



NOMINATING COMMITTEE

February 24, 2021; 4:00 – 5:30 pm

Remote Participation via GoToMeeting

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Page AGENDA

4:00¹ Adjustments to the Agenda

Public Comment

2 4:05 Meeting Minutes²

4:10 Update on Executive Committee Positions

4 4:15 Consider Factors for Other Committee Nominations (enclosed)

5 4:20 Consider Interests and Committee Nominations (enclosed)

5:10 Next Steps

5:30 Adjourn

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¹ All times are approximate unless otherwise advertised

² Anticipated action item.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Nominating Committee
DRAFT MINUTES
February 10, 2021

Present: Julie Potter, Gerry D'Amico, Peter Carbee

Guests: George Clain

Staff: Bonnie Waninger

Julie Potter called the meeting to order at 4:00 pm.

Adjustments to the Agenda

None.

Public Comment

None.

Minutes

Potter requested the following changes:

- Review Adopted Rules of Procedure and Guidelines: In line, "The Committee will the Rules for recommended changes at the end of its nomination process." Add "The Committee will *review* the Rules..."
- Next steps: In line "Gerry will call Executive Committee members to assess officer interest. Add "...*Executive Committee and officer interest.*"

G. D'Amico moved to accept the minutes as amended; P. Carbee seconded. Motion carried.

Review Commissioner Interest Survey Results

Observations:

- G. D'Amico will call Karla Nuissl to confirm whether she wants to participate on a committee.
- P. Carbee observed there are a number of Commissioners who desire to participate in one committee only.
- Committee members discussed how "maybes" should be interpreted.

Review Consideration Guidelines from Rules of Procedure

Potter highlighted items from the Rules of Procedure and Guidance about requirements, options, and Commission direction and briefly discussed a few of them. Ex. "must" versus "may" in regards to serving on the Executive Committee.

Consider Candidates for Officers and Executive Committee

Committee members discussed:

- current Executive Committee members and their interest in continuing to serve, their interest in serving as Vice Chair and Chair into the future, and officer roles.
- the role the Secretary and Treasurer have played and can play.
- the benefit of, and need for, balancing large/small town and gender perspectives.
- which Commissioners qualify to serve on the Executive Committee based on the adopted Rules of Procedures and Guidance and how each might balance the other Committee members and the skills/role of the Executive Committee.

Committee members will contact potential candidates for nomination to assess their interest.

Next Steps

- Contact potential Executive Committee candidates to assess their willingness to serve.
- Potter will map out Commissioners in relation to factors that should be balanced (ex. large/small town). P. Carbee requested notations of existing committee membership.
- Potter will work with staff to create a tool that assists the Committee with committee and appointed representative nominations.

The Committee set dates for its next meetings: February 24 and March 10 at 4 pm.

Adjourn

P. Carbee moved to adjourn at 5:42 pm; G. D'Amico seconded. Motion carried.

Potential Factors to Consider for Committee Nominations

1. Are there committees for which a balance of perspectives is very important?
2. Match those who want to serve on a committee with a committee they are interested in
3. Integrate new commissioners on a committee to build ties with the Commission's work.
4. To the extent possible, avoid placing a commissioner and an alternate from the same town on the same committee.
5. When possible, use continuity of members to maintain institutional knowledge.
6. When possible, introduce new views and develop commissioners by integrating new committee members.
7. People who only want to serve on one committee should only be asked to serve on once committee.
8. If there is sufficient overall interest in serving, limit the number of committees to two (possibly three)/person, so that other commissioners also can serve.
9. Others???

02/24/21

Nominating Committee

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CENTRAL VERMONT REGIONAL PLANNING COMMISSION

BOARD OF COMMISSIONERS

FY22 Committee Interest

confirmed

unexpired term

recommended appt

municipal appt

no response

Count	Municipality	Commissioner	Alt	Executive Committee	Project Review Committee	Regional Plan Committee	Municipal Plan Committee	Brownfields Advisory Committee	Clean Water Advisory Committee	TAC (not appointed by municipalities)	More than one?	Comments
1	Barre City	Janet Shatney		1	2	3		4			Y	Regarding brownfields "If we get to this point again, I would love to be considered. I learned a lot from Julie Potter from the last time we had one, and found this work very interesting." Interested in more than one "only if we struggle with filling positions"
2	Barre City	Heather Greenfield, Alt	Alt		1			2				Maybe interested in being on a committee
3	Barre Town	Byron Atwood		1	1	2					N	First preference is executive committee but do not believe I have enough time to do the job the justice it deserves
4	Barre Town	George Clain, Alt	Alt					1				
5	Berlin	Robert Wernecke			1				2		N	
6	Berlin	Karla Nuissl, Alt.	Alt		1	2	3					
7	Cabot	Amy Hornblas		3				2	1		Y	
8	Calais	John Brabant			3	2			1		Y	
9	Calais	Jan Ohlsson, Alt	Alt			2	1		3			
10	Duxbury	Alan Quackenbush								Y	M	Interested in more than one "only if needed"
11	Duxbury	VACANT, Alt		-	-	-	-	-	-	-	-	
12	E. Montpelier	Julie Potter									N	Not reappointed
13	E. Montpelier	Clarice Cutler, Alt	Alt		2	2	1	3	1			Willing to be on a ommitte "Depends on the time commitment"
14	Fayston	Russ Bowen			3		1				N	
15	Marshfield	Robin Schunk									N	Not sure if will remain a commissioner, no interest in being on committees
16	Middlesex	Ron Krauth					2	3	1		Y	
17	Montpelier	Marcella Dent		✓		1	2				N	"my job at the Agency of Natural Resources complicates my participation in the Project Review Committee, the Brownfields Advisory Committee and the Clean Water Advisory Committee, I think. I would need to undertake further conversation about these three committees (scope and potential conflict) before making commitments"
18	Montpelier	Mike Miller, Alt.	Alt								N	"I expect to remain as the alternate but will not be participating in any CVRPC committees. We are trying to complete our City Plan revision this year (without any grants to get a consultant) so I will have a lot of additional meetings that will be occupying much of my time"
19	Moretown	Dara Torre, Secretary/Treasurer		1		2					M	"Possibly" interested in more than one committee
20	Moretown	Joyce Manchester, Alt	Alt				1		1			
21	Northfield	Laura Hill-Eubanks, Chair		1		2					Y	I'd like to stay on Regional plan Committee. I would also like to stay on Executive if the Nominating Committee deesm it a good idea
22	Orange	Lee Cattaneo		✓	1	3	2				Y	
23	Plainfield	Paula Emery				3		1	2		N	
24	Plainfield	Bob Atchinson, Alt	Alt							Y	N	Do not currently have capacity to be on a committee. "I plan to continue representing plainfield on the TAC"
25	Roxbury	Gerry D'Amico		1	2					Y		"I'm currently on 4 [exec, trans, project review [alternate], nominating. that's enuf"
26	Waitsfield	Don La Haye			M			M	M	Y	N	Expect to be on TAC, no time for other committes. Survey complete with checks, not ranked
27	Waitsfield	Harrison Snapp, Alt.	Alt									
28	Warren	VACANT		-	-	-	-	-	-	-	-	
29	Warren	J. Michael Bridgewater, Alt.	Alt									
30	Washington	Peter Carbee			1		3	2			N	
31	Waterbury	Steve Lotspeich, Vice Chair		1						Y	N	Exec and TAC is enough. Open to being chair
32	Williamstown	Richard Turner							1	Y		
33	Williamstown	Jacqueline Higgins, Alt.	Alt									
34	Woodbury	Michael Gray		1			2	3			N	Executive committee: "serving on this now but sometimes I wonder why I am there?"
35	Worcester	Bill Arrand			2		1		3		M	More than one: "Not so much, unless I'm needed."

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

BOARD OF COMMISSIONERS

FY21 Committee Assignments

Count	Municipality	Commissioner	Alt	Executive Committee	Project Review Committee	Regional Plan Committee	Municipal Plan Committee	Brownfields Advisory Committee	Clean Water Advisory Committee	TAC (appointed by municipalities)	Nominating	Bylaws WG	Personnel Policies WG
1	Barre City	Janet Shatney		X	X23			X			X		
2	Barre City	Heather Greenfield, Alt	Alt										
3	Barre Town	Byron Atwood											
4	Barre Town	George Clain, Alt	Alt									X	
5	Berlin	Robert Wernecke			X22								
6	Berlin	Karla Nuissl, Alt.	Alt										
7	Cabot	Amy Hornblas						X	X				
8	Calais	John Brabant			X24				X				
9	Calais	Jan Ohlsson, Alt	Alt				X						
10	Duxbury	Alan Quackenbush								X			
11	Duxbury	VACANT, Alt								-			
12	E. Montpelier	Julie Potter		X		X							X
13	E. Montpelier	Clarice Cutler, Alt	Alt										
14	Fayston	Russ Bowen											
15	Marshfield	Robin Schunk											
16	Middlesex	Ron Krauth				X	X	X	X				
17	Montpelier	Marcella Dent				X							
18	Montpelier	Mike Miller, Alt.	Alt										
19	Moretown	Dara Torre, Secretary/Treasurer		X		X							
20	Moretown	Joyce Manchester, Alt	Alt				X						
21	Northfield	Laura Hill-Eubanks, Chair		X		X							X
22	Orange	Lee Cattaneo			X23		X						
23	Plainfield	Paula Emery											
24	Plainfield	Bob Atchinson, Alt	Alt							X			
25	Roxbury	Gerry D'Amico		X	X22Alt					X			
26	Waitsfield	Don La Haye						X		X			
27	Waitsfield	Harrison Snapp, Alt.	Alt										
28	Warren	VACANT											
29	Warren	J. Michael Bridgewater, Alt.	Alt										
30	Washington	Peter Carbee			X23								
31	Waterbury	Steve Lotspeich, Vice Chair		X						X		X	X
32	Williamstown	Richard Turner							X	X	X		
33	Williamstown	Jacqueline Higgins, Alt.	Alt										
34	Woodbury	Michael Gray		X				XAlt			X	X	
35	Worcester	Bill Arrand					X						

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

FY22 Committee Interest

Executive Committee

unexpired term

positions to be filled

expiring term

Town	Name	Preference	More than one committee?
Barre City	Janet Shatney	1	Y
Barre Town	Byron Atwood ^A	1	N
Moretown	Dara Torre, Secretary/Treasurer	1	M
Northfield	Laura Hill-Eubanks, Chair ^B	1	Y
Roxbury	Gerry D'Amico	1	
Waterbury	Steve Lotspeich, Vice Chair	1	N
Woodbury	Michael Gray ^C	1	N
Cabot	Amy Hornblas	3	Y

^A First preference is executive committee but do not believe I have enough time to do the job the justice it deserves

^B I'd like to stay on Regional plan Committee. I would also like to stay on Executive if the Nominating Committee deems it a good idea

^C Executive committee: "serving on this now but sometimes I wonder why I am there?"

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

FY22 Committee Interest

unexpired term

positions to be filled

Project Review Committee

expiring term

Town	Name	Preference	More than one committee?
Barre Town	Byron Atwood	1	N
Barre City	Heather Greenfield, Alt	1	
Berlin	Robert Wernecke	1	N
Berlin	Karla Nuissl, Alt.	1	
Orange	Lee Cattaneo	1	Y
Washington	Peter Carbee	1	N
Barre City	Janet Shatney	2	Y
Roxbury	Gerry D'Amico	2	
E. Montpelier	Clarice Cutler, Alt	2	
Worcester	Bill Arrand	2	M
Calais	John Brabant	3	Y
Fayston	Russ Bowen	3	N
Waitsfield	Don La Haye	M	N

FY21 Membership

Recommended FY22 Membership

2022 - Bob Wernecke, Berlin	2023 - Janet Shatney
2022 - Gerry D'Amico, Roxbury (Alternate)	2023 - Peter Carbee
2023 - Janet Shatney, Barre City (Chair)	2023 - Lee Cattaneo
2023 - Peter Carbee, Washington	2024 - John Brabant, Calais
2023 - Lee Cattaneo, Orange	2025 -
2024 - John Brabant, Calais	2025 Alt -

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

FY22 Committee Interest

Regional Plan Committee

unexpired term

positions to be filled

expiring term

Town	Name	Preference	More than one committee?
Montpelier	Marcella Dent	1	N
Barre Town	Byron Atwood	2	N
Berlin	Karla Nuissl, Alt.	2	
Calais	John Brabant	2	Y
Fayston	Russ Bowen	2	N
Moretown	Dara Torre, Secretary/Treasurer	2	M
Northfield	Laura Hill-Eubanks, Chair ^A	2	Y
Calais	Jan Ohlsson, Alt	2	
Orange	Lee Cattaneo	3	Y
Barre City	Janet Shatney	3	Y
Plainfield	Paula Emery	3	N

^A I'd like to stay on Regional plan Committee. I would also like to stay on Executive if the Nominating Committee deems it a good idea

FY21 Membership

Recommended FY22 Membership

Laura Hill-Eubanks, Northfield, Chair
Dara Torre, Moretown
Ron Krauth, Middlesex
Julie Potter, East Montpelier
Marcella Dent, Montpelier

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

FY22 Committee Interest

unexpired term

positions to be filled

Municipal Plan Review Committee

expiring term

Town	Name	Preference	More than one committee?
Calais	Jan Ohlsson, Alt	1	
Fayston	Russ Bowen	1	N
Moretown	Joyce Manchester, Alt	1	
Worcester	Bill Arrand	1	M
Middlesex	Ron Krauth	2	Y
Montpelier	Marcella Dent	2	N
Orange	Lee Cattaneo	2	Y
Woodbury	Michael Gray	2	N
Berlin	Karla Nuissl, Alt.	3	
Washington	Peter Carbee	3	N

FY21 Membership

Recommended FY22 Membership

Bill Arrand, Worcester, Chair
 Ron Krauth, Middlesex
 Lee Cattaneo, Orange
 Jan Ohlsson, Calais Alternate
 Joyce Manchester, Moretown Alternate

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

FY22 Committee Interest

Brownfields Advisory Committee

unexpired term

positions to be filled

expiring term

Town	Name	Preference	More than one committee?
Barre Town	George Clain, Alt	1	
Plainfield	Paula Emery	1	N
Barre City	Heather Greenfield, Alt	2	
Cabot	Amy Hornblas	2	Y
Washington	Peter Carbee	2	N
E. Montpelier	Clarice Cutler, Alt	3	
Middlesex	Ron Krauth	3	Y
Woodbury	Michael Gray	3	N
Barre City	Janet Shatney ^A	4	Y
Waitsfield	Don La Haye	M	N

^A Regarding brownfields "If we get to this point again, I would love to be considered. I learned a lot from Julie Potter from the last time we had one, and found this work very interesting." Interested in more than one "only if we struggle with filling positions"

FY21 Membership

Recommended FY22 Membership

Janet Shatney, Barre City, Chair
 Amy Hornblas, Cabot
 Ron Krauth, Middlesex
 Don La Haye, Waitsfield
 Michael Gray, Woodbury (Alternate)

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

FY22 Committee Interest

unexpired term

positions to be filled

Clean Water Advisory Committee

expiring term

Town	Name	Preference	More than one committee?
Cabot	Amy Hornblas	1	Y
Calais	John Brabant	1	Y
E. Montpelier	Clarice Cutler, Alt	1	
Middlesex	Ron Krauth	1	Y
Moretown	Joyce Manchester, Alt	1	
Williamstown	Richard Turner	1	
Berlin	Robert Wernecke	2	N
Plainfield	Paula Emery	2	N
Calais	Jan Ohlsson, Alt	3	
Worcester	Bill Arrand	3	M
Waitsfield	Don La Haye	M	N

FY21 Membership

Recommended FY22 Membership

2023 - Amy Hornblas, Cabot, Chair

2023 - Amy Hornblas, Cabot, Chair

2023 - Rich Turner, Williamstown (Alternate)

2023 - Rich Turner, Williamstown (Alternate)

2022 - Ron Krauth, Middlesex

2024

2022 - John Brabant, Calais

2024