



BOARD OF COMMISSIONERS

January 11, 2022 at 6:30 pm

Remote Participation via Zoom¹

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

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:

CVRPC Office, 29 Main Street, Suite 4, Montpelier, VT

Facial coverings are required for in-person participation.

Page **AGENDA**

6:30² Adjustments to the Agenda

Public Comments

6:35 Central Vermont Economic Development Corporation Update, *Jamie Stewart, Executive Director*

2 **6:50 Justice, Equity, Diversity, and Inclusion** (enclosed)

Watch video and Board discussion. Video link: <http://www.bcrvvt.org/meetings.html>.

3 **8:05 Winooski Basin Water Quality Council – Appointment of Municipal Representatives**, *Gerry D’Amico, Nominating Committee Chair* (enclosed)³

7 **8:15 FY23 Nominating Committee Appointment**, *Steve Lotspeich, Chair* (enclosed)³

8 **8:25 Reports** (enclosed)

Update/questions on Staff, Director, and Committee Reports

8:30 Adjourn

Next Meeting: February 8, 2022

¹ 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 at least 3 business days prior to the meeting for which services are requested.

² Times are approximate unless otherwise advertised.



MEMO

Date: January 5, 2022
To: Board of Commissioners
From: Bonnie Waninger, Executive Director
Re: Justice, Equity, Diversity, and Inclusion

✉ **ACTION REQUESTED:** This is an informational item for discussion only to begin building a common understanding among Board members regarding how CVRPC's actions affect justice, equity, diversity, and inclusion.

At its January 11th meeting, the Board will watch a presentation on diversity, equity, and inclusion in Vermont by Xusana Davis, State Director of Racial Equity. Ms. Davis gave this presentation to the Bennington County Regional Commission in July 2021. Staff will use screen share for the video. The video link is being provided in case internet challenges occur: <http://www.bcrcvt.org/meetings.html>. If you use this link, you'll need to scroll down the screen to the second presentation, which has a July 15th date. The video is approximately 20 minutes.

A Board discussion will follow the video presentation. The goal is to begin building a shared understanding of historical and current disparities, injustices and inequities related to CVRPC's mission, the communities it serves, and individuals in those communities. Ms. Davis discusses justice, equity, diversity, and inclusion from an economic perspective.

Starter Questions for Discussion:

- What parts of the presentation spoke to you most? Why?
- Has your municipality or community had discussions or taken actions related to justice, equity, diversity, or inclusion? If so, what were they?
- How might CVRPC's work affect or be affected by a lack of justice, equity, diversity, and inclusion?
- What do you want to know more about?
- What resources do you recommend the Board use to continue this discussion?



MEMO

Date: January 5, 2022
To: Board of Commissioners
From: Nominating Committee
Re: Basin Water Quality Council Appointment

✉ ACTIONS REQUESTED:

- 1) Appoint municipal representatives to the Winooski Basin Water Quality Council.**
- 2) Appoint a CVRPC representative and an alternate representative to the Winooski Basin Water Quality Council.**

As the Clean Water Service Provider (CWSP; pronounced “Qu-isp”) for the Winooski Basin, CVRPC is responsible for establishing and empaneling a Basin Water Quality Council (BWQC; pronounced “Buh-Wick”). The purpose of a BWQC is to establish policy and make decisions for the CWSP regarding the most significant water quality impairments that exist in the basin and prioritizing the projects that will address those impairments based on the basin plan. A BWQC also participates in the basin planning process. Under its contract with VT DEC, CVRPC must empanel a BWQC by January 30, 2022.

The nine BWQC seats are organized around interest areas and selected by different entities. The CWSP is wholly or partially responsible for selecting three seats. One local or statewide land conservation organization is selected by the conservation organization consulting with the CWSP. Two municipal seats are appointed by the CWSP in consultation with municipalities. In addition, RPCs serving municipalities in the Winooski Basin appoint two entities to the RPC BWQC seats.

Municipal Representative Appointments

CVRPC distributed a solicitation to the 50 municipalities in the Winooski Basin with a deadline of December 17, 2021. Five candidates expressed interest in appointment. A summary of the candidates and their qualifications is enclosed. The Nominating Committee reviewed candidate applications on January 5, 2022.

The Committee recommends the Board appoint the following candidates to the municipal seats:

- Annie Costandi, Essex
- Nigel Hicks-Tibbles, Northfield

Regional Planning Commission Seat Recommendation

Two seats must be from Regional Planning Commissions (RPCs) serving the Basin. The six eligible RPCs are Addison County RPC (ACRPC), Chittenden County RPC (CCRPC), Central Vermont RPC (CVRPC), Lamoille County PC (LCPC), Two Rivers-Ottawquechee RC (TRORC), and Northeastern Vermont Development Association (NVDA).

CVRPC solicited interest from the other RPCs via email on December 16. CVRPC expressed interest in filling one RPC BWQC seat, and requested expressions of interest from other RPCs. CCRPC confirmed its interest. ACRPC, LCPC, NVDA, and TRORC indicated they did not have interest and supported CCRPC and CVRPC appointment to the seats.

The Nominating Committee discussed how CVRPC's representative might be chosen and whether the representative should be a staff or Board member. The Committee recommends the Board consider both staff and Board members for the seat. It requested staff solicit interest from the Board prior to the Board's January 11 meeting. It also recommends that Board members be permitted to express interest at the meeting given the short turnaround time.

Current BWQC Membership

BWQC Representation	Number of Seats	Confirmed Entity or Individual	Appointed Representative
Natural Resource Conservation Districts	2	Winooski NRCD Lamoille NRCD	Peter Danfort Remy Crettol
Regional Planning Commissions	2	Chittenden RPC Central Vermont RPC	Dan Albrecht ?
Watershed Protection Organizations	2	Friends of the Winooski River ?	Michelle Braun
Local or Statewide Land Conservation Organization	1	Vermont River Conservancy	Steve Libby
Municipalities in the Basin	2	? ?	

As of the date of this memo, only one Watershed Protection Organization - the Friends of the Mad River - expressed interest in the second Watershed Protection Organization seat. It has not committed to filling the seat.

Winooski BWQC – Summary of Municipal Applicants

Name	Municipality	Why BWQC?	Experience Representing Municipal Perspectives	Experience/Knowledge of Clean Water Topics
Clark Amadon	Moretown	Protecting/restoring clean water resources	<ul style="list-style-type: none"> Serves on Planning Commission Served on Selectboard 	<ul style="list-style-type: none"> Village wastewater project investigation Served on Selectboard during Tropical Storm Irene (rebuilding roads, replacing culverts) 40 yrs. as Trout Unlimited volunteer; experience with riparian, forest, and agricultural projects
Annie Costandi	Essex	Stay involved, regional awareness of clean water/TMDL projects; want to bring new perspective to Town stormwater management; Town focused on structural practices	<ul style="list-style-type: none"> Stormwater Program Director for Essex Co-Chair, CCRPC¹ CWAC² and MS4³ subcommittee 	<ul style="list-style-type: none"> MS4, developed lands, Municipal Roads General Permit Engineer Stormwater project management and grant management Volunteer for Green Mountain Water Environmental Association
Nigel Hicks-Tibbles	Northfield	Bring legal knowledge of water rights/water law to BWQC to use data/science driven approach to policy development	<ul style="list-style-type: none"> Northfield Conservation Commission Representing Colorado constituents in Colorado Water Congress 	<ul style="list-style-type: none"> State/federal water discharge laws, state water quality permitting Forested lands and parks planning experience Involved in riparian projects Municipal law, urban development (land easements, property law, municipal finance)

¹ CCRPC = Chittenden County Regional Planning Commission

² CWAC = Clean Water Advisory Committee

³ MS4 is short for "Municipal Separate Storm Sewer System". A separate storm sewer system is a collection of structures, including retention basins, ditches, roadside inlets and underground pipes, designed to gather stormwater from built-up areas and discharge it, without treatment, into local streams and rivers. In Vermont, MS4 municipalities discharge stormwater under a permit issued by the State of Vermont Agency of Natural Resources. MS4 entities are required to reduce pollutant discharge to the maximum extent practicable, to protect water quality, and to satisfy the water quality and legal requirements of the Clean Water Act. MS4 entities in Vermont include the Census-defined urbanized areas of Chittenden County, the Town and City of Rutland, the Town and City of St. Albans, the University of Vermont, the Burlington International Airport, and the Vermont Agency of Transportation.

Winooski BWQC – Summary of Municipal Applicants

Name	Municipality	Why BWQC?	Experience Representing Municipal Perspectives	Experience/Knowledge of Clean Water Topics
Darlene Palola	Huntington	Remediate/protect water quality from previous/future development in rural areas	<ul style="list-style-type: none"> • CCRPC CWAC • Lead for Local Hazard Mitigation Plan (LHMP) • Huntington Conservation Commission • Huntington Community Forest Stewardship Committee 	<ul style="list-style-type: none"> • Municipal Roads General Permit • Lead for LHMP- knowledge of flood hazards • Chair of Stratton Area Citizens Committee- water quality in West River, implementation of Water Quality Remediation Plan • Huntington River stormwater project • Water quality monitoring • Conserving forest is goal of Community Forest Stewardship Committee • Participated in Tactical Basin Plan development for multiple watersheds
Alice Peal	Waitsfield	Promote development sensitive to natural resources; reduce runoff to Mad River	<ul style="list-style-type: none"> • Planning Commission • Participated in FEMA Discovery - identified areas for re-study • Wetland study grant • Logging Best Practices language for Town Plan 	<ul style="list-style-type: none"> • Friends of the Mad River, Ridge to Rivers • Investigating wastewater system potential • Riparian buffer zones • FEMA regulations • Took multiple courses: best logging practices re: water quality, F&W Community Wildlife Program



MEMO

Date: January 5, 2022
To: Board of Commissioners
From: Executive Committee
Re: Nominations for Nominating Committee

➔ **ACTION REQUESTED:** Elect three Commissioners to the 2022 Nominating Committee.

Under CVRPC's Bylaws, the Executive Committee nominates candidates for the Nominating Committee, and the Board of Commissioners elects candidates. The Executive Committee nominates the following Commissioners to the 2022 Nominating Committee:

Marcella Dent, Montpelier
Robin Schunk, Marshfield
Alan Quackenbush, Duxbury

Nominating Committee Role

The Nominating Committee identifies and recommends to the Board:

- a slate of candidates for the positions of Chair, Vice Chair, Secretary/Treasurer and at-large members of the Executive Committee.
- candidates for Standing and Special Committees and CVRPC representatives appointed by the Board to other organizations.

The Nominating Committee will nominate candidates for FY23, which begins July 1, 2022.

Nominations Process

The Nominating Committee presents an initial slate of Officers and at-large Executive Committee members at the Board's April meeting, with a final slate of candidates presented at the May meeting. The Nominating Committee presents a slate of other Standing and Special Committee members and other appointed representatives at the Board's May meeting. Additional candidates for Executive Committee, other Standing and Special Committee members, and other appointed representatives may be nominated from the floor at the May meeting, at which time nominations will be closed, and those nominations added to the slate.

Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, December 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 unless otherwise noted.

Municipal Planning & Plan Implementation:

- Continued Middlesex parcel GIS data update and tax map revisions.
- Edited the final Woodbury Town Plan for the Planning Commission.
- Updated materials for Middlesex Planning Commission for draft subdivision language and attended meeting.
- Provided Calais with information about Town Plan approval and confirmation process by RPC.
- Reached out to Roxbury and Worcester to inquire about municipal plan approval status, in anticipation of receiving confirmation and approval requests.
- Revised Plainfield zoning and presented changes to the Planning Commission.
- Updated Calais parcel data and web map.
- Edited East Montpelier zoning maps.
- Met twice with representatives of *The Hub*, a proposed recreation center in Montpelier, to discuss potential grants and CVRPC assistance.
- Participated in grant debrief session with USDA representatives for the Plainfield Co-op feasibility study application. USDA encouraged resubmission of the application; it scored well and would have been the next project funded.
- Continued development of a preliminary housing data report for Barre City.

Regional Planning and Implementation:

- Reviewed Ivy Computers VEGI request for preliminary Regional Plan conformance determination. Participated in Vermont Economic Progress Council meeting for the Ivy Computer project. Ivy was granted VEGI tax credits.
- Reviewed draft 2022 VT Comprehensive Energy Plan. Attend the corresponding public hearing. Prepared comments for the Board.
- Provided support letter for the VT Foodbank's ACCD Capital Investment Program grant application.
- Organizing a second outdoor recreation meeting in partnership with Montpelier.
- Participated in graduate student interview regarding Barre City's economic recovery.
- Researched FEMA Economically Disadvantaged Rural Communities definition to assist CVRPC with identification of historically marginalized populations in the region for use in the Regional Plan update and policy development.
- Interviewed by Times Argus and WCAX regarding the Act 250 court case related to 1-acre towns - [In towns with no zoning, reopened Supreme Court decision has big implications for Act 250 - VTDigger](#).
- Participated in VAPDA Health Committee meeting to discuss a scope of work and contract for a new grant. The project will engage municipalities in community-based health equity planning and physical activity projects. Municipalities that participate in planning would be eligible to compete for funding to implement a project. Projects could include green space; physical improvements such as buildings, sidewalks, bike lanes, and roads; recreation; addressing physical barriers, especially for people with disabilities; aesthetic elements (e.g., lighting, trees, benches); and improving social environments (e.g., public safety, social norms, transportation options projects).

Partnerships for Progress:

Central Vermont Economic Development Corporation (CVEDC): Discussed Ivy Computer project with Executive Director.

Participated in Board meeting. Assisted CVEDC to solicit municipal and nonprofit organization projects for its regional prioritization process. Discussed the process with project sponsors.

THRIVE: Prepared Leadership Committee meeting agenda and minutes. Participated in Leadership Committee meeting.

Participated in CVMC Community Health Needs Assessment (CHNA) Advisory Committee meeting. The CHNA provides direction for CVMC services for the next three years.

Washington County Hunger Council: Chaired Council meetings discussing the CVMC Community Health Needs

Assessment, USM campaign and nutrition advocacy, and changes to meeting times for 2022.

Wrightsville Beach Recreation District (WBRD): No activity.

CVFiber: Prepared Executive Committee and Governing Board meeting minutes. Posted meeting minutes to website.

Mad River Valley Planning District (MRVPD): Meet twice in December to discuss possible options to fund a new housing director.

VT Urban and Community Forestry Council: Represented RPCs at the quarterly meeting. Discussed the possibilities and problems with landscape planting for “mitigation” purposes for renewable energy and transmission projects.

Discussed potential projects, new partnerships, and staff capacity in relation to a projected funding increase.

EMERGENCY MANAGEMENT & HAZARD MITIGATION

Contact Grace Vinson, vinson@cvregion.com, unless otherwise noted.

Local/Regional Planning:

- Attended monthly regional RPC/VEM meeting.
- Planned agenda and developed meeting materials for the first Regional Emergency Management Committee (REMC) meeting. Developed [REMC webpage](#).
- Met with Calais Selectboard and collaborated to write a FEMA BRIC application for its Kent Hill Road culvert.
- Inventoried public safety resources of Central Vermont municipalities as required in Act 166. Developed statewide RPC report.
- Attended statewide LEPC meeting as temporary voting member.

American Recovery Plan Act (ARPA):

- Monitored Selectboard meeting minutes for ARPA situational awareness.
- Communicated with Barre City, Marshfield, Woodbury, and Weston Mobile Home Park on ARPA process.
- Attended (2) RPC/VLCT coordination meetings.
- Attended VLCT Broadband webinar: *Road to the Last Mile*.
- Developed [ARPA webpage](#).
- Participated in DEC/VLCT/RPC water/wastewater ARPA funding meeting.

TRANSPORTATION

Contact Christian Meyer, meyer@cvregion.com, unless otherwise noted.

Field Services: Road counts are done for this year. Please contact Ashley Andrews, Andrews@cvregion.com, to be placed on next years’ service list.

Grants in Aid: Coached Warren on using the Road Erosion Inventory app to document permit compliance.

Public Transit: CVRPC represents Central Vermont on the Green Mountain Transit (GMT) Board of Commissioners, and currently serves as Chair of the GMT Board. Staff participated in the following GMT meetings:

Board of Commissioners – See Committee updates.

Leadership Committee – Discussed a potential law enforcement safety contract based on significant behavioral challenges occurring at the Burlington Transit Center. Discussed organizational priorities for the next 18 months.

Operations Committee – Discussed recruitment progress for operations staff. Recommended to the Board an updated to GMT's Drug and Alcohol Testing Policy. Receive update on a Memorandum of Understanding related to use of the Montpelier Transit Center as an evening warming shelter. Discussed a potential law enforcement safety contract based on significant behavioral challenges occurring at the Burlington Transit Center.

- Met with VTrans and Capstone Community Action to discuss Capstone's Basic Mobility for All project.
- Responded to GMT Board member questions on GMT's equity and inclusion efforts and urban municipal assessments.
- Participated in GMT employee thank you luncheon to represent the GMT Board.

Municipal Assistance:

- Studying the feasibility of improved access for the Northfield Town Forest using consulting services. Collaborated with consultant and Steering Committee to develop and post a follow-up survey. Reviewed and commented on draft preliminary report. Communicated with advisory team.
- Serving as municipal project manager for the Walkable Middlesex Scoping Study.
- Gathered data from municipalities to identify any updates to the Town Highway Major Collectors.
- Created a new draft Ash Tree Management Plan for Cabot. Coordinated with additional municipalities on new Ash Tree Management Plans.
- Provided assistance to Berlin as it considers solicitation for its Bicycle and Pedestrian Grant Program study.
- Developing solicitation and selection materials for regional TPI funded transportation studies.
- Discussing the study of sidewalks on Route 12 with Northfield Town Administrator.
- Investigating funding opportunities for culverts in Fayston.

Regional Activities:

- Participated in VTrans VPSP2 meeting on State project prioritization.
- Participated in the VTCulverts update meeting.
- Hosted regional conversation on unmet mobility needs surrounding the Central VT Medical Center.
- Hosted quarterly meeting of the Regional Elders and Persons with Disabilities Committee (REDPAC). Developed meeting materials and drafted meeting minutes. Coordinated with VTrans to bring additional resources and partnerships into the REDPAC to broaden its focus to regional mobility for all residents.

NATURAL RESOURCES

Contact Grace Vinson, vinson@cvregion.com unless otherwise noted.

Tactical Basin Planning Assistance:

- Received grant award notices for stormwater project final design at the Barre City Auditorium (a 3-acre site) and stormwater project construction at the Moretown Elementary School & Town Office.
- Reviewed CWAC Rules of Procedure and discussed non-voting members with CWAC member. Discussed upcoming CWAC meeting with Committee Chair.

Clean Water Service Provider (CWSP): Solicited municipal participation in the Basin Water Quality Council and conducted outreach with stakeholder groups regarding member appointment. Held two informational sessions for

prospective candidates. Developed summary of municipal applications in advance of Nominating Committee discussion. Developed [CWSP webpage](#). Met with Friends of the Winooski River and Watersheds United Vermont regarding appointment of the Watershed Protection Organization seat.

Design Implementation Block Grant Program (DIBG):

Woodbury Stormwater Mitigation Final Designs – Contractor has completed 100% designs for Elementary School. Sent deliverable to grantor.

Calais Stormwater Mitigation Final Designs – Contractor has completed the 100% plans. Sent deliverables to grantor. The project is ready for construction upon availability of funding. Developed press release for East Calais stormwater treatment design phase. Met with Calais Selectboard.

Woodbury Elementary School/Fire Department Annex Final Design: Contractor has completed the 100% plans for Elementary School.

Plainfield Gully Restoration: Attended Select Board meeting to discuss the operations and maintenance plan for the facility and the benefits of an easement to ensure access for maintenance needs. This project originated from a 2019 Stormwater Master Plan. Construction anticipated summer 2022. Contact Christian Meyer at meyer@cvregion.com.

Chimney Sweep Stormwater Project: Coordinated with VT DEC and private landowners on implementation of a stormwater Best Management Practice along the Stevenson Branch in Berlin. This project originated from a 2019 Stormwater Master Plan. Contact Christian Meyer at meyer@cvregion.com

OFFICE & ANNOUNCEMENTS

Office:

- Initiated recruiting and interview process for Climate and Energy Planner and Natural Resources Planner. Excellent candidate pool.
- Completed annual benefits renewal process.
- Coached a local citizen serving as a new board chair about strategies for working with boards and staff during difficult times.

Professional Development/Leadership:

- Nancy participated in ACCD's webinar *Mitigating and Responding To Covid-19 In The Workplace*.
- Bonnie participated in the Vermont Community Development Association conference for sessions on *Building Welcoming Communities* and *Workforce Development and Career Training*.
- Bonnie participated in a national workshop regarding using a Comprehensive Economic Development Strategy (CEDS) as a Tool for Racial Equity.
- Bonnie participated in VLCT's workshop on the federal infrastructure bill.
- Bonnie participated in ACCD's COVID Workplace Policy webinar.

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.

January

Jan 11	6:30 pm	Board of Commissioners, CVRPC Office and via Zoom
Jan 17		Office Closed – Martin Luther King Holiday

Jan 20	4 pm	Municipal Plan Review Committee - Calais Town Plan Hearing, CVRPC Office and via Zoom
Jan 25	4 pm	Fostering a Regional Recreation Economy – Creating Networks in Central Vermont, CVRPC Office and via Zoom
Jan 25	6:30 pm	Transportation Advisory Committee, CVRPC Office and via Zoom
Jan 31	4 pm	Executive Committee, CVRPC Office and via Zoom

February

Feb 8	6:30 pm	Board of Commissioners, CVRPC Office and via Zoom
Feb 10	4 pm	Clean Water Advisory Committee
Feb 21`		Office Closed – President’s Day Holiday
Feb 22	6:30 pm	Transportation Advisory Committee, CVRPC Office and via Zoom
Feb 23	5pm	Central Vermont Regional Emergency Management Committee (REMC), CVRPC office and via Zoom
Feb 24	4 pm	Project Review Committee, CVRPC Office and via Zoom
Feb 28	4 pm	Executive Committee, CVRPC Office and via Zoom

WEEKLY NEWS HEADLINES

Click on a week to read more about the headlines listed. *To receive Weekly News via email, sign up on our [website](#).*

December 3rd

- Flood Resilient Communities Fund
- Federal Government to Transition from DUNS to UEI for Federal Awards
- Better Roads Grant Application Due December 17, 2021
- Join the CVRPC Team
- Funding Available to Improve Firefighter Safety
- Exploring Models of Community Governance in Vermont Town Forests
- Northfield is Seeking Economic Development Director
- ARPA Reporting Portal Open to NEUs and New User Guide Available
- USDA Farm to School Grants

December 10th

- Open Positions at VYCC
- Downtown Transportation Fund Grant Applications Now Available
- Middlesex Receives Planning Awards
- Downtown and Village Center Tax Credits
- State Releases Drafts of the 2022 CEP and Climate Action Plan

December 23rd

- Apply to Join Green Mountain Transit’s Justice, Equity, Diversity, and Inclusion Committee
- Funding Opportunity – Communities Caring for Canopy

December 30th

- Fostering a Regional Recreation Economy – Creating Networks in Central Vermont – Jan 25th Save the Date
- Municipal Plan Review Committee Hearing - Calais Town Plan
- Cross Vermont Trail Association Annual Update
- New ACCD Brownfields Assessment Funding Opportunity
- What Does the Infrastructure Bill Mean for Your Town?
- Vermont Natural Resources Council’s Small Grants for Smart Growth
- Mitigating and Responding To Covid-19 In The Workplace

Visit CVRPC’s web site at www.centralvtplanning.org to view our blog and for the latest publications and news.

Executive Director's Report

November 29, 2021

Public Transit Financing

In response to a request from the Vermont Legislature, Chittenden County Regional Planning Commission, VTrans, and Green Mountain Transit are completing a Transit Financing Study. The study examines alternate financing options to provide the non-federal match for public transportation services in Vermont while reducing the reliance on property taxes for transit funding. The current funding system results in transit services being provided where communities are able and willing to pay for services via local match, not necessarily where services are most needed.

Historically, State transit funding comes from the transportation fund (T-fund). Its funding sources are gasoline and diesel taxes, purchase and use tax on vehicles, and registration and license fees. While increasing the cost of driving helps transit marginally, current fees and taxes not high enough to have significant impact. A mileage-based fee will be needed to replace the gasoline tax in the long run, due to electrification of fleet. Taking transit out of the T-fund is expected to free dollars for roadway/bridge maintenance and reduce pressure on local match requirements.

The study has identified alternate financing options to raise \$21M in annual revenues which would cover statewide non-federal match for existing transit services, replacement fare revenue to continue zero-fare services statewide and provide an additional \$5M for future service expansion. Eight potential funding sources have been identified and analyzed based on revenue stability, ease of implementation, political feasibility, and equity.

Alternative sources presented in the report include:

- Sales tax – common means of funding transit nationally
- Payroll tax on employers – recognition of transit's role in job access
- Business revenue assessment – transit supports the economy
- County property tax – spread cost among all landowners, not just those in “served” towns
- Income tax – progressive option, but very challenging politically
- Utility fee – small fee on all households; larger fee on commercial users
- Property transfer tax – progressive, but spread widely only in the long run
- Mortgage recording tax – used in NY; progressive, but may miss very wealthy

The draft study will be provided to the legislature in the upcoming session. The Green Mountain Transit Board of Commissioners, which CVRPC staff currently chairs, will hear a presentation at its January meeting. Staff is working to arrange a presentation to the CVRPC Board for February.

Central Vermont Regional Planning Commission

Committee & Appointed Representative Reports, December 2021

Meeting minutes for CVRPC Committees are available at www.centralvtplanning.org.

EXECUTIVE COMMITTEE (Monday of week prior to Commission meeting; 4pm) [two meetings]

- Accepted the FY21 audit. Auditor noted no audit issues were identified, no deficiencies or material weaknesses in the internal controls were identified, and the audit confirmed grants were in compliance with granting agencies.
- Accepted the October 31, 2021 unaudited financial reports.
- Adopted the Investment and Deposit Risk policy update.
- Authorized opening an account at North Country Federal Credit Union in the amount of \$100,000. These reserve funds are being moved to ensure CVRPC's monies are fully insured.
- Authorized signature of two agreements with the Mount Ascutney Regional Commission - Amendment 4 of the Design/Implementation Block Grant for the Calais and Woodbury Stormwater Designs and Brownfields.
- Adopted a revision to the Personnel Policy Manual to change the pay day to Thursday.
- Discussed FY23 Nominating Committee and identified potential nominees.
- Discussed possible next steps related to justice, equity, diversity, and inclusion.
- Bylaw Work Group introduced proposed bylaw amendments, which be discussed at a future meeting.
- Directed staff to use the CVRPC conference room as the physical location for Board meetings.
- Nominated Marcella Dent, Alan Quackenbush, and Robin Schunk for the FY23 Nominating Committee.
- Authorized signature of a contract amendment with The Ijaz Group for accounting services with added language.
- Viewed a video presentation Xusana Davis, State of Vermont's Executive Director of Racial Equity, to the Bennington County Regional Commission. Discussed the potential for additional training.
- Set the schedule for the Executive Director's annual personnel evaluation.

THE FOLLOWING COMMITTEES DID NOT MEET IN DECEMBER:

- **PERSONNEL POLICY COMMITTEE** (A sub-committee of the Executive Committee)
- **BYLAW WORK GROUP** (A sub-committee of the Executive Committee)
- **NOMINATING COMMITTEE** (February - April; scheduled by Committee)
- **PROJECT REVIEW COMMITTEE** (4th Thursday, 4pm)
- **REGIONAL PLAN COMMITTEE** (as needed; scheduled by Committee)
- **MUNICIPAL PLAN REVIEW COMMITTEE** (as needed; scheduled by Committee)
- **TRANSPORTATION ADVISORY COMMITTEE** (4th Tuesday; 6:30 pm)
- **CLEAN WATER ADVISORY COMMITTEE** (2nd Thursday, 4pm)
- **BROWNFIELDS ADVISORY COMMITTEE**

VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES (VAPDA)

- Michael Gaughan from the Vermont Bond Bank discussed the Bank's lending and its announcement of a Capital Planning Contest. Municipalities are invited to provide brief answers a 4-question document and submit their existing plan. The Bond Bank is looking for templates that match the diversity of approaches to capital planning (enterprise utilities, micro/small/large communities). Applications due February 1, 2022 with awards anticipated for April. The Bond Bank will use the templates as part of an April forum that will discuss long-term visioning, prioritization of projects, and finance/funding to implement the project.
- Discussed upcoming legislative session and RPC priorities: housing, Act 250/permitting, brownfields, climate change, open meeting law, sustainable funding

VERMONT ECONOMIC PROGRESS COUNCIL

The MTX Group retained its VEGI incentive, and Ivy Computers was awarded an incentive. VEGI incentive benefits only accrue to a company after the company meets performance goals related to employment.

GREEN MOUNTAIN TRANSIT

- VTrans reported it will be providing funds to cover rural service passenger fares through FY23.
- Discussed OSHA vaccine and testing mandate for 100+ employers as it will affect GMT. Implementation of the mandate may result in additional staffing challenges for GMT.
- Received presentation about work of GMT's Justice, Equity, Diversity, and Inclusion Committee. Reviewed "reflective questions" that are meant to guide the Board and staff leadership team in decision making.
- Approved an 18-month contract for the General Manager, thorough June 2023.
- Received presentation on proposed urban service changes. The proposed changes now move to the public feedback process.
- Approved moving the draft FY23 budget to public meeting.
- Set the FY23 urban assessments at 4%.
- Approved an update to GMT's Drug and Alcohol Testing Policy.

MAD RIVER VALLEY PLANNING DISTRICT

The subcommittee presented information about the role of a potential new housing director which would be employed by the MRVPD. It presented ideas about how the position could be funded. A lively discussion followed about the role of the Planning District and division of the Planning District and the Housing Coalition. The Steering Committee directed the subcommittee to develop further details about potential funding options and outline the funding requests if the respective towns would be asked to allocate municipal ARPA funds toward the position.