

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**
2 **BOARD OF COMMISSIONERS**
3 **Draft MINUTES**
4 **June 14, 2022**

5 **Commissioners:**

<input checked="" type="checkbox"/> Barre City	Janet Shatney, Sec/Treas	<input type="checkbox"/> Moretown	Dara Torre
<input type="checkbox"/>	Vacant, Alt.	<input checked="" type="checkbox"/>	Joyce Manchester, Alt
<input checked="" type="checkbox"/> Barre Town	George Clain	<input checked="" type="checkbox"/> Northfield	Laura Hill-Eubanks
<input checked="" type="checkbox"/>	Mike Gilbar, Alt	<input checked="" type="checkbox"/> Orange	Lee Cattaneo
<input checked="" type="checkbox"/> Berlin	Robert Wernecke	<input type="checkbox"/> Plainfield	Paula Emery
<input type="checkbox"/>	Karla Nuissl, Alt.	<input type="checkbox"/>	Bob Atchinson, Alt.
<input checked="" 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"/>	Vacant, Alt.
<input checked="" type="checkbox"/> Duxbury	Alan Quackenbush	<input type="checkbox"/> Warren	Alexis Leacock
<input type="checkbox"/>	David Wendt, Alt.	<input type="checkbox"/>	Vacant, Alt.
<input checked="" type="checkbox"/> E. Montpelier	Spencer Harding	<input checked="" type="checkbox"/> Washington	Peter Carbee
<input type="checkbox"/>	Clarice Cutler, Alt.	<input checked="" type="checkbox"/> Waterbury	Steve Lotspeich, Chair
<input type="checkbox"/> Fayston	Vacant	<input type="checkbox"/> Williamstown	Richard Turner
<input type="checkbox"/> Marshfield	Robin Schunk	<input type="checkbox"/>	Jacqueline Higgins, Alt.
<input checked="" type="checkbox"/> Middlesex	Ron Krauth	<input checked="" type="checkbox"/> Woodbury	Michael Gray
<input type="checkbox"/> Montpelier	Marcella Dent	<input checked="" type="checkbox"/> Worcester	Bill Arrand
<input type="checkbox"/>	Gabe Lajeunesse, Alt.		

6
7 Staff: Bonnie Waninger, Nancy Chartrand, Clare Rock, Sam Lash, Brian Voigt, Blaine Hoskins

8
9 **Call to Order**

10 Chair Lotspeich called the meeting to order at 6:32 pm. Quorum was present to conduct business.

11
12 **Adjustments to the Agenda**

13 J. Brabant inquired where the discussion on chat was on the agenda and it was confirmed it would be a
14 discussion item under the Reports item.

15
16 **Public Comments**

17 It was confirmed that Marcella Dent moved to Alaska in May.

18
19 **Election Results**

20 J. Shatney provided the results of the ballots received (18 of 22).

21 Executive Committee: Chair – Steve Lotspeich, Vice Chair – Jerry D'Amico, Secretary/Treasurer – Janet
22 Shatney, At Large Members – Laura Hill-Eubanks, Lee Cattaneo, Michael Gray, Peter Carbee

23 Project Review Committee: Lee Cattaneo, Gabe Lajuenesse

24 Regional Plan Committee: Laura Hill-Eubanks Dara Torre, Michael Gray, Jan Ohlsson, Michael Gilbar

25 Municipal Plan Review Committee: Bill Arrand, Ron Krauth, Peter Carbee, Jan Ohlsson, Joyce

26 Manchester

1 Brownfields Advisory Committee: Janet Shatney, Ron Krauth, Paula Emery, Peter Carbee, George Clain
2 CVEDC Regional Project Prioritization Committee: Paula Emery, Richard Turner, Peter Carbee
3 Clean Water Advisory Committee – Board Representatives: Richard Turner, Ron Krauth, Alexis Leacock;
4 Municipal Representatives: Emily Ruff (Orange), John Hoogenboom (Moretown), John Brabant (Calais)
5 Winooski Basin Water Quality Council – RPC Representatives: Alan Quackenbush, Robert Wernecke
6 (council alternate); Municipal Representatives: Annie Costandi (Essex), Nigel Hicks-Tibble (Northfield),
7 Alice Peal (Waitsfield – council alternate).
8 Vermont Economic Progress Council Representative: Bonnie Waninger
9 Green Mountain Transit Board of Commissioners Representatives: Bonnie Waninger, Christian Meyer
10 (alternate)

11
12 There was discussion on the need to confirm if Peter Carbee is an alternate or regular member on the
13 Brownfields Advisory Committee.

14
15 **Municipal Plan Approval & Confirmation of Planning Process & Certificate of Energy Compliance**
16 Chair Lotspeich shared his screen and B. Arrand provided an overview of the Municipal Plan Review
17 Committee/Hearing which was held on June 7th to review the Woodbury, VT Municipal Plan. The
18 Municipal Plan Review Committee recommends that the Woodbury VT Town Plan be approved, the
19 town’s planning process be confirmed; and that the Determination of Energy Compliance be approved.

20
21 M. Gray noted that CVRPC was hired to assist with the Town Plan and they worked exclusively with Clare
22 Rock on the plan and wanted to thank Rock for her work with the Woodbury Planning Commission to
23 create the Town Plan.

24
25 The resolution was reviewed on screen prior to voting

26
27 *J. D’Amico moved to approve the Vision for the Future 2021 Woodbury Town Plan; seconded by B.*
28 *Arrand. Motion carried*

29
30 *P. Carbee moved to confirm the planning process of the Town of Woodbury; seconded by D. La*
31 *Haye. Motion carried.*

32
33 *B. Arrand moved to confirm the determination of energy compliance for the Future 2021 Town Plan of*
34 *Woodbury, VT; seconded by J. Manchester. There was question if Item 6 on the Determination of Energy*
35 *Compliance was correct and Bonnie indicated it needed to be updated to reflect the vote from tonight’s*
36 *meeting, not the numbers it indicated. Motion carried.*

37
38 **Municipalities and the Legalized Cannabis Marketplace**

39 Chair Lotspeich introduced Clare Rock and Brian Voigt. Rock shared her screen and provided a
40 presentation on the legalized cannabis marketplace and municipalities.

41
42 Rock noted Act 164 and Act 62 are Vermont's current cannabis laws. She provided information on
43 what the marketplace includes for different types of operations that need to be licensed (i.e. cultivation,
44 wholesale, etc.); the roles of municipalities and what they can and cannot do regarding management /
45 permitting of the cannabis marketplace in their municipalities. Also reviewed were the land use
46 considerations (7 V.S.A. section 904); and the potential zoning implications and opportunity for
47 municipalities to establish buffer zones in their zoning that are in compliance with statute.
48

1 It was suggested that municipalities promote awareness, education of municipal officials, appoint a local
2 Cannabis Control Commission (CCC) to help ensure local control, consider how different operations may
3 be handled under zoning, and how other municipal ordinances may apply. Shared were specific links to
4 guidance for municipalities from the Cannabis Control Board as well as a link to the statute.

5
6 Following the presentation there was discussion on what the local CCC would have control over and
7 whether they would have authority to revoke licenses. There was also brief discussion on how any
8 zoning changes would need to be considered and on where the definition for schools is located. Rock
9 offered to share a link to this definition following the meeting; and it was confirmed the presentation
10 will be made available on the website.

11
12 Rock shared the following in the Chat: Please consider taking the survey about the Cannabis
13 presentation: <https://www.surveymonkey.com/r/ZMCQXXM>.

14 **Municipal Energy Resilience (Act 41 & House 518)**

15 Chair Lotspeich introduced Sam Lash. Lash shared here screen advising that the Act is 172 not Act 41
16 and noting the program is still in the design phase so this presentation is a preliminary introduction. She
17 advised the focus of tonight’s presentation is the Act establishing a municipal energy resilience grant
18 program, which is administered by State Buildings & General Services (BGS) and Efficiency Vermont. She
19 noted there is also a loan program and revolving fund program.

20
21
22 The grant program includes an assessment (which is an investment-grade audit) which needs to be
23 completed before January 2024 and Implementation (audited buildings and facilities will be narrowed
24 down and selected for project(s) identified in the audit). This is a large opportunity for towns to secure
25 funds to address energy resilience in municipal buildings.

26
27 She provided information on who is eligible for the program and some initial requirements from BGS for
28 participation in the program. The RPC role is still being developed, but will likely include municipal
29 outreach, technical and application support, and support to municipalities for community
30 engagement.

31
32 She reiterated that the development of the program is still in progress and additional information will be
33 shared as it becomes available and that she is available for assistance to municipalities.

34
35 Following the presentation there was a brief discussion on the assessment process and fossil fuel
36 use. Also discussed was the monitoring of the timing of the actual improvements being
37 made. Waninger also advised that there are some “glitches” being ironed out by BGS with the program
38 and we will provide more details soon.

39 **Bylaw Update**

40
41 Waninger shared her screen with the Bylaw Updates memorandum to the Board. Chair
42 Lotspeich provided an overview. There was discussion on whistleblower protections and bonding in the
43 memorandum. Waninger noted those should have been edited out of the memorandum.

44
45 G. Clain advised he was going to make several motions to amend the bylaws and inquired how the Chair
46 wanted to handle those amendments. Chair Lotspeich advised this is the opportunity to consider any
47 amendments via motion.

1 Clain provided an overview of the language in Section 303: Voting B and stated he would like to have the
2 suggested language struck and revert back to the original language that was in the Bylaws.
3 *Clain moved to revert to the prior language which would be type in black and that stricken; J. Brabant*
4 *seconded.* Discussion ensued to clarify the language which would allow any commissioner to ask that a
5 vote be postponed until the next scheduled meeting to allow them time to consult with their
6 Selectboard. The discussion included concern that a vote was not necessary by the Board to postpone in
7 the existing language; and if a vote was time sensitive that this would basically allow a veto of the
8 item. *J. Brabant proposed a friendly amendment to limit the request for “postponement of a*
9 *consequential vote to the next meeting, unless there is a full vote of the Commission beyond that”.* *Clain*
10 *suggested the language be amended to “the next meeting”.* Significant discussion on the language
11 continued with the following motion was agreed to: *“Prior to any vote on any matter before the Board a*
12 *Commissioner may request time and opportunity to consult with the Commissioner’s municipal*
13 *legislative body. When so requested, the vote shall be postponed until the next scheduled Board of*
14 *Commissioner’s meeting unless the Board votes to act on the matter or unless such postponement results*
15 *in violation of the Act or other Vermont law.”* The vote was called and due to not being unanimous a roll
16 call vote was conducted: Barre City – no longer present, Barre Town – yes, Berlin – yes, Cabot – no
17 longer present, Calais – yes, Duxbury – yes, East Montpelier – yes, Fayston – vacant, Marshfield – not
18 present, Middlesex – yes, Montpelier – not present, Moretown – yes, Northfield – yes, Orange – no
19 longer present, Plainfield – not present, Roxbury – no, Waitsfield – yes, Warren – not present,
20 Washington – no, Waterbury – yes, Williamstown – not present, Woodbury – yes, Worcester – yes. The
21 motion carried with 12 in favor and 2 against.

22
23 Chair Lotspeich asked if we should continue Bylaw review at the next meeting and it was concurred. He
24 asked G. Clain and other board members to share proposed language or amendments with Waninger in
25 advance of the next meeting as it would help expedite the process of review as they will then be
26 compiled for the Board in advance of the next meeting.

27 28 **Equity and the Regional Plan**

29 It was concurred to table this item due to time constraints.

30 31 **Minutes (April 12, 2022 & May 10, 2022)**

32 *G. Clain moved to accept the April 12, 2022 minutes; seconded by J. Brabant. Motion carried.*

33
34 *L. Hill-Eubanks moved to accept the May 10, 2022 minutes; seconded by B. Arrand. Motion carried.*

35 36 **Reports**

37 Waninger advised that new Emergency and Transportation Planner Keith Cubbon started work last
38 week. She also advised the Executive Committee authorized a new position based on additional funding
39 provided by the Legislature and that we are currently recruiting to fill that position.

40
41 Discussion ensued regarding the memorandum provided in the packet regarding private chat and open
42 meeting law. The Secretary of State recently had an open meeting law training and staff asked the
43 following question: *Can you discuss what is or is not allowable regarding the chat feature of online*
44 *meeting platforms during remote or hybrid meetings? For instance, should private chat among*
45 *participants be allowed or it is best practice to disable them during meetings?* Based on the response of
46 the Secretary of State personnel as outlined in the memorandum staff recommends that we keep the
47 private chat disabled.

48

1 Wanager directed the Board to the memorandum in the packet that outlines the reopening of the office
2 and provided an overview. She noted a slight amendment advising that the office is not quite ready for
3 hosting meetings yet. She recommends postponing in-person/hybrid meetings until September as
4 Board customarily does not meet in August.

5
6 She also made note of the meeting schedule for FY23.

7
8 **Adjournment**

9 *D. La Haye moved to adjourn at 8:41 pm; P. Carbee seconded. Motion carried.*

10
11 Respectfully submitted,
12 Nancy Chartrand, Office Manager

DRAFT