



## BOARD OF COMMISSIONERS

September 14, 2021 at 6:30 pm

### *Remote Participation via Zoom<sup>1</sup>*

<https://us02web.zoom.us/j/81136818419?pwd=dDFDbDhrTm56TUNQUlp3WEorYzRZZz09>

One tap mobile: +19294362866,,81136818419#,,,,\*722490# US (New York)

Dial in via phone: 1-929-436-2866 • Meeting ID: 811 3681 8419 • Passcode: 722490

Find your local number: <https://us02web.zoom.us/j/81136818419?pwd=dDFDbDhrTm56TUNQUlp3WEorYzRZZz09>

Download the app at least 5 minutes before the meeting starts: <https://zoom.us/download>

### *Physical Location*

Central VT Chamber of Commerce Conference Room, 963 Paine Turnpike North, Berlin

Facial coverings are required for in-person participation.

### Page **AGENDA**

**6:30<sup>2</sup> Adjustments to the Agenda**

**Public Comments**

**2 6:35 West Central Vermont Comprehensive Economic Development Strategy (CEDS)**

Provide input into the CEDS via a brief presentation and using breakout rooms.

**13 7:45 FY22 Work Plan and Budget, Bonnie Waninger (enclosed)**

Presentation and questions.

**34 8:00 Meeting Minutes – July 13, 2021 (enclosed)<sup>3</sup>**

**38 8:05 CVRPC COVID-19 Policy (enclosed)**

Discussion.

**40 8:20 Reports (enclosed)**

Updates and questions.

**8:30 Adjourn**

**Next Meeting: October 12, 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> Times are approximate unless otherwise advertised.

<sup>3</sup> Anticipated action item.

# West Central Vermont

Comprehensive Economic Development Strategy (CEDS)

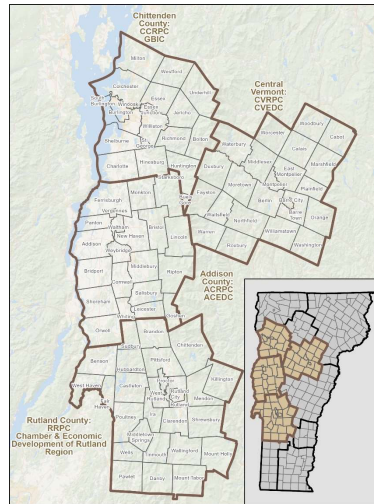
Workshop #1 | Central Vermont Region

September 14, 2021

## Agenda

- ▶ Welcome
- ▶ West Central Vermont CEDS Overview
- ▶ Regional Economic Profile Information
- ▶ Regional SOAR and Breakout Conversations
- ▶ Breakout Groups Provide Summaries

## What is West Central Vermont?



## What is a CEDS?

### A strategy-driven plan for regional economic development

- ▶ US Economic Development Administration (EDA) Requirements
  - ▶ Economic Profile/Summary
  - ▶ SWOT Analysis
  - ▶ Strategic Direction/Action Plan
  - ▶ Evaluation Framework (Indicators)
  - ▶ Must Address "Economic Resilience"

## Why Write a CEDS?

- ▶ Identify shared goals, challenges, and economic strengths
- ▶ Collaborate and coordinate among regions and entities
- ▶ Shape priorities that Regions will pursue cooperatively and that State and Federal agencies will use to guide funding awards

## CEDS Schedule

Winter 2021   Spring 2021   Summer 2021   Fall 2021   Winter 2022   Spring 2022   Summer 2022

▶ Research & Data Analysis

▶ **SWOT/SOAR Engagement**



▶ Draft CEDS

▶ Draft CEDS Engagement

▶ Final CEDS

## Regional Economic Profile

- ▶ Strengths
  - ▶ Education/Health Care
  - ▶ Transportation/Trade/Utilities
  - ▶ Public Administration
  - ▶ Professional Services/Public Administration
  - ▶ Leisure and Hospitality
  - ▶ Manufacturing
- ▶ Room for Improvement
  - ▶ Affordability
  - ▶ Broadband Access
  - ▶ Housing/Childcare
- ▶ Central Vermont
  - ▶ Government sector employment
  - ▶ Highly educated workforce
  - ▶ Rising poverty rate

## Impact of Coronavirus Pandemic

- ▶ Negative and Positive Economic Impacts
- ▶ Key Takeaways
  - ▶ Unequal Distribution of Impacts
  - ▶ Rebounding Consumer Confidence and Employment

## Central VT SWOT

### Strengths, Weaknesses, Opportunities, Threats

<b>Strengths</b> What internal strengths can you leverage today to help you achieve your mission? These are positive, internal factors that affect how your region performs. Although they may be difficult to change, they should be within your control.	<b>Weaknesses</b> What internal weaknesses exist today that you must overcome to achieve your mission? These are negative, internal factors that affect how your region performs. Although they may be difficult to change, they should be within your control.
<b>Opportunities</b> What external opportunities, trends, forces, resources, could you take advantage of to achieve your mission? These are external factors that could affect your region in a positive way. They may be largely out of your control, but you can choose to leverage them.	<b>Threats</b> What external threats or risks could get in your way and prevent you from achieving your mission? These are external factors that could affect your region in a negative way. They may be largely out of your control, but you can create a contingency plan to minimize the damage.

## SOAR Questions

### Strengths, Opportunities, Aspirations & Results

#### Strengths

- ▶ What can we build on?

#### Opportunities

- ▶ What is our region asking for, and what can we leverage for success?

#### Aspirations

- ▶ What do we want to achieve?

#### Results

- ▶ How do we know we are succeeding?

## Discussion Areas for Breakouts

- ▶ Workforce & Education
- ▶ Business Climate, Innovation & Entrepreneurship
- ▶ Infrastructure
- ▶ Quality of Life
- ▶ Civic & Governance Systems
- ▶ Land Use and Natural Resources

## Breakout Groups

- ▶ Breakout Room Discussion – 30 minutes
  - ▶ Randomly put breakout teams together
  - ▶ Use SOAR questions for discussion areas
  - ▶ 5 minute warning before return to full group
- ▶ Report Out
- ▶ Questions before we launch?

## Planning for Our Economic Future Starts with **You!**

- ▶ More information online at [www.westcentralvt.org](http://www.westcentralvt.org)
- ▶ Engagement with Sectors and Underrepresented Populations
  - ▶ Late August/September/October
- ▶ Draft CEDS Released
  - ▶ Winter 2022

Thank you for participating!



# - STRENGTHS WEAKNESSES OPPORTUNITIES THREATS ANALYSIS – CENTRAL VERMONT

Additions can be emailed to Bonnie Waninger at [waninger@cvregion.com](mailto:waninger@cvregion.com).

Strengths	Weaknesses	Opportunities	Threats
<p>What internal strengths can you leverage today to help you achieve your mission? These are positive, internal factors that affect how your region performs. Although they may be difficult to change, they should be within your control.</p>	<p>What internal weaknesses exist today that you must overcome to achieve your mission? These are negative, internal factors that affect how your region performs. Although they may be difficult to change, they should be within your control.</p>	<p>What external opportunities, trends, forces, resources, could you take advantage of to achieve your mission? These are external factors that could affect your region in a positive way. They may be largely out of your control, but you can choose to leverage them.</p>	<p>What external threats or risks could get in your way and prevent you from achieving your mission? These are external factors that could affect your region in a negative way. They may be largely out of your control, but you can create a contingency plan to minimize the damage.</p>

## Workforce & Education

<ul style="list-style-type: none"> <li>Numerous and varied educational institutions</li> </ul>	<ul style="list-style-type: none"> <li>Declining Workforce Numbers- specifically a lack of beginning level and qualified workforce</li> </ul>	<ul style="list-style-type: none"> <li>Support relocation of immigration into region</li> </ul>	<ul style="list-style-type: none"> <li>Chittenden County Exchange: Wages are higher in Chittenden County but cost of living is not necessarily lower.</li> </ul>
<ul style="list-style-type: none"> <li>Multi-sector workforce development</li> </ul>	<ul style="list-style-type: none"> <li>Declining Population</li> </ul>		
<ul style="list-style-type: none"> <li>Productive workforce. Higher costs for labor can be offset by productivity.</li> </ul>	<ul style="list-style-type: none"> <li>Lack of childcare</li> </ul>	<ul style="list-style-type: none"> <li>.</li> </ul>	

## Business Climate / Innovation / Entrepreneurship

<ul style="list-style-type: none"> <li>Diverse business base (insurance industry, manufacturing (high-quality value added food products; Cabot and associated</li> </ul>	<ul style="list-style-type: none"> <li>Unspoken ethic about outdoor recreation industry. Assets and opportunities are unknown. Information providing informally.</li> </ul>	<ul style="list-style-type: none"> <li>Local employers being open, willing, and enthusiastic about bringing in and hiring immigrants</li> <li>Support growing 'outdoor' economies (outfitters)</li> </ul>	<ul style="list-style-type: none"> <li>Corporate culture is coming in with growth (can have impacts on quintessential VT Village feel)</li> </ul>
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Strengths	Weaknesses	Opportunities	Threats
companies, adult beverage industry)			
<ul style="list-style-type: none"> <li>Spectrum of job opportunities (blue to white collar, intro to experienced)</li> <li>Community involved and invested businesses. Corporate culture promotes strong communities</li> </ul>		<ul style="list-style-type: none"> <li>Diversification of economy</li> </ul>	
<ul style="list-style-type: none"> <li>Legacy industries, strong employers in granite industry, great wages and supported by unions</li> </ul>			
<ul style="list-style-type: none"> <li>High concentration of B Corps and companies that act like B Corps</li> </ul>			
<ul style="list-style-type: none"> <li>Creative partners</li> </ul>			
<ul style="list-style-type: none"> <li>Savvy entrepreneurs are repurposing and growing businesses (Keurig, Darn Tough)</li> </ul>			

### Infrastructure

<ul style="list-style-type: none"> <li>Diverse Housing Stock</li> </ul>	<ul style="list-style-type: none"> <li>Internet Infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Alternate housing for seniors (ie, apartments, residences, assisted living, ADUs)</li> </ul>	<ul style="list-style-type: none"> <li>Climate Change (need of resources to prepare for CC, specifically bridges and culverts)</li> </ul>
<ul style="list-style-type: none"> <li>Transportation network (I-89 bisects the region)</li> </ul>	<ul style="list-style-type: none"> <li>High cost of power</li> </ul>	<ul style="list-style-type: none"> <li>Focus on village centers, public gathering spaces, village greens</li> </ul>	
<ul style="list-style-type: none"> <li>Rail corridor + passenger train service (Amtrak stop)</li> </ul>	<ul style="list-style-type: none"> <li>Old or unaffordable housing stock. Development came in the 60s, 70s and 80s. Built as workforce housing.</li> </ul>		

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> <li>Regional airport</li> </ul>	<ul style="list-style-type: none"> <li>Water/waste water infrastructure is lacking in many villages</li> </ul>		
<ul style="list-style-type: none"> <li>Affordable housing stock</li> </ul>	<ul style="list-style-type: none"> <li>Declining workforce housing due to influx of pandemic city 'refugees'</li> </ul>		
<ul style="list-style-type: none"> <li>Accessible size city with access to amenities, lack of sprawl</li> </ul>	<ul style="list-style-type: none"> <li>Increasingly rural as you move away from I-89 corridor and thus declining road quality</li> </ul>		
	<ul style="list-style-type: none"> <li>Workforce Housing is being wiped out by new owners buying property and not occupying year-round</li> </ul>		
	<ul style="list-style-type: none"> <li>Aging population can't afford to keep their homes</li> </ul>		

### Quality of Life

<ul style="list-style-type: none"> <li>Centralized health services</li> </ul>	<ul style="list-style-type: none"> <li>Lack diverse population</li> </ul>		<ul style="list-style-type: none"> <li>Cost of living is rising (in part by second homeowners)</li> </ul>
<ul style="list-style-type: none"> <li>Active and involved communities</li> </ul>			

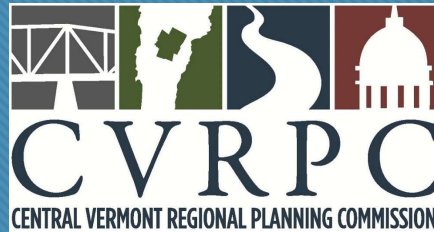
### Civic & Governance Systems

<ul style="list-style-type: none"> <li>Seat of State Government (largest number of workers employed by government)</li> </ul>	<ul style="list-style-type: none"> <li>Increasing property tax rate due to declining tax base (declining population)</li> </ul>	<ul style="list-style-type: none"> <li>Amending/updating zoning to allow for multi-family living in single residences</li> </ul>	
<ul style="list-style-type: none"> <li>Multiple downtowns</li> </ul>	<ul style="list-style-type: none"> <li>Potentially overly restrictive zoning (eg. limited ADUs)</li> </ul>		

### Land Use and Natural Resources

<ul style="list-style-type: none"> <li>Large percent of conserved (forest) land and lands in Current Use</li> </ul>	<ul style="list-style-type: none"> <li>Outdoor recreation opportunities are 'unspoken' (ie: not known to newcomers)</li> </ul>	<ul style="list-style-type: none"> <li>Ensure hazard mitigation is sufficiently addressed and planned for.</li> </ul>	<ul style="list-style-type: none"> <li>1980s mind frame regarding development (e.g., cheap and easy development is eating up developable lands)</li> </ul>
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Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"><li>Abundant natural resources (granite quarry, flood storage - protected flood plains and wetlands, Sugarbush in Mad River Valley)</li></ul>			<ul style="list-style-type: none"><li>Emerald Ash Borer. Region has the highest number of ash in the state. Contending with dead or dying trees will have an economic cost and impacts to tourism.</li></ul>
<ul style="list-style-type: none"><li>Rural lands contribute to beauty of area</li></ul>			<ul style="list-style-type: none"><li>Changing attitudes, people coming here have different ideas about property uses.</li></ul>
<ul style="list-style-type: none"><li>Numerous outdoor recreation resources (Mad River Valley, skiing, hiking, outdoor spaces)</li></ul>			



# FY22 Work Program & Budget

09/14/21 Board of Commissioners Presentation

## 5-Year Goals



### **GOAL 1: Enhance Financial Security**

CVRPC retains the financial resources and adopts policies to support its mission and work priorities, and to continue to operate in fiscally challenging times.

### **GOAL 2: Create Operational Excellence**

CVRPC continually builds a workplace and workplace philosophy in which problem-solving, teamwork, and leadership results in ongoing improvement of the organization.

### **GOAL 3: Enhance Services**

CVRPC focuses on the needs of member municipalities, and continually works to increase their desire and ability to work cooperatively to address regional issues.

### **GOAL 4: Position CVRPC as Leader and Partner**

CVRPC assists others to achieve their goals, and in doing so, achieves its own goals.

## FY22 Goal: COVID Recovery



Goal	Strategy
<b>1. Security</b>	Maintain a balanced budget. Continue strengthening financial reserves.
<b>2. Excellence</b>	Enhance the office space to support operations and service delivery. Return to in-office operations.
<b>3. Service</b>	Support municipal pandemic recovery needs. Initiate Clean Water Service Provider activities.
<b>4. Leadership</b>	Strengthen partnerships using CVRPC's core skills – conversation facilitation, data collection and analysis, and strategic planning.

## FY22 Work Plan Project Transitions



### Carryover Projects

- ❖ Stormwater designs
- ❖ Road erosion BMP treatment assistance
- ❖ Hazard mitigation plans
- ❖ Economic development strategy
- ❖ Forest integrity planning assistance

### New Efforts

- ❖ Pandemic recovery
- ❖ Stormwater design/construction
- ❖ Climate & energy implementation
- ❖ Modernizing zoning
- ❖ Clean Water Service Provider
- ❖ Regional Plan

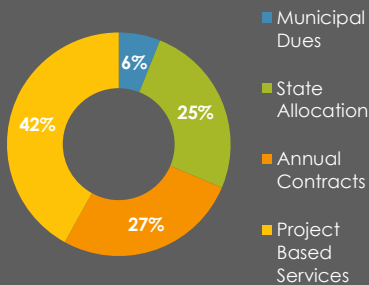
### Retiring Activities

- ❖ Stormwater design
- ❖ Pandemic planning & response
- ❖ Road erosion inventories
- ❖ Working Communities workforce development



## FY22 Budget Enabling Services

### CVRPC Funding By Type



The Commission's \$1.36 million budget draws from a combination of sources:

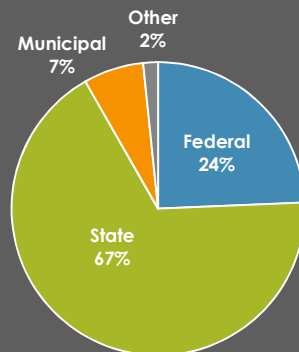
- ❖ **\$345,583 – Legislative allocation** through the Agency of Commerce and Community Development (25%)
- ❖ **\$363,425 – Annual contracts** with the Agency of Transportation, Vermont Emergency Management, Agency of Natural Resources, and Fee For Services (27%)
- ❖ **\$572,263 – Project specific contracts** for targeted efforts that implement local and regional goals (42%)
- ❖ **\$81,999 – Municipal dues** that provide a base for CVRPC operations and matching funds to leverage funds for services (6%)

## FY22 Budget Revenue & Expense Highlights

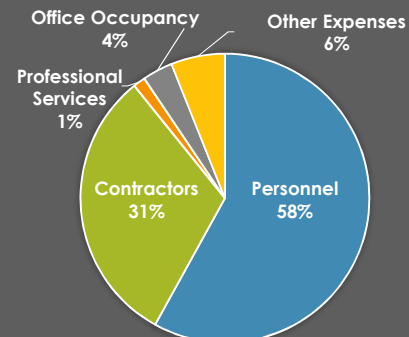
**CVRPC is a knowledge-based organization.**

We extend municipal capacity through a regional pool of professional staff and project contractors.

### Revenue by Source



### Expenses by Type





## FY2022 Work Plan

06/01/21

### INTRODUCTION

The Central Vermont Regional Planning Commission (CVRPC) leverages the power of people working together to assist its member municipalities in providing effective local government and to address regional issues. CVRPC's professional, skilled staff expands local capacity, and works to link local, state, and federal visions for the future. This Work Plan is its annual statement of planned activities.

CVRPC is one of eleven Commissions in Vermont. CVRPC operates under the Vermont Municipal and Regional Planning and Development Act (V.S.A. Title 24, Chapter 117) and its adopted bylaws. All municipalities, by law, are members. Active municipal participation in CVRPC affairs is voluntary.

The Central Vermont Regional Planning Commission Board of Commissioners governs its policies and activities. Commissioners are appointed by the Region's 23 municipalities.

In FY22, CVRPC will participate in or manage programs of importance to municipalities, the region and the state. Specific grants generally fund these programs, but they are coordinated across programs. Through this integrated, comprehensive approach, CVRPC will positively impact these outcomes:

- ❖ Municipal permitting is predictable and effective.
- ❖ Central Vermont and the state are prepared for local, regional or statewide emergencies.
- ❖ Transportation systems are planned effectively with local, regional, and state consideration of economic, environmental, and community impact.
- ❖ Brownfield sites are assessed and cleaned up, creating and preserving jobs and housing and providing public benefit.
- ❖ Central Vermont and the state have access to sufficient energy resources and plans for new generation, efficiency, and conservation to support community and economic advancement.
- ❖ Infrastructure is planned and coordinated to meet the needs of the local and regional economy.
- ❖ Community and economic development are coordinated within and across regions to maximize public resources and ensure strong vibrant communities.
- ❖ Vermont's land use laws are implemented.



- ❖ Vermont's working landscape is used effectively for community and economic benefit.
- ❖ Water quality is improved.
- ❖ Natural systems are effectively sustained with consideration of community and health impact.

## WORK PROGRAM HIGHLIGHTS

### Regional Planning

CVRPC will initiate work to update the Regional Plan in FY22. This planning process is bringing together residents, elected leaders, the professional community, and community-based organizations in a conversation around how to best address issues and ensure the long-term health and vitality of the Central Vermont Region. The Plan builds on past regional planning efforts and looks towards the future using the vision created through public engagement.

CVRPC's statutory duties include participating in Act 250 and Section 248 project review, and completing regional approvals of municipal plans upon request of municipalities. Through its participation, CVRPC aims to positively shape development and support municipal and regional growth goals. Regional approvals verify that a municipal plan addresses all elements and State goals required by statute. Municipalities with regionally approved plans are eligible for certain State grants.



CVRPC comments on State and Federal Agency plans and proposals so regional and local viewpoints are considered and policy issues are informed by RPC research and analysis. In FY22, CVRPC anticipates providing a Central Vermont perspective for updates to the Vermont Comprehensive Energy Plan, the Lamoille River Tactical Basin Plan, and other opportunities that may arise.

CVRPC coordinates activities with other organizations and represents the interests of the Region on commissions, committees, and boards, such as: Central Vermont Economic Development Corporation, Green Mountain Transit, and VT Association of Planning & Development Agencies. CVRPC represents regional planning commissions on the State Hazard Mitigation Grant Program Review Committee, VT Urban & Community Forestry Program, and serves the VT GIS Enterprise Consortium.

### Education & Trainings

CVRPC provides opportunities for Commissioners and municipalities to learn about pertinent topics. In FY22, CVRPC will sponsor, present and publicize multiple workshops and events, such as:

- ❖ Homes for All: Updating Municipal Policies to Improve Housing Opportunities,
- ❖ Essentials of Land Use Planning,
- ❖ Village Center Wastewater,
- ❖ Using Village Center Designations,
- ❖ Planning for Economic Development,
- ❖ Resilience and/or water quality,

- ❖ Roundtables for municipal staff and volunteers,
- ❖ Other municipally-requested topics, and
- ❖ Statewide trainings delivered at the regional level.

CVRPC produces an e-newsletter that contains information about ongoing events, project and program updates, municipal and other assistance, and general education. CVRPC's Facebook page and website host training opportunities, project and program information, and publication resources.



### Municipal Assistance

CVRPC assists local communities and their boards/committees to achieve their community visions and goals. Our Geographic Information Systems (GIS) mapping and analysis capabilities are an integral part of ongoing projects at the Commission, as well as a standalone area of work. Municipalities receive up to 12 hours of GIS services at no charge each year.

Throughout the year, municipalities identify assistance needs. Thus far for FY22, services requested are:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>❖ <i>Barre City</i> – Stormwater project implementation; Local Emergency Management Plan; public transit (mobility) assistance; statutory consultation; Central VT Path municipal convening; road erosion inventory</li> </ul>                      | <ul style="list-style-type: none"> <li>❖ <i>Calais</i> – Local Hazard Mitigation Plan; Town Plan amendment; Village Center Designation renewal; Local Emergency Management Plan; Continuity of Operations Plan; stormwater project designs; traffic counts; transportation resilience project</li> </ul> |
| <ul style="list-style-type: none"> <li>❖ <i>Barre Town</i> – Local Emergency Management Plan; Central VT Path municipal convening; Websterville pedestrian improvements; traffic counts; road erosion inventory updates; bridge &amp; culvert assessment</li> </ul>                        | <ul style="list-style-type: none"> <li>❖ <i>Duxbury</i> – Local Emergency Management Plan; ARPA project definition; transportation funding research; transportation resilience project</li> </ul>  |
| <ul style="list-style-type: none"> <li>❖ <i>Berlin</i> – New Town Center implementation assistance; Local Emergency Management Plan; Town Plan update; Town Garage stormwater project construction; Central VT Path municipal convening</li> </ul>   | <ul style="list-style-type: none"> <li>❖ <i>East Montpelier</i> – Village Center Designation renewal; transportation resilience project</li> </ul>   |
| <ul style="list-style-type: none"> <li>❖ <i>Cabot</i> – Village Center Designation renewal; using VT Alert to improve communications; Local Emergency Management Plan; statutory consultation; Water Wise Woodland; ash tree management plan; transportation resilience project</li> </ul> | <ul style="list-style-type: none"> <li>❖ <i>Fayston</i> - Local Emergency Management Plan; grant writing; bridge &amp; culvert inventory; transportation resilience project</li> </ul>   |
|  | <ul style="list-style-type: none"> <li>❖ <i>Marshfield</i> – Local Emergency Management Plan; Local Hazard Mitigation Plan; Water Wise Woodland; transportation resilience project; traffic counts</li> </ul>  |

- ❖ *Middlesex* – Local Emergency Management Plan; Capital Improvement Plan; Walkable Middlesex project management; transportation resilience project
- ❖ *Montpelier* – Local Hazard Mitigation Plan; Local Emergency Management Plan; public transit assistance; regional recreation convening (VOREC); natural resource mapping; Central VT Path municipal convening; floodplain management; road erosion inventory updates; transportation resilience project
- ❖ *Moretown* – Local Emergency Management Plan; stormwater project design; transportation resilience project
- ❖ *Northfield* – Local Emergency Management Plan; Ridge + River Routes implementation study; transportation resilience project
- ❖ *Orange* – Local Emergency Management Plan; Town Forest trail maps/planning; parcel maps; transportation resilience project
- ❖ *Plainfield* – Local Emergency Management Plan; Water Wise Woodland; stormwater project construction; Continuity of Operations Plan; transportation resilience project
- ❖ *Roxbury* - Local Emergency Management Plan; transportation resilience project
- ❖ *Waitsfield* – Sidewalk construction project management; transportation resilience project
- ❖ *Warren* – Local Emergency Management Plan; transportation resilience project
- ❖ *Washington* – Local Emergency Management Plan; transportation resilience project
- ❖ *Waterbury* – Local Emergency Management Plan; transportation resilience project
- ❖ *Williamstown* – Local Emergency Management Plan; transportation resilience project
- ❖ *Woodbury* – Town Plan assistance & community engagement; Local Emergency Management Plan; stormwater design; Village Center Designation; bridge & culvert inventory; transportation resilience project
- ❖ *Worcester* - Local Emergency Management Plan; bridge & culvert inventory; transportation resilience project

CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on staffing capacity.



### Transportation

Transportation investments fuel growth in Central Vermont. CVRPC staff works closely with the Transportation Advisory Committee (TAC) and the Vermont Agency of Transportation (VTrans) regarding regional transportation needs through the Transportation Planning Initiative (TPI). Significant projects for FY22 include:

- assisting Northfield with a Ridge + River Routes implementation study,
- municipal assistance to meet requirements of the VT Clean Water Act,
- hosting road foremen roundtables, bridge and culvert inventories,
- assisting Capstone Community Action to implement a Travel Demand Management program and mobility project, and
- assisting the Regional Elders and Persons with Disabilities Advisory Committee (REDPAC) to implement its work plan and transition to a mobility committee.

CVRPC conducts traffic, turning movement, and bicycle and pedestrian counts; culvert, sign, sidewalk, road erosion, and ash tree inventories; and park-and-ride lot capacity surveys for the Region's facilities. This work provides data to accompany local knowledge. It positions municipalities to secure funds that augment municipal budgets and enables informed decision making.

CVRPC staff continue to assist municipalities to prepare for the Municipal Roads General Permit (MRGP). The Permit became active in 2018. CVRPC will complete road erosion assessments and culvert inventories for three municipalities in FY22. Staff will assist communities with Better Roads grant applications to implement transportation capital budgets projects. The Program's goal is to promote the use of erosion control and maintenance techniques that save money while protecting and enhancing Vermont's lakes and streams.

CVRPC staff extends municipal capacity by connecting municipalities to State resources and providing assistance in accessing State programs. CVRPC coordinates Road Safety Audits to identify short-term road safety improvements for crash sites. We also assist with Better Roads, Bicycle and Pedestrian, Better Connections, Transportation Alternatives Program, and other grant applications. Through the Municipal Grants in Aid program, CVRPC provides municipalities with access to funding and staff assistance to implement clean water road improvements. Grants in Aid program funding has been secured through FY22.

### Emergency Management

CVRPC continues work with communities and other partners to increase the resiliency of roads, bridges, and neighborhoods and to enhance community preparedness in the face of an increasing number and intensity of storm events.

In FY22, CVRPC will:

- ❖ help communities plan, implement, and seek funding for hazard mitigation projects,
- ❖ assist municipalities with Local Emergency Management Plan development and updates,
- ❖ support Local Hazard Mitigation Plan updates for 2-4 municipalities,
- ❖ assist 2-3 municipalities to develop Continuity of Operations Plans,



- ❖ staff the State Emergency Operations Center during severe weather events to connect municipalities with resources and increase awareness of road closures and hazards,
- ❖ increase local official knowledge and skills through education and trainings, such as Incident Command Systems courses and the State Emergency Preparedness Conference,
- ❖ coordinate and participate in state and local public safety exercises and drills,
- ❖ assist to transition Local Emergency Planning Committee (LEPC #5) and Emergency Management Director roundtables into a Regional Emergency Management Committee, and
- ❖ assist interested municipalities to meet requirements under the Emergency Relief Assistance Fund (ERAF) rules.

CVRPC assists communities with emergency management and public safety using funding from Vermont Emergency Management and the Federal Emergency Management Agency.

### Brownfield Redevelopment

Brownfields are properties that are abandoned or underused due to the suspicion of contamination by either hazardous substances or petroleum products. These sites would likely be viable commercial, industrial, housing or green space properties if they could be cleared of suspected contamination. CVRPC's Brownfields Program supports environmental assessments and site redevelopment planning that can level the playing field for public, private, and non-profit investors who wish to locate in the heart of our communities.

In FY22, CVRPC will continue assisting property owners with brownfield assessments and accessing redevelopment funding. A program Steering Committee works with CVRPC to select sites that may benefit from environmental assessments, fund those assessments, carry out public outreach, and, if necessary, create plans for how specific sites could be cleaned up for reuse.

CVRPC's Brownfield Program:

- ❖ expands and retains jobs;
- ❖ expands housing choices and supports downtown vibrancy;
- ❖ preserves history and creates public parks;
- ❖ advances community connections through community paths and public transit;
- ❖ grows community knowledge about risks and hazards of contamination; and
- ❖ engages local governments in decisions about brownfield assessments and redevelopment initiatives.



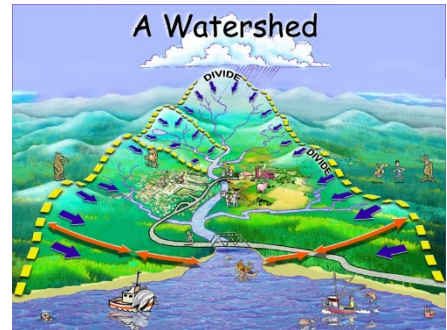
### Watersheds

CVRPC continues to be active in water quality and river management activities in the Region. Many of these activities are aimed at assisting municipalities to protect critical infrastructure like roads, bridges, and water/sewer lines, to restore floodplain areas and river buffers, and to implement clean water projects.

Watershed organizations leverage CVRPC's planning services into on-the-ground project benefits. Both the VT



Department of Environmental Conservation and municipalities use CVRPC as a knowledgeable, local project manager to complete implementation projects efficiently. CVRPC uses multiple funding sources for its watershed services and projects, primarily Clean Water Funds and the Ecosystem Restoration Program.



In FY22, CVRPC will:

- ❖ work with municipalities to identify, develop and fund projects that mitigate conflicts between infrastructure and streams,
- ❖ work with communities on understanding requirements for participation in the National Flood Insurance Program (NFIP) and its Community Rating System, a voluntary program that rewards community floodplain management activities with flood insurance premium rate reductions,
- ❖ participate in the State's efforts to implement the Winooski and White River Tactical Basin Plans, including prioritizing projects,
- ❖ engage municipalities in the State's Tactical Basin Planning efforts for the Lamoille Basin,
- ❖ assist municipalities with stormwater master planning and project implementation,
- ❖ assist municipalities and watershed organizations to identify and protect water resources in the region via town planning, land use regulation, and project implementation,
- ❖ assist the State to develop tools municipalities can use to plan and assess protection mechanisms for forest blocks and connecting corridors,
- ❖ improve flood resilience in headwaters by identifying and assisting municipalities to implement strategies for upland forest management,
- ❖ coordinate water quality work with transportation and emergency planning efforts including workshops for road crews and outreach related to river corridors and flood mitigation, and
- ❖ begin serving as the Winooski River Basin Clean Water Service Provider.



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### Energy Planning

In FY18, the Commission developed a Regional Energy Plan, an effort funded through the Vermont Public Service Department. The project focused on meeting Vermont's energy goal of having renewable energy sources provide 90% of the state's total energy demand by 2050. The Regional Plan attained a Certification of Energy Compliance, which provides it with substantial deference in the Certificate of Public Good process (Section 248).

In FY22, CVRPC will work with other regional organizations and municipalities to implement local and regional energy plans. In addition, CVRPC will host energy roundtables, support local energy committees, and foster connections between energy planning and climate change resilience.

### Fee For Services

CVRPC provides services through fee-for-service arrangements. Our Geographic Information System (GIS) services are provided to municipalities, non-profit partners, and – as time and resource permit – private entities. They help people understand and visualize data to make decisions based on the best information.

Our accounting services are provided to inter-municipal organizations and regional non-profits. These services leverage value and security for CVRPC's member municipalities, who participate in or contribute funds to the served organizations. For FY22, CVRPC will provide bookkeeping services and staff support to the Wrightsville Beach Recreation District and fiscal agent services for Local Emergency Planning Committee #5.

CVRPC provides administrative services to CVFiber in support of its efforts to increase broadband accessibility.

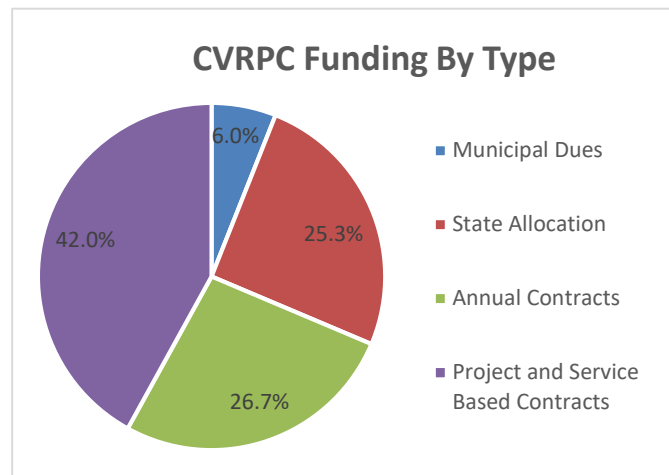
CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on our capacity.

## FINANCE AND STAFFING

### Finance

Funding for the Commission's \$1.36 million budget comes from a combination of core sources, special projects, and town dues. In FY22, this includes:

- ❖ \$345,583 – Legislative allocation through the Agency of Commerce and Community Development (25%),
- ❖ \$363,425 – Annual contracts with the Agency of Transportation, Vermont Emergency Management, Agency of Natural Resources, and Fee For Services (27%),
- ❖ \$572,263 – Project specific contracts (42%), and
- ❖ \$81,999 - Town Dues (6%)



Except for town dues, all other funding is associated with a work program and defined deliverables. Town dues are a critical investment in regional shared staffing. Their flexibility leverages special projects and transportation planning funds that benefit municipalities.

The Commission's annual audit is posted to its website, [www.centralvtplanning.com](http://www.centralvtplanning.com).

### *Board of Regional Commissioners*

<i>Barre City</i>	<i>Janet Shatney, Sec/Treas</i> <i>Heather Grandfield, Alt.</i>
<i>Barre Town</i>	<i>Byron Atwood</i> <i>George Clain, Alt.</i>
<i>Berlin</i>	<i>Bob Wernecke</i> <i>Karla Nuissl, Alt.</i>
<i>Cabot</i>	<i>Amy Hornblas</i>
<i>Calais</i>	<i>John Brabant</i> <i>Jan Ohlsson, Alt.</i>
<i>Duxbury</i>	<i>Alan Quackenbush.</i>
<i>E. Montpelier Vacant</i>	<i>Clarice Cutler, Alt.</i>
<i>Fayston</i>	<i>Russ Bowen</i>
<i>Marshfield</i>	<i>Robin Schunk</i>
<i>Middlesex</i>	<i>Ron Krauth</i>
<i>Montpelier</i>	<i>Marcella Dent</i> <i>Mike Miller, Alt.</i>
<i>Moretown</i>	<i>Dara Torre</i> <i>Joyce Manchester, Alt.</i>
<i>Northfield</i>	<i>Laura Hill-Eubanks</i>
<i>Orange</i>	<i>Lee Cattaneo</i>
<i>Plainfield</i>	<i>Paula Emery</i> <i>Bob Atchinson, Alt.</i>
<i>Roxbury</i>	<i>Gerry D'Amico, Vice Chair</i>
<i>Waitsfield</i>	<i>Don La Haye</i> <i>Harrison Snapp, Alt.</i>
<i>Warren</i>	<i>Vacant</i> <i>J. Michael Bridgewater, Alt</i>
<i>Washington</i>	<i>Peter Carbee</i>
<i>Waterbury</i>	<i>Steve Lotspeich, Chair</i>
<i>Williamstown</i>	<i>Richard Turner</i>
<i>Woodbury</i>	<i>Michael Gray</i>
<i>Worcester</i>	<i>Bill Arrand</i>

The Commission has a four-year plan for equipment upgrade and replacement. It maintains a long-term reserve fund. These resources help to cushion the impact of fluctuating funding and help to preserve the Commission's ability to provide services.

### **FY22 Budget**

The FY22 CVRPC Budget Summary reflects an anticipated increase in revenue due to construction of the Plainfield gully stormwater project. Overall, revenues that support operations have been level funded.

Legislative funding passed through the Agency of Commerce and Community Development is level funded from FY21. The Legislature did provide one-time pandemic response funding of \$75,000. The base funds are distributed based on a formula. CVRPC's share increased due to pandemic-related property sales. CVRPC will continue to use these funds to help our work under the region's technical assistance program. This funding provides match as required under agreements such as the Vermont Agency of Transportation and Vermont Emergency Management. It also supports our brownfields and local hazard mitigation planning assistance program.

Natural resource funds increased significantly due to stormwater planning and construction projects. They continue to be a strong part of the Commission's work program. Clean water education and planning will continue. Transportation planning funds for the contract period beginning October 1, 2021 will increase. The Municipal Grants in Aid program will continue through FY22. The program is transitioning to VTrans, and RPCs will play a decreased role now that municipalities understand the program's operation. Community development funds have increased substantially due to two new projects. CVRPC increased town dues slightly for FY22. Public Safety funding decreased as a special project closed. CVRPC will continue to pursue additional sources of funding for program support and implementation.

Expense line items changed in relationship to the program and project changes noted above. Changes to wages and fringe benefits reflect staffing changes. CVRPC is bringing accounting services back in house after contracting them out for several years. The Commission implemented a 5-year overhead cost



reduction plan in FY16. Cost decreases have been achieved through equipment replacement, modernization of the financial system, employee training, and other initiatives. Savings in these areas were offset by contracting for accounting services.

A 10-year reserve fund replenishment plan was initiated in FY16. CVRPC expects to reach its second interim goal of \$200,000 by the close of FY21, four years early. Equipment purchases planned for FY22 include a computer desktop and monitor and a tablet.

### Staffing

Staffing in FY22 will include nine employees comprising 8.5 Full Time Equivalent: Executive Director, Office Manager, Finance Manager/Bookkeeper, Senior Planners (3), Planners (2), and Assistant Planner (1). CVRPC will host an AmeriCorps VISTA member whose service will focus on projects that help alleviate poverty. The Commission will look towards additional assistance through seasonal interns (Planning Technicians) and temporary staff as needed. It will also hire contractors to assist with technical projects under its transportation, natural resources, and brownfields programs.

## SERVICE RECOGNITION

The Commission appreciates the thoughtful contributions of volunteers who serve as Regional Commissioners and Alternates.

Your service enables effective local government and builds strong links between local and regional planning.

### *FY22 Staff*

Bonnie Waninger	Executive Director
Nancy Chartrand	Office Manager
Vacant	Finance Manager
Pam DeAndrea	Senior Planner
Clare Rock	Senior Planner
Christian Meyer	Senior Planner
Ashley Andrews	Planner
Grace Vinson	Planner
Elena Juodisius	Assistant Planner
Vacant	Assistant Planner

## Central Vermont Regional Planning Commission

## FY22 Budget

Adopted by the Executive Committee 06/01/21

Laura Hill-Eubanks, Chair

Line		06/30/20	04/05/21	06/01/21	Difference 02/01-04/05	Percent Change	Notes
		FY20 Audited	FY21 Budget	FY22 Budget			
1	<b>REVENUES</b>	<b>1,456,116</b>	<b>1,125,096</b>	<b>1,363,270</b>	<b>238,174</b>	<b>21.2%</b>	
2							
3	Community Development	53,963	34,875	137,774	102,899	295.1%	Reflects new projects
4	Fee for Service	7,704	12,200	17,200	5,000	41.0%	Reflects CVFiber services
5	Municipal Contracts	53,054	70,231	35,289	(34,942)	-49.8%	Assumed not MPG work
6	Natural Resources	651,288	187,454	376,042	188,588	100.6%	Reflects new construction project
7	Other Income	846	5,295	300	(4,995)	-94.3%	
8	Public Safety	103,686	187,254	83,961	(103,293)	-55.2%	Assumed no EMPG COVID funds
9	Regional Planning Funds (ACCD)	267,188	272,678	345,583	72,905	26.7%	Reflects one-time legislative funds
10	Town Dues	78,005	79,875	81,999	2,124	2.7%	
11	Transportation	240,381	275,234	285,122	9,888	3.6%	Transitioning Grants in Aid to VTrans
12							
13		<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Difference</b>	<b>Percent</b>	
14		<b>Audited</b>	<b>Budget</b>	<b>Budget</b>	<b>02/01-04/05</b>	<b>Change</b>	<b>Notes</b>
15							
16	<b>EXPENSES</b>	<b>1,290,963</b>	<b>1,069,627</b>	<b>1,346,462</b>	<b>276,835</b>	<b>25.9%</b>	
17							
19	Contractor Services	521,582	228,794	419,446	190,652	83.3%	Stormwater construction project
20	Copy/Print	4,394	3,660	5,340	1,680	45.9%	Increased for office reopening/Regional Plan
21	Depreciation	5,316	4,800	3,070	(1,730)	-36.0%	
22	Dues/Memberships/Sponsorships	10,398	10,450	11,450	1,000	9.6%	
23	Fringe Benefits	141,229	157,860	208,868	51,008	32.3%	Assumes new staff are full benefits
24	Insurance	1,946	4,848	4,948	100	2.1%	
25	Line of Credit	0	0	0	0	-	
26	Meeting/Programs	11,276	2,900	11,754	8,854	305.3%	Increased for office reopening
27	Miscellaneous Expense	4,000	6,619	4,475	(2,144)	-32.4%	
28	Office Occupancy	43,903	44,743	45,863	1,120	2.5%	
29	Wages	440,052	489,209	572,627	83,418	17.1%	Increased for new finance manager & planner
30	Professional Services	69,166	79,550	18,375	(61,175)	-76.9%	Decreased for limited accountant services
31	Software / Licenses	6,436	12,327	10,037	(2,290)	-18.6%	Found zero-cost timesheet software
32	Supplies	15,276	9,298	8,346	(952)	-10.2%	
33	Telephone / Internet	7,170	6,780	6,780	0	0.0%	
34	Travel	8,819	7,789	15,084	7,295	93.7%	Anticipate resumption of meetings/travel
35							
36	<b>BAL END</b>	<b>165,153</b>	<b>55,469</b>	<b>16,808</b>	<b>(38,661)</b>	<b>-69.7%</b>	
37	Bad Debit/Adjustment	58			0	-	
38	<b>RESERVES</b>	<b>49,380</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0.0%</b>	
39	General Reserves	49,380	15,000	5,000		-66.7%	
40	Capital Equipment	0	0	0		100.0%	
41	Leaseholder Improvements	0	0	10,000		0.0%	Renovate existing office

<sup>1</sup> CVRPC fiscal year is July 1 - June 30.

## Central Vermont Regional Planning Commission

## FY22 Budget

As of 06/001/21

Total Revenues				\$1,363,270
Line	Account No.			
1		<b>Community Development</b>		<b>\$137,774</b>
2	4201	NVDA Brownfields	\$80,000	72,000 contractor pass through
		ACCD Climate & Energy Planning	\$40,000	Municipal energy assistance
3	4208	THRIVE VISTA	\$3,000	Cost share pass through
4	4215	CCRPC Regional Economic Strategy	\$14,774	4-region Comprehensive Economic Development Strategy (Regional Plan element)
5				
6		<b>Fee for Service</b>		<b>\$17,200</b>
7	4308	Wrightville Beach Recreation District Bookkeeping	\$4,000	End date 12/31/21
8	4302	Cross Vermont Trail Association Admin Services	\$0	End date 09/30/21. Assuming no renewal.
9	4315	CVFiber Admin Services	\$12,500	
10		CVFiber Planning Services	\$0	
11	4304	GIS Mapping	\$700	
12				
13		<b>Municipal Contracts</b>		<b>\$35,289</b>
14	4404	Moretown School SW Final Design Match	\$6,171	Contractor pass through; town requested redesign
15	4435	Woodbury Town Plan	\$1,606	
16	4435	Woodbury Town Plan Engagement	\$5,552	
17	4455	Montpelier Trails Convening	\$1,500	Regional recreation convening
18	4445	Moretown Zoning	\$7,920	Zoning update related to housing opportunities
20	4440	Middlesex Capitol Improvement Plan	\$6,740	Capital improvement plan
21	4440	Middlesex Bike/Ped Project Management	\$2,000	Walkable Middlesex scoping study
22	4450	Marshfield LHMP	\$1,500	Local Hazard Mitigation Plan
23	4460	Waitsfield Bike/Ped Project Management	\$2,300	Village West sidewalk construction
34				
35		<b>Natural Resources</b>		<b>\$376,042</b>
36	4501	604b Water Quality Planning	\$3,636	
37	4516	Tactical Basin Plannig FY22	\$25,000	Municipal outreach, Basin Plan assistance
38	4516	Tactical Basin Plannig FY20 Amended	\$2,500	Municipal outreach, Basin Plan assistance
39		DEC Clean Water Service Provider	\$33,333	1,200 contractor pass through
40	4520	DEC Woodbury Elem/Fire SW Final Design	\$1,230	
41	4521	DEC Moretown School SW Final Design	\$19,573	18,733 contractor pass through
42	4519	DIBG Calais & Woodbury SW Final Design	\$10,560	10,560 contractor pass through
43	4519	DIBG Berlin Town Office & Garage	\$52,818	50,436 contractor pass through
44	4530	DEC Plainfield Gully SW Construction	\$224,759	212,000 contractor pass through
45	4525	FWR Water Wise Woodlands	\$2,633	Resilience planning in Upper Winooski watershed
46				
47		<b>Other Income</b>		<b>\$300</b>
48	4999	Miscellaneous	\$0	
49	4901	Interest	\$300	
50				
51		<b>Public Safety</b>		<b>\$83,961</b>
52	4602	VEM Emergency Mangmt Performance Grant (EMPG) FFY 22	\$15,000	Preparedness, assistance, and education
53	4602	EMPG FFY21	\$41,498	Preparedness, assistance, and education
54	4615	EMPG 20 Supplemental	\$4,484	COVID-related municipal emergency planning
55	4607	LEPC #5 FY21	\$3,900	Administrative & Tier II support
58	4609	DPS Montpelier & Calais LHMPs	\$4,000	Local Hazard Mitigation Plans
59		RRPC ARPA Assistance	\$13,879	ARPA municipal assistance

## Central Vermont Regional Planning Commission

## FY22 Budget

As of 06/001/21

Total Revenues				\$1,363,270
Line	Account No.			
60	4611	VEM State Emergency Operation Center MOA	\$1,200	Disaster event support
61				
62		<b>Regional Planning Funds (ACCD)</b>		<b>\$345,583</b>
63	4100	FY21 Carry Forward	\$0	
64	4100	FY22 Allocation	\$270,583	Local and regional planning & implementation
65		ACCD Pandemic	\$75,000	For increased workload due to the pandemic
66				
67	4701	<b>Town Dues</b>		<b>\$81,999</b>
68				
69		<b>Transportation</b>		<b>\$285,122</b>
70	4804	VTrans Transportation Planning Initiative (TPI) FFY22	\$161,324	37,306 contractor pass through
71	4804	TPI FFY21	\$92,867	8,000 contractor pass through
72	4803	Municipal Grants In Aid FY22	\$8,983	RPCs transitioning assistance to VTrans in CY22
73	4803	Municipal Grants In Aid FY21	\$21,948	Support municipal roads BMP implementation

Notes: Orange shading denotes risk areas, such as annual contracts that will not be confirmed until the fiscal year has begun, grant award not under contract, and prospective contracts with a reasonable expectation of award.

## Central Vermont Regional Planning Commission

## FY22 Budget

As of 06/01/21

## Total Expenses

\$1,346,462

Line	Account No.			
1	5315	<b>Contractor Services</b>		<b>\$419,446</b>
2		ACCD	3,000	CVRPC VISTA cost share
3		0	0	Cost share
4		NVDA Brownfields	72,000	Brownfield assessments
5		Moretown School SW Final Design Match	6,171	Stormwater design project
6		DEC Clean Water Service Provider	1,200	Legal & contract assistance
7		DEC Moretown School SW Final Design	18,773	Stormwater design project
8		DIBG Calais & Woodbury SW Final Design	10,560	Stormwater design project
9		DIBG Berlin Town Office & Garage	50,436	Stormwater construction project
10		DEC Plainfield Gully SW Construction	212,000	Stormwater construction project
11		Transportation Planning Initiative (TPI)	45,306	Pass through to other RPCs for municipal assistance
12				
13				
14	5325	<b>Copy / Print</b>		<b>\$5,340</b>
15	5327	Lease	2,340	
16	5326	Extra Copies	3,000	Regional Plan printing
17				
18	5320	<b>Depreciation</b>		<b>\$3,070</b>
19				
20	5360	<b>Dues / Memberships / Sponsorships</b>		<b>\$11,450</b>
21		VAPDA	5,500	Annual Dues
22		VT League of Cities & Towns	950	Access to unemployment insurance & other services
23		Nat'l Assoc. of Development Organizations	3,000	Increased per NADO's strategic plan
24		Assoc. of State Floodplain Managers	500	3 Certified Floodplain Managers
25		Event Sponsorships	1,500	
26				
27	5000	<b>Fringe Benefits</b>		<b>\$208,868</b>
28		FICA	43,806	Medicaid & Social Security taxes
29		Health Ins.	130,077	
30		Dental Ins.	7,919	
31		Vision Ins.	0	Not provided
32		Retirement	19,105	5% of gross wages after 1 year employment
33		Disability Ins.	2,394	
34		Life Ins.	840	
35		Unemployment Ins.	1,056	VLCT Employment Resources and Benefits Turst
36		Workers Comp Ins.	3,394	
37		Technology Stipend	277	Assumes six months remote work

## Central Vermont Regional Planning Commission

## FY22 Budget

As of 06/01/21

## Total Expenses

\$1,346,462

Line	Account No.			
38				
39	5344	<b>Insurance</b>		<b>\$4,948</b>
40	5345	General Liability	1,532	Property/Vehicle/Fire
41	5346	Public Officials	3,416	Legal/Employment Practices Liability
42				
43		<b>Line of Credit</b>		<b>\$0</b>
44		Debt Repayment	0	Debt not anticipated
45		Interest	0	
46				
47	5350	<b>Meetings / Programs</b>		<b>\$11,754</b>
48		Administrative	4,000	Adjusted for COVID
49		ACCD	4,174	Adjusted for COVID
50		Community Development	600	
51		Energy	0	
52		Municipal	0	
53		Natural Resources	660	
54		Public Safety	420	
55		Transportation	1,900	TAC & project mtgs
56		VAPDA	0	Jan meeting reimbursement
57				
58	5999	<b>Miscellaneous Expense</b>		<b>\$4,475</b>
59	5339	Gifts	220	Staff recognition, etc.
60		Equipment Repair & Service	400	100 telephone; 300 Traffic Counters
61	5380	Fees	730	500 Line of Credit; 100 misc; DCRA 30
62	5960	Bad Debt	0	
63		Interest	10	
64	5355	Postage	1,710	Meter lease; 1500 postage
65	5305	Advertising	1,405	Plan approval/adoption hearings, meeting & CWSP ads
66				
67	5370	<b>Office Occupancy</b>		<b>\$45,863</b>
68	5371	Rent	42,383	Assumes remain in current location
69	5310	Office Cleaning	3,280	80 bi-weekly plus special carpet cleaning
70		Repairs & Other Maintenance	200	
71				
72		<b>Professional Services</b>		<b>\$18,375</b>
73	5202	Audit	8,200	Single Audit not required
74	5201	Accounting	3,000	Audit assistance and cross training
75	5203	IT/Computer	2,300	425 quarterly maintenance; IT support as needed
76	5204	Legal	3,000	Personnel policy update

## Central Vermont Regional Planning Commission

## FY22 Budget

As of 06/01/21

Total Expenses				\$1,346,462
Line	Account No.			
77		Website Update		
78	5205	Videography	1,575	175/mo for Commission meetings
79	5200	Other	300	Archive document scanning; shredding services
80				
81	5375	<b>Software / Licenses</b>		<b>\$10,037</b>
82		ESRI GIS License	3,000	1500 concurrent; 500 Spatial Analyst; 500 single use (2)
83		Intuit Quickbooks Pro	1,420	Purchase QB 3-year program; maintain two QB licenses; 1-yr QB payroll module
84		Microsoft Exchange 365	530	Remote access to email
85		FortiClient	425	Remote access to server
86		Register.com	500	Domain name (cvregion.org & cvregion.com)
87		Network Solutions	90	CVRPC website
88		Bit Defender	115	Antivirus license for up to 25 computers
89		Ormsby's Computer Systems	3,627	181 Acronis Server Backup License; 899 Cloud Storage License; 2548 server warranty (2 yrs)
90		Register.com	0	Domain Gateway; renews in 2024
91		Adobe Acrobat Pro 2020	330	Updates program and adds e-signature function
92				
93	5330	<b>Supplies</b>		<b>\$8,346</b>
94	5333	General Office	4,125	Reduced for remote work
95	5331	Equipment & Furniture	1,785	935 desktop/monitor; 850 iPad
96	5332	GIS	1,325	
97	5335	Subscriptions	911	190 Times Argus; 22 Valley Reporter; 240 Constant Contact; 300 Survey Monkey; 159 Zoom
98	5334	Billable Supplies	200	Transportation field supplies and meeting materials
99				
100	5385	<b>Telephone / Internet</b>		<b>\$6,780</b>
101		Telephone Lease/Service	5,100	Surcharge for digital voice feature (phone messages forwarded to email)
102		Internet Service	1,680	
103				
104	5390	<b>Travel</b>		<b>\$15,084</b>
105		Administrative	4,000	VAPDA, prof dev & other mtgs
106		ACCD	3,750	Local, regional, and state meetings
107		Community Development	228	

## Central Vermont Regional Planning Commission

## FY22 Budget

As of 06/01/21

## Total Expenses

\$1,346,462

Line Account  
No.

108		Municipal	302	Meetings
109		Natural Resources	301	Meetings
110		Public Safety	993	Site visits, meetings, CFM continuing ed requirement
111		Transportation	5,510	
112				
113	5001	<b>Wages</b>		<b>\$572,627</b>
114		Gross Pay	554,657	8.5 FTE plus Planning Techs; includes raises, bonuses, & payment in lieu of health insurance benefit
115		Compensatory Time	17,838	Year end estimate
116		Overtime	132	Non-exempt employee
117				



## CENTRAL VERMONT REGIONAL PLANNING COMMISSION

## Reserve Fund

As of 04/30/21

## Reasons for Reserve Fund:

- to ensure the Commission can continue to provide a useful level of services in times of tight budget years;
- to provide for emergency funds, should they be needed; and
- to ensure sufficient funding to close down, should that ever be the case.

**Recommendation:**                      **6 months minimum operating expenses**  
**\$450,371**

**Current Reserves:**                      **\$186,902** (Goal: \$200,000 by 2025 or ~3 months operating expenses)  
    \$67,255 Unrestricted/Unassigned - General reserves  
    \$11,747 Unrestricted/Committed - Emergency equipment purchases & other  
    capital expenses  
    \$87,900 Unrestricted/Committed - Accrued compensated absences (Paid  
    Time Off liability)  
    \$20,000 Designated - Office Renovation / Relocation

**Balance (+/-):**                              **(\$263,470)**

**No. Months Reserves:**                      **2.5** Goal: 6 months

## Minimum Monthly Expenses:

**Total              \$75,062**

Copy / Print	\$445
Fringe Benefits	\$17,406
Insurance	\$412
Miscellaneous Expense	\$373
Office Occupancy	\$3,822
Professional Services	\$1,531
Software / Licenses	\$836
Supplies	\$696
Telephone / Internet	\$565
Travel	\$1,257
Wages	\$47,719

Recommendations

1. Contribute \$25,600 per year to reach goal of \$200,000 by 2025 (~3 months operating reserves)
2. For this year, contribute \$10,000 to reserves.
3. Recommended set aside should be reviewed annually and adjusted as needed.

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**BOARD OF COMMISSIONERS**  
**Draft MINUTES**  
**July 13, 2021**

**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 Nuissl, 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

Staff: Nancy Chartrand, Clare Rock

Guests: Jamie Stewart, CVEDC; David Healy, CVFiber

**Call to Order**

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

**Adjustments to the Agenda**

None.

**Public Comments**

None

**Central Vermont Economic Development Corporation Update**

J. Stewart of Central Vermont Economic Development Corporation advised they are continuing to work on recovery grants and support with businesses that are recovering from the pandemic. They also have a number of businesses reaching out looking to locate facilities in Central Vermont – some very significant in size. He noted that Vermont's handling of the pandemic has gotten national recognition and resulted in businesses interested in locating here. This could be a significant boost to our economy

1 here in Central Vermont. It will take strong partnerships in the communities to make this all work.

2  
3 Discussion ensued regarding the effect of the pandemic on vocational training programs, as well as  
4 needs to build a workforce for anticipated fiber projects.

5  
6 Stewart noted the staff at CVRPC has been working really hard on the Comprehensive Economic  
7 Development Strategy (CEDS) process and advised that Waninger did a great job facilitating a recent  
8 CEDS meeting with other CVRPC team members. He believes Central Vermont's meeting had greater  
9 attendance than the other regions in the CEDS related to outreach from CVRPC and CVEDC. The CEDS is  
10 a two-year process and it is progressing effectively and efficiently. Once complete it should lead to  
11 significant resources and program availability.

### 12 **Communications Union District Service**

13 Chair Lotspeich introduced David Healy of CVFiber, the Communications Union District (CUD) for Central  
14 Vermont. Healy shared a presentation outlining what CVFiber is currently doing and what they hope to  
15 accomplish over the next several years to get fiber to 26,000 homes and businesses. The estimated  
16 construction cost is up to \$50M and construction involves 1,200 miles of fiber. He noted their first  
17 priority is to make service available to 80% of the unserved and underserved by 2023 and 95% by 2024,  
18 subject to funding and contractor availability. COVID-related funding is helping to facilitate this process.  
19 He outlined the costs that are anticipated, which has been broken down by the 21 towns in the district.  
20 CVFiber plans to complete pole inventories in all towns by the end of 2021. The following CVRPC towns  
21 are not in district: Fayston, Warren and Waitsfield.

22  
23  
24 Discussion also included ARPA funding and grant opportunities. He noted CVFiber is contacting  
25 individual towns related to that funding. A definition of underserved was confirmed as anybody with  
26 less than 25mg/second down and 3mg/second up. CVFiber has town by town details regarding service.  
27 He was requested to provide Woodbury with their underserved information. They expect \$60-  
28 70/month for a subscription rate and hope to provide for low-income subsidies. CVFiber plans to  
29 provide presentations to all communities in the coming months.

30  
31 It was confirmed that the Vermont Community Broadband Board has been put in place to ensure CUDs  
32 are complying with all the rules and that money goes out equitably to provide service to the unserved  
33 and underserved. The Mad River towns not part of CVFiber are served with fiber to the home by  
34 Waitsfield/Champlain Telecom. There was also discussion regarding the partnership CVFiber has made  
35 with Washington Electric Cooperative (WEC) confirming that WEC will pay for distribution fiber and  
36 CVFiber will be paying for the drops in the WEC territory.

37  
38 It was confirmed that the 600-mile loop connection outlined is not a trunk run, but will provide all  
39 services and that the presentation is a confidential document. Also confirmed regarding service for  
40 Washington was that CVFiber will do the northwest section of Washington and EC Fiber will do  
41 southeast section. Discussion also ensued regarding underground lines.

42  
43 It was confirmed that stimulus money for broadband is an eligible use for towns, and CVFiber is  
44 discussing options with Towns. He noted that the more grant monies that can be used, the lower

1 subscription costs will be.

2  
3 Healy advised he would like to come back again in a few months with an update and was requested by  
4 the Town of Woodbury to come speak with its Selectboard.

#### 6 **Resolution on Complying with Vermont Open Meeting Law**

7 Chair Lotspeich advised this is an annual resolution related to Open Meeting Law.

8  
9 *B. Wernecke moved to approve the resolution; P. Carbee seconded.* It was confirmed that the dates July  
10 1 through August 31, 2021 under Section 2 were related to the office construction. *Motion carried.*

#### 12 **Meeting Minutes – June 8, 2021**

13 *L. Cattaneo moved to approve the minutes; R. Turner seconded. Motion carried.*

#### 15 **Reports**

16 S. Lotspeich noted that Clare Rock did a great consult with Waterbury Planning Commission, providing a  
17 good overview of the Commission and various committees and the municipal services CVRPC provides.

18  
19 It was requested that Lotspeich do a screen share of the staff and committee reports, which was  
20 facilitated and the floor opened to questions.

21  
22 P. Emery requested information about ARPA and inquired if the Board is interested in hearing a report  
23 on where things stand. Staff advised that Grace Vinson would contact her.

24  
25 Discussion also ensued regarding remote versus in-person for the next meeting, which will be confirmed  
26 prior to the next meeting.

27  
28 N. Chartrand provided a brief update on the landlord funded office renovation which began on July 12<sup>th</sup>  
29 and is anticipated to be completed by August 27<sup>th</sup>.

30  
31 P. Carbee suggested that since the current plan is to hold hybrid meetings, that once the office is redone  
32 with new conference room we may be able to hold Board meetings the office instead of renting space.  
33 There was also discussion regarding the use of the Chamber space and internet.

34  
35 G. Clain requested that the Committees and Appointed Positions document in the packet be amended  
36 to reflect “Elected” vs. “Appointed” by Board of Commissioners for those Committees that were part of  
37 the election process. Staff will update.

38  
39 Clain suggested that Commissioners should start thinking about their fiduciary responsibilities and how  
40 it applies to reviewing what the Executive Committee does. This is a bylaw issue that the Bylaw  
41 Committee has discussed, and the issue is whether there needs to be any formal acknowledgment of  
42 the actions of the Executive Committee that are authorized under the current bylaws. Lotspeich  
43 suggested waiting until the draft bylaws are available to the full Board to have the discussion in the  
44 context of the bylaws. Clain noted he wanted to give a heads up to Commissioners to read up on their

1 fiduciary responsibilities as a Commissioner and what might be required.

2  
3 A discussion ensued regarding the Board of Commissioners meeting for August and if one needs to be  
4 held. Lotspeich inquired if there was any critical business to be acted on. It was confirmed that we do  
5 not have any formal requests for Municipal Plan Reviews as of this date and if we get one, we have two  
6 months to act on it, so could do so in September. Lotspeich queried the Board if they are okay to cancel  
7 August meeting and meet next in September. It was confirmed that if something came up in the  
8 interim, notice could be sent out that a meeting is necessary. Clain asked why we don't have a meeting  
9 in August and Lotspeich advised historically we take a break in August as does the Transportation  
10 Advisory Committee. It was also confirmed that the Executive Committee does meet in August. Clain  
11 asked if Executive Committee is meeting in August why is Board not meeting seven days after to review  
12 what Executive Committee has done. Lotspeich advised he believe those items could be reviewed in  
13 September.

14  
15 **Adjournment**

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

17  
18 Respectfully submitted,  
19 Nancy Chartrand, Office Manager



## MEMO

Date: September 9, 2021  
To: Board of Commissioners  
From: Bonnie Waninger, Executive Director  
Re: CVRPC COVID-19 Policy

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At the request of the Executive Committee, I'm informing the Board of CVRPC's COVID-19 operational safety policy.

### **CVRPC's COVID-19 Operational Safety Policy**

CVRPC has chosen to be more restrictive in its workplaces by maintaining its protective policies for employees, customers, and any other member of the public who is at the worksite. Worksite is defined as the CVRPC office and any CVRPC-sponsored meeting or event. COVID-19 remains a workplace injury if it is determined the worker contracted the virus at the workplace. Implementing a more restrictive policy mitigates the risk of employees or event participants contracting the virus.

Currently, the CVRPC office remains closed. Employees continue to work remotely unless an exception is granted by the Executive Director. When working in the office, employees are required to wear facial coverings/masks, and to work in separate offices and/or maintain a 6-foot physical distance.

CVRPC requires facial coverings/masks be worn in the CVRPC office or when participating in CVRPC-sponsored meetings, whether indoor or outdoor, regardless of vaccination status. This includes employees and anyone who chooses to attend meetings in-person. Meeting agendas state the facial covering requirement to alert participants to it, and CVRPC provides disposal masks for in-person participants who do not have one. CVRPC provides two alternate means for participating in meetings: participating via telephone or via video. Meeting participants are encouraged to participate virtually. Project-based meetings, which are not subject to Open Meeting Law, also are held as hybrid meetings unless technology limitations prohibit it or the meeting is outdoors.

Employees are encouraged to participate in non-CVRPC meetings virtually. In-person attendance is permitted when necessary. When participating in non-CVRPC meetings, employees are required to wear masks and requested to maintain physical distance when possible.

Frequently touched surfaces in the office are required to be disinfected prior to the last employee exiting the office. CVRPC provides necessary supplies for continued good hygiene practices.

The Executive Director and Emergency Management Planner monitor the state's COVID guidance.

### Current Federal and State Guidance

The most current CDC guidance can be accessed at the following link: [Interim Public Health Recommendations for Fully Vaccinated People | CDC](#).

The CDC updated its guidance as of July 27, 2021 to recommend fully vaccinated people wear a mask in public indoor settings in areas of [substantial or high transmission](#). The CDC defines an individual as "fully vaccinated" two weeks after receiving a second dose of a two-dose vaccine, or two weeks after the single-dose Johnson & Johnson vaccine. Washington and Orange Counties remain high transmission areas. The Vermont Department of Financial Regulation [COVID modeling for September 8<sup>th</sup>](#) shows that even though Vermont's vaccination rate for eligible individuals is very high and improving, active cases remain high. Washington County remains the highest county for active cases of COVID-19 due to two August outbreaks.

As of June 14, 2021, Governor Scott authorized the move to Step 4 of the [Vermont Forward Plan](#), lifting business, gathering, and travel related restrictions. All business restrictions and requirements were lifted. Employers and employees seeking operational recommendations were directed to reference the Vermont [Department of Health website](#) and the Department of Labor's [VOSHA Memo on workplace safety](#). VOSHA is the Vermont Occupational Safety and Health Administration.

The Department of Health currently recommends wearing a mask in public indoor settings because a significant portion of the population remains unvaccinated and the more transmissible Delta variant is spreading.

VOSHA guidance applies to both private sector employers and public sector employers for both indoor and outdoor worksites. Employers are not required to adopt CDC guidance and may choose to require masking for employees and/or customers should they choose. Employers may choose to be more restrictive in their workplaces by maintaining current protective policies for employees, customers, and any other member of the public who is at the worksite.

The Vermont Department of Labor has stated that COVID-19 remains a workplace injury if it is determined the worker contracted the virus at the workplace. To that end, employers may choose to, but are not required to, maintain some or all the recommendations identified by the Department of Labor or components of the State's Universal Guidance to mitigate the risk of employees contracting the virus,

### Open Meeting Law

When the Governor lifted the State of Emergency, all temporary legislation passed in response to the COVID-19 crisis expired, and the State's universal guidance was no longer in effect. Public bodies must comply with regular provisions of Open Meeting Law. This includes providing a staffed physical location where members of the public may attend and participate in public meetings. This requirement means CVRPC employees are required to participate in-person for CVRPC-sponsored meetings related to their work responsibilities.

## Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, July &amp; August 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) unless otherwise noted.

#### Municipal Planning & Plan Implementation:

- Completed maps for Woodbury Town Plan.
- Began Middlesex parcel GIS data and tax map revisions.
- Updated future land use GIS data for Barre Town.
- Provided comments on the Washington Town Plan and information about recent changes related to subdivision plats.
- Drafted Natural Setting Chapter for the Woodbury Town Plan, sketched out alternative future land use scenarios for the Planning Commission's consideration, and shared results of the Second Homeowners Survey. Prepared first draft of new town plan and started planning for community engagement activities.
- Discussed Municipal Planning Grant ideas with Orange and provided NFIP floodplain regulation information and statutory references.
- Provided Middlesex with a draft scope of work and contract for the second phase of zoning amendments.
- Drafted housing related zoning amendments and presented to the Moretown Planning Commission.
- Discussed junk and trash ordinance enforcement with Fayston.
- Shared Mad River Valley Short Term Rental Registry presentation and information with Montpelier Housing group.
- Reviewed Plainfield zoning; attended Planning Commission meeting to discuss new changes and possible grant application.
- Responded to East Calais Community Trust brownfields inquiry and initiated request for brownfields funds from CCRPC for an updated Phase I.
- Led a citizen group for the Middlesex capital improvement program to support long-term budgeting. Met with the group to discuss a planning process the Town can use to implement and maintain their program.
- Responded to Berlin request for CVRPC proposal to develop building codes; declined to provide a proposal as scope does not match staff skill set.
- Drafted materials for Cabot Village Center Designation renewal.

#### Training & Education:

#### Regional Planning and Implementation:

- West Central Vermont Comprehensive Economic Development Strategy (CEDS):
  - Participated in a Strategy Committee meeting. Discussed next steps for engaging statewide organizations. Heard ACCD presentation about statewide and regional COVID impacts, CEDS structures throughout Vermont and approach to compiling a State CEDS.
- Assisted CVFiber by taking minutes at its Governing Board meeting.
- Staffed Project Review Committee meeting in which AT&T representatives presented information about cell upgrades being planned for and implemented in our region.
- Participated in the 'All In For Barre' community visit led by the Vermont Council on Rural Development. Participated as a member of the Visiting Resource Team.



**Partnerships for Progress:**

Central Vermont Economic Development Corporation (CVEDC): Created a regional map for CVEDC.

THRIVE: Interviewed THRIVE Chair regarding VISTA assistance. On-boarded VISTA volunteer.

Washington County Hunger Council: Chaired Council meetings discussion how the council can reach out to organizations that formed during COVID to keep the work going.

Mad River Valley Planning District: Attended monthly Steering Committee meeting and provided input on hiring process in light of upcoming staff transitions.

Wrightsville Beach Recreation District: Attended Board meeting and provided input on VOREC grant idea.

## EMERGENCY MANAGEMENT & HAZARD MITIGATION

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

**Local/Regional Planning:**

- Attended quarterly regional RPC/VEM meeting
- Attended statewide LEPC meeting as interim Central Vermont REMC representative.
- Prepared EMPG FY21 FUNDING application.
- LEMPs: Revised Orange LEMP and sent to VEM for approval. Coordinated with Marshfield on LEMP edits. Received VEM approval on Waitsfield LEMP. 21 out of 23 LEMPs received, 19 out of 23 LEMPs approved by VEM.
- Communicated with Plainfield Selectboard and Town grant writer on a FY22 Building Resilient Infrastructure and Communities (BRIC) grant application/HMGP application.
- Held call with Vermont Department of Health (VDH) on possible RPC role in VDH grant for hot weather planning and response activities. RPC role would support municipal engagement in hot weather planning.
- Continued work on web map for Barre Town, Barre City, Berlin, Northfield, and Waitsfield to show flood and fluvial erosion hazards with protected lands for Community Rating System program assistance.
- Reviewed Regional Emergency Management Committee guidance and participated in State meeting to provide comments.

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

Calais – Coordinated with LHMP Planning Team to develop response to VEM and DEC comments and draft edits needed to finalize LHMP for adoption. Submitted contract extension request.

Marshfield – Met with Marshfield Selectboard to review VEM comments. Revised draft and submitted final draft LHMP to VEM for Approval Pending Adoption.

Montpelier: Met with LHMP Committee to discuss VEM/DEC comments. Submitted Montpelier LHMP for Approval Pending Adoption. Received Approval Pending Adoption. Coordinated with LHMP Committee on adoption.

**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.
- Presented to Plainfield Selectboard on COOP planning. Prepared COOP templates for Calais and Plainfield.

**American Recovery Plan Act (ARPA):**

- Participated in RPC/VLCT meeting to coordinate services to municipalities. Please note: VLCT services may only be available to its member municipalities. If your municipality is not a member, please let CVRPC know and we will keep you updated on ARPA guidance changes.

- Conducted outreach with municipalities to confirm certification.
- Communicated with Barre Town, Calais, Duxbury, Fayston, Plainfield, and Woodbury on ARPA process.
- Communicated with Calais, Duxbury, East Montpelier, and Mad River Valley Community Fund on ARPA project ideas.

## 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).

- Updating Montpelier's outdated Road Erosion Inventory.
- Placed Road Counters out in Barre Town (6 different locations)

**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 – Nominated a slate of officers for FY22. Held Executive Session to discuss Collective Bargaining negotiations.

Operations Committee – Did not meet.

- Updated GMT Board members on Collective Bargaining Agreement negotiation progress; vetted ideas for the Board's consideration.
- Participated in the MyRide Advisory committee meeting.

### Municipal Assistance:

- Hosted meeting for Montpelier, Berlin, Barre City and Barre Town to discuss ongoing planning and construction work for the Central Vermont Path. Drafted a report of meeting to for distribution.
- Participated in discussion between Moretown residents and VTrans staff on opportunities to improve geometry and safety at several locations through the village center. The purpose of this work is to implement projects that advance the regional goal of improved safety on and along roadways.
- Communicated with VTrans staff about using Washington's GIA funds to augment a Town Highway Structures grant.
- Researched and troubleshoot data entry to resolve an ongoing issue with entering the Montpelier road erosion inventory fieldwork.
- Moved road counters from locations in Barre Town to other locations in Barre Town.
- Completed the July regional Park and Ride Survey.
- Northfield Town Forest Access Study: Participated in kick off meeting. Reviewed background research. Compiled existing conditions data sets for consultant. Developed a web page to host study information. Participated in project site walk with the project consultant and steering committee to review existing conditions.
- Acted as Municipal Project Manager for the West Village sidewalk construction project in Waitsfield.
- Acted as Municipal Project Manager for the Walkable Middlesex Scoping Study.
- Discussed potential for a transportation planning study for active transportation improvements in the area of Gallison Hill and Towne Hill Road with East Montpelier and potential funding sources. Drafting memo for Town with further funding information.
- Reached out to VTrans Asset Management Bureau on behalf of Berlin regarding inspecting Bridge 37. Contact precipitated VTrans staff conducting a follow-up field inspection.
- Discussed traffic calming strategies staff in Barre City.
- Drafted and submitted letter to the State Infrastructure Bank stating that the proposed Fisher Road replacement project in Berlin is not in conflict with the Regional Plan.

- Reviewed comments from Stowe Street bridge public information meeting in Waterbury.
- Investigated funding opportunities for reconstruction of the bridge over the Great Brook along Brook Road in Plainfield.
- Participated in Warren Selectboard meeting about parking challenges at Warren Falls. VTrans and Green Mountain National Forest representatives participated. VTrans staff agreed to investigate whether the Town can legally town vehicles located in the State highway right of way.

#### **Regional Activities:**

- Revised CVRPC transportation program budget and work allocations for fiscal year 2021 to better reflect work staff has been engaged on and to fully incorporate the impacts of being on a transportation planner in March.
- Participated in the State Freight Forum, conducted in support of the Freight Plan
- Contributed to the annual reporting of transportation planning achievements VAPDA.
- Participated on the Knapp State Airport Master Plan Technical Advisory Committee.
- Submitted letter of support for VTrans RAISE grant to develop transportation equity framework. If funded, the work will be included in FFY 22 transportation work program.
- Drafted TPI Performance Indicators report to communicate to VTrans how program funds are being used.

**Transportation Resiliency Planning Tool (TRPT):** Completed review of the TRPT damage, vulnerability, and road importance data for the Central Vermont portions of the Stevens-Wells-Waits-Ompompanoosuc Rivers. The statewide coverage of this tool scheduled for completion early this fall will allow municipalities to better plan for infrastructure replacement from a flood resilience lens. Once the tool is completed statewide, CVRPC will be available to help towns incorporate this information into Municipal Plans and Local Hazard Mitigation Plans. Contact Pam DeAndrea, [deandrea@cvregion.com](mailto:deandrea@cvregion.com).

## **NATURAL RESOURCES**

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

#### **Tactical Basin Planning Assistance:**

- Continued project development and implementation inquiries to municipalities in anticipation for next round of block grant funding, including helping Barre City with meeting the 3-acre permit requirement for the Auditorium & Ice Rink. Worked with CCRPC to complete final report for FY21.
- Reviewed partner draft of the Lamaille Tactical Basin Plan and provided comments to DEC. Worked with DEC to plan for the October public comment period.

**Clean Water Service Provider (CWSP):** Reviewed State-offered contract and provided comment.

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

Woodbury Stormwater Mitigation Final Designs – Attended Selectboard meeting to present 60% designs for Post Office, present 90% designs for Elementary School/Fire Dept. Annex, and discuss Cabot Road (Church St alternative site) project feasibility. Contact Grace Vinson at [vinson@cvregion.com](mailto:vinson@cvregion.com).

Calais Stormwater Mitigation Final Designs – Contractor finalized the 90% plans and has presented to stakeholders to receive comments. The team will present to the Calais Selectboard in September to obtain final comments and bring the design to 100% completion.

Berlin Town Office Stormwater Implementation – Construction is complete on this gravel wetland off to the south of the parking lot at the Berlin Town Office. Staff provided review and oversight of approvals from the engineer on constructions costs. The engineer has inspected the site and the construction team has completed the final fixes.

This wetland will treat stormwater from the lot and the Town Office, which will meet the Town's requirements for the 3-acre General Stormwater Permit.

**Moretown Elementary School Stormwater Final Design:** The consultant team has completed the 90% designs for this site and presented them to stakeholders for comment. Next step is to finish the 100% design.

**Woodbury Elementary School/Fire Department Annex Final Design:** Attended Selectboard meeting to present 90% designs. Contact Grace Vinson at [vinson@cvregion.com](mailto:vinson@cvregion.com).

**Clean Water Planning (604b):** Completed the GIS web application, *Experience*, which incorporates water quality monitoring data from the Friends of the Mad River and displays water quality data and information through maps, photos, and graphs. This application will build capacity to communicate stories on water quality conditions to stakeholders and interested parties.

**Plainfield Gully Restoration:** Issued a Request for Proposals for engineering services for the bid phase and construction oversight of stormwater mitigation and gully restoration at The Health Center. Received 3 proposals, which are in the review process. This project originated from a Stormwater Master Plan that was funded for final design from the DEC, which was completed in 2019. Construction is expected to occur summer 2022.

**Forest Integrity:** Continued work on a concept and work flow for a regional analysis and web map to show municipal and regional protections for forested areas and compare with recommended BioFinder data used for compliance of Act 171. Data from the Forest Ecosystem Monitoring Cooperative that analyzed the probability of conversion of forest land to developed land and the risk to high priority forest blocks will be incorporated to the web map along with data on municipal forest conservation planning efforts. This will allow CVRPC staff to provide municipal assistance in how well their local planning is preserving these high priority forest blocks and where that intersects with areas vulnerable to forest loss through development. Contact Clare Rock at [rock@cvregion.com](mailto:rock@cvregion.com).

## OFFICE & ANNOUNCEMENTS

### Office:

- Office renovations funded by Bigglestone Investments as part of new lease began July 12<sup>th</sup>. Participated in contractor meeting to review construction status.
- Conducted second interviews for the Assistant Planner position.
- Initiated utilization of new software for online timesheet documentation (QB Time); problem solved glitches and adapted CVRPC process. The new software will reduce time for progress reporting.
- Coordinated conference room rentals for hosting of Committee and Board meetings held during office renovations.
- Distributed updated Certificates of Insurance to CVRPC contracted partners.
- Completed Workers Compensation Audit.
- Facilitated renewal of Pitney Bowes postage meter contract.
- Conducted municipal survey on masking in meetings.

### Professional Development/Leadership:

- Nancy participated in Normalizing Racial Equity in Local Government Sessions 2 and 3 sponsored by VLCT.
- Pam participated in Enterprise Geospatial Consortium (EGC) monthly meeting.
- Pam continued effort with the Northeast Arc Users Conference (NEARC) Board to discuss logistics of the Fall 2020 conference and other matters.

- Clare attended webinars for “The Top Five Missing Middle Housing Implementation Mistakes and How to Avoid Them”; Vermont Outdoor Recreation Economy Collaborative grant; and Municipal Planning Grants.
- Ashley participated in Advancing Women Advancing Transportation presentation on the Lamoille Valley Rail Trail,
- Grace attended FEMA Benefit Cost Analysis and Incident Command System 200 trainings.
- Christian participated in a series of workshops with transportation partners from regions and state departments of transportation across New England on best practices for virtual public involvement.

#### Upcoming Meetings:

All CVRPC meetings currently are being held as hybrid meetings, with a physical location and remote access. Meeting access information is provided on agendas at [www.centralvtplanning.org](http://www.centralvtplanning.org).

#### September

Sept 14	11 am	Bylaw Work Group, Central Vermont Chamber of Commerce
Sept 14	6:30 pm	Board of Commissioners, Central Vermont Chamber of Commerce
Sept 15	5 pm	Using the Transportation Resiliency Planning Tool (TRPT) to Strengthen Hazard Mitigation Planning, Central Vermont Chamber of Commerce
Sept 22	10:30 am	Bylaw Work Group, CVRPC Office
Sept 23	4 pm	Project Review Committee, Central Vermont Chamber of Commerce
Sept 27	6:30 pm	Transportation Advisory Committee, Central Vermont Chamber of Commerce
Sept 28	10:30 am	Bylaw Work Group, CVRPC Office
Sept 28	4 pm	Nominating Committee, CVRPC Office
Sept 29	4 pm	Brownfields Committee, TBD

#### October

Oct 4	4 pm	Executive Committee, TBD
Oct 11		<i>Indigenous People's Day Holiday – CVRPC Office Closed</i>
Oct 12	11 am	Bylaw Work Group, TBD
Oct 12	6:30 pm	Board of Commissioners, Central Vermont Chamber of Commerce
Oct 14	4 pm	Clean Water Advisory Committee, Central Vermont Chamber of Commerce Lamoille Basin Plan Public Meeting
Oct 19	10:30 am	VLCT ARPA Funders Webinar
Oct 25	4 pm	Regional Plan Committee, TBD
Oct 26	6:30 pm	Transportation Advisory Committee, Central Vermont Chamber of Commerce
Oct 27	10:30 am	Bylaw Work Group, TBD
Oct 28	4 pm	Project Review Committee, Central Vermont Chamber of Commerce

### 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](#).*

#### July 9<sup>th</sup>

- 2021 Design and Implementation Block Grant Open Round
- GMT Volunteer Driver Recruitment
- Amtrak Service Resumes July 19<sup>th</sup>
- Climate Catalysts Innovation Fund Grant Program
- 2022 Municipal Park and Ride Grant Program
- Central Vermont Council on Aging Survey of Needs of Older Vermonters

**July 23<sup>rd</sup>**

- Hybrid Meetings and Open Meeting Law
- UVM Survey on Town Government
- Vermont Everyone Eats
- Waterbury Seeks Assistant Planning and Zoning Administrator
- Town Forest Governance Survey
- Calais Seeks Zoning Administrator
- NBRC Announces 2021 Regional Forest Economy Partnership Grant Round
- FY22 Municipal Planning Grant Program
- My Ride GMT & Amtrak Updates
- Special FY2022 Funding for Bylaw Modernization
- Vaccine Clinics in Central Vermont
- Zoning Survey from Vermont Housing Finance Agency
- CVRPC Seeks Planning Technician

**July 30<sup>th</sup>**

- Make Your Property Storm Smart: Free Assessments
- Cross Vermont Trail Association Announces Trail Bridge Installation
- Save the Date—Using the Transportation Resiliency Planning Tool (TRPT) to Strengthen Hazard Mitigation Planning- September 15
- Plainfield Gully Stormwater Implementation Engineering Services – Request for Proposals
- Managing EAB Infested Ash: A One-Day Workshop for Municipal Staff and Arborists
- VT Outdoor Recreation Grants Available
- American Rescue Plan Funding Opportunities

**August 6<sup>th</sup>**

- Commodity Supplemental Food Program
- Berlin Granted Bike & Pedestrian Funds
- 2022 Historic Preservation Grant Applications Are Now Available

- Enhancement of Recreational Stewardship and Access (ERSA) Trail Grants
- VCRD Initiates "All in for Barre" Community Visit

**August 20<sup>th</sup>**

- Request for Applications for Children's' Healthy Learning Environments in Low-Income and/or Minority Communities Grant
- ARPA Local Fiscal Recovery Funds Distribution and Reporting
- Free College Classes – CCV & VSC
- Economic Recovery Bridge Program
- Best Practices Exchange for Commercial & Industrial Businesses
- Cultural Recovery Grants
- Artist Development Grants
- FEMA Webinars - Building Resilient Infrastructure & Communities Program (BRIC)
- Community Heart & Soul Seed Grant Program
- Grants for Smart Growth
- Bylaws Modernization Grants for FY22
- CVRPC Seeks Municipal Representatives to CWAC
- VLCT Updated FAQ - Post COVID State of Emergency

**August 27<sup>th</sup>**

- ARPA & Equity Long-term Planning for Local Government
- Fall Webinars & Trainings with the Community Wildlife Program
- Housing Committee Survey
- Youth Cannabis Cornerstone Webinar Series
- FY2022 Grant Funding for Municipal Highway and Stormwater Mitigation
- Vermont Planners Association Aging in Place Webinar Series

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, July & August 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)

- Accept May unaudited financial report.
- Approved FFY22 Transportation Planning Initiative Work Plan and Budget for submission to VTrans.
- Authorized Executive Director to sign the following agreements, amendments, and contracts:
  - Cross Vermont Trails Association - Administrative Services Amendment 2
  - Department of Environmental Conservation – Plainfield Gully Stormwater Construction
  - Northwest Regional Planning Commission – Municipal Grants in Aid FY21 Amendment 1
  - Watershed Consulting Associates, LLC - Stormwater Services Master Agreement, Addendum 2, Amendment 1, Moretown Elementary School & Town Offices Stormwater Mitigation Final Design
  - Ijaz and Associates – Accounting Services Amendment #1
  - Dubois & King - Master Agreement for Transportation Planning and Engineering Services Amendment 1
- Received update from the Bylaw Work Group about its progress.
- Discussed office updates from the Executive Director, including hiring progress, office lease, landlord construction activities, additional proposed office improvements, and potential schedule for resuming normal operations.
- Authorized a new position, Energy and Climate Coordinator, and adopted a job description.
- Approved June meeting minutes
- Approved the Commission meeting agenda

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

Did not meet.

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

- Extensive discussion of elections process, especially paper ballot versus a voice vote, whether Alternates should vote in elections, and write-in candidates (write-ins are allowed).
- Reviewed Executive Committee term of office; elected to retain 1-year term to reflect municipal appointments.
- Added language regarding filling vacancies other than the Officers and Executive Committee.
- Added language regarding remove of CVRPC representatives to another body.
- Added language to enable meeting via telephone or through use of Internet meeting services while maintaining compliance with Vermont Open Meeting Law.
- Added language to authorize the Executive Director or the Director's designee to approve and sign funding applications and proposals with stipulation that Board authorization is required if required by a funding agency.

- Discussed indemnification and CVRPC's Public Officials Liability Insurance. Staff will draft alternative language.
- Added language to notify municipal legislative bodies of a proposed dissolution.

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

Did not meet.

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

Heard presentation from AT&T representatives about planned cell improvements being implemented in the region. Committee did consider whether the culmination of the projects impact raise to the level of Substantial Regional Impact and found it did not. The Committee did not meet in August.

**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)

The TAC considered an organizational budget adjustment to the FFY 21 TPI work program and budget. The work program will remain unchanged; the budget adjustments are precipitated by a need to reallocate tasks among staff to reflect workload shifts, reducing contractual funds to ensure all allocated funds can be spent down within the fiscal year. The adjustments will be voted on in September.

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

Did not meet in July. In August, the CWAC elected officers and received update from staff on the Clean Water Service Provider (CWSP) process and where CVRPC stands as the Winooski CWSP. Reviewed the Lamoille Tactical Basin Plan. Woodbury is the only Central Vermont town included in the plan. Staff outlined strategies specific to Woodbury for CWAC consideration.

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

- Presentation by Al Wakfield and Bob Harnish regarding statewide municipal campaign to adopt Statements of Inclusivity. These statements affirm an organization's commitment to, and aspiration to be, inclusive of a variety of diverse people in a visible, vocal, and just way.
- Met with Kiah Morris of the Rights in Democracy Vermont regarding the Renew New England Alliance collaborative's effort to create Green Justice Zones. H.440 was introduced to initiate a discussion of the Zones in the Vermont Legislature. This designation would provide pilot funding for at least two communities to establish a community-led, participatory planning, budgeting, and referendum process. This process would implement projects to address social and environmental vulnerabilities in that community. The bill sponsors are spending time on community outreach before moving to long form bill. Morris' request to VAPDA was an ask to bring together municipal



representatives, professionals, researchers, etc. for an October/November Summit. RPCs agreed to participate.

- Approved a \$1,000 sponsorship request for the Northern New England Chapter of the American Planning Association conference, which will be held in Vermont this fall.
- Supported contacting the Governor's office to speak in favor of S.79, creating of a State rental housing registry.
- Discussed RPC administrative, recruiting, and other current organizational issues.
- Did not meet in August.

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

No activities from Central Vermont.

#### **GREEN MOUNTAIN TRANSIT**

- Re-elected the current slate of officers for a second term.
- Approved a resolution related to Open Meeting Law, regular meeting times, and posting locations.
- Approved an adjustment to the FY22 Capital Budget.
- Discussed GMT's urban ADA assessment process, which is based on ridership and too volatile. Member communities have expressed an interest in trying to get more concrete numbers for their annual budget process. The funding formula dis-incentivizes development of senior housing in municipalities since that has the potential to increase ridership. The Finance Committee will develop an alternate model.
- Held executive session to discuss Collective Bargaining Agreement negotiations. No action was taken as a result of the session.
- Did not meet in August.

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

Did not meet in July. In August, discussed upcoming staff transitions and managing work load. An update on the Community Data dashboard was presented along with other project updates. Outreach continued with stakeholders regarding implementing a Valley-wide short-term rental registry.

## ASH TREE INVENTORIES AND MANAGEMENT PLANS

In early 2018, Emerald Ash Borer (EAB) was detected in Vermont. Emerald ash borer is a destructive forest insect from Asia. An ash tree infested with EAB will likely die within 3-5 years if not treated, and may become a hazard to public safety.

The Central Vermont Regional Planning Commission (CVRPC) works with municipalities to conduct ash tree inventories on local roads and to develop ash tree management plans. Assessments have been completed in 14 of 23 municipalities by local volunteers, CVRPC staff, and other parties.

CVRPC services include assisting municipalities to 1) develop a better understanding of the scope of ash trees in the municipal right of way, 2) identify possible Emerald Ash Borer presence, 3) assess tree conditions, 4) and develop a management plan.

CVRPC conducts a GIS-based field assessment based on a municipality's planning needs. It then works with the municipality to create an ash tree management plan.

This planning effort results in improving the road network and reducing maintenance costs for municipalities.

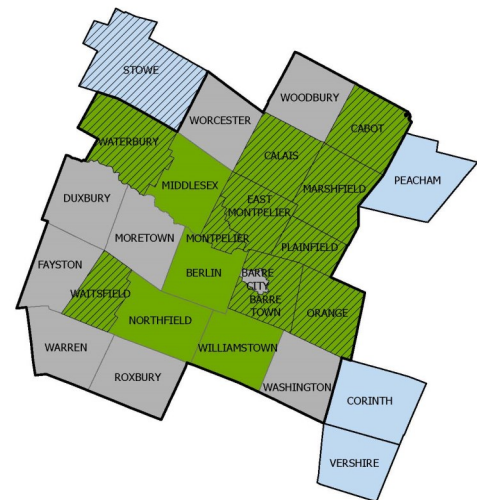
CVRPC services have been funded through grants from the Vermont Agency of Transportation and Department of Public Service, and by CVRPC member municipalities.

For information or assistance, contact Ashley Andrews at 802-229-0389 or [andrews@cvregion.com](mailto:andrews@cvregion.com).

**INFORMTATIONAL ONLY**



CVRPC and surrounding Towns that have completed an Ash Tree Inventory and or Management Plan

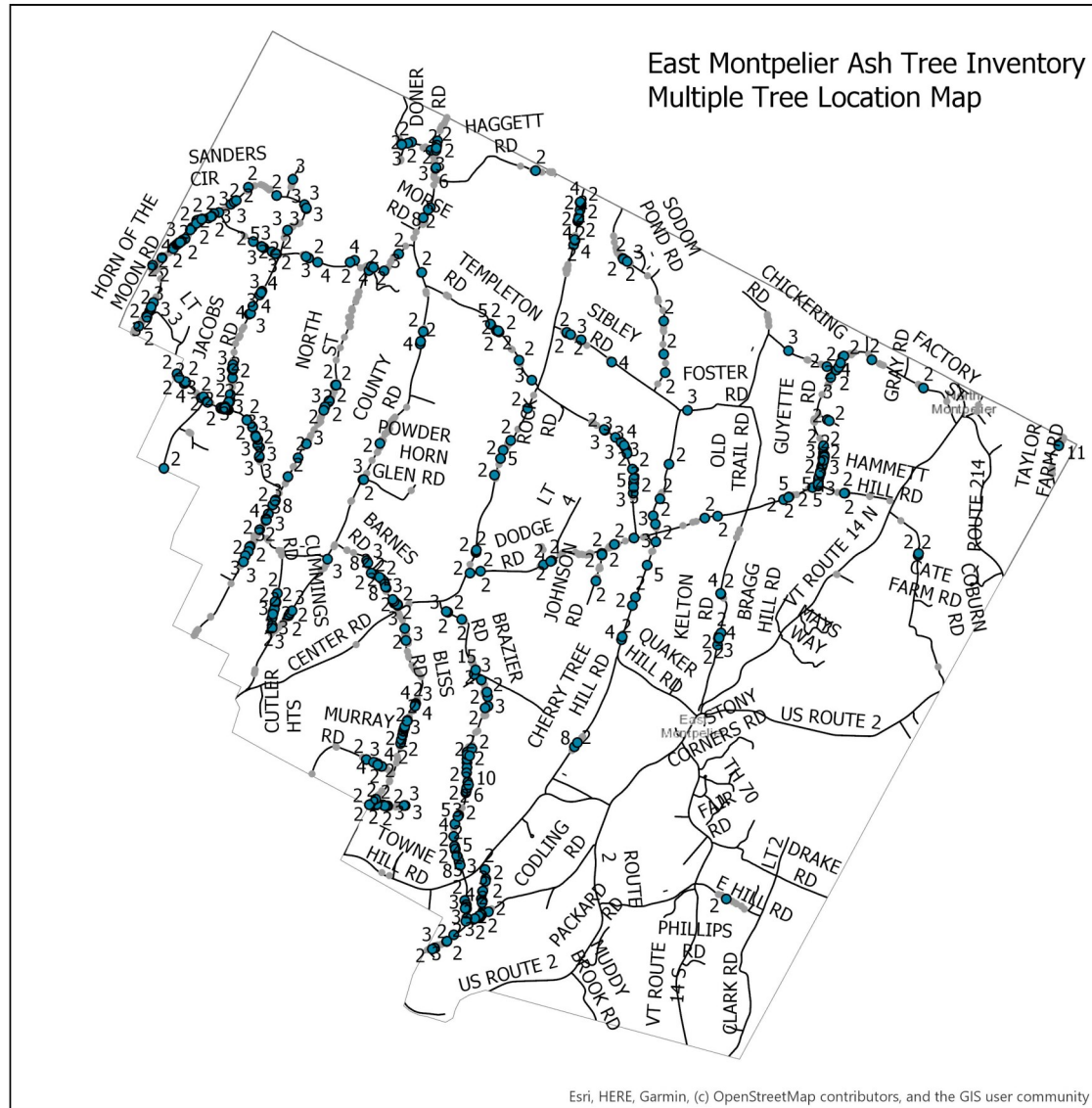


Ash Tree Inventories  
 No  
 Yes  
 Towns outside of CVRPC with inventory  
 Regional Boundary  
 Towns with Management Plans

Map Created by CVRPC 7/12/21  
 This map is for planning purposes only.  
 The data is only as accurate as the original sources.  
 The map may contain errors and/or omissions.



# ASH TREE INVENTORIES AND MANAGEMENT PLANS



## TREECOUNT

- Single Tree
- Multiple Trees
- Roads



0 0.5 1 2 Miles



Map Created by CVRPC 9/9/2019  
This map is for planning purposes only.  
Data is only as accurate as the original sources.  
This map may contain errors and/or omissions.



# Emerald Ash Borer (EAB) Infested Area in Vermont

The shaded circles on this map delineate Vermont's EAB Infested Area, the area to which the Slow the Spread Recommendations refer. Each infested area represents a 10-mile radius around a known EAB infestation. While symptoms may not be obvious, it is likely that EAB is present in much of this area.

For each infested area, the relative EAB infestation severity is represented along a color spectrum. A yellow infested area indicates a less severe infestation.

Lower severity infested areas are not yet showing infestation symptoms or decline but EAB has been found. A red infested area indicates a more severe infestation, multiple detections of EAB in a close area, or both. Higher severity infested areas are exhibiting visible infestation symptoms or tree death. The severity of infestation in each infested area will be assessed annually by staff from the Department of Forests, Parks, and Recreation and the map will be adjusted as needed.

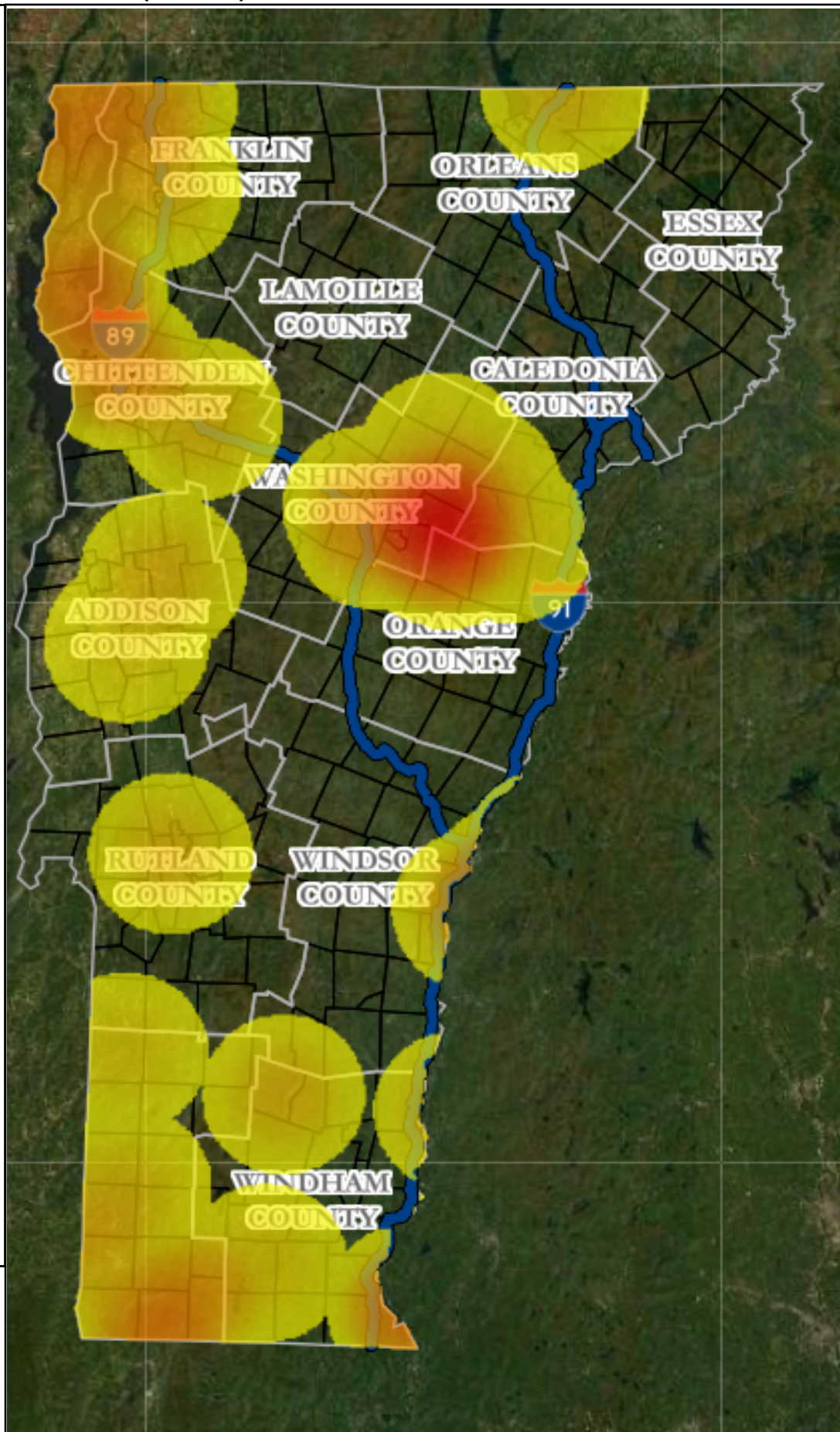
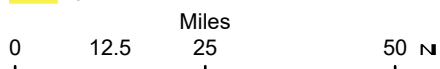
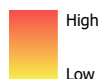
EAB is not necessarily present throughout any given infested area and it can rarely be found at low population densities. Often, by the time the insect is detected, it has already dispersed. Therefore, this map indicates the likelihood of EAB based on where it has actually been observed. Applying Slow the Spread recommendations to these areas reduces the risk of spreading EAB and provides time to conduct management activities.

This map will be updated as new locations of EAB are detected in and near Vermont.

The EAB Infested Area Map location is also available on the ANR Atlas. The "EAB Infested Area" layer is under the Forests, Parks, and Recreation tab in the Atlas layers. This mapping function allows you to look at the infested area in conjunction with other layers like parcels or roads, disposal sites, and composting facilities, as well as seeing the details associated with each infestation including the year that EAB was detected, infestation severity, and the last time the site was evaluated.

## EAB Areas

### Relative Infestation Severity



This map of the EAB Infested Area was accurate as of **8/24/2021**. The Infested Area will expand. Prior to basing action on the location of the Infested Area, visit [vtinvasives.org/eab](https://vtinvasives.org/eab) to confirm the current status of the EAB Infested Area.

August 24, 2021

INFORMATIONAL ONLY

Holly Anderson  
Clerk  
Public Utility Commission  
112 State Street, 4<sup>th</sup> Floor  
Montpelier, VT 05620

Re: 19-0855-RULE – ANR Proposal

Dear Ms. Anderson,

The Vermont Association of Planning and Development Agencies (VAPDA) appreciates the opportunity to comment on potential changes to Rule 5.100. The below comments from VAPDA are in response to proposals made by the Vermont Agency of Natural Resources (ANR) at the workshop held on August 24, 2021. ANR's proposed rule changes address concerns raised in the *Report to the Vermont General Assembly on the Net-Metering Program Pursuant to Act 99 of 2014* which found that net-metering systems are disproportionately sited in undeveloped fields and forests.

The three rule change options proposed by ANR during the workshop (see presentation "Forest Conversion for Net-Metering: Trends & Options to Reduce") would either limit the amount of forest that could be cleared to accommodate a net-metering facility and/or remove the "joint letter" option for designating a "preferred site."

VAPDA understands the PUC's concern about forest conversion. VAPDA members' own regional enhanced energy plans actively protect forested areas. Enhanced energy plans recognize National Wilderness and forested areas with rare, threatened and endangered species as areas that are unsuitable for development. Further, Vermont Conservation Design Highest Priority Habitat Blocks and deer wintering areas are identified as areas that should only be minimally impacted by the development of a renewable facility. Protection of these areas is essential to protect wildlife habitat and habitat connectivity. These policies align with the Department of Public Service's Energy Planning Standards Regional Plans developed as a part of Act 174. These policies were developed in consultation with the ANR.

VAPDA recognizes the importance of preserving trees and their value in carbon sequestration. VAPDA also recognizes the mandate to increase renewable energy generation to meet the requirements of the Renewable Energy Standard (RES). These joint goals can be met, in part, through incentivizing the siting of net-metering facilities on building rooftops and previously impacted sites. However, planning work completed by the VAPDA members indicates that our State's future electricity needs cannot be met solely through net-metering facilities on buildings and previously impacted sites. Some future renewable electricity facilities will likely need to be located on greenfield locations including forested areas.

If the PUC proceeds with creating a standard to protect forested areas from conversion it needs to be done without putting overly burdensome restrictions on net-metering development. VAPDA supports the recommendation of Two Rivers-Ottawaquechee Regional Commission (TRORC) to support ANR

“Option 2: Prohibit Excessive Forest Conversion at Forested Sites” with TRORC’s proposed definition for “Excessive Forest Conversion.”

VAPDA opposes ANR’s proposed Option #3 to remove the “joint letter” option to identify a preferred site. This option continues to be needed given the current way PUC Rule 5.100 is constructed. Consulting with thousands of individual property owners during the development of an enhanced energy plan to identify specific parcels as preferred sites has proven impossible for regions and municipalities. The “joint letter” option, coupled with a robust and objective local process to review “joint letter” requests, remains a valid and important way to regionally and locally identify a preferred site.

These comments are based on information currently available; VAPDA may have additional comments as the process continues. Please feel free to contact me should you have any questions.

Sincerely,

Charles Baker  
CCRPC Executive Director  
VAPDA Natural Resources Committee Chair