

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**BOARD OF COMMISSIONERS**  
**Draft MINUTES**  
**April 11, 2023**

**Commissioners:**

<input checked="" type="checkbox"/> Barre City	Janet Shatney, Sec/Treas	<input checked="" type="checkbox"/> Moretown	David Stapleton
<input type="checkbox"/>	Vacant, Alt.	<input type="checkbox"/>	Joyce Manchester, Alt
<input checked="" type="checkbox"/> Barre Town	George Clain	<input checked="" type="checkbox"/> Northfield	Royal DeLegge
<input checked="" type="checkbox"/>	Mike Gilbar, Alt	<input type="checkbox"/>	Jeff Schulz, Alt
<input checked="" type="checkbox"/> Berlin	Robert Wernecke	<input checked="" type="checkbox"/> Orange	Lee Cattaneo
<input type="checkbox"/>	Karla Nuissl, Alt.	<input checked="" type="checkbox"/> Plainfield	Paula Emery
<input checked="" type="checkbox"/> Cabot	Brittany Butler	<input type="checkbox"/>	Bob Atchinson, Alt.
<input type="checkbox"/> Calais	John Brabant	<input checked="" type="checkbox"/> Roxbury	Jerry D'Amico, Vice Chair
<input type="checkbox"/>	Jan Ohlsson, Alt.	<input checked="" type="checkbox"/> Waitsfield	Don La Haye
<input type="checkbox"/> Duxbury	Alan Quackenbush	<input type="checkbox"/>	Alice Peal, Alt.
<input checked="" type="checkbox"/>	David Wendt, Alt.	<input checked="" type="checkbox"/> Warren	Alexis Leacock
<input type="checkbox"/> E. Montpelier	Vacant	<input type="checkbox"/>	Vacant, Alt.
<input type="checkbox"/>	Clarice Cutler, Alt.	<input checked="" type="checkbox"/> Washington	Peter Carbee
<input type="checkbox"/> Fayston	Vacant	<input checked="" type="checkbox"/> Waterbury	Steve Lotspeich, Chair
<input type="checkbox"/> Marshfield	Vacant	<input checked="" type="checkbox"/> Williamstown	Richard Turner
<input type="checkbox"/> Middlesex	Ron Krauth	<input type="checkbox"/>	Jacqueline Higgins, Alt.
<input type="checkbox"/> Montpelier	Ariane Kissam	<input type="checkbox"/> Woodbury	Michael Gray
<input checked="" type="checkbox"/>	Mike Miller, Alt.	<input checked="" type="checkbox"/> Worcester	Bill Arrand

Staff: Christian Meyer, Nancy Chartrand, Sam Lash, Clare Rock

Guests: Karen Horn, Vermont League of Cities & Towns; Maia Stone, East Montpelier Planning Commission

**Call to Order:** Chair Lotspeich called the meeting to order at 6:33; a roll call was conducted and a quorum was present.

**Adjustments to the Agenda:** It was noted we may need to shift the legislative update in the agenda as our scheduled speaker is not currently present.

**Public Comments:** Christian Meyer noted that the meeting location is not currently being published on agendas due to our elevator being temporarily out of order. People are still welcome to attend in person, however, as we are able to hold fully remote meetings in accordance with current open meeting law, we will publish our meetings as such for the time being.

**Appointment for Vacant Executive Committee Seat:** Chair Lotspeich advised again of the need to fill the vacant seat on the Executive Committee through the end of June as a result of Laura Hill-Eubanks resignation; and opened the floor to nominations. Jerry D'Amico nominated Lexi Leacock from Warren. No other nominations were heard.

1 *Jerry D'Amico moved to close nominations and vote on the nomination of Lexi Leacock from Warren. Bill Arrand*  
2 *seconded. Motion carried.*

3 **Nominating Committee Report:** Lee Cattaneo outlined the initial slate for the Executive Committee as Jerry  
4 D'Amico (Chair), Peter Carbee (Vice Chair), Janet Shatney (Secretary/Treasurer), and Lee Cattaneo, Michael  
5 Gray, Alexis Leacock, and Paula Emery (At Large). It was confirmed that final slates for the Executive Committee  
6 and other committees will be brought before the Board in May and the floor opened to additional nominations,  
7 followed by a ballot being mailed subsequent to the meeting for voting. It was also noted that the Nominating  
8 Committee is still meeting and will be completing slates for other committees prior to the next Board meeting.

9 **CVRPC Bylaws Amendment:** Chair Lotspeich introduced the bylaws amendment as outlined in the packet and  
10 the floor was opened to questions. None were raised.

11  
12 *Lee Cattaneo moved to adopt the recommended change to Bylaws Section 504.A – Vacancies to include the*  
13 *Nominating Committee as written, seconded by Paula Emery. Motion carried.*

14  
15 It was confirmed there was sufficient quorum to vote on the Bylaws (more than 60% of Commissioner seats).

16  
17 *Peter Carbee moved to adopt the proposed Bylaws correction to Section 1003D (Amendments to Bylaws) to*  
18 *accurately reference subsection 1003C as written. Seconded by Lee Cattaneo. Motion carried.*

19  
20 **Legislative Update:** Chair Lotspeich introduced Karen Horn, Vermont League of Cities & Towns who provided an  
21 overview of the bills noted below. She also directed the Board to the most recent legislative reports at  
22 <https://www.vlct.org/advocacy>. She noted that things are changing daily at this point in the session. (full  
23 presentation can be viewed starting approximately at minute 19:30 @ [CVRPC Board Meeting - Zoom](#))

- 24  
25 • H493 – Capital bill - of particular interest to local governments is the discussion about revolving loan  
26 funds for water infrastructure funding and pollution control – and the match that will be required to  
27 draw down all the funds that are available to the state.
- 28 • S100 Omnibus Housing bill – passed by Senate with a number of mandates for local zoning. If you have  
29 water and sewer you need to provide for at least five units per acre, the town must allow an additional  
30 floor to their current height restriction in those areas served by water and wastewater, towns need to  
31 allow duplexes everywhere single-family residences are allowed as well as accessory dwelling units. No  
32 more than one parking space per dwelling will be required unless a scarcity of parking is supported.  
33 With regard to Act 250, the bill currently allows for up to 25 units to be built in designated downtowns,  
34 neighborhood development areas and village centers if towns have sought an enhanced designation for  
35 those areas from the Natural Resources Board or Downtown Development Board (DDB). The 25 units  
36 that can be built without triggering Act 250 would be available for three years. It was noted that given  
37 the processes that need to be put in place and then followed, that it may be difficult for developers to  
38 complete projects within the allotted amount of time. She suggested talking to individual House  
39 representatives over the next week if concerns/questions on S100.
- 40 • H68 – Zoning and Housing affordability is in Energy and Environment Committee
- 41 • S94 - Tax Increment Financing bill – Barre City's bill has been co-opted by the House Ways and Means  
42 Committee.

- H480 – puts towns on schedule for reappraisals. Currently there are 130 towns under orders to reappraise, appraising contractors conduct approximately 16 reappraisals per year – so it has been suggested to put on schedule instead (every 6-8 years).
- S42 – would address divestment from fossil fuels for State Retirement pensions including VMERS, with the intent that by 12/31/30 those pension funds be divested of fossil fuels.
- S60 – Local Options Tax - would grant towns authority to adopt local option taxes by municipal vote and not have to go to legislature for approval.
- H479 - Transportation bill – has language around continuing to electrify the state fleet and a mileage fee on electric and hybrid vehicles in currently under consideration.

Additional discussion ensued related to the bills noted. Karen provided her email address for further questions - [khorn@vlct.org](mailto:khorn@vlct.org)

**Nominating Rules of Procedure:** Chair Lotspeich directed the Board to information in the packet and Christian Meyer provided additional detail. There was discussion as to whether conflict of interest section in the draft should be stricken and it was confirmed it was a typo and the language should be kept in the document.

*Jerry D'Amico moved to adopt the revised Nominating Committee Rules of Procedure including the Conflict of Interest language as originally written, seconded by Royal DeLegge. Motion carried*

**Connectivity and Food Assets in Central Vermont:** Chair Lotspeich introduced Sam Lash, Climate & Energy Planner. See video at ~1:12:30

Sam advised that there is currently a grant from Vermont Department of Health enabling RPCs to work in collaboration with health partners to develop a tool kit for communities to introduce the concept of health equity into municipal plans and bylaws. Lamoille County Planning Commission has hosted the toolkit at <https://www.lcpcvt.org/healthequitytoolkit>. She also made note that a Health Equity Meet and Greet for municipal staff and planning commissions is being coordinated, and made note that all are welcome. This will be an opportunity for all partners involved in the Health Equity Grant to share their services and help connect residents and municipalities to resources. It is anticipated this event will be in person and held in June. Sam also advised that implementation funds are available for the RPC to assist municipalities with projects and we will be soliciting feedback from towns in the near future.

She advised that a sidewalk inventory will be completed as well as a community food asset inventory update. We are coordinating with Vermont Department of Health and Capstone and picking up efforts originally started with Vermont Hunger Council to ensure information is still accurate post-pandemic. Feedback will be solicited from individual municipalities to ensure accuracy. Once sidewalk inventory and community food asset inventory are complete, they will be doing analysis to identify gaps that need to be addressed, and ultimately compile a list of recommendations based on the information identified. The intent is to provide a tool to identify projects and a set of recommendations to address the projects.

Discussion ensued related to availability of food pantries, summer lunch programs for school children, as well as the work that has been done by ShareMRV - <https://sharemrvt.org/> related to food distribution.

1 Sam also briefly spoke about the Municipal Energy Resilience Program (MERP) – which is being developed by  
2 Building and General Services and supported by CVRPC, VLCT, Efficiency Vermont and VECAN  
3 <https://centralvtplanning.org/programs/energy/municipal-energy-resilience-grant-program/>  
4

5 She briefly highlighted the following components of the program

- 6 • Funds for renovation projects on town buildings – noting that in order to be eligible you need to do a  
7 pre-energy assessment (she will be sending out information soon)
- 8 • Community capacity grants (already open) up to \$4,000/municipality – wide range of uses (other than  
9 equipment purchase) to support energy resilience.
- 10 • Free energy assessments for municipalities

11  
12 Sam advised she is willing to come to municipal meetings to introduce the program upon request.  
13

14 It was also noted that VLCT is hosting an “Introduction to MERP” webinar on April 18<sup>th</sup> -  
15 <https://www.vlct.org/news/municipal-energy-resilience-program-merp-grants-available> (scroll to the bottom  
16 for the link to register!)  
17

18 **Minutes** - (March 14, 2023):

19 *Don LaHaye moved to approve the minutes as drafted, Lexi Leacock seconded. Motion carried.*  
20

21 **Reports:** Chair Lotspeich directed the Board to the information in the packet. Christian Meyer reminded  
22 members that we are working on the Regional Plan update and underscored the importance of our  
23 Commissioners being a conduit to municipalities in this process. It was also noted we expect to finish the  
24 recruitment process and hire a new Natural Resources Planner in the coming weeks and that recruitment for a  
25 transportation planner will follow shortly thereafter. There was also discussion regarding recruitment of new  
26 Board members and the status of several new appointments was shared.  
27

28 *Robert Wernecke moved to accept CVRPC Staff Report for March 2023. Seconded by Peter Carbee. Motion*  
29 *carried.*  
30

31 *Peter Carbee moved to accept CVRPC Committee and Appointed Representatives Report for March 2023.*  
32 *Seconded by Robert Wernecke. Motion carried.*  
33

34 M. Gilbar reminded that vlct.org now requires a log in and you may need to register to access. A link was  
35 shared in the chat - <https://www.vlct.org/CreateAccount>  
36

37 **Adjournment**

38 *Don La Haye moved to adjourn at 8:22 pm; seconded by Lee Cattaneo. Motion carried.*  
39

40 Respectfully submitted,  
41 Nancy Chartrand, Office Manager  
42