



## NOMINATING COMMITTEE

January 13, 2021

4:00 – 5:30 pm

### *Remote Participation via GoToMeeting*

Join via computer, tablet or smartphone: <https://global.gotomeeting.com/join/779683893>

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### Page AGENDA

#### **4:00 Adjustments to the Agenda**

1

#### **Public Comment**

#### **4:05 Elect Committee Officers<sup>2</sup>**

#### **2 4:10 Review Adopted Rules of Procedure and Guidelines (enclosed)**

#### **6 4:15 Review Positions and Materials (enclosed)**

Committees and appointed positions

CVRPC Officers and Executive Committee Member history

Commissioner participation

Commissioner interest questionnaire

#### **5:00 Next Steps**

#### **5:15 Adjourn**

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.

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<sup>1</sup> All times are approximate unless otherwise advertised

<sup>2</sup> Anticipated action item.



## NOMINATING COMMITTEE

### *RULES OF PROCEDURE*

**PURPOSE:** The Nominating Committee shall annually develop and recommend a slate of nominees to be presented to the Board for approval of appointments to the Executive Committee, as well as Standing and Special Committees and CVRPC representatives appointed to other organizations.

**GENERAL ACTIVITIES:**

- ◆ Meet annually between January and March to identify and recommend a slate of candidates for the positions of Chair, Vice Chair, Secretary/Treasurer and at-large members of the Executive Committee; Standing and Special Committees and CVRPC representatives appointed to other organizations.

**ADVISORY ROLE:** The Nominating Committee shall be advisory to the Board of Commissioners as outlined below.

- ◆ 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.

The Chairperson will be elected with the assumption that the Chairperson 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 Vice-Chairperson, 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 Secretary/Treasurer and four members-at-large candidates should meet the following requirements:

- served on the Commission for at least one year;
  - participated on one or more committees during their term; and
  - an attendance record that shows dedication to the Commission.
- Identify and recommend to the Board candidates for Standing and Special Committees and CVRPC representatives appointed to other organizations.

1  
2 The Committee's actions must be compatible with plans, policies, positions or resolutions previously  
3 adopted by the Board of Commissioners. The Committee shall seek to balance the interests of the  
4 Commission in order to have the Executive and Standing Committees as reflective of the Commission as  
5 possible.  
6

7 **MEMBERSHIP:** The Nominating Committee shall consist of three (3) Commissioners or Alternate  
8 Commissioners. The Executive Committee shall nominate candidates for the Nominating Committee.  
9 Nominees shall be submitted at the January Board meeting, and additional nominations may be made  
10 from the floor. The Board shall elect the Nominating Committee annually at its January meeting.  
11

12 **OFFICERS/ELECTIONS:** The Nominating Committee will elect a Chair and Vice-Chair annually at its first  
13 meeting. The Chair will be responsible for running meetings, setting agendas in conjunction with staff,  
14 reviewing and signing correspondence on behalf of the Nominating Committee, and representing the  
15 Nominating Committee at various meetings as needed. The Vice-Chair will provide support to the Chair  
16 as needed. If the Chair or Vice-Chair should resign before term expiration, an interim election shall be  
17 held within two meetings or when regular elections are held, whichever is earlier.  
18  
19

20 **ATTENDANCE AND QUORUMS:** A quorum shall consist of a majority of members. Members are  
21 expected to attend all regular meetings and special meetings as they arise.  
22

23 **COMMUNICATION AND COORDINATION:**

- 24 ♦ Meetings shall be noticed and held in accordance with Vermont Open Meeting Law.  
25 ♦ Minutes of all regular and special meetings will be prepared by staff, distributed to Committee  
26 members and interested parties, and made available to the public in accordance with open  
27 meeting and public records laws described in 1 V.S.A.  
28 ♦ Nominees for all Committees shall be submitted by the Nominating Committee at the Annual  
29 meeting of the Board, and additional nominations may be made from the floor.  
30

31 **CONFLICT OF INTEREST:** In the event any Nominating Committee member has a personal or financial  
32 interest with any individual, partnership, firm or corporation seeking to contract with the Commission or  
33 to provide materials or labor thereto, or has a personal or financial interest in any project being  
34 considered by the Commission, the member shall state on the record the nature of his or her interest. If  
35 the member feels this conflict interferes with his/her ability to be objective, the member shall not  
36 participate in any vote on any related motion. If the member is uncertain whether he/she should  
37 participate in the decision, the Nominating Committee shall determine by vote whether the member  
38 should participate.  
39

40 The Committee may also make a determination of conflict of interest and disallow voting by a member if  
41 the majority of voting Committee members in attendance at the meeting determine a conflict of  
42 interest exists.

1  
2 **ADOPTION OF PROCEDURES:** The Nominating Committee may, at any time, vote to recommend  
3 amendments of these procedures, upon 51% vote of the Committee membership. Proposed  
4 amendments will then be forwarded to the Board of Commissioners for ratification.  
5

6 The Nominating Committee is a standing committee of the Regional Planning Commission, and is  
7 therefore subject to the Commission's bylaws. These Rules of Procedure, combined with Robert's Rules  
8 of Order, provide procedural and administrative guidance for the Committee in addition to the  
9 Commission's bylaws. In the case of a conflict between these Rules and the Commission's Bylaws, the  
10 Bylaws shall take precedence. This document supersedes all other direction, policies, and procedures  
11 pertaining to the Nominating Committee.  
12

13 Recommended by the Nominating Committee: 07/02/18  
14

15 Adopted by the Board of Commissioners: 07/10/18  
16  
17  
18

19 \_\_\_\_\_  
Laura Hill-Eubanks, Chair

20 CVRPC Board of Commissioners



## Nominating Committee Guidelines **NOMINATING COMMITTEE**

### Guidelines

Adopted by the Commission March 9, 1999 / /

The prime consideration of the Nominating Committee 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 Committees 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 is more important than length of stay on the ~~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 should consider ~~it is good to have~~ inge a small turn over in members of ~~the Executive Committees~~.

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.

# Committees and Annual Appointments

## STANDING COMMITTEES

**Executive Committee** (Commission Bylaws; Executive Committee Rules of Procedure 6/9/20)<sup>1</sup>

Meets: 4-6pm on the Monday of the week before the Commission meeting

Term: 1 year beginning June 1; officers typically serve for two years

Members: 3 officers and 4 at-large Commissioners elected annually

FY21 Members: Laura Hill-Eubanks, Chair; Steve Lotspeich, Vice Chair, Dara Torre, Secretary/Treasurer; and Janet Shatney, Gerry D'Amico, Julie Potter, and Michael Gray, At-Large

Duties:

- 1) Carry out decisions and instructions of the Commission.
- 2) Recommend positions to be taken by the Commission, its committees, or staff.
- 3) Act on behalf of the Commission in the absence of a quorum of the Commission when time precludes the delay of decision or action until the next regular Commission meeting.
- 4) Execute other actions as outlined in Commission-adopted policy.
- 5) Management/Operations
  - a. Approve the annual budget, ACCD contract, and Transportation contract
  - b. Accept the annual audit
  - c. Approve budget adjustments that may arise during the year
  - d. Accept grants or other contracts with outside organizations or agencies, et al.
- 6) Personnel
  - a. Approve the addition/elimination of staff positions and the retention of consultant services as recommended by the Executive Director
  - b. Approve amendments to Personnel Policies
- 7) Contractual Commitments
  - a. Approve contracts with consultants as provided for in the Commission's Procurement Procedures
  - b. Approval of contracts will deem to be approval of the payment of invoices provided the work has been done to the satisfaction of the Executive Director.
- 8) Organizational Issues
  - a. Determine and approve Commission meeting agendas
  - b. Determine appropriate action on policy issues that arise from time to time including legislative issues, RPC allocation formula, or other issues affecting the Central Vermont region and its individual constituent cities and towns.

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<sup>1</sup> Governing documents for Committee duties and roles are depicted in parenthesis.

**Nominating Committee** (Commission Bylaws; Nominating Committee Rules of Procedures and Nominating Committee Guidelines (pending adoption January 12, 2021)<sup>1</sup>

Meets: As needed, usually between February and April

Term: The Board shall elect the Nominating Committee annually at its January meeting; members cannot serve two consecutive terms

Members: 3 Commissioners or Alternate Commissioners appointed by the Commission

FY21 Members: Janet Shatney, Barre City (Chair); Michael Gray, Woodbury; Richard Turner, Williamstown

Duties: Nominate slate for Executive Committee, including officers and members at-large

**Project Review Committee** (Project Review Committee Rules of Procedure and Project Review Committee Rules of Process 09/12/17, SRI Definition amended 2018)<sup>1</sup>

Meets: 4-6 pm on the fourth Thursday of the month; generally meets 7-9 times per year

Term: 3-year, staggered terms, appointed annually in June

Members: 5 Commissioners or Alternate Commissioner, 1 alternate, and project's host municipality Commissioner; one member must be an Executive Committee member

FY21 Members (term ends): Janet Shatney, Chair (2023); Bob Wernecke (2022); Gerry D'Amico (Alternate Seat 2022); Peter Carbee (2023); Lee Cattaneo (2023); John Brabant (2024); Jamie Stewart, CVEDC (Ex-officio, non-voting)

Duties:

- Evaluate projects in relation to the Commission's criteria for Substantial Regional Impact (SRI) and provide a determination.
- Provide input and recommendations on behalf of the Board of Commissioners regarding project identified as meeting SRI.
- Evaluate potential cumulative impacts for specific projects.
- Determine conformance with the Regional Plan for Act 250 and Section 248 applications.
- Provide guidance on amendments or changes to the criteria for Substantial Regional Impact.

**Regional Plan Review Committee** (Regional Plan Review Committee Rules of Procedure 12/10/19)<sup>1</sup>

Meets: As needed

Term: 1 year

Members: 5 Commissioners or Alternate Commissioners

FY21 Members: Laura Hill-Eubanks, Northfield; Dara Torre, Moretown; Ron Krauth, Middlesex; Marcella Dent, Montpelier; Julie Potter, East Montpelier

Duties: Develop updates to the Regional Plan for recommendation to the Commission.

**Municipal Plan Review Committee** (Municipal Plan Review Committee Rules of Procedures – update pending adoption January 12, 2021)<sup>1</sup>

Meets: As needed

Term: 1 year

Members: 5 Commissioners or Alternate Commissioners

FY21 Members: Bill Arrand, Worcester(Chair); Ron Krauth, Middlesex; Lee Cattaneo, Orange; Jan Ohlsson, Calais Alternate; Joyce Manchester, Moretown Alternate; Karla Nuissl

Duties:

- Review municipal plans for conformance to statutory requirements and make recommendation to the Commission.
- Review each municipality's planning process and recommend whether it should be confirmed.
- Provide guidance to municipalities about future plan updates and ways to strengthen planning efforts.

**Transportation Advisory Committee** (Transportation Advisory Committee Rules of Procedures 12/08/20)<sup>1</sup>

Meets: 6:30 pm on the fourth Tuesday of each month

Term: 1 year

Members: 23 town members appointed by municipalities

FY21 Members: Steve Lotspeich, Chair (Waterbury); Scott Bascom (Barre City); James West (Barre Town); Robert Wernecke (Berlin); John Cookson (Cabot); David Ellenbogen (Calais); Alan Quackenbush (Duxbury); Frank Pratt (East Montpelier); Matt Lillard (Fayston); Robin Schunk (Marshfield); Ronald Krauth (Middlesex); Dona Bate (Montpelier); Joyce Manchester (Moretown); Jeff Schultz (Northfield); Lee Cattaneo (Orange); Bob Atchinson (Plainfield); Gerry D'Amico (Roxbury); Don LaHaye (Waitsfield); Camilla Behn (Warren); Peter Carbee (Washington); Richard Turner (Williamstown); Vacant (Woodbury); Bill Arrand (Worcester)

Duties:

- Foster public and member municipality participation in transportation planning.
- Update the Regional Transportation Plan for recommendation to the Board of Commissioners.
- Prioritize projects for the State Capital Budget and Transportation Improvement Program.
- Participate in special studies conducted by the Regional Planning Commission.
- Assist in the development of the Commission's annual transportation work program and budget.
- Provide input and policy recommendations to the Board of Commissioners regarding regional transportation issues, including review of State plans, policies, and legislation.

## **SPECIAL COMMITTEES**

**Clean Water Advisory Committee** (Clean Water Advisory Committee Rules of Procedures 12/08/20)<sup>1</sup>

Meets: As needed



Term: 2 years (staggered)

Members: 3 Commissioners, 5 municipal representatives, 1 interested stakeholder

FY21 Members: Commissioners – Ron Krauth, Middlesex; John Brabant, Calais; Amy Hornblas, Cabot (Chair); Richard Turner, Williamstown (Alternate Seat); Dona Bate, Montpelier City Council; John Hoogenboom, Moretown Selectboard; Russ Barrett, Northfield Conservation Commission; Stewart Clark, Worcester Planning Commission (resigned); Larry Becker, Middlesex Conservation Commission; Joyce Manchester, Moretown TAC Member

Duties: Guide the Commission's work plan related to programs and projects that would be impacted by the Clean Water Act.

**Personnel Policy Committee** (a working committee of the Executive Committee; established 2014)

Meets: As needed

Term: None established

Members: 3 Commissioners

2018 Members: Julie Potter, Laura-Hill Eubanks, Steve Lotspeich

Duties: Recommend revisions to the Personnel Policies.

**Brownfields Advisory Committee** (Rules of Procedure 10/11/16)

Meets: As needed

Term: 2 years, staggered

Members:

- 1) Voting - 4 Commissioners and 1 alternate, CVEDC, VT Dept. of Health, up to 12 members, at minimum representing housing, real estate, finance, at-risk populations, and the environment
- 2) Non-voting members: EPA, VT Agency of Commerce, VT Dept. of Environmental Conservation

FY19 Members: (last active grant)

- 1) Voting - Janet Shatney (Barre City); Amy Hornblas (Cabot); Ron Krauth (Middlesex); Don La Haye (Waitsfield); Vacant (Commissioner Alternate); Vacant (Capstone Community Action); Steve Comolli (Downstreet Housing & Community Development); Gunner McCain/Jamie Stewart (CVEDC); Tim Ross, (Finance-Union Bank); Vacant (real estate); Shawn White, Friends of the Winooski River (environment); Joan Marie Misek (VT Dept. of Health, Barre District)
- 2) Non-Voting - Dorrie Paar, EPA

Duties:

- 1) Recommend investment of brownfield funds to the Executive Committee.
- 2) Assist to identify and prioritize communities/neighborhoods in need of support.
- 3) Develop brownfield-related policies for recommendation to the Commission.
- 4) Provide oversight, and assist in the development of, the Commission's brownfields work program and budget.

- 5) Participate in public outreach efforts.
- 6) Maintain site selection criteria.
- 7) Review and prioritize nominated sites for inclusion in the Region's brownfields program
- 8) Assist in the hiring of consultants and oversee consultant progress.

## **ANNUAL APPOINTMENTS**

### **Vermont Association of Planning & Development Agencies**

Meets: First Thursday of the month in June and December

Appointee: As desired by the Commission, usually the Chair

Term: 1 year

FY21 Member: Laura Hills-Eubank

Duties: Participate in two meetings a year

### **Vermont Economic Progress Council**

Meets: Monthly, normally on the fourth Thursday of the month in Montpelier; attend only when there is an application from the region; participation is non-voting

Term: 1 year

Appointee: As desired by the Commission. RPCs usually designate their Executive Directors to VEPC, but some RPCs have designated Board members to the position.

FY21 Member: Bonnie Waninger

Duties: Participate in two meetings a year

### **Green Mountain Transit**

Meets: Third Tuesday of the month at 7:30am in Burlington

Term: 3 years

Appointee: As desired by the Commission, usually Executive Director or Transportation Planner

FY21 Member: Bonnie Waninger (Commissioner) who is current Chair of GMT Board

Duties: Annually, set long-term goals to guide the General Manager and the priorities of the organization for that fiscal year; monitor progress in meeting the goals; participate on at least one committee as designated by the Chair

### **Mad River Valley Planning District**

Meets: Third Tuesday of the month at 7:00 pm

Term: 1 year

Appointee: By Board of Commissioners; Delegated to Executive Director

FY21 Member: Bonnie Waninger, Clare Rock (Alternate)

Duties: Manage business and affairs of the district

Appointee: By Board of Commissioners; Delegated to Executive Director  
FY21 Member: Bonnie Waninger, Clare Rock (Alternate)

Duties: Manage business and affairs of the district

**May 1995** – when Executive Committee membership became 7, including the CORC rep.

Chair: Doug Reed, Moretown

Vice-Chair: Tom Frazier, Roxbury

Treasurer: George Malek, Orange

Secretary: Gunner McCain, Waterbury

Council of Regional Commissions: Dennis Darrah, Middlesex

At large: Harrison Snapp, Waitsfield; George Mitchell, Northfield

**May 1996**

Chair: Gunner McCain, Waterbury

Vice-Chair: Tom Frazier, Roxbury

Treasurer: George Malek, Orange

Secretary: Therese Ackerman, Barre City

Council of Regional Commissions: Dennis Darrah, Middlesex

At large: Harrison Snapp, Waitsfield; Ed Blackwell, East Montpelier

**May 1997**

Chair: Gunner McCain, Waterbury

Vice-Chair: Tom Frazier, Roxbury

Treasurer: Stan Walker, Duxbury

Secretary: Therese Ackerman, Barre City

Council of Regional Commissions: David Healy, Calais

At large: Ed Blackwell, East Montpelier; Harrison Snapp, Waitsfield

**May 1998**-CORC representative no longer required to be a member of the Exec. Ctte.

Chair: Tom Frazier, Roxbury

Vice-Chair: Stan Walker, Duxbury

Treasurer: Ed Blackwell, East Montpelier

Secretary: Harrison Snapp, Waitsfield

At large: Carol Davis, Washington; Gunner McCain, Waterbury; David Hoyne, Fayston

**May 1999**

Chair: Tom Frazier, Roxbury

Vice-Chair: Stan Walker, Duxbury

Treasurer: Ed Blackwell, East Montpelier

Secretary: Harrison Snapp, Waitsfield

At large: Carol Davis, Washington, David Hoyne, Fayston; Mark Nicholson, Barre Town

**May 2000**

Chair: Stan Walker, Duxbury

Vice-Chair: Ed Blackwell, East Montpelier

Treasurer: Carol Davis, Washington

Secretary: Harrison Snapp, Waitsfield

At large: Tom Frazier, Roxbury; Gunner McCain, Waterbury; Ed Larson, Montpelier

**May 2001**

Chair: Stan Walker, Duxbury

Vice-Chair: Gunner McCain, Waterbury

Treasurer: Harrison Snapp, Waitsfield

Secretary: Ed Larson, Montpelier

At large: Tom Frazier, Roxbury; Carol Davis, Washington; Rhonda Shippee, Calais

**May 2002**

Chair: Gunner McCain, Waterbury

Vice-Chair: Tom Frazier, Roxbury

Treasurer: Harrison Snapp, Waitsfield

Secretary: Ed Larson, Montpelier

At large: Carol Davis, Washington; Rhonda Shippee, Calais; Stan Walker, Duxbury

**May 2003**

Chair: Gunner McCain, Waterbury

Vice-Chair: Tom Frazier, Roxbury

Treasurer: Harrison Snapp, Waitsfield

Secretary: Ed Larson, Montpelier

At large: Larry Hebert, Williamstown; Rhonda Shippee, Calais; Stan Walker, Duxbury

**May 2004**

Chair: Ed Larson, Montpelier

Vice-Chair: Harrison Snapp, Waitsfield

Treasurer: Rhonda Shippee, Calais

Secretary: Larry Hebert, Williamstown

At large: Gunner McCain, Waterbury; Stan Walker, Duxbury; Dick Payne, Cabot

**May 2005**

Chair: Ed Larson, Montpelier

Vice-Chair: Larry Hebert, Williamstown

Treasurer: Rhonda Shippee, Calais

Secretary: Harrison Snapp, Waitsfield

At large: Gunner McCain, Waterbury; Stan Walker, Duxbury; Dick Payne, Cabot

**May 2006**

Chair: Larry Hebert, Williamstown

Vice-Chair: Rhonda Shippee, Calais

Treasurer: Margaret Torizzo, Fayston

Secretary: Don LaHaye, Warren

At large: Gunner McCain, Waterbury; Stan Walker, Duxbury; Ed Larson, Montpelier

**May 2007**

Chair: Larry Hebert, Williamstown

Vice-Chair: Stan Walker, Duxbury

Treasurer: Gunner McCain, Fayston (to replace M. Torizzo 12/07)

Secretary: Rhonda Shippee, Calais

At large: Paul Bicia, Plainfield; George Malek 12/07; John Hurley, Berlin 1/08

**May 2008**

Chair: Stan Walker, Duxbury

Vice-Chair: Paul Bicia (Gunner McCain elected 3/2009 to fill the unexpired term.)

Treasurer: John Hurley, Berlin (Tim Carver elected 9/2008 to fill the unexpired term.)

Secretary: Rhonda Shippee, Calais

At large: Tom Frazier, Roxbury; Don La Haye, Warren; Larry Hebert, Williamstown

**May 2009**

Chair: Stan Walker, Duxbury

Vice-Chair: Tom Frazier, Roxbury

Treasurer: Don La Haye, Warren

Secretary: Rhonda Shippee, Calais

At large: Tim Carver, East Montpelier; Ron Krauth, Middlesex; David Borgendale, Montpelier

**May 2010**

Chair: David Borgendale, Montpelier

Vice-Chair: Don LaHaye, Warren

Treasurer: Bob Wernecke, Berlin

Secretary: Tim Carver, East Montpelier

At large: Ron Krauth, Middlesex, Ray McCormack, Washington, Stan Walker, Duxbury

**May 2011**

Chair: Bob Wernecke, Berlin

Vice-Chair: Don LaHaye, Warren

Treasurer: Ray McCormack, Washington

Secretary: Tim Carver, East Montpelier

At large: Ron Krauth, Middlesex; George Malek, Orange; Byron Atwood, Town of Barre

**May 2012**

Chair: Bob Wernecke, Berlin

Vice-Chair: Don LaHaye, Warren

Treasurer: Byron Atwood, Barre Town

Secretary: Tim Carver, East Montpelier

At large: Ron Krauth, Middlesex; George Malek, Orange; Michael Miller, Barre City

**May 2013**

Chair: Don La Haye, Waitsfield

Vice-Chair: Byron Atwood, Barre Town

Treasurer: Michael Miller, Barre City

Secretary: Tina Ruth, Montpelier

At large: Bob Wernecke, (past chair) Berlin; George Malek, Orange; David Strong, Plainfield

**May 2014**

Chair: Don La Haye, Waitsfield

Vice-Chair: Byron Atwood, Barre Town

Treasurer: ~~Michael Miller, Barre City~~ David Strong, Plainfield (to fill unexpired term)

Secretary: Tina Ruth, Montpelier

At large: Bob Wernecke, (past chair) Berlin; George Malek, Orange; ~~David Strong, Plainfield~~ Julie Potter, East Montpelier (to fill unexpired term)

**May 2015**

Chair: Byron Atwood, Barre Town

Vice-Chair: Julie Potter, East Montpelier

Treasurer: David Strong, Plainfield

Secretary: Tina Ruth, Montpelier

At large: Don La Haye (past chair) Waitsfield; Laura Hill-Eubanks, Northfield; Larry Hebert, Williamstown

**May 2016**

Chair: Byron Atwood, Barre Town

Vice-Chair: Julie Potter, East Montpelier

Treasurer: David Strong, Plainfield

Secretary: Tina Ruth, Montpelier

At large: Don La Haye (past chair) Waitsfield; Laura Hill-Eubanks, Northfield; Larry Hebert, Williamstown

**May 2017**

Chair: Julie Potter, East Montpelier

Vice-Chair: Laura Hill-Eubanks, Northfield

Treasurer: Michael Gray, Woodbury

Secretary: Dara Torre, Moretown

At large: Byron Atwood (past chair), Barre Town, Don La Haye, Waitsfield, Steve Lotspeich, Waterbury

**May 2018**

Chair: Julie Potter, East Montpelier

Vice-Chair: Laura Hill-Eubanks, Northfield

Treasurer: Michael Gray, Woodbury

Secretary: Dara Torre, Moretown

At large: Byron Atwood (past chair), Barre Town, Don La Haye, Waitsfield, Steve Lotspeich, Waterbury

**May 2019**

Chair: Laura Hill-Eubanks, Northfield

Vice-Chair: Steve Lotspeich, Waterbury

~~Treasurer: Michael Gray, Woodbury~~

Treasurer/Secretary: Dara Torre, Moretown

At large: Julie Potter (past chair), East Montpelier; Janet Shatney, Barre City; Michael Gray, Woodbury; Jerry D'Amico, Roxbury

**June 2020**

Chair: Laura Hill-Eubanks, Northfield

Vice-Chair: Steve Lotspeich, Waterbury

Treasurer/Secretary: Dara Torre, Moretown

At large: Julie Potter (past chair), East Montpelier; Janet Shatney, Barre City; Michael Gray, Woodbury; Jerry D'Amico, Roxbury



[illegible]

	Chartrand, Nancy		X		X	X	X	X	X						
	DeAndrea, Pam														
	Maia, Zachary				X	X	X		X						
	Rock, Clare				X	X	X	X	X						
	Vinson, Grace								X						
	Waninger, Bonnie		X		X	X	X	X	X						
	Guest Speaker		Jamie Stewart, CVEDC				Brandy Saxton	Kim McKee, Greg Western	Dr. Mark Levine						
	Other Guests		Dona Bate, CWAC		Cedric Sanborn, Mike Gilbar, Chris Violette, Barre Town PC		Paul Simon, Tom Badowski, Karla Nussil		Joan Marie Misek, Zach Sullivan						

<sup>1</sup>A quorum of Commissioners of this Commission for holding meetings and transacting business shall be a majority of the duly appointed municipal Commissioners (12).

<sup>2</sup>Regional Plan adoption votes require 60% of municipal representatives to vote in the affirmative (14).

**Commissioner Interests Email Questionnaires**

Dear Commissioner,

CVRPC's Nominating Committee is tasked with recommending a slate of candidates for the Executive Committee and officers, other committees, and representatives to other organizations. In doing this, we are trying to consider commissioner interests, intra-regional balance, a mix of experience levels, and maximizing commissioner involvement.

Please help us by answering and returning this questionnaire via email by **January 25, 2021**.

A. Do you expect to be re-appointed to be your town's RPC Commissioner? Yes No

B. Are you willing to serve on a CVRPC committee? Yes No

C. Please rank your top 3 committee preferences (1=first choice, 2=second choice, 3=third choice)

\_\_\_\_\_ **Executive Committee** (Approves budgets, contracts and audits. Adds/eliminates staff and contractors. Amend Personnel Policies. Approve policy actions. Approve Commission agendas.)

\_\_\_\_\_ **Project Review Committee** (Determines Act 250/Section 248 project conformance with the Regional Plan. Provide input and recommendations for projects with Significant Regional Impact.)

\_\_\_\_\_ **Regional Plan Committee** (Develops and recommends updates to the Regional Plan.)

\_\_\_\_\_ **Municipal Plan Committee** (Reviews municipal plans for conformance to statutory requirements and recommend whether a plan should be approved. Reviews municipal planning process and recommend whether it should be confirmed. Reviews municipal plans for conformance with enhanced energy planning requirements. Provides guidance to municipalities about future plan updates and way to strengthen planning efforts.)

\_\_\_\_\_ **Brownfields Advisory Committee** (Oversees CVRPC's Brownfields Program. Prioritizes sites for assessment. Participate in hiring contractors. Recommends brownfield-related policy. Participates in public outreach.)

\_\_\_\_\_ **Clean Water Advisory Committee** (Identifies activities, policies and direction for CVRPC's clean water support. Determines CVRPC direction and goals regarding the Lake Champlain TMDL, Tactical Basin Plans, and their relationship to the Regional Plan.)

(Note: Members of the **Transportation Advisory Committee** are appointed by municipalities, not the CVRPC Board.)

D. Are you interested in serving on more than one committee? Yes No

Thank you for your input!

Dear Alternate Commissioner,

CVRPC's Nominating Committee is tasked with recommending a slate of candidates for the Executive Committee and officers, other committees, and representatives to other organizations. In doing this, we are trying to consider commissioner interests, intra-regional balance, a mix of experience levels, and maximizing commissioner involvement. Alternate Commissioners are eligible to serve on many of CVRPC's committees. Nominating Committee many give preference to Commissioners.

Please help us by answering and returning this questionnaire via email by **January 25, 2021**.

A. Do you expect to be

\_\_\_\_\_ Re-appointed to be your town's RPC Alternate Commissioner?

\_\_\_\_\_ Appointed to be your town's RPC Commissioner?

B. Are you willing to serve on a CVRPC committee?    Yes    No

C. Please rank your top 3 committee preferences (1=first choice, 2=second choice, 3=third choice)

\_\_\_\_\_ **Project Review Committee** (Determines Act 250/Section 248 project conformance with the Regional Plan. Provide input and recommendations for projects with Significant Regional Impact.)

\_\_\_\_\_ **Regional Plan Committee** (Develops and recommends updates to the Regional Plan.)

\_\_\_\_\_ **Municipal Plan Committee** (Reviews municipal plans for conformance to statutory requirements and recommend whether a plan should be approved. Reviews municipal planning process and recommend whether it should be confirmed. Reviews municipal plans for conformance with enhanced energy planning requirements. Provides guidance to municipalities about future plan updates and way to strengthen planning efforts.)

\_\_\_\_\_ **Brownfields Advisory Committee** (Oversees CVRPC's Brownfields Program. Prioritizes sites for assessment. Participate in hiring contractors. Recommends brownfield-related policy. Participates in public outreach.)

\_\_\_\_\_ **Clean Water Advisory Committee** (Identifies activities, policies and direction for CVRPC's clean water support. Determines CVRPC direction and goals regarding the Lake Champlain TMDL, Tactical Basin Plans, and their relationship to the Regional Plan.)

(Note: Members of the **Transportation Advisory Committee** are appointed by municipalities, not the CVRPC Board.)

Thank you for your input!

**CVRPC Nominating Committee Worksheet  
FY22 Questionnaire Summary**

	<b>Executive</b>	<b>Project Review</b>	<b>Regional Plan</b>	<b>Municipal Plan Review</b>	<b>Brownfields Advisory</b>	<b>Clean Water Advisory</b>
1st choice						

2nd choice

3rd choice