

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Executive Committee
DRAFT MINUTES
May 2, 2022 Meeting

Present:

<input checked="" type="checkbox"/> Marcella Dent	<input checked="" type="checkbox"/> Laura Hill-Eubanks	<input checked="" type="checkbox"/> Michael Gray
<input checked="" type="checkbox"/> Lee Cattaneo	<input checked="" type="checkbox"/> Steve Lotspeich	<input checked="" type="checkbox"/> Janet Shatney
<input checked="" type="checkbox"/> Gerry D'Amico		

Staff: Bonnie Waninger, Nancy Chartrand

Guests: Enrique Gonzalez, The Ijaz Group; George Clain, Barre Town Commissioner

Call to Order

Chair S. Lotspeich called the meeting to order at 4:04 pm.

Adjustments to the Agenda

B. Waninger proposed an Executive Session for Contracts following the Commission Meeting Agenda item.

Public Comment

None.

Financial Report

E. Gonzalez shared his screen and provided an overview of the March financials as provided with the meeting packet. Discussion ensued regarding assets as listed on the balance sheet and that some of these are funds received in advance and placed in reserve accounts for specific contracts/projects, therefore will decrease over time as work progresses on those projects.

G. D'Amico moved to accept the March 31, 2022 unaudited financial reports; M. Gray seconded. Motion carried.

Waninger shared concerns regarding the financial report following the vote related to current liabilities, deferred income, designated funds for Plainfield Gully. She noted the bottom line of net income appears to be accurate, but balance sheet appears to have issues in some of the individual accounts.

As action had already been taken, Chair Lotspeich asked for a corrected report for the next meeting, which could be re-voted on at that time.

Contracts/Agreement Authorization

B. Waninger shared her screen and provided an overview of the contracts as outlined in the packet.

Lamoille County Planning Commission – Health Equity

L. Hill-Eubanks moved to authorize the Executive Director to sign the agreement for the Health Equity contract; M. Dent seconded. Motion carried.

1
2 VT Department of Environmental Conservation – Clean Water Service Provider Start Up Amendment 1

3 *M. Gray moved to authorize the Executive Director to sign the CWSP amendment 1; L. Cattaneo*
4 *seconded. Motion carried.*
5

6 It was confirmed that there would be staffing to assist municipalities in LHMP updates.
7

8 **FY23 Dental Benefit**

9 N. Chartrand provided an overview of the memorandum provided in the meeting packet.

10 *G. D'Amico moved to approve CVRPC's FY23 dental benefit; J. Shatney seconded. Motion carried.*
11

12 **Justice Equity Diversity and Inclusion**

13 Chair Lotspeich directed the Committee to the memorandum in the packet and B. Waninger provided an
14 overview of the memorandum indicating that the Committee had previously requested research into
15 how to advance equity in the upcoming regional plan update process.
16

17 Significant discussion ensued about the importance of data to identify disadvantaged communities. It
18 was confirmed that not all data from 2020 Census has been released to date and there have been data
19 anomalies identified in the data that has been released. Also discussed were policies to be addressed
20 and needing to include more than initially outlined in the memorandum.
21

22 Next steps: B. Waninger advised before further Regional Plan update work begins, we need to confirm
23 the Board wants to use the Regional Plan as our equity-learning tool. Committee members were in favor
24 of moving the suggestion to the Board for further review and discussion. It was agreed upon to put
25 initial discussion for topic on the June Board agenda.
26

27 **Meeting Minutes – April 4, 2022**

28 *L. Hill-Eubanks moved to approve the minutes; J. Shatney seconded. Motion carried.*
29

30 **Commission Meeting Agenda**

31 Significant discussion occurred regarding the request to have an alternate view speaker as part of the
32 S.148 discussion and the status of identifying a legislator to do so. The timeline for elections and bylaw
33 update introduction were also briefly discussed.
34

35 *M. Dent moved to approve the agenda for May 10, 2022 as presented; J. Shatney seconded. Motion*
36 *carried.*
37

38 B. Waninger provided an update on the poll for Board meeting participation. She requested in person
39 meetings not be initiated until July in order to allow staff to get the office ready to host meetings. It was
40 suggested that there be more discussion at the meeting in June so that case numbers could be taken
41 into consideration at that time.
42

43 **Executive Session - Contract**

44 B. Waninger advised she was requesting executive session to discuss our accounting contract.

1
2 *M. Gray moved to find that premature general public knowledge would clearly place CVRPC and the*
3 *contractor at a substantial disadvantage; L. Cattaneo seconded. Motion carried.*
4

5 *G. D'Amico moved to enter Executive Session at 5:39 pm to discuss the accounting services contract,*
6 *inviting the Executive Director; L. Hill-Eubanks seconded. Motion carried.*
7

8 *G. D'Amico moved to exit Executive Session at 5:59 pm; L. Cattaneo seconded. Motion carried.*
9

10 *J. Shatney moved to release The Ijaz Group from its contractual duties at a date to be determined by the*
11 *Executive Director; G. D'Amico seconded. Motion carried.*
12

13 **Executive Session - Personnel**

14 *L. Hill-Eubanks moved to enter Executive Session at 6:07 pm to discuss a personnel evaluation; M. Gray*
15 *seconded. Motion carried.*
16

17 *G. D'Amico moved to exit Executive Session at 6:22 pm; M. Dent seconded. Motion carried.*
18

19 The Committee scheduled a special meeting for May 9, 2022 at 4 pm to discuss a personnel matter.
20

21 **Adjourn**

22 *J. Shatney moved to adjourn at 6:25 pm; M. Dent seconded. Motion carried.*
23

24 Respectfully submitted,
25 Nancy Chartrand, Office Manager
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