



## BOARD OF COMMISSIONERS

April 13, 2021 at 6:30 pm

*Remote Participation via GoToMeetings<sup>1</sup>*

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

Dial in via phone<sup>2</sup>: (872) 240-3212; Access Code: 552-444-045

Download the app before the meeting starts: <https://global.gotomeeting.com/install/552444045>

### Page **AGENDA**

- |    |                         |  |
|----|-------------------------|--|
|    | <b>6:30<sup>3</sup></b> | <b>Adjustments to the Agenda</b>   |
|    |                         | <b>Public Comments</b>   |
|    | <b>6:35</b>             | <b>Central VT Economic Development Corporation Update, Jamie Stewart, Executive Director</b>   |
| 2  | <b>6:50</b>             | <b>Nominations Committee Report</b> (enclosed)   |
| 3  | <b>6:55</b>             | <b>Meeting Minutes – March 9, 2021</b> (enclosed) <sup>4</sup>   |
| 7  | <b>7:00</b>             | <b>Reports</b> (enclosed)  |
|    |                         | Update/questions on Staff and Committee Reports  |
|    | <b>7:05</b>             | <b>Municipal Updates</b>   |
|    |                         | An opportunity for Board members to share news from their communities.   |
| 16 | <b>7:25</b>             | <b>Comprehensive Economic Development Strategy</b> (enclosed)  |
|    | <b>7:30</b>             | <b>COVID-19 and the Vermont Economy, Ken Jones, VT Dept. of Economic Development</b>   |
|    |                         | An analysis of COVID's impact on the Vermont and regional economies, developed as part of the West Central Vermont Comprehensive Economic Development Strategy effort. |
|    | <b>8:30</b>             | <b>Adjournment</b>   |

**Next Meeting: May 11, 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.



## MEMO

DATE: March 24, 2021  
TO: Board of Commissioners  
FROM: Nominating Committee  
RE: Nominations for FY22 Officers and At-Large Executive Committee Members

---

CVRPC's Bylaws task the Nominating Committee with nominating:

1. A slate of Officers and At-Large members of the Executive Committee, with an initial proposed slate presented at the April regular meeting and a final slate presented at the May regular meeting; and
2. A slate of nominees for committees and appointees to be presented at the May meeting of the Board of Commissioners.

This memo presents the Nominating Committee's initial slate of candidates for Officers and At-Large members of the Executive Committee for FY22 (starting July 1, 2021).

Following CVRPC practice, Julie Potter is rotating off the Executive Committee after two years as past-Chair. Dara Torre also requested to rotate off Executive Committee. As required by the Bylaws, the Nominating Committee has followed its approved Rules of Procedure and Guidelines in preparing this slate of candidates.

The candidates proposed by the Nominating Committee are:

Chair – Steve Lotspeich, Waterbury	At-Large – Laura Hill-Eubanks, Northfield
Vice Chair – Jerry D'Amico, Roxbury	At-Large – Michael Gray, Woodbury
Secretary/Treasurer – Janet Shatney, Barre City	At-Large – Lee Cattaneo, Orange
	At-Large – Marcella Dent, Montpelier

The final slate of nominees will be presented at the May meeting. Commissioners may nominate additional candidates from the floor at the May meeting, at which time nominations will be closed and those nominations added to the slate for a balloted election.

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**BOARD OF COMMISSIONERS**  
**Draft MINUTES**  
**March 9, 2021**

Commissioners:

<input type="checkbox"/>	Barre City	Janet Shatney	<input checked="" type="checkbox"/>	Moretown	Dara Torre, Secretary/Treasurer
<input type="checkbox"/>		Heather Grandfield, Alt.	<input type="checkbox"/>		Joyce Manchester, Alt
<input 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 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 type="checkbox"/>	Roxbury	Gerry D'Amico
<input checked="" type="checkbox"/>	Calais	John Brabant	<input checked="" type="checkbox"/>	Waitsfield	Don La Haye
<input type="checkbox"/>		Jan Ohlsson, Alt.	<input type="checkbox"/>		Harrison Snapp, Alt.
<input checked="" type="checkbox"/>	Duxbury	Alan Quackenbush	<input type="checkbox"/>	Warren	VACANT
<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	Russ Bowen	<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 type="checkbox"/>	Montpelier	Marcella Dent	<input checked="" type="checkbox"/>	Woodbury	Michael Gray
<input checked="" type="checkbox"/>		Mike Miller, Alt.	<input checked="" type="checkbox"/>	Worcester	Bill Arrand

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

Guests: Kate Forrer, Vermont Urban & Community Forestry Council

**Call to Order**

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

**Adjustments to the Agenda**

None

**Public Comments**

None

**Town Forest Recreation Planning Toolkit**

Hill-Eubanks introduced Kate Forrer of the Vermont Urban and Community Forestry Council (UCF).

Forrer said they have been supporting towns in planning for recreation, conservation and management in town forests. She noted that town forests are often managed by volunteers. To assist municipalities,

1 they have developed a process for developing a Town Forest Recreation Plan through the Vermont Town  
2 Forest Recreation Planning Initiative. Marshfield and Woodbury were two of the pilot communities that  
3 participated in this planning process. She provided an outline of the process, developed in collaboration  
4 with SE Group. Each pilot community had a steering committee to guide its process.

5  
6 The process is outlined in the Toolkit available at <https://vtcommunityforestry.org/places/town-forests/recreation-planning-initiative/recreation-planning-toolkit>. Forrer walked the Board through a  
7 portion. She noted there is a Step-by-Step Planning Process and Individual Pods to use. The different  
8 pods provide such tools as town forest survey template, volunteer trail use counting forms, natural  
9 resource guidelines, planning matrix for natural resources, town forest recreation plan template, and  
10 trail design guide.

11  
12  
13 The floor was opened to questions and discussion. There was discussion regarding the conflict that can  
14 occur in town forest planning between recreation and conservation and the difficulty of finding the  
15 appropriate balance. Forrer noted there is no perfect answer for all communities. A Board member  
16 suggested contacting Susan Morse regarding Keeping Track (<https://keepingtrack.org/sue-morse-background>). Forrer noted the University of New Hampshire had done a lot of work on impacts of  
17 recreation use. County Foresters are another excellent resource. There was discussion regarding the  
18 tension between recreation and forest management. Forrer noted that the toolkit is designed around  
19 recreation. UCF will be revising the toolkit to address how a recreation plan intersects with a forest  
20 management plan. She confirmed that the planning process outlined is focused on bringing together  
21 different groups to work collectively through a temporary group of people (steering committee) who  
22 come together to guide the process of planning for recreation in the town forests.

23  
24  
25 Gray advised that their town went through the process with SE Group for their town forest which was  
26 donated in the 1950's for timber rights. The process involved a lot of community participation which  
27 resulted in a decision to conserve the town forest with an identified use of walking/interpretive trails  
28 and snowmobile use in the winter. He said the SE Group was great, and that it was a well thought out  
29 and enjoyable process for the community.

30  
31 The topic of funding was raised. The Toolkit Implementation Pod lists grant opportunities and fund  
32 raising information. The Vermont Outdoor Recreation Economy Collaborative (VOREC) may also be a  
33 resource for funding. Forrer shared her email [Katherine.forrer@uvm.edu](mailto:Katherine.forrer@uvm.edu) and noted she is happy to  
34 discuss opportunities with municipalities.

### 35 36 **Regional Economic Priority List**

37 Hill-Eubanks said the Central Vermont Economic Development Corporation (CVEDC) has asked that two  
38 to three CVRPC Board members join their Review Committee for prioritizing economic development  
39 projects in the region. Waninger confirmed the projects have to be economic focused: job retention,  
40 workforce development, infrastructure that allows further development of private businesses. Waninger  
41 explained CVEDC advised it will not need to provide the prioritized list until December as the state is  
42 looking for a more robust engagement process this year to solicit and then prioritize projects. CVEDC is  
43 hoping to do focus groups with municipalities, private sector, and non-profits to identify projects. The  
44 Committee is expected to be made up of three CVEDC Board Members, three CVRPC representatives,

1 representatives from municipal governments, and representatives from businesses.

2  
3 Paula Emery and Peter Carbee both volunteered to serve on this committee.

4  
5 *M. Gray moved to appoint Paula Emery and Peter Carbee to the CVEDC Regional Economic Projects*  
6 *Priority Review Committee; J. Potter seconded. Motion carried.*

7  
8 **Meeting Minutes – February 9, 2021**

9 *P. Carbee moved to approve the minutes; R. Turner seconded. Motion carried, with one abstention.*

10  
11 **Reports**

12 Waninger noted CVRPC has a new transportation planner, Christian Meyer. He is providing services to  
13 CVFiber tonight. Gray asked if the Board could have a short report at a future Board Meeting about  
14 CVFiber and how things are progressing there. Waninger will coordinate. The CVFiber Board meets the  
15 same night as the CVRPC Board. She noted CVFiber had won some slots in the broadband auction.  
16 Carbee requested in the chat that the Board receive updates from both CVFiber and ECFiber.

17  
18 Hill-Eubanks asked about the recent Town Meeting cannabis legislation and how it intersects with  
19 municipal zoning regulations. Rock advised she is undertaking research for the March 31<sup>st</sup> Planning &  
20 Zoning Roundtable to speak directly to this topic. A guest speaker will also participate to talk about  
21 youth substance abuse prevention, and considerations for municipalities to think about in their planning  
22 process and how it may intersect with zoning regulations.

23  
24 Significant discussion ensued regarding helipads. Waninger advised Meyer can assist municipalities with  
25 this question. Rock advised CVRPC will conduct outreach to municipalities with additional resources and  
26 guidance in the future.

27  
28 Emery raised questions about Vermont Extreme Heat Research Project. Waninger advised Grace Vinson  
29 is our staff person on this project and could assist with details.

30  
31 There was also a request for the Board to learn more about the Energy Action Network and VTrans pilot  
32 project as outlined in the staff report. Waninger advised we will have more information soon.

33  
34 Hill-Eubanks advised the letter related to the Berlin New Town Center was not in the packet. Rock  
35 provided a summary of the letter, noting the Regional Plan Committee met twice to review the Berlin  
36 New Town Center application. Their charge was to confirm the conformance of the application with the  
37 Regional Plan, to consider any comments CVRPC might want to give to Downtown Board in review of  
38 application, and to respond to Berlin's request to receive a letter of support from CVRPC. The  
39 Committee found that overall the application as proposed was in conformance with the broad planning  
40 goals outlined in Regional Plan. They also found that many Regional Plan policies supported Berlin's  
41 application. They also recognize that Berlin chooses not to propose a new town center located in an  
42 undeveloped area, but chose to create a downtown in an area currently defined as sprawl-like  
43 development. The challenge of sprawl repair is an ongoing, incremental process.

1  
2 Miller further advised the City of Montpelier has come out in favor of the New Town Center and  
3 provided them a letter of support. Waninger will email the CVRPC letter out to the Board following the  
4 meeting for comment/questions to be provided to the Chair.

5  
6 **Municipal Updates**

7 Hill-Eubanks advised Clain had asked if he could talk about a solar project in Barre Town; however, he  
8 had left the meeting. She shared that Barre Town is currently dealing with the Public Utilities  
9 Commission regarding the project. The agenda item "Municipal Updates" has been added to the end of  
10 the agenda as time allows to provide opportunity for members to share municipal information/news.

11  
12 Potter shared East Montpelier's experience dealing with a 60-day notice that they received that AT&T  
13 for was going to file with the Public Utility Commission for permission to put in cell tower. It is a  
14 controversial project and the second one they have had to address. She noted their Planning  
15 Commission is being pushed to make an amendment to their Town Plan to address cell towers, which is  
16 not a statutory requirement of the plan. She wanted members to be aware that there is a public  
17 advocacy/legal group at the Department of Public Service that can be helpful in navigating this type of  
18 issue and assisting towns to explain the process to community members at public meetings. Hill-  
19 Eubanks suggested having Public Utilities Commission or Department of Public Service come to a future  
20 Board meeting to inform members on the process.

21  
22 Krauth requested having utilities come to explain what transmission systems are going to be needed to  
23 connect infrastructure for renewable energy (cell towers, windmills, underground cables, etc.) and  
24 address environmental problems that might arise.

25  
26 **Adjournment**

27 *D. La Haye moved to adjourn at 8:07 pm; R. Krauth seconded. Motion carried.*

28  
29 Respectfully submitted,  
30 Nancy Chartrand, Office Manager

**Central Vermont Regional Planning Commission**

P: 802-229-0389

**Staff Report, March 2021**

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:**

- Discussed draft Town Plan energy chapter with Worcester Planning Commission.
- Drafted new floodplain use table for the Middlesex and presented information to Planning Commission.
- Responded to Cabot inquiry and provided draft riparian definitions for Planning Commission consideration.
- Completed draft parcel GIS data update and tax maps for Duxbury.
- Completed web map application for the Northfield Forest Stewardship Committee to facilitate decision making about the Town Forest.
- Consulted with Orange to understand its Town Forest priorities and identify CVRPC assistance needed.
- Coordinated with the Woodbury Planning Commission to review draft Town Plan vision and goals.
- Assisted Middlesex with an Energy Plan adoption schedule and plan amendment.
- Finalized the Plainfield Town Plan ahead of Selectboard adoption.
- Began assisting Roxbury to format its Town Plan ahead of the local adoption process.
- Began Village Center Designation planning with Calais Planning Commission for designation of North Calais.
- Continued review of Moretown planning documents and Zoning Administrator priorities to compile into a report to aid in 2021 Zoning Regulations Update.
- Provided Fayston resident with information about American Rescue Plan Act funding use.
- Drafted/submitted USDA Rural Business Development Grant to support a financial feasibility analysis for the Plainfield Co-op.
- Discussed funding sources for a water line extension with Washington County Mental Health Services.

**Training & Education:**

- Hosted "Cannabis is Coming" Planning and Zoning Roundtable.

**Regional Planning and Implementation:**

- Drafted letter for Berlin NTC proposal, coordinated review and finalization ahead of March 22 Downtown Board meeting. Responded to calls about the Commission's position. Participated in Downtown Board meeting to represent the Commission's position.
- Participated in Staying Connected meeting with statewide partners who are working to preserve broad landscape connectivity for wildlife habitat.
- Began review Winooski Dam #8 FERC relicensing application.
- Provided Madsonian Museum (Waitsfield) with a support letter for Congressional earmark funding.
- West Central Vermont Comprehensive Economic Development Strategy (CEDS):
  - Finalized and circulated first-draft Regional Economic Profile for partner review.

- Coordinated with CVEDC to conduct a Strengths, Weaknesses, Opportunities, and Threats (SWOT) assessment of the region.
- Participated in the March Strategy Committee meeting, and reviewed ACCD's final analysis on COVID-19 impacts to specific sectors of the Vermont economy.
- Discussed engagement via a SOAR process (Strengths, Opportunities, Aspirations, Results) with Rutland RPC staff.
- Participated in the engagement planning work group. The work group is defining shared public/community engagement activities for all regions and reviewed a Request for Proposals to hire a consultant that would assist us in reaching underrepresented populations.

**Partnerships for Progress:**

Central Vermont Economic Development Corporation (CVEDC): Participated in Board meeting. Discussed State freight planning, potential CVRPC pilot rail corridor development analysis, and Plainfield Co-op partnership with CVEDC Director

THRIVE: Participated in Design Team meeting, weekly Leadership Partners check ins, and monthly Community and Leadership Partners meetings. Hosted meeting to plan THRIVE-related VISTA activities. Submitted web recruitment form to SerVermont.

Washington County Hunger Council: Chaired Council meetings and several meetings discussing the Food Access Map/ Tool update for use by other organizations.

Barre Area Development Corporation (BADC): participated in monthly meeting, shared regional initiatives underway in Barre City and Barre Town. BADC is underway implementing the two town marketing strategy.

**EMERGENCY MANAGEMENT & HAZARD MITIGATION**

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

**Local/Regional Planning:**

- Attended monthly VEM/RPC meeting.
- Attended two LEPC/SERC Liaison subcommittee meeting on Local Emergency Planning Committee (LEPC) consolidation and realignment.
- Scheduled LEPC meeting and coordinated with VEM and SERC members on agenda items.
- Investigated methods to export 2019 Tier 2 facility information and chemical inventory from Tier 2 submit software for inclusion in in 2021 LEMP. Exported Berlin and Waterbury data and began to develop municipal summary form.
- Participated in State Hazard Mitigation Project Review Committee meeting.
- Assisted Orange with updating NIMS Typing Table for 2021 LEMP. Sent reminder to EMDs about LEMPs.
- Reviewed the status of Local Hazard Mitigation Plans for FY22 funding opportunities.
- Lead VAPDA Emergency Management Committee meeting with VEM to discuss grant reporting and secure commitment to work cooperatively on streamlined application and reporting process for the upcoming grant cycle.

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

Calais – Held meeting reviewing survey results, plan text updates, and discussing possible mitigation goals and activities. Updated plan text.

Marshfield – CVRPC was awarded the contract to assist the Town with its update. Executed contract. Held kick off meeting with Selectboard and submitted work plan.

Montpelier – Updated plan text. Hosted two meetings on plan text updates and mitigation goals and activities.

#### **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.
- Prepared and submitted final report for Local Government Expense Reimbursement (LGER) program.
- Continued COVID-19 interviews with municipal officials and staff to gather best practices and lessons learned in COVID response and recovery. Continued to summarize interview findings and scheduled an Emergency Management Director roundtable to discuss them.
- Updated municipal office status regarding closures and updated COVID webpage to facilitate access.

## **TRANSPORTATION**

Contact Christian Meyer, [meyer@cvregion.com](mailto:meyer@cvregion.com), unless otherwise noted.

**Field Services:** Contact Ashley Andrews, [Andrews@cvregion.com](mailto:Andrews@cvregion.com), for 2021 counts and inventories.

**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 General Manager pandemic decision-making authority to frame a Board recommendation regarding its continuation or modification. Discussed continuation of the zero fare policy into FY22.

Operations Committee –

- Reviewed updates to the Performance Dashboard; GMT temporarily has waived SSTA contract stipulations related to the ADA Boardings Per Hours metric in acknowledgement of the pandemic's effect on ridership.
- Reviewed service update proposals; none affect Central Vermont services.
- Discussed student transportation related to the Tripper Service in Burlington. This route is open to the public and is primarily used by students. Federal law allows for this service; Vermont law is more restrictive to prevent the use of federal funds to compete with private school bus providers. VTrans and the VT Dept. of Motor Vehicles are working cooperatively to clarify requirements, and GMT will adjust service if required. This issue first arose in the Montpelier microtransit project. Montpelier does not provide school bus services for its students. With the initiation of microtransit, some parents are choosing to have their children ride transit rather than driving them to school each day. There was a question whether this door-to-door service was allowable. The Burlington Tripper service is a transit route, rather than door-to-door.
- Receive update on the Washington County Site Selection Study. Nine locations in Montpelier, Berlin, and Barre were screened as potential locations for a GMT operations facility. Three sites moved forward as prospective sites based on initial criteria: site access, development costs, land use compatibility, environmental impacts, and operating costs. A final report is due in April 2021.

**Municipal Assistance:**

- Provided Middlesex with a support letter for Congressional earmark funding.
- Consulted with VTrans regarding Municipal Project Management (MPM) scope of services and assistance.
- Drafted contract to provide MPM services for Middlesex. Led scoping study project selection committee through the VTrans At-The-Ready consultant selection process. Through its At-The-Ready process, VTrans pre-qualified consultants to work on local projects funded through VTrans programs.
- Completed MPM qualification form for VTrans for Waitsfield's Village West sidewalk construction project.
- Assisting Cabot and Waitsfield with development of an ash tree management plan.
- Assisted Berlin with funding questions and contacts for Bridge 27, a historically registered bridge in need of repair.
- Assisted Northfield with bicycle and pedestrian questions on Route 12.
- Creating road maps for East Montpelier emergency services.
- Met with the Calais Select Board to identify options for Kent Hill Road culvert replacement.

**Regional Activities:**

- Participated in the Mad River Transportation Advisory Committee meeting.
- Coordinated with VTrans and participated in the VPSP2 for RPCs meetings.
- Reviewed Vermont Statewide Rail Plan.
- Reviewed the Vermont Airport System Plan, developed comments, and participated in a public meeting.
- Participated in the monthly TPI meeting. STIC incentive award grants are available with \$100,000 coming to Vermont with a 20% match for transportation innovation. Applications due April 5<sup>th</sup>. Bicycle and Pedestrian funding for small scale grants is available again. We heard about the Freight Plan Update, the Transportation Resiliency Planning Tool, Helipads and Private airstrips, the Brattleboro bike parking dashboard, and a Rutland pop up project on a busy street.
- Participated in interview with Capstone Community Action consultant for its mobility project.
- Participated in the Vermont Public Transit Advisory Committee on behalf of VAPDA. Transit providers are preparing to reinstitute full service.
- Participated in annual TPI mid-year program review with VTrans staff. The review is a check-in on work program progress and a discussion of regional and state issues.

**NATURAL RESOURCES**

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

**Tactical Basin Planning Assistance:**

- Facilitated CWAC meeting where DEC Lamoille Basin Planner presented on the 2021 Plan update.
- Participated with DEC Lamoille Basin Planner on outreach on the Lamoille Basin Plan to the Woodbury Planning Commission. The DEC Planner presented on the 2021 update to the Basin Plan and obtained information on water quality issues important to the municipality. A follow up tour of Class 4 roads will be held with the Basin Planner and a Selectboard member.
- Met with watershed groups and the Winooski Basin Planner to discuss implementation of Winooski Basin Plan projects.

**Clean Water Service Provider (CWSP):** Participated in Act 76 check in; guidance development is beginning. Responded to ANR's Request for Information for estimated costs and a work plan for CWSP start up. Participated in a virtual tour of Mount Ascutney Regional Commission's grant tracking systems to gather

information on project tracking and management for another DEC program. Contact Grace Vinson at [vinson@cvregion.com](mailto:vinson@cvregion.com).

**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.

Received signed contract amendment. Contact Grace Vinson at [vinson@cvregion.com](mailto:vinson@cvregion.com).

Calais Stormwater Mitigation Final Designs – 60% designs were presented to stakeholders for comments.

Comments will be incorporated into the 90% designs, which are expected in by August.

Berlin Town Office Stormwater Implementation – The Town is prepared for construction this spring/summer.

**Moretown Elementary School Stormwater Final Design:** 60% designs were presented to stakeholders for comments. Based on feedback, the team will reach out to neighboring property owners before finalizing the plans. Plans at 90% completion are expected in April 2021.

**Woodbury Elementary School/Fire Department Annex Final Design:** 60% designs were presented to the Woodbury. Selectboard. Contact Grace Vinson at [vinson@cvregion.com](mailto:vinson@cvregion.com).

**Forest Integrity:** Coordinated subcommittee meetings focused on municipal strategies to promote the forest economy; ranking survey results and planning next steps to identify most effective strategies. Contact Clare Rock at [rock@cvregion.com](mailto:rock@cvregion.com).

**Water Wise Woodlands:** Participated in meeting coordinated by Friends of the Winooski working towards continuing the efforts of the original grant, increasing flood resilience through maintaining forested headwaters. Contact Clare Rock at [rock@cvregion.com](mailto:rock@cvregion.com).

## OFFICE & ANNOUNCEMENTS

**Office:**

- Developed Request for Proposal for New Office Space. Met with current landlord to reopen pre-pandemic discussions about required space improvements.
- Distributed CVRPC Board and TAC appointment forms to municipalities for FY22.
- Scheduled interviews for CVRPC Finance Manager position.
- Initiated annual audit.

**Professional Development/Leadership:**

- Clare participated in a recent meeting of the VPA Professional Development committee working to organize an upcoming VPA professional development virtual event.
- Pam has been active in planning the New England Arc Users Conference (NEARC) 2021 Spring Conference.
- Ashley, Nancy, Pam, Elena, Grace & Christian participated in an Unconscious Bias training hosted by Vermont Businesses for Social Responsibility (VBSR) to understand and identify sources of bias.
- Bonnie participated in a VISTA Supervisor webinar.

**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).

**April**

Apr 5	4 pm	Executive Committee
Apr 13	11 am	Bylaw Work Group
Apr 13	6:30 pm	Board of Commissioners
Apr 14	2 pm	Regional Elders and Persons with Disabilities Committee
Apr 22	4 pm	Project Review Committee
Apr 27	6:30 pm	Transportation Advisory Committee
Apr 28	10 am	Bylaw Work Group

**May**

May 3	4 pm	Executive Committee
May 11	6:30 pm	Board of Commissioners
May 13	4 pm	Clean Water Advisory Committee
May 25	6:30 pm	Transportation Advisory Committee
May 27	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](#).*

**March 5<sup>th</sup>**

- 2021 AARP Community Challenge Grants
- CVRPC Welcomes New Transportation Planner
- Vaccination Appointments Open for those 65 and Older
- Vaccination Appointments Open March 8 for those 55+ with High Risk Health Conditions
- Vaccination Appointments Open March 15 for those 16 to 64 with High Risk Health Conditions
- New Travel and Gatherings Guidance for Fully Vaccinated People
- 2021 AARP Community Challenge Grants
- 2021 LEMPs are due by May 1<sup>st</sup>, 2021

**March 12<sup>th</sup>**

- Update to Small Gathering Guidance
- Updates to Restaurant Guidance
- American Recovery Act

**March 19<sup>th</sup>**

- CVRPC Seeks Finance Manager
- Updated Vaccination Schedule
- Small Gathering Guidance & Restaurant, Bars, and Clubs Guidance

- Vermont Community Leadership Network Launching Community Response and Recovery Corps: Apply through March 29
- Arbor Day Planting Grants
- Sole Proprietor Stabilization Grant Program Set to Launch Second Round of Grants
- NBRC 2021 State Economic & Infrastructure Development Grants

**March 26<sup>th</sup>**

- Open Space Institute - Appalachian Landscapes Protection Fund
- Public Spaces Awards 2021
- Shuttered Venue Operators Grant Application Opens on April 8<sup>th</sup>
- Bars and Social Clubs May Reopen
- Northfield & Middlesex Receive Better Places Grants
- VTrans Releases New Work Zone Safety & Mobility Policy & Guidance
- GMP Workplace Electric Vehicle Charging Program

- Natural Resources Planning Trainings in April and May
- Funding for Additional Wi-Fi Hot Spots- Last Minute Opportunity
- COVID-19 EIDL Deferment Period Extended
- Marshfield Local Hazard Mitigation Plan (LHMP) Survey- Feedback Requested

#### April 2<sup>nd</sup>

- Future of Rural Transit - Feasibility Study Application
- 2021 Community Challenge Grant Program
- VCRD's new Community Response and Recovery Corps

- Berlin granted funding through the SFY 2021 Transportation Alternatives Program (TAP)
- Municipal Grants in Aid
- Vermont Arts Council Artist Development Grants
- 2021 Community Challenge Grant Program
- Share Your Thoughts on the Future of Vermont
- Marshfield Local Hazard Mitigation Plan Survey- Feedback Requested
- Updated Vaccination Schedule
- New Vermont Farmers to Families dates and locations

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, March 2021**

*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)

- Adopted an adjustment to the CVRPC FY21 budget.
- Received preliminary FY22 budget. Final budget will be provided for review and adoption in June.
- Received updates from the Nominating Committee and Bylaw Work Group.

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

Did not meet.

#### **BYLAW WORK GROUP** (A sub-committee of the Executive Committee)

Substantial discussion ensued regarding whether postponing votes at the request of a Commissioner might be abused to delay decisions; attendance as it relates to absences; “good reason”, and notification, and structure as it relates to officers – are officers of the Board or of the Executive Committee? The Committee reached consensus that they are officers of the Board.

#### **NOMINATING COMMITTEE** (February - April; scheduled by Committee)

- Drafted potential slates for committees.
- Reviewed previous appointments to other Boards/entities and discussed prospective nominees.
- Contacted prospective nominees to ask if they are willing to be nominated.
- Finalized draft slates for presentation to the Board.
- Finalized memorandum outlining recommendations for the nomination process for presentation to Executive Committee.
- Finalized memorandum to future Nominating Committees to use as a road map for process.

#### **PROJECT REVIEW COMMITTEE** (4<sup>th</sup> Thursday, 4pm)

Did not meet.

#### **REGIONAL PLAN COMMITTEE** (as needed; scheduled by Committee)

Did not meet.

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

Did not meet.

#### **TRANSPORTATION ADVISORY COMMITTEE** (4<sup>th</sup> Tuesday; 6:30 pm)

Reviewed the new VTrans Project Prioritization process - VPSP2 - including proposing a timeline for the prioritization process. New community priority projects were solicited from the municipalities for review and ranking. Staff engaged the group on the comments on the Vermont Airport System Plan and encouraged the group to share comments for submission to VTrans.

**CLEAN WATER ADVISORY COMMITTEE (2<sup>nd</sup> Thursday, 4pm)**

- Danielle Owczarski, DEC Basin Planner, presented on the Lamoille Tactical Basin Plan, which is currently being revised. The preliminary draft Plan will be ready for RPC review in spring 2021.
- Reviewed the CWSP Rule Comment Letter submitted to the DEC.

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

- Discussed justice, equity, diversity, and inclusion (JEDI) and RPC efforts and skill set with Susan McCormack of Creative Discourse. Sue is providing services to CCRPC and agreed to provide a consultant to VAPDA. Her advice: 1) Get clear on why this matters personally for you and our state; morally right isn't enough. 2) Don't have the conversation without the people in the room you're talking about. She suggested three areas where RPCs have skill sets that can move the conversation forward:
  - Gathering data and using it to explore how inequities are showing up and what this means. She recommended having people with marginalized identities define the indicators that matter.
  - Leveraging RPC long term planning skills to address the sense of urgency to make changes now and to think about long-term change.
  - Connecting municipal and school district efforts. School districts are ahead of municipalities. They can provide coaching about what's working and what the challenges are. Children and staff come from the community, and schools need help to make progress.
- Sarah Carpenter, Chair of the Vermont Rental Housing Advisory Board, discussed S.79. It proposes moving municipal code inspection via health officers to the Dept. of Fire Safety and proposes a statewide rental registry with a fee. She discussed the issues the bill addresses and challenges and concerns about the bill.
- Significant discussion about the transition of the Grants in Aid program from DEC to VTrans. VTrans is requesting continuity in RPC support.
- Discussed legislative efforts related to RPC efforts. A base funding increase is unlikely. CVRPC receives the same level of legislative funding in FY2021 that it did in FY2004.

**VERMONT ECONOMIC PROGRESS COUNCIL**

No activities from Central Vermont.

**GREEN MOUNTAIN TRANSIT**

- Extended General Manager authority, pertaining to service suspensions and capacity limits, for the duration of the State's State of Emergency.
- Discussed proposed service changes; none affect Central Vermont services.
- Continued discussion of a zero fare policy for FY22.
- Held Executive Sessions to discuss a pending civil litigation. No action taken as a result of the session.

**MAD RIVER VALLEY PLANNING DISTRICT**

- Update from Efficiency Vermont on Targeted Community Program. Feedback sought about types of webinars and resources that would be the most useful for the community, existing events to present at, etc.
- All three towns supported municipal contributions to fund Housing Coalition staff at Town Meeting.
- Mad River TAC is developing a communications plan for pedestrian safety messaging.
- Mad River Recreation District will apply for VT Outdoor Recreation Economic Collaborative grant to develop a 3-part project, including a bridge, relocation of the Chamber's visitor center, and enhanced connectivity and pedestrian safety across Rt. 17.



## MEMO

DATE: April 8, 2021  
TO: Board of Commissioners  
FROM: Bonnie Waninger, Executive Director  
RE: Comprehensive Economic Development Strategy (CEDS)

---

### What is a CEDS?<sup>1</sup>

A [Comprehensive Economic Development Strategy \(CEDS\)](#) is a locally-based, regionally-driven economic development planning process and document that creates the space for a region to identify its strengths and weaknesses and brings together a diverse set of partners to generate good jobs, diversify the economy, and spur economic growth. This process engages a range of partners, including economic partners, community leaders and residents, the private sector, educational institutions, and other stakeholders in planning for a region's future.

An effective CEDS allows a region to maximize its economic development potential, as well as engage with the [U.S. Economic Development Administration \(EDA\)](#) and other federal partners to receive infrastructure and technical assistance grants, such as EDA's [Public Works and Economic Adjustment Assistance programs](#). The CEDS is a pre-requisite for federal designation as an Economic Development District and must be updated at least every five years. Overall, an effective CEDS planning process identifies locally-grown strategies that will guide regional economic development, encourage partnerships and collaboration, and improve economic outcomes and overall quality of life in your region.

### West Central Vermont CEDS

Regional Planning Commissions and Regional Development Corporations in Chittenden, Addison, and Rutland Counties and Central Vermont and the Vermont Department of Economic Development are working in partnership to develop a CEDS for "West Central Vermont." Our partnership represents the remaining areas of Vermont not covered by a CEDS. The final CEDS document will be incorporated into the Regional Plan as its economic element. Once data compilation is completed and the 4-region public engagement strategy is defined, staff will engage the Regional Plan Committee in CEDS development.

---

<sup>1</sup> Source: <https://www.cedscentral.com/ceds-101.html>



March 25, 2021  
Montpelier, Vermont

INFORMATIONAL

Paul Libby  
Rail & Aviation Bureau  
Vermont Agency of Transportation  
219 North Main Street  
Barre, VT 05641

Mr. Libby,

CVRPC Staff would like to acknowledge the important role the Vermont Airport System Plan plays in providing a framework that supports informed decision-making related to the development of Vermont's Airport system. Furthermore, we offer several comments in support of those recommendations that are most critical to informing our communities on how they can proactively incorporate the long-range strategic goals outlined in this plan.

CVRPC Staff comments:

**Land use and protected air space**

The land use requirements associated with maintaining complementary land uses within a given distance from an airport and consideration to a structure's infringement into the protected airspace is of particular interest to the Commission. As these requirements can often extend beyond the town boundary in which the airport is located, this issue is truly regional in nature, and planning and zoning commissions may be unaware of the impact these requirements may have on their own community. Therefore, the CVRPC would like to highlight the value and importance of the legislative analysis included in section 7.4.1 and the following recommendations on page 7-14. Additional state guidance is needed to help the Regional Planning Commissions promote best practices in land use planning and incorporate airspace protection and other critical land use compatibility issues into their local plans and ordinances.

For additional details regarding these comments, please do not hesitate to contact Christian Meyer, Senior Planner, at the CVRPC.

Cordially,

Christian Meyer



April 6, 2021

Kimberly D. Bose, Secretary  
Federal Energy Regulatory Commission  
888 First Street, N.E.  
Washington, DC 20426

RE: Winooski 8 Hydroelectric Project – Project No. 6470  
Comments on FERC DRAFT License Application

Dear Ms. Bose:

The Central Vermont Regional Planning Commission (CVRPC) has reviewed the Winooski Hydroelectric Company's (WHC) *DRAFT License Application for the Winooski #8 Hydroelectric Project (No. 6470)*. The purpose of this letter is to inform you about the analysis and relative conformance of the application with the *2016 Central Vermont Regional Plan, amended 2018*. CVRPC has the opportunity to review the application for Regional Plan conformance in accordance with 24 V.S.A. Chapter 117.

CVRPC completed a review of the *DRAFT License Application for the Winooski #8 Hydroelectric Project (No. 6470)* in March 2021. Based on this review, CVRPC presents the following comments to the FERC.

The *2016 Central Vermont Regional Plan, amended 2018*, contains goals to protect species that the surface waters in our region as invaluable resources for various uses including hydroelectric power. It also outlines how our surface waters are important for the propagation of fish and wildlife. The Regional Plan recognizes the challenge of meeting development needs, such as power generation, and protection of surface waters. The Plan states that meeting development needs shall be done in a manner to minimize harmful impacts to our surface waters and their wildlife they support. It also states that energy generation should ensure that long-term electricity needs are met in an environmentally-sustainable manner.

One of the Goals in the Regional Plan is: "To promote sound management, conservation and use of the Region's natural resources". CVRPC found the following issues with the Winooski #8 Dam and conformance with this Goal:

- According to a letter to WHC from the Agency of Natural Resources (ANR), due to operational changes upstream at Molly's Falls, water quality data collection will be delayed.

- According to the FERC license application, WHC will dredge near the intake racks twice a year. The ANR requested that the WHC demonstrate that this dredging would satisfy water quality standards.
- According to the ANR, the minimum flow requirement of 25 cfs is low by current standards.

**Recommendations:** CVRPC recommends that the following be considered for FERC re-licensing.

- Completion of the water quality study once the issues with upstream Molly's Fall Dam is addressed to ensure there is no impact to water quality from the drawdowns and sediment dredging.
- Complete sediment removal study as indicated by ANR in their January 2021 letter to WHC to demonstrate that the sediment removal will not impact water quality.
- Provide documentation that the continued operation of the dam and sediment removal will not further exacerbate sediment transport dynamics and geomorphic stability in the Winooski River. Demonstrate that preventing sediment transport downstream will not cause further stream bed incision and geomorphic instability to the Winooski River downstream of the dam.
- Demonstrate that the proposed minimum flow of 25 cfs will satisfy the criteria for aquatic life.

CVRPC has the following general recommendation for the FERC application:

- If Cross VT Trail construction 2020 is completed, the map in Figure E-75 should be updated to indicate existing trails.

CVRPC supports the FERC re-licensing of the Winooski #8 dam if it is necessary to generate electric power to the region AND it is not detrimental to the physical and biological health of the Winooski River. CVRPC encourages the WHC to proceed with the final stages of their FERC application with plans for the above recommendations incorporated.

Sincerely,



Pamela DeAndrea  
Senior Planner

# ENERGY PLAN IMPLEMENTATION

The Central Vermont Regional Planning Commission worked with member municipalities to implement their energy plans from 2019 to 2020 with funding provided by Efficiency Vermont. Energy Plan implementation included regional trainings, educational events, roundtables, and one-on-one assistance to member municipalities.

CVRPC previously supported municipalities in developing enhanced energy plans that identify achievable programs, policies, or actions that align with the State of Vermont's Renewable Energy Goals, including the goal of 90% Renewable Energy by 2050. By the end of 2020, CVRPC assisted 11 municipalities in drafting these plans; 3 had been adopted into the Municipal Plans of Barre Town, Northfield, and Waterbury.

After identifying actions or activities to achieve the goals of this plan, much of the implementation work falls on volunteer groups such as Planning Commissions or Energy Committees. The CVRPC region currently has 11 municipalities with Energy Committees or Energy Coordinators. During the term of this work, Middlesex brought their Energy Committee back online!

From 2019-2020, CVRPC worked with Efficiency Vermont to focus on weatherization, home efficiency, and heating and cooling. CVRPC coordinated various events in partnership with:

- Vermont Energy and Climate Action Network
- Vermont Council on Rural Development
- Energy Action Network
- Waterbury LEAP



*Above: Local Energy Committees listen to Emma Hanson, Wood Energy Coordinator at the VT Dept. of Forests Parks, and Recreation, speak at an event in Barre City.*

- Capstone Community Action
- Vermont Clean Energy Development Fund
- Vermont Department of Forests, Parks, and Recreation
- Button Up Campaign
- Mad River Valley Planning District.

Success was made possible by holding events and inviting local experts from our member municipalities to hear from these organizations. CVRPC staff held 10 events focused on a variety of topics related to energy, drawing a crowd from municipalities with and without energy committees or energy plans.

Sometimes an educational event doesn't reach everyone equally. CVRPC staff recognized this possibility and made an effort to engage with residents in member

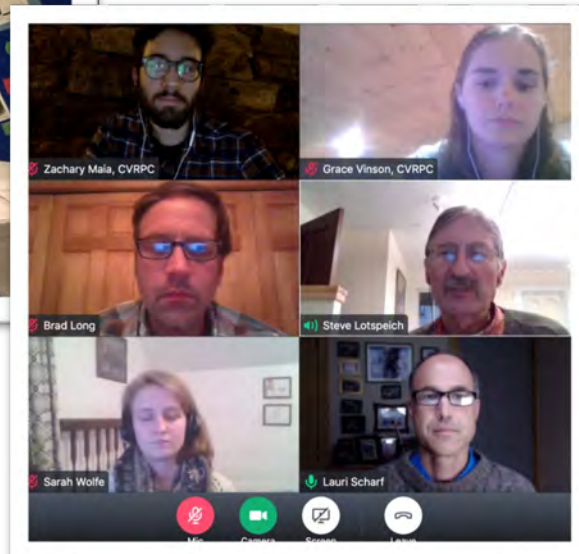
# ENERGY PLAN IMPLEMENTATION

CENTRAL VERMONT REGIONAL PLANNING COMMISSION



*Left: A display showcasing the Middlesex Planning Commission's work at Town Meeting 2020, alongside informational Efficiency Vermont handouts.*

*Right: COVID-19 forced many energy events online for the safety of our communities. CVRPC staff utilized GoToMeeting to hold small roundtables and events.*



municipalities one-on-one by tabling at Town Meetings, and working directly with Energy Committees.

CVRPC recognizes the importance of continuing this energy work into the future, regardless of funding reliability. To facilitate future implementation, staff compiled and distributed Energy Data Reports for each municipality, translating Efficiency Vermont's spreadsheets into two-page documents that volunteers can easily understand. These documents will be updated annually.

Meeting your community's energy goals may mean a focus on reducing transpor-

tation emissions and energy use too. CVRPC is planning on continuing the conversation by integrating these topics into our transportation planning work into the future.

For information about energy planning and implementation, contact Zachary Maia at 802-229-0389 or [maia@cvregion.com](mailto:maia@cvregion.com).

