

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**
2 **Executive Committee**
3 **MINUTES**
4 **May 2, 2022 Meeting**

5 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 | | |

6 Staff: Bonnie Waninger, Nancy Chartrand

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

8
9 **Call to Order**

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

11
12 **Adjustments to the Agenda**

13 B. Waninger requested an executive session for contracts following the commission meeting agenda
14 item.

15
16 **Public Comment**

17 None.

18
19 **Financial Report**

20 E. Gonzalez provided an overview of the March financials. Discussion ensued regarding assets as listed
21 on the balance sheet. Some are funds received in advance and placed in reserve accounts for specific
22 contracts/projects. These funds will decrease over time as work progresses on those projects.

23
24 *G. D’Amico moved to accept the March 31, 2022 unaudited financial reports; M. Gray seconded. Motion*
25 *carried.*

26
27 Following the vote, Waninger shared concerns regarding the financial report related to current
28 liabilities, deferred income, and designated funds for Plainfield Gully. She noted the bottom line of net
29 income appears to be accurate, but some individual accounts are incorrect on the balance sheet. As
30 action had already been taken, Chair Lotspeich asked for a corrected report for the next meeting, which
31 could be re-voted on at that time.

32
33 **Contracts/Agreement Authorization**

34 Lamoille County Planning Commission – Health Equity

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

37
38 VT Department of Environmental Conservation – Clean Water Service Provider (CWSP) Start Up
39 Amendment 1

40 *M. Gray moved to authorize the Executive Director to sign the CWSP Amendment 1; L. Cattaneo*

1 *seconded. Motion carried.*

2
3 It was confirmed that there would be staffing to assist municipalities in LHMP updates.

4
5 **FY23 Dental Benefit**

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

7
8 **Justice Equity Diversity and Inclusion**

9 Waninger noted the Committee had previously requested research into how to advance equity using the
10 regional plan update process.

11
12 Significant discussion ensued about the importance of data to identify disadvantaged communities. It
13 was confirmed that not all data from 2020 Census has been released to date. There have been data
14 anomalies identified in the data that has been released. Also discussed were policies to be addressed
15 and needing to include more than initially outlined in the memorandum.

16
17 Waninger advised before further Regional Plan update work begins, it should be confirmed that the
18 Board wants to use the Regional Plan as CVRPC's equity-learning tool. Committee members were in
19 favor of moving the suggestion to the Board for discussion. It was agreed upon to put initial discussion
20 for topic on the June Board agenda.

21
22 **Meeting Minutes – April 4, 2022**

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

24
25 **Commission Meeting Agenda**

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

29
30 *M. Dent moved to approve the agenda for May 10, 2022 as presented; J. Shatney seconded. Motion*
31 *carried.*

32
33 B. Waninger provided an update on the poll for Board meeting participation. She requested in-person
34 meetings not be initiated until July to allow staff to prepare the office to host meetings. It was
35 suggested that there be more discussion at the meeting in June so that case numbers could be taken
36 into consideration at that time.

37
38 **Executive Session - Contract**

39 B. Waninger advised she was requesting executive session to discuss the accounting contract.

40
41 *M. Gray moved to find that premature general public knowledge would clearly place CVRPC and the*
42 *contractor at a substantial disadvantage; L. Cattaneo seconded. Motion carried.*

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

3
4 G. D'Amico moved to exit Executive Session at 5:59 pm; L. Cattaneo seconded. Motion carried.

5
6 J. Shatney moved to release The Ijaz Group from its contractual duties at a date to be determined by the
7 Executive Director; G. D'Amico seconded. Motion carried.

8
9 **Executive Session - Personnel**

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

12
13 G. D'Amico moved to exit Executive Session at 6:22 pm; M. Dent seconded. Motion carried.

14
15 The Committee scheduled a special meeting for May 9, 2022 at 4 pm to discuss a personnel matter.

16
17 **Adjourn**

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

19
20 Respectfully submitted,
21 Nancy Chartrand, Office Manager