

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION
BOARD OF COMMISSIONERS
MINUTES
September 14, 2021**

Commissioners:

<input type="checkbox"/> Barre City	Janet Shatney, Sec/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
<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 type="checkbox"/> Calais	John Brabant	<input checked="" type="checkbox"/> Waitsfield	Don La Haye
<input checked="" type="checkbox"/>	Jan Ohlsson, Alt.	<input type="checkbox"/>	Harrison Snapp, Alt.
<input checked="" type="checkbox"/> Duxbury	Alan Quackenbush	<input type="checkbox"/> Warren	VACANT
<input checked="" type="checkbox"/> E. Montpelier	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 type="checkbox"/> Marshfield	Robin Schunk	<input 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 checked="" type="checkbox"/> Worcester	Bill Arrand

Staff: Bonnie Waninger, Nancy Chartrand, Clare Rock, Grace Vinson

Call to Order

Chair Lotspeich called the meeting to order at 6:34 pm. Quorum was present to conduct business.

Adjustments to the Agenda

None.

Public Comments

None

West Central Vermont Comprehensive Economic Development Strategy (CEDS)

Waninger provided an overview of the CEDS and provided an abbreviated version of the CEDS outreach presentation. The presentation will be posted on the CVRPC website with the minutes. The West Central Vermont Region is comprised of Regional Planning Commissions and Regional Development Corporations in Central Vermont and in Chittenden, Rutland, and Addison Counties. ~61% of the municipalities in the West Central Vermont Region have fewer than 2,000 residents.

Break out rooms were used by participants to discuss six topic areas: workforce and education, business

climate, innovation and entrepreneurship, infrastructure, quality of life, civic and government systems, and land use and natural resources.

The highlights of some of the areas discussed included the following Strengths, Opportunities, Aspirations, and Results (SOAR):

Infrastructure: Interstate 89 (S), Broadband infrastructure in some areas (S), Being the seat of State Government (S), Rail networks that could be leveraged with federal funding (O), Public water supplies to build off of (O), Continue building out Electric Vehicle Network (O), Rural transportation improvements (O), Separation of stormwater/wastewater (increased capacity) (A), Utility incentives to all customers (A), Resilient roads and infrastructure and how climate change factors into this (A/R); Widely available broadband (R)

Workforce & Education: Tech systems working well (S), High number of higher education locations and livable jobs (S), Better linkage between entire education system and more capacity and promotion of career centers and post high school paths other than 4 year degrees (O), Aging population and lack of available workforce (O), More capacity at universities (O)

Quality of Life: Social Networks in Communities (S), Recreation and Trails (S), Affordable housing which meets the market need (A), Affordable housing with livable wage jobs in communities (A/R), Poverty rate lowered (R)

Civic and Government Systems: Increased coordination on a regional or county level vs. town by town to address infrastructure needs (O)

Waninger noted that additional groups and organizations are being contacted for input and to create focus groups for additional input. A draft plan will be brought back to the Board for review in late winter. Concerns were raised about plan implementation and whether the plan will recognize and address the needs of small rural villages. Information and additional comments can be accessed via <https://www.westcentralvt.org/ways-to-participate>.

FY22 Work Plan and Budget

Waninger presented an overview of the work plan and budget, including our five-year goals and how we are progressing towards achieving them and how we can assist municipalities in the region. Also outlined was where funds are obtained to accomplish the work outlined. A copy of the presentation will be posted to the website with the minutes.

There was discussion regarding timely receipt of payment from municipalities and state agencies and if late charges are included in contracts. Also discussed was whether the organization advertised its services to private industry in addition to municipalities. It was noted that our charter from Legislature is to assist municipalities. Question was raised if the Board needed to approve the Executive Committee's approval of the budget; the Chair noted it was not. G. Clain advised he wanted to make such a motion and the Chair indicated such a motion would be out of order as the Board has authorized the Executive Committee to adopt the budget and work plan.

Meeting Minutes

L. Cattaneo moved to approve the July 13, 2021 minutes; D. La Haye seconded. L. Hill Eubanks noted a

1 *technical correction was needed by removing “Chair” following her name in the list of attendees. Motion*
2 *carried.*

4 **CVRPC COVID-19 Policy**

5 Chair Lotspeich directed the Board to the information in the packet and advised of a recent committee
6 meeting that involved a masking issue and reiterated that the CVRPC policy is to be masked during
7 meetings. Waninger advised that businesses are allowed to establish safety policies in the workplace.
8 She said CVRPC’s policy requires facial coverings at CVRPC meetings for employees and participants. She
9 noted that in accordance with Open Meeting Law CVRPC is required to have an in-person location and is
10 providing this. It also continues to provide other ways to participate.

11
12 Discussion ensued regarding CVRPC staff participation in meetings in municipalities. Waninger
13 confirmed staff will participate in meetings in municipalities in-person when necessary. CVRPC cannot
14 require masks be worn by non-CVRPC staff at those meetings. It was suggested that Waninger provide a
15 letter to municipalities advising of what our policy is in advance of staff participating in meetings so
16 municipalities are aware of the policy staff is operating under.

18 **Reports**

19 Chair Lotspeich advised the Bylaw Work Group will recommend the Board institute a process to accept
20 the Reports in the future.

21
22 Lotspeich requested a hiring update. Waninger noted CVRPC is hosting an AmeriCorps VISTA volunteer,
23 who started two weeks ago. Dana Hock started last week as the organization’s bookkeeper and is
24 currently cross training with our contracted accountant. CVRPC is recruiting for a new Land Use Planner
25 and is on its second round of applicants. CVRPC also will be recruiting for a Climate & Energy position as
26 funded by Legislature.

28 **Adjournment**

29 *D. La Haye moved to adjourn at 8:37 pm; L. Cattaneo seconded. Motion carried.*

30
31 Respectfully submitted,
32 Nancy Chartrand, Office Manager