

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**
2 **BOARD OF COMMISSIONERS**
3 **Draft MINUTES**
4 **July 13, 2021**

5 **Commissioners:**

<input checked="" type="checkbox"/>	Barre City	Janet Shatney, Sec’y/Treas	<input checked="" type="checkbox"/>	Moretown	Dara Torre
<input type="checkbox"/>		Heather Grandfield, Alt.	<input type="checkbox"/>		Joyce Manchester, Alt
<input type="checkbox"/>	Barre Town	Byron Atwood	<input checked="" type="checkbox"/>	Northfield	Laura Hill-Eubanks, Chair
<input checked="" type="checkbox"/>		George Clain, Alt	<input checked="" type="checkbox"/>	Orange	Lee Cattaneo
<input checked="" type="checkbox"/>	Berlin	Robert Wernecke	<input checked="" type="checkbox"/>	Plainfield	Paula Emery
<input type="checkbox"/>		Karla Nuisl, Alt.	<input type="checkbox"/>		Bob Atchinson, Alt.
<input type="checkbox"/>	Cabot	Amy Hornblas	<input checked="" type="checkbox"/>	Roxbury	Gerry D’Amico, Vice-Chair
<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 type="checkbox"/>	E. Montpelier	Clarice Cutler (Interim)	<input type="checkbox"/>		J. Michael Bridgewater, Alt.
<input type="checkbox"/>		VACANT	<input checked="" type="checkbox"/>	Washington	Peter Carbee
<input type="checkbox"/>	Fayston	Russ Bowen	<input checked="" type="checkbox"/>	Waterbury	Steve Lotspeich, Chair
<input checked="" type="checkbox"/>	Marshfield	Robin Schunk	<input checked="" type="checkbox"/>	Williamstown	Richard Turner
<input checked="" type="checkbox"/>	Middlesex	Ron Krauth	<input type="checkbox"/>		Jacqueline Higgins, Alt.
<input checked="" type="checkbox"/>	Montpelier	Marcella Dent	<input checked="" type="checkbox"/>	Woodbury	Michael Gray
<input type="checkbox"/>		Mike Miller, Alt.	<input type="checkbox"/>	Worcester	Bill Arrand

6
7 Staff: Nancy Chartrand, Clare Rock

8 Guests: Jamie Stewart, CVEDC; David Healy, CV Fiber

9
10 **Call to Order**

11 Chair Lotspeich called the meeting to order at 6:34 pm and conducted a roll call. Quorum was present
12 to conduct business.

13
14 **Adjustments to the Agenda**

15 None.

16
17 **Public Comments**

18 None

19
20 **Central Vermont Economic Development Corporation Update**

21 Chair Lotspeich introduced Jamie Stewart of Central Vermont Economic Development Corporation who
22 provided an update on their work. He advised they are continuing to work on recovery grants and
23 support with businesses that are recovering from the pandemic. They also have a number of businesses
24 reaching out looking to locate facilities in Central Vermont – some very significant in size. He noted that
25 Vermont’s handling of the pandemic has gotten national recognition and resulted in businesses

1 interested in locating here. This could be a significant boost to our economy here in Central Vermont
2 and it will take creating strong partnerships in the communities to make this all work.

3
4 Discussion ensued regarding the effect of the pandemic on vocational training programs, as well as
5 needs to build a workforce for anticipated fiber projects.

6
7 Stewart noted the staff at CVRPC has been working really hard on the Comprehensive Economic
8 Development Strategy (CEDS) process and advised that Waninger did a great job facilitating a recent
9 CEDS meeting with other CVRPC team members. He believes Central Vermont's meeting had greater
10 attendance than the other regions in the CEDS related to outreach from CVRPC and CVEDC. The CEDS is
11 a two-year process and it is progressing effectively and efficiently. Once complete it should lead to
12 significant resources and program availability.

13 14 **Communications Union District Service**

15 Chair Lotspeich introduced David Healy of CV Fiber, the Communications Union District (CUD) for our
16 region. Healy shared a presentation outlining what CV Fiber is currently doing and what they hope to
17 accomplish over the next several years to get fiber to 26,000 homes and businesses, with an estimated
18 construction cost of up to \$50M and involving 1,200 miles of fiber. He noted their first priority is to
19 make service available to 80% of the unserved and underserved by 2023 and 95% by 2024, subject to
20 funding and contractor availability. Funding made available as a result of COVID is helping to facilitate
21 this process. He outlined the costs that are anticipated, which has been broken down by the 21 towns in
22 the district, which he advised he will provide to the Board later. They plan to do pole inventories in all
23 towns by the end of 2021. Noted was that the following CVRPC towns are not in district: Fayston,
24 Warren and Waitsfield.

25
26 Discussion also included ARPA funding and grant opportunities. He noted they are contacting individual
27 towns related to that funding. A definition of underserved was confirmed as anybody with less than
28 25mg/second down and 3mg/second up, and that they have details town by town regarding service. He
29 was requested to provide Woodbury with their underserved information. They expect \$60-70/month
30 for a subscription rate and hope to provide for low-income subsidies. CV Fiber plans to provide
31 presentations to all communities in the coming months.

32
33 It was confirmed that the Vermont Community Broadband Board has been put in place to sure CUDs are
34 complying with all the rules and that money goes out equitably to provide service to the unserved and
35 underserved. Also confirmed was that the Mad River towns not part of CV Fiber are currently served
36 with fiber to the home by Waitsfield/Champlain Telecom. There was also discussion regarding the
37 partnership CV Fiber has made with Washington Electric Cooperative (WEC) confirming that WEC will
38 pay for distribution fiber and CV Fiber will be paying for the drops in the WEC territory.

39
40 It was confirmed that the 600-mile loop connection outlined is not a trunk run, but will provide all
41 services and that the presentation is a confidential document. Also confirmed regarding service for
42 Washington was that CV Fiber will do northwest section of Washington and EC Fiber will do southeast
43 section. Discussion also ensued regarding underground lines.

1 It was confirmed that stimulus money for broadband is an eligible use for towns and they are discussing
2 options with Towns. He noted that the more grant monies that can be used, the lower subscription
3 costs will be.

4
5 Healy advised he would like to come back again in a few months with an update and was requested by
6 the Town of Woodbury to come speak with their Selectboard.

7 8 **Resolution on Complying with Vermont Open Meeting Law**

9 Chair Lotspeich advised this is an annual resolution that we have to approve related to Open Meeting
10 Law.

11
12 *Wernecke moved to approve the resolution; Carbee seconded.* It was confirmed that the dates July 1
13 through August 31, 2021 under Section 2 were related to the office construction. Vote called. *Motion*
14 *carried.*

15 16 **Meeting Minutes – June 8, 2021**

17 *Cattaneo moved to approve the minutes; Turner seconded. Motion carried.*

18 19 **Reports**

20 Lotspeich noted that Rock did a great consult with Waterbury Planning Commission and gave them a
21 good overview of the Commission and various committees and the services that CVRPC provides to
22 municipalities.

23
24 It was requested that Lotspeich do a screen share of the staff and committee reports, which was
25 facilitated and the floor open to questions.

26
27 Emery requested information about ARPA and inquired if the Board is interested in hearing a report on
28 where things stand. Staff advised that Grace Vinson would contact her.

29
30 Discussion also ensued regarding remote vs. in-person for the next meeting, which will be confirmed
31 prior to the next meeting.

32
33 Chartrand provided a brief update on the landlord funded office renovation which began on July 12th
34 and is anticipated to be completed by August 27th.

35
36 Carbee suggested that since the current plan is to hold hybrid meetings, that once the office is redone
37 with new conference room we may be able to hold Board meetings the office instead of renting space.
38 There was also discussion regarding the use of the Chamber space and internet.

39
40 Clain requested that the Committees and Appointed Positions document in the packet be amended to
41 reflect “Elected” vs. “Appointed” by Board of Commissioners for those Committees that were part of the
42 election process. Staff will update.

43
44 Clain suggested that Commissioners should start thinking about their fiduciary responsibilities and how

1 it applies to reviewing what the Executive Committee does. This is a bylaw issue that the Bylaw
2 Committee has discussed and the issue is whether there needs to be any formal acknowledgment of the
3 actions of the Executive Committee that are authorized under the current bylaws. Lotspeich suggested
4 waiting until we have the draft bylaws available to the full Board and have the discussion in the context
5 of the bylaws and their review by the Board. Clain noted he wanted to give a heads up to
6 Commissioners to read up on their fiduciary responsibilities as a Commissioner and what might be
7 required.

8
9 A discussion ensued regarding the Board of Commissioners meeting for August and if one needs to be
10 held. Lotspeich inquired if there was any critical business to be acted on. It was confirmed that we do
11 not have any formal requests for Municipal Plan Reviews as of this date and if we get one, we have two
12 months to act on it, so could do so in September. Lotspeich queried the Board if they are okay to cancel
13 August meeting and meet next in September. It was confirmed that if something came up in the
14 interim, notice could be sent out that a meeting is necessary. Clain asked why we don't have a meeting
15 in August and Lotspeich advised historically we take a break in August as does the Transportation
16 Advisory Committee. It was also confirmed that the Executive Committee does meet in August. Clain
17 asked if Executive Committee is meeting in August why is Board not meeting seven days after to review
18 what Executive Committee has done, Lotspeich advised he believe those items could be reviewed in
19 September.

20

21 **Adjournment**

22 *La Haye moved to adjourn at 8:03 pm; Cattaneo seconded. Motion carried.*

23

24 Respectfully submitted,
25 Nancy Chartrand, Office Manager