

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Executive Committee
MINUTES

May 9, 2023 Special Meeting

Present:

<input type="checkbox"/> Peter Carbee	<input checked="" type="checkbox"/> Alexis Leacock	<input type="checkbox"/> Michael Gray
<input checked="" type="checkbox"/> Lee Cattaneo	<input checked="" type="checkbox"/> Steve Lotspeich	<input checked="" type="checkbox"/> Janet Shatney
<input type="checkbox"/> Jerry D'Amico		

Staff: Christian Meyer, Nancy Chartrand, Brian Voigt

Call to Order: Chair Lotspeich called the meeting to order at 6:05 pm.

Adjustments to the Agenda: None

Public Comment: None

Procurement and Grants Management Policies: Chair Lotspeich directed the committee to the information in the packet. Christian Meyer advised that the procurement policy will be revisited in the next two to three months as we have identified additional updates that will be needed. Brian Voigt provided an overview of the memorandum in the packet. There was discussion related to the procurement decision making with it being noted that the Board has final approval. It was also confirmed that a project implementor could be municipality, natural resources/conservation district, or other type of non-profit organization; and that a sole source award can only be for someone who is pre-qualified.

Janet Shatney moved to adopt the amended Procurement Policy, seconded by Lexi Leacock. Motion carried.

Christian Meyer advised that it was uncertain as to whether or not the Grants Management Policy would also need to be updated in the near future.

Lee Cattaneo moved to adopt the amended Grants Management Policy, seconded by Janet Shatney. Motion carried.

Adjourn

Lee Cattaneo moved to adjourn at 6:22 pm; Lexi Leacock seconded. Motion carried.

Respectfully submitted,
Nancy Chartrand, Office Manager