winooski Bridge project and confirmed the process was a lot of work to prepare the application and once the application was complete it was a fairly smooth process to approval, however, it took a year to prepare the application. He also noted it is complicated as to who it encumbers, the landowner versus the trail organization.

There was question regarding easements versus landowner agreements. Western spoke to benefits of each. He advised easements are ultimately better from perspective of permanent public access. The Winooski bridge project is all donated easements with the exception of a section on state land, for which they only have permission to use the land.

## Reports

Waninger shared that Act 166 directs RPCs to inventory municipal public safety resources. Staff will be contacting municipalities to gather data to determine who serves each municipality from a fire, rescue, EMS, and police perspective. This will be ongoing over the next year.

She also noted that there has been ongoing state discussion about diversity, equity, and inclusion. State agencies been given direction, and she expects this will work its way through contracts and grants. More information will be forthcoming to the Board. She also advised RPCs are talking with VLCT about whether it makes sense for a partnership with RPCs to provide trainings to the municipalities. Feedback from municipalities was requested as to whether they saw a role for RPCs and VLCT to play in this type



1 of training.

2  
3 There was a question as to what types of resources may be available currently for municipalities with  
4 regard to equity training. Waninger shared information on training she has attended and advised she  
5 would be happy to share resources she has and to please let her or Nancy know if you would like them.

6  
7 **Adjournment**

8 *D. La Haye moved to adjourn at 7:38 pm; R. Wernecke seconded. Motion carried.*

9  
10 Respectfully submitted,

11  
12 Nancy Chartrand, Office Manager

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**BOARD OF COMMISSIONERS**  
**Draft MINUTES**  
**December 8, 2020**

**Commissioners:**

|                                     |               |                          |                                     |              |                                 |
|-------------------------------------|---------------|--------------------------|-------------------------------------|--------------|---------------------------------|
| <input type="checkbox"/>            | Barre City    | Janet Shatney            | <input checked="" type="checkbox"/> | Moretown     | Dara Torre, Secretary/Treasurer |
| <input checked="" 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 checked="" type="checkbox"/> |               | George Clain, Alt        | <input checked="" type="checkbox"/> | Orange       | Lee Cattaneo                    |
| <input checked="" type="checkbox"/> | Berlin        | Robert Wernecke          | <input checked="" type="checkbox"/> | Plainfield   | Paula Emery                     |
| <input type="checkbox"/>            |               | Karla Nuissl, Alt.       | <input type="checkbox"/>            |              | Bob Atchinson, Alt.             |
| <input checked="" type="checkbox"/> | Cabot         | Amy Hornblas             | <input checked="" type="checkbox"/> | Roxbury      | Gerry 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 checked="" type="checkbox"/> | Duxbury       | Alan Quackenbush         | <input type="checkbox"/>            | Warren       | J. Michael Bridgewater, Alt.    |
| <input checked="" type="checkbox"/> | E. Montpelier | Julie Potter             | <input type="checkbox"/>            |              | Peter Carbee                    |
| <input type="checkbox"/>            |               | Clarice Cutler, Alt.     | <input checked="" type="checkbox"/> | Washington   | Steve Lotspeich, Vice-Chair     |
| <input checked="" type="checkbox"/> | Fayston       | Russ Bowen               | <input checked="" type="checkbox"/> | Waterbury    | Richard Turner                  |
| <input type="checkbox"/>            | Marshfield    | Robin Schunk             | <input checked="" type="checkbox"/> | Williamstown | Jacqueline Higgins, Alt.        |
| <input checked="" type="checkbox"/> | Middlesex     | Ron Krauth               | <input type="checkbox"/>            |              | Michael Gray                    |
| <input checked="" type="checkbox"/> | Montpelier    | Marcella Dent            | <input checked="" type="checkbox"/> | Woodbury     | Bill Arrand                     |
| <input type="checkbox"/>            |               | Mike Miller, Alt.        | <input checked="" type="checkbox"/> | Worcester    |                                 |

Staff: Bonnie Waninger, Nancy Chartrand, Zach Maia, Grace Vinson, Clare Rock

Guests: Dr. Mark Levine and Joan Marie Misk, Vermont Department of Health; Zach Sullivan

**Call to Order**

Chair L. Hill-Eubanks called the meeting to order at 6:30 pm. Quorum was present.

**Adjustments to the Agenda**

None.

**Public Comments**

None.

**Dr. Mark Levine, Commissioner, Vermont Department of Health (VDH)**

Dr. Levine provided an overview of the status of COVID-19 in the state. He noted that VDH is focused on the number of situations in our region. He advised everyone needs to be encouraged regarding masking, physical distancing and avoiding gatherings. The state is hopeful that multiple household gatherings over Thanksgiving were the exception rather than the rule. It can be used as a predictor for how to address Christmas and New Years. Levine noted Vermont wants to be at lower level of virus

1 going into these holidays; currently Vermont is at too high a level to be comfortable. Abiding by travel  
2 guidance and multi household gathering guidance is part of addressing this.

3  
4 Levine said vaccine doses should arrive in about one week (5,850 doses initially with 5,850 held in  
5 reserve for a second dose). These will be available to the health care and long term care work force and  
6 long term care residents. Distribution during a later phase of vaccinations will likely be at pharmacies,  
7 primary care offices, and VDH district offices. He stated he remains very concerned about this part of  
8 the State. He doesn't think it is as bad as a few weeks ago, but it still is not good.

9  
10 Levine opened the floor to questions. Questions addressed included vaccines, testing statistics, when  
11 people should test, and how data is being tracked as it relates to other factors impacted by the virus,  
12 such as bankruptcies, suicides, domestic abuse, etc. There also was inquiry as to how education and  
13 outreach at the municipal level can help with vaccinations. Levine said VDH has a lot of communications  
14 developed and in development to share. VDH recommends municipalities work with their healthcare  
15 community and public health community (district offices) to help get out appropriate messaging. A  
16 video of the meeting and discussion is available at [https://centralvtplanning.org/about/minutes-](https://centralvtplanning.org/about/minutes-agendas-staff-reports/)  
17 [agendas-staff-reports/](https://centralvtplanning.org/about/minutes-agendas-staff-reports/). The video will be posted until December 2021.

#### 18 19 **Vermont Mask Survey**

20 Hill-Eubanks introduced Amy Hornblas and the VT Mask Survey. Hornblas provided an overview of why  
21 she is doing the survey, noting she is an evidence-based health educator with experience with people of  
22 all ages and abilities in a number of community settings. The survey is ongoing and addresses the  
23 cost/benefit of mask wearing. She advised there is a lot of discussion on benefits of mask wearing and  
24 very little discussion on the costs. She provided an overview of the survey results, noting her focus  
25 tonight is on difficulty breathing and difficulty washing your hands during mask use. She noted all 21  
26 survey respondents indicated they had difficulty breathing while wearing a mask and provided data  
27 from an N95 study that noted reduced air exchange while mask wearing. She noted difficulty in cleaning  
28 hands every time a mask is touched may increase risk of infections. Hornblas noted that the CDC is very  
29 clear that masks should not be touched.

30  
31 She advised it is important to keep collecting data, provide current community resources, respect  
32 exemptions, educate about hygiene (face and hands), take frequent breath breaks, be alert to  
33 difficulties and be ready to treat. She can be reached at [vtmasksurvey@mail.com](mailto:vtmasksurvey@mail.com) for more information.

34  
35 Discussion offered comment of the benefit possibly outweighing the cost and also a need to access  
36 guidance on mask usage. The presentation will be posted until December 2021.

#### 37 38 **Committee Rules of Procedure Updates**

39 Hill-Eubanks noted the Rules of Procedure (ROP) were brought into conformance with the Bylaws. The  
40 Committees have revised their ROP and the Executive Committee has recommended that these draft  
41 ROP be approved by the Board.

42  
43 Hill-Eubanks requested the Open Meeting Law language cite specific statute.  
44

1 The Transportation Advisory Committee requested the Bylaws be modified so that outside  
2 representatives are not included as voting members. These ROPs comply with current Bylaws.

3  
4 *R. Wernecke moved to adopt changes to the Rules of Procedure for Clean Water Advisory Committee;*  
5 *Municipal Plan Review Committee; and Transportation Advisory Committee; D. La Haye seconded.*  
6 *Motion carried.*

### 8 **Bylaw Work Group**

9 Hill-Eubanks discussed the opportunity to the new Bylaws as they have been in effect for a year. The  
10 Executive Committee has set up a subcommittee/work group for a review. S. Lotspeich and M. Gray  
11 have volunteered to be Executive Committee members, and G. Clain has volunteered to be a Board  
12 member. The floor was opened for any additional volunteers to be part of the Bylaws Work Group. No  
13 volunteers came forward.

14  
15 *R. Wernecke moved to have George Clain join the Committee to review the bylaws; B. Arrand seconded.*  
16 *Motion carried.*

### 18 **Meeting Minutes – November 10, 2020**

19 *G. D'Amico moved to approve the November 10, 2020 minutes; D. La Haye seconded. Motion carried.*  
20

### 21 **Reports**

22 It was clarified that the Board meeting date should reflect 12/8, not 12/15. The Project Review  
23 Committee is likely not to meet on 12/17; this will be confirmed before the end of the week. Waninger  
24 was congratulated for her work on the Working Communities Challenge. Rock provided additional  
25 information about the Letter of Support for Act 250 application 5W1206-5 in the packet. She noted the  
26 Project Review Committee (PRC) reviewed the application. Based on the subdivision's location, it was  
27 determined to be a project of Significant Regional Impact due to being in the Shutesville Wildlife  
28 Corridor. The PRC found the project was not in conformance with the Regional Plan. We are awaiting  
29 rulings from the Act 250 District Office on the comments received and the application.

### 31 **Adjournment**

32 *D. La Haye moved to adjourn at 7:49 pm; A. Hornblas seconded. Motion carried.*

33  
34 Respectfully submitted,

35  
36 Nancy Chartrand, Office Manager

**Central Vermont Regional Planning Commission**

P: 802-229-0389

Staff Report, December 2020

F: 802-223-1977

All CVRPC staff continue to work remotely per the Governor's order to support remote work for employees to the extent possible. (Addendum 12 to Executive Order 01-20)

**COMMUNITY DEVELOPMENT**

Contact Clare Rock, [rock@cvregion.com](mailto:rock@cvregion.com), or Zach Maia, [maia@cvregion.com](mailto:maia@cvregion.com), unless otherwise noted.

**Municipal Planning & Plan Implementation:**

- Drafted Roxbury Town Plan economic development section for Planning Commission review. Provided energy data for the energy chapter.
- Prepared first round of zoning changes and provided amended zoning document to Middlesex Planning Commission. Attended meeting to provide a brief overview. Changes will be discussed in January.
- Reviewed Plainfield draft zoning; provided recommendations and revisions prior to adoption process.
- Met with Washington Planning Commission to finalize Town Plan and prepare for adoption process.
- Distributed Municipal Energy Data reports utilizing Efficiency Vermont data.
- Initiated conversation with Fish and Wildlife for coordination of a Community Values Mapping planning exercise with Woodbury.
- Finalized zoning update contract with Moretown; update to focus on increasing housing options and enhancing conservation efforts.
- Filed USDA grant letter of Intent to assist the Plainfield Co-op with a financial feasibility study. The Co-op is concerned the Rt. 2/Main Street intersection project will gravely affect its financial health because the Main Street bridge will be closed, cutting off primary access from Rt. 2 to the Co-op. Spoke with Plainfield Selectboard Chair about the project.
- Updated Montpelier's natural resource map.

**Training & Education:**

- Facilitated a Modern Wood Heat Event in coordination with the Mad River Valley Planning District and the Dept. of Forests Parks and Recreation.
- Presented to the Marshfield Energy Committee on current Efficiency Vermont incentives.
- Coordinated an Energy Committee Roundtable focused on District Heating opportunities in Central VT.

**Regional Planning and Implementation:**

- Initiated download and review of regional housing data.
- Participated in the 4-Region Comprehensive Economic Development Strategy (CEDS) Partners meeting to review State-level COVID impacts on the economy and discuss possible indicators to track recovery.
- Responded to VAPDA questionnaire about the Regional Energy Plan. VAPDA is framing a RPC input into the Vermont Comprehensive Energy Plan update.
- Submitted GIS Year in review work to Vermont Center for Geographic Information (VCGI).
- Conducted GIS Analysis for Central Vermont Solid Waste Management District (CVSWMD) to assist in the selection of a Household Hazardous Waste site location.

**Partnerships for Progress:**

Working Communities Challenge: Participated in team kick off meeting with the Boston Fed and VT Council on Rural Development. Participated in team organizational meeting.

Central Vermont Economic Development Corporation (CVEDC): Participated in Board meeting. Consulted with the Director about the Working Communities Challenge project and the Plainfield Co-op grant application and potential CVEDC assistance.

THRIVE: Participated in Design Team meeting, weekly Leadership Partners check ins, and monthly Community and Leadership Partners meetings.

Washington County Hunger Council: Chaired Council Meetings and several meetings discussing the Food Access Map/ Tool for use by other organizations. Provided Vermont Sustainable Jobs Fund with costs estimate to expand award-winning Food Retailers Access map statewide.

Wrightsville Beach Recreation District: December Board meeting cancelled.

**EMERGENCY MANAGEMENT & HAZARD MITIGATION**

Contact Grace Vinson, [vinson@cvregion.com](mailto:vinson@cvregion.com), unless otherwise noted.

**Local/Regional Planning:**

- Consulted with Plainfield about potential grant application for Brook Road bridge replacement.
- Discussed Family Connectivity Project with Good Beginnings of Central Vermont. The project is working to improve connectivity for low income families. The greatest barrier is family ability to fund monthly service.

**Local Hazard Mitigation Plans (LHMP)**: Staff supported communities in the development, review, and adoption of local hazard mitigation plans.

Calais – Hosted meeting about community engagement and hazard identification and analysis. Planned next meeting.

Montpelier – Hosted kick off meeting, planned next meeting.

Washington – VEM issued that Approval Pending Adoption; awaiting Selectboard adoption in January.

Williamstown – Final Approval Letter received; plan complete!

**COVID-19 Response & Recovery:**

- Participated in State Emergency Operation Center and Health Operation Center meetings to maintain situational awareness regarding response and recovery needs/actions.
- Held bi-weekly telephone consultations with the Dept. of Taxes for Local Government Expense Reimbursement (LGER) program. Hosted RPC monthly meeting, including training RPCs on storytelling in advance of fulfilling reporting requirements to convey the program's value. Researched and responded to questions from RPCs and Central VT applicants. Provided LGER services to Central Vermont units of local government.
- Initiated COVID-19 interviews with municipal officials and staff to gather best practices and lessons learned in COVID response and recovery.
- Provided weekly updated maps on Vermont COVID cases.

**TRANSPORTATION**

Contact Ashley Andrews, [andrews@cvregion.com](mailto:andrews@cvregion.com), unless otherwise noted.

**Field Services:** Contact Ashley Andrews, [Andrews@cvregion.com](mailto:Andrews@cvregion.com), for 2020 counts and inventories.

- Continued work on the Waitsfield ash tree inventory.
- Completed a road erosion inventory for Middlesex.
- Initiated a Town Collector road surface inventory.
- Completed Bridge and Culvert inventory maps for Barre City, Barre Town, and Roxbury.

**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 upcoming compensation study. Discussed next step in Board retreat – discussion of a strategic plan. Discussed the potential to reinstate premium pay due to the pandemic.

Operations Committee – Reviewed updates to the Performance Dashboard. COVID is causing challenges with recruiting seasonal service operators. If this causes unsustainable cost increases, service may be further modified. Montpelier Transit Center expected to reopen by January 4<sup>th</sup>. Microtransit service also scheduled for January 4<sup>th</sup> launch. A Washington County Site Analysis Study has been initiated; goal is to relocate GMT Berlin facility. Data gathering in progress. Draft report anticipated for April 2021.

GMT Board of Commissioners Chair Role Activities:

- Participated in briefing meetings with the General Manager about a variety of topics and events.
- Initiated General Manager 6-month evaluation; drafted survey to gather Board and staff input.

**Municipal Assistance:**

- Provided draft RFP's to Middlesex and discussed project management services for Bicycle and Pedestrian grant.
- Met with Barre City, VTrans, and VANR about a potential FEMA grant application for railroad trestle #308. The trestle is in imminent failure and its mid-stream pier exacerbates flooding. The grant would study alternatives, including repair and multiple removal scenarios. Initiated grant application. Met with VTrans. Developed scope of work for budget discussion with a contractor. Developed FEMA grant application.
- Met with Cabot Selectboard to discuss CVRPC's ash tree management planning services. CVRPC will be working with the Conservation Commission to complete an ash management plan.
- Responded to Berlin question about deliberative sessions.
- Continued inventory of sidewalks in the region.

**Regional Activities:**

- Participated in the Mad River Transportation Advisory Committee meeting.
- Participate in Microtransit/MyRide Advisory Committee meeting. The service launched 01/04/21. Acted as one of several bus stop monitors for several hours on the first day of service to ensure riders had successfully transitioned to the new service.
- Represented RPCs on the State's Public Transit Advisory Council meeting.



- Initiated research and mapping effort aimed at identifying parcels along the region's rail corridors that may have development potential.
- Completed tasks 4.1.4 and 4.1.8 for TPI
- Participated in the Mad River Valley Trails Collaborative meeting.
- Represented RPC's in the monthly Phase 3 meeting for the Transportation Resiliency Planning Tool (TRPT).

## NATURAL RESOURCES

Contact Pam DeAndrea, [deandrea@cvregion.com](mailto:deandrea@cvregion.com), unless otherwise noted.

### Tactical Basin Planning Assistance:

- Continued coordination on project implementation with Winooski Basin Planner, Winooski Natural Resources Conservation District, Friends of the Winooski River, and the Friends of the Mad River.
- Finalized work plan for the Winooski and Lamoille Basins for FY21.
- Conducted project development for stormwater final designs from the stormwater master plan for Duxbury.
- Prepared Design Implementation Block Grant program grant application for stormwater design of a 3-acre site and surrounding properties in Waterbury.
- Submitted press release for basin planning work for FY21.

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

Woodbury Stormwater Mitigation Final Designs – Project on hold pending decision on site design modification.

Calais Stormwater Mitigation Final Designs – 60% designs completed. The project includes an underground infiltration system at the East Calais Post Office, an infiltration basin along Moscow Woods Road, and stabilization of a gully. Final designs by the fall 2021.

Berlin Town Office Stormwater Implementation – The project is on hold until construction season resumes. With assistance from D&K, the Town of Berlin is working on contract documents for contractor.

**Moretown Elementary School Stormwater Final Design:** Contractor completed the 60% designs plans. Progress report, hydrologic modeling data, and summary submitted to DEC. 60% report due at the end of January. CVRPC will reach out to Moretown stakeholders for a meeting in March to review 60% designs. 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 due June 2021.

**604b:** CVRPC and Rutland Regional Planning Commission are working on finalizing a contract. Staff completed a press release for the project, which provides a web map depicting Mad River Watch water quality monitoring stations and results. The Friends of the Mad River will use the site for educational activities and decision making about monitoring efforts. Section 604b of the Federal Clean Water act passes funds to States to enhance water quality efforts. VT DEC contracts with the Rutland Regional Planning Commission (RRPC) to support Tactical Basin Planning activities. RRPC, which acts as RPC statewide lead, subcontracts with other RPCs.

**Forest Integrity:** Facilitated sub-committee work group meeting focusing on municipal strategies to promoting the forest economy. Review survey results and planning next steps to identify most effective strategies.

## OFFICE & ANNOUNCEMENTS

### Office:

- Completed benefits enrollment for staff for CY21.
- Facilitated Title VI Training for staff.
- Finalized Annual Reports for distribution to municipalities.
- Updated Nominating Committee Rules of Procedure for Board review/approval.
- Initiated hiring process for a Transportation Planner, including a staff discussion on competency-based hiring practices.
- Discussed the potential for a sharing a staff member with the Central VT New Directions Coalition. The Coalition was awarded a 3-year grant to foster municipal actions aimed at substance misuse prevention.

### Professional Development/Leadership:

- Grace, Bonnie, & CVRPC's contracted accountant participated in a statewide VEM training regarding new reporting and reimbursement requirements for EMPG grants. Conducted follow up calls with RPC Directors, and meeting with VEM.
- Pam began her time to serve on the board of the Northeast Arc User's Conference (NEARC).

### Upcoming Meetings:

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

#### January

|        |         |  |
|--------|---------|--|
| Jan 12 | 6:30 pm | Board of Commissioners                                     |
| Jan 14 | 4 pm    | Clean Water Advisory Committee                             |
| Jan 18 |         | <i>Martin Luther King Day Holiday, CVRPC office closed</i> |
| Jan 20 | 9 am    | Green Mountain Byways Steering Committee                   |
| Jan 26 | 6:30 pm | Transportation Advisory Committee                          |
| Jan 28 | 4 pm    | Project Review Committee                                   |

#### February

|        |         |   |
|--------|---------|---|
| Feb 1  | 4 pm    | Executive Committee                                 |
| Feb 9  | 6:30 pm | Board of Commissioners                              |
| Feb 15 |         | <i>President's Day Holiday, CVRPC office closed</i> |
| Feb 23 | 6:30 pm | Transportation Advisory Committee                   |
| Feb 25 | 4 pm    | Project Review Committee                            |

[Weekly News Headlines](#) (click on a specific week to read more about the headlines listed). To receive Weekly News via email, sign up on our [website](#).

#### December 4<sup>th</sup>

- VTrans 2021 External Research Projects
- New VT DEC Stormwater General Permit 3-9050 In Effect 12/1/2020
- Stowe and Waterbury Roadway Repaving Projects
- Farmers to Families Extended
- VCRD - The Vermont Proposition
- Central Vermont Pop-Up Testing
- Continuity of Operations Plans and Mutual Aid Agreements between Municipalities
- Department of Public Service: Arrearage Assistance to Municipal Water and Sewer/Wastewater Departments, Community Water Systems, Fire Districts

#### December 18<sup>th</sup>

- CVRPC to Assist State Tactical Basin Planning
- Ash Tree Management Grant Recipients in Central Vermont
- Is Your Zoning Stuck in the 1970s?
- CVRPC Recruiting Planner | Senior Planner
- Berlin Seeks Town Administrator
- Vaccine information on VDH Website
- Sign up to VT Alert for COVID-19 Updates
- Updated Resources from Vermont League of Cities & Towns
- Central Vermont Pop-Up Testing Expands Locations
- Funding to Create Better Places
- 2021 Downtown Transportation Fund Grants Now Available

Visit CVRPC's web site at [www.centralvtplanning.org](http://www.centralvtplanning.org) to view our blog and for the latest publications and news.

## Central Vermont Regional Planning Commission

### Committee & Appointed Representative Reports, December 2020

*Meeting minutes for CVRPC Committees are available at [www.centralvtplanning.org](http://www.centralvtplanning.org).*

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

- Approved the revised FFY21 Transportation Planning Initiative (TPI) agreement work program and budget adjustment.
- Recommended the Board adopt the revised Municipal Plan Review Committee Rules of Procedure and the new Nominating Committee Rules of Procedure and Guidelines.
- Recommended the Board appoint Julie Potter, Gerry D'Amico, and Peter Carbee as the Nominating Committee.
- Adopted updates to CVRPC's Administrative and Financial Policies and Procedures, primarily aimed at updating Internal Controls to reflect smoothing of remote work flow, standardization of certain financial practices with the new accountant, use of ADP for payroll services, and use of Bill.com for bill processing.
- Appointed Michael Gray, Steve Lotspeich, and George Clain to the Committee's Bylaw Work Group.
- Continued Committee education about diversity, equity, and inclusion in advance of future policy and practice updates.
- Approved the Board agenda with a minor date change.

The following committees did not meet in December:

- **PERSONNEL POLICY COMMITTEE** (A sub-committee of the Executive Committee)
- **NOMINATING COMMITTEE** (February and March; scheduled by Committee)
- **PROJECT REVIEW COMMITTEE** (4<sup>th</sup> Thursday, 4pm)
- **REGIONAL PLAN COMMITTEE** (as needed; scheduled by Committee)
- **MUNICIPAL PLAN REVIEW COMMITTEE** (as needed; scheduled by Committee)
- **TRANSPORTATION ADVISORY COMMITTEE** (4<sup>th</sup> Tuesday; 6:30 pm)
- **CLEAN WATER ADVISORY COMMITTEE** (2<sup>nd</sup> Thursday, 4pm)

#### **VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES (VAPDA)**

- Met with governmental affairs legislative team to discuss upcoming Legislative session. Broadband/CUDs and racial equity expected to have strong Legislative focus.
- Met with VLCT to discuss equity and diversity training. VLCT planning webinar series; RPCs offered financial support. Noted that progress requires policy and procedure changes. The State equity tool is helpful for asking question while making a policy change, but it doesn't provide lived experiences. Question raised as to whether regional equity committees might be needed to review conclusions on making things more or less equitable. CVRPC part of 3-RPC effort to build/further a conversation for RPCs. Directors will have monthly discussions during VAPDA meetings to increase our diversity and inclusion literacy. Anticipate trainings for RPC staff at minimum.
- ACCD planning trainings in follow up to Zoning for Great Neighborhoods project. Hosting practitioners' trainings on January 26<sup>th</sup> and 28<sup>th</sup> and short video trainings on code reform for public.

Communities interested in training should contact Clare Rock, [rock@cvregion.com](mailto:rock@cvregion.com).

- Downtown grants and clean water fund grants for capital projects will have reduced match requirements in upcoming year. Was 50/50; now 80/20.
- ANR sent the Clean Water Service Provider rule to Interagency Committee on Administrative Rules (ICAR). 60-day comment period expected to open in December. Conflict of Interest language may prove challenging to use.
- Clean Water Lecture series announced - <https://dec.vermont.gov/water-investment/cwi/outreach/lecture-series>.
- Act 151, Energy Efficiency Modernization Act, allows VEIC to reallocate funds into transportation and thermal sectors.
- Act 129 (H.656) changed the definition of “local” and equivalent terms like “locally grown,” “local to Vermont,” and “made in Vermont” to better define Vermont food. Clarity expected to protect value and craftsmanship of Vermont’s food and agricultural producers and processors. Fact sheet at [https://agriculture.vermont.gov/sites/agriculture/files/doc\\_library/Local%20Definition%20Changes.pdf](https://agriculture.vermont.gov/sites/agriculture/files/doc_library/Local%20Definition%20Changes.pdf).
- Discussed updates to VAPDA website. Modernizing and simplifying based on most frequently accessed information.

#### **VERMONT ECONOMIC PROGRESS COUNCIL**

No activities from Central Vermont.

#### **GREEN MOUNTAIN TRANSIT**

- Reviewed FY21 financials. Discussed potential to reinstate pandemic-related Premium Pay. Declined to reinstate it as funding is not available.
- Approved moving FY22 operating and capital budgets to public hearing.
- Held Executive Session for Personnel to discussed General Manager 6-month performance appraisal.
- Held Executive Session to discuss a pending labor related arbitration.

#### **MAD RIVER VALLEY PLANNING DISTRICT**

- Mad River TAC discussing pedestrian safety in Waitsfield village due to accident resulting in death.
- Approved the FY22 budget.
- Opted not to participate in the Healthy Happy Valley initiative lead by the Friends of the Mad River due to high level of time commitment.
- Refining indicators for dashboard project. Next is data collection and dashboard development.

## **Celebrating the Success of THRIVE 2017-2020**

### **Vision**

Building Thriving Communities Together



### **Mission**

To optimize the health and  
wellbeing of our community through  
informed, collaborative, and innovative solutions



### **Values**

Equality • Consensus • Collaboration • Shared Learning • All  
members have equal standing • Promote cross-sector participation  
• Focus on exploring and sharing opportunities for innovation  
All members have an equitable voice and work to reach consensus



### **What We Want for Our Community**

Well-Housed • Well-Educated • Well-Nourished  
Mentally Healthy • Physically Healthy • Financially Secure  
Socially Connected & Valued

## **THRIVE in Action 2017-2020**

### **2017**

- \* Two local collaboratives—Community Alliance for Health Excellence and Washington County Regional Partnership merge to become THRIVE: The Regional Investment in Eudaimonia

### **2018**

- \* The newly combined THRIVE Steering Committee begins applying the Accountable Community for Health framework to THRIVE and creates a governance structure including Central Vermont Medical Center as the Integrator Organization and a new group of Leadership Partners
- \* Leadership Partners create and sign a Memorandum of Understanding to ensure joint accountability for THRIVE's sustainability and success
- \* THRIVE develops a Mission, Vision, Values, Charter, and Culture Statement as guiding principles for maintaining accountability for the wellbeing of all residents of Central Vermont
- \* THRIVE members participate in an assessment of organizations, programs, and focus areas to catalog strengths and map resources within the community
- \* Members of THRIVE use local data from various sources to choose desired population outcomes and sentinel indicators as measures of a successful partnership
- \* THRIVE hosts a community Block Party at Downstreet with representatives, materials, and resources from member organizations, smoothies, live music, face painting, and outdoor activities



## 2019

- \* THRIVE hosts a community presentation from Dr. Humberto Soriano and Dr. Mike Mann about PlanetYouth (the Icelandic youth substance use prevention model)
- \* CVMC partners with THRIVE to conduct their 2019 Community Health Needs Assessment, which includes focus groups for underrepresented populations and resulted in over 1,500 respondents
- \* THRIVE conducts a strategic planning survey which captures members' perceptions of the collaboration's effectiveness, community priorities, suggestions for short- and long-term goals, and requests of THRIVE governance
- \* THRIVE Leadership Partners hold a Strategy Advance gathering which results in a Design Team workgroup to guide meeting redesign and future group procedures, a formal Finance Committee to create innovative sustainable finance structures, a refocus on Community-chosen priorities, and formalizes support for two new Collaborative Action Networks
- \* The THRIVE Homelessness Gaps Collaborative Action Network is formed
- \* The THRIVE Transportation Collaborative Action Network is formed
- \* THRIVE initiates and supports the Barre Region application for the Boston Federal Working Communities Challenge planning grant

## 2020

- \* The Working Communities Challenge Planning Grant is awarded to the Barre Region with continued support from THRIVE, member organizations, and other community stakeholders
- \* THRIVE supports the formation of a subsidiary COVID-response organization: the Washington and Northern Orange Counties Regional Response Command Center (WNOC-RRCC)
  - WNOC-RRCC successfully prevents hospital surge in Central Vermont and fills significant gaps in social needs during COVID

**2020**

- 12+ THRIVE organizations commit staff time and in-kind resources during March through July 2020
- Successes and outcomes from WNOC-RRCC are detailed [here](#)
- \* THRIVE and its members support ongoing COVID-relief initiatives
  - Everyone Eats: 82,001 meals to date in Washington, Lamoille, and Orange Counties (\$820,000 back into the Vermont economy)
  - Homelessness Medical Team supporting physical health, COVID-prevention, and general well-being
  - Family Connectivity project supporting digital connectivity for those in need
- \* The Barre Region Working Communities Challenge Team successfully applies for and receives a 3-year, \$300,000 implementation grant to support employment for single female head-of-households in Central Vermont
- \* THRIVE is successfully incorporated as THRIVE Accountable Community for Health, Inc. and can partner with CVMC to receive, hold, and distribute funds
- \* THRIVE hires an intern from the University of Vermont Master's in Public Health program to support grant research and administrative alignment of the many initiatives supported by THRIVE
- \* Leadership Partners, with the input and guidance of THRIVE members, create a 2021 Strategic Plan which includes 4 focus areas with goals and performance indicators
  - Homelessness Health & Wellbeing
  - Workforce and Financial Stability
  - Food Security
  - Social Connection: focused on addressing the digital divide
- \* The THRIVE Finance Committee begins drafting a framework for innovative finance support, gathering pledges of resources from Leadership Partners, and creates plans for pursuing grants in 2021