

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**
2 **BOARD OF COMMISSIONERS**
3 **Draft MINUTES**
4 **May 9, 2023**

5 **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 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 checked="" 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 checked="" type="checkbox"/> Warren	Alice Peal, Alt.
<input checked="" type="checkbox"/>	David Wendt, Alt.	<input checked="" type="checkbox"/> Warren	Lexi Leacock
<input type="checkbox"/> E. Montpelier	Vacant	<input type="checkbox"/>	Vacant, Alt.
<input type="checkbox"/>	Clarice Cutler, Alt.	<input 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 checked="" 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

6 Staff: Christian Meyer, Nancy Chartrand, Clare Rock

7 Guests: Melissa Bounty, CVEDC

8
9 **Call to Order:** Chair Lotspeich called the meeting to order at 6:32; a roll call was conducted and a quorum was
10 present.

11
12 **Adjustments to the Agenda:** Christian Meyer advised he wanted to provide a Green Mountain Transit
13 representative update as part of FY24Nominations and staff update as part of reports.

14
15 **Public Comments:** Condolences to Janet Shatney on death of her father-in-law. Congratulations to Steve
16 Lotspeich on his Hamilton Tree Warden award.

17
18 **FY24 Nominations:** Chair Lotspeich directed the Board to the slate outlined in the packet. Lee Cattaneo
19 provided a quick overview and Chair Lotspeich opened the floor to nominations. None were heard. It was
20 advised a ballot would be mailed to Commissioners.

21
22 *Lee Cattaneo moved to close nominations; Bill Arrand seconded. Motion carried.*

23 There was discussion as to whether or not the ballots would include a section for write-ins; it was noted that it
24 may be in conflict with the bylaws as they state a member must be present to accept a nomination. It was

1 suggested to check with the League of Cities and Towns or Secretary of State's office regarding the issue. Staff
2 will gather more information and address the situation at a future meeting, however it was concluded to move
3 forward with the FY24 ballot at this time without a write-in.

4 Christian Meyer noted that Green Mountain Transit has a seat on its Board for a Washington County
5 representative which should be filled by either CVRPC Commissioner or Staff. Currently Christian Meyer sits on
6 the Board and is happy to continue to do so, however, there is no current alternate. The Board was queried as
7 to whether or not a member wished to sit as alternate and to please advise Christian of interest. Alice Peal
8 advised she was interested in this role.

9 **Municipal Infrastructure Assistance Program:** Christian Meyer advised this is a new program passed through
10 the Budget Adjustment Act with \$3M allocated for additional technical assistance for Vermont municipalities
11 with the greatest need. He reviewed the memorandum in the packet advising that the pre-qualified top tier
12 towns in our region are: Roxbury, Worcester, Washington, and Plainfield. Towns that are not pre-qualified can
13 complete a form for consideration and there is potential for them to become qualified should other towns not
14 use the earmarked funds. Programs generally focus on water, wastewater, housing. It is an opportunity to take
15 towns from planning to implementation. Funds can be used for CVRPC staff time or direct consultant time.

16 Discussion ensued and it was noted that the index scoring was done by the Agency of Administration and that
17 town staff, population change, high school graduation rates, income per capita change, houses with broadband
18 were some of the categories taken into consideration. It was confirmed that of the \$3M in total funds \$1.65M is
19 earmarked for RPCs and VLCT for technical assistance and \$1.35M is earmarked for private consultants (which
20 can be reallocated to VLCT/RPC's if consultants do not respond to the RFPs). There was also discussion as to the
21 number of towns in other regions' top tier as opposed to Washington County having four. It was confirmed
22 some other regions have significantly more such as NVDA which has almost 20 in their top tier. The Agency of
23 Administration will have a form posted online which will allow other towns to announce their interest and
24 request to be included in consideration.

25 Christian Meyer also advised he would share leverage grant information in the near future.

26 **Draft Work Plan:** Chair Lotspeich directed the Board to the information in the packet and Christian Meyer
27 requested specific focus on the Municipal Assistance list. There was discussion of the Window Dressers grant
28 which is a community-based volunteer effort that creates interior window inserts that are well insulated and can
29 decrease fuel consumption. It was noted that input from municipalities into the list outlined in the draft work
30 plan is encouraged and to please send that information to Christian.

31

32 **Minutes - (April 11, 2023):**

33 *Jerry D'Amico moved to approve the minutes of April 11th, Lexi Leacock seconded. Motion carried.*

34

35 **Reports:** Chair Lotspeich directed the Board to the information in the packet. In addition, Christian Meyer
36 noted the approach of federal funds running out for hotel programs that lodged houseless individuals in Central
37 Vermont. He noted that in our region we expect between eighty to several hundred people to be homeless. He
38 advised that CVRPC already does work to support this population (i.e. work through transit, health equity work
39 we are integrating into our programs and the regional plan addresses housing and shortages). Brief discussion
40 ensued and it was suggested that as we work our way through our Regional Plan we address the issues outlined.
41 Christian Meyer also advised that a new Natural Resources Planner Lincoln Frasca will be starting on June 13th.
42 Also shared were kudos to the Town of Woodbury and Clare Rock for the VPA Plan of the Year Award. Clare

1 worked very closely with town on their Town Plan and she noted that Michael Gray and Skip Lindsey worked
2 very hard on the update that there will be recognition at the June VPA Conference. It was also noted that Board
3 members Mike Miller and Steve Lotspeich will both be speaking at the conference.

4
5 Interest was expressed in the recent seminar Brian Voigt attended on the development of a Vermont Zoning
6 Atlas. It was noted the project is being run out of UVM and staff will get more information on the status of the
7 project and if a presentation in the future would be possible.

8
9 *Lexi Leacock moved to accept CVRPC Staff Report for April 2023. Seconded by Don LaHaye. Motion carried.*

10
11 *Bill Arrand moved to accept CVRPC Committee and Appointed Representatives Report for April 2023. Seconded*
12 *by Lexi Leacock. Motion carried.*

13
14 There was discussion as to whether or not to reopen nominations to include the GMT Alternate as that seat is
15 listed on the slate of nominations.

16
17 *Lee Cattaneo moved to reopen nominations, Lexi Leacock seconded. Motion carried.* Jerry D'Amico nominated
18 Alice Peal as alternate to GMT, seconded by Lee Cattaneo. Alice Peal accepted nomination. *Lee Cattaneo*
19 *moved to close nominations, Lexi Leacock seconded. Motion carried.*

20
21 **Adjournment**

22 *Don LaHaye moved to adjourn at 7:31 pm; seconded by Rich Turner.* Rich Turner expressed gratitude for the
23 assistance that Williamstown received from CVRPC staff (Clare Rock and Zach Melcher) assisting them to get
24 their Village Center Designation ready to go to the Designation Board. *Vote called and motion carried.*

25
26
27 Respectfully submitted,
28 Nancy Chartrand, Office Manager
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