

Central Vermont Regional Planning Commission Fiscal Year 2024 Work Program 06/05/2023

Introduction CVRPC

CVRPC is one of eleven Commissions in Vermont. CVRPC operates under the Vermont Municipal and Regional Planning and Development Act (V.S.A. Title 24, Chapter 117) and its adopted bylaws. All municipalities, by law, are members. Active municipal participation in CVRPC affairs is voluntary.

The central Vermont planning area encompasses 23 municipalities and covers approximately 814 square miles and is home to 65,747 residents. Member municipalities include:

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|-------------------|--------------|----------------|
| ▪ Barre City | ▪ Marshfield | ▪ Waitsfield |
| ▪ Barre Town | ▪ Middlesex | ▪ Warren |
| ▪ Berlin | ▪ Montpelier | ▪ Washington |
| ▪ Cabot | ▪ Moretown | ▪ Waterbury |
| ▪ Calais | ▪ Northfield | ▪ Williamstown |
| ▪ Duxbury | ▪ Orange | ▪ Woodbury |
| ▪ East Montpelier | ▪ Plainfield | ▪ Worcester |
| ▪ Fayston | ▪ Roxbury | |

CVRPC's professional, skilled staff expands local capacity, and works to link local, state, and federal visions for the future planning. This Work Plan is its annual statement of planned activities.

Our Work

REGIONAL PLANNING

CVRPC will initiate an update to the Regional Plan. This planning process will bring together residents, elected leaders, the professional community, and community-based organizations in a conversation around how to best address issues and ensure the long-term health and vitality of the Central Vermont Region. The Plan builds on past regional planning efforts and looks towards the future using a vision created through public engagement.

CVRPC's statutory duties include participating in Act 250 and Section 248 project review, completing approvals of municipal plans when requested by a municipality, consulting with municipalities about implementation of their plans and CVRPC services, and making determinations of compliance regarding municipal plans and State energy goals. By participating in regulatory processes, CVRPC aims to shape development and to support municipal and regional conservation and development goals. Approvals

verify that a municipal plan addresses all plan elements and State goals required by statute. Municipalities with approved plans are eligible for certain State grants. Determinations of energy compliance verify that municipalities are working to meet Vermont's energy goals, which provides a municipality with substantial deference in Section 248 proceedings.

CVRPC comments on State and Federal Agency plans and proposals so regional and local viewpoints are considered and policy issues are informed by RPC research and analysis. In FY24, CVRPC anticipates providing a Central Vermont perspective for updates to the State Hazard Mitigation Plan, Winooski River Tactical Basin Plan, Renewable Energy Standards, the State update to Climate Action Plan and other opportunities that may arise.

CVRPC coordinates activities with other organizations and represents the interests of the Region on commissions, committees, and boards, such as: West Central Vermont Comprehensive Economic Development Strategy Steering Committee, the THRIVE Leadership Partners, Central Vermont Economic Development Corporation, Green Mountain Transit, and VT Association of Planning & Development Agencies (VAPDA). CVRPC represents regional interests on the CVEDC Legislative Committee, Mad River Valley Planning District Steering Committee and participates in VAPDA's various committees, including the Vermont Center of Geographic Information.

BROWNFIELD REDEVELOPMENT

Brownfields are properties that are abandoned or underused due to the suspicion of contamination by either hazardous substances or petroleum products. These sites would likely be viable commercial, industrial, housing or green space properties if they could be cleared of suspected contamination. CVRPC's Brownfields Program supports environmental assessments and site redevelopment planning that can level the playing field for public, private, and non-profit investors who wish to locate in the heart of our communities.

In FY24, CVRPC will continue collaborating with the State of Vermont to assist property owners with brownfield assessments and accessing redevelopment funding. A CVRPC Brownfields Advisory Committee works with proposers to select sites that may benefit from environmental assessments, fund those assessments, carry out public outreach, and, if necessary, create plans for how specific sites could be cleaned up for reuse.

CVRPC's Brownfield Program:

- ❖ expands and retains jobs;
- ❖ expands housing choices and supports downtown vibrancy;
- ❖ preserves history and creates public parks;
- ❖ advances community connections through community paths and public transit;
- ❖ grows community knowledge about risks and hazards of contamination; and
- ❖ engages local governments in decisions about brownfield assessments and redevelopment initiatives.

EDUCATION & TRAINING

CVRPC provides opportunities for Commissioners and municipalities to learn about pertinent topics. In FY24, CVRPC will sponsor, present and publicize multiple workshops and events, such as:

- ❖ Essentials of Land Use Planning,

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- ❖ Enhanced Energy Planning,
 - ❖ Municipal Solar Project Development,
 - ❖ Health Equity and Town Planning,
 - ❖ Village Infrastructure and Housing
 - ❖ Roundtables for municipal staff and volunteers,
 - ❖ Other municipally-requested topics, and
 - ❖ Statewide trainings delivered at the regional level.

CVRPC produces an e-newsletter that contains information about ongoing events, project and program updates, municipal and other assistance, and general education. CVRPC's website hosts training opportunities, project and program information, and publication resources.

Municipal Technical Assistance

CVRPC will work one-on-one with municipalities as need dictates to ensure there is adequate capacity to achieve local planning goals and meets the requirements of state programs.

- ❖ *Barre City* – Energy assessments and implementation assistance, VCRD Window Dressers in collaboration with Montpelier, floodplain bylaw update assistance, Local Hazard Mitigation Plan, Local Emergency Management Plan, transit-oriented development master planning, transit assistance, Barre Auditorium final design, and road erosion inventory.
- ❖ *Barre Town* – Energy assessments and implementation assistance, floodplain bylaw update assistance, Village Center Designation, Local Hazard Mitigation Plan, Local Emergency Management Plan, and traffic counts.
- ❖ *Berlin* – Energy assessments and implementation assistance, manhole inventory, Local Development District Northern Borders Regional Commission grant, study support for transit-oriented development master planning in Riverton Village, New Town Center implementation assistance (Fisher Road implementation and Route 62/Berlin Mall Road realignment funding plan), floodplain bylaw updates assistance, Local Emergency Management Plan.
- ❖ *Cabot* – Grant writing and bylaw assistance, energy assessments and implementation assistance (Town Hall), floodplain bylaw update assistance, statutory consultation, Local Hazard Mitigation Plan, and Local Emergency Management Plan.
- ❖ *Calais* – East Calais Moscow Road bridge replacement grant support, Kent Hill Road scoping study, Town Plan update support, energy assessments and implementation assistance, floodplain bylaw update assistance, bridge and culvert inventory, Moscow Woods Road stormwater implementation, speed study – various locations, and Local Emergency Management Plan.
- ❖ *Duxbury* – Bridge and culvert inventory, floodplain bylaw update assistance, energy assessments and implementation assistance, Local Hazard Mitigation Plan, and Local Emergency Management Plan.
- ❖ *East Montpelier* – Enhanced Energy Plan support, bridge and culvert inventory, energy assessments and implementation assistance, floodplain bylaw update assistance, and Local Emergency Management Plan.
- ❖ *Fayston* – Energy assessments and implementation assistance, floodplain bylaw update assistance, cooling/warming shelter planning, and Local Emergency Management Plan.

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- ❖ *Marshfield* – Active transportation scoping, energy assessments and implementation assistance, Enhanced Energy Plan assistance, pedestrian counts in Stranahan Forest, statutory consultation, and Local Emergency Management Plan.
 - ❖ *Middlesex* – Traffic counts and speed study in village, energy assessments and implementation assistance, Window Dressers, floodplain bylaw update assistance, Local Hazard Mitigation Plan, and Local Emergency Management Plan.
 - ❖ *Montpelier* – MyRide Advisory Committee, traffic and pedestrian counts, energy assessments and implementation assistance, school fuel switching, EV buses, Window Dressers, statutory consultation, floodplain bylaw update assistance, Local Emergency Management Plan, City Plan assistance, Downtown Program renewal, revisions to Growth Center or Neighborhood Development Designation, and zoning map updates around Country Club Road.
 - ❖ *Moretown* – Community Rating System, traffic counts, school stormwater project, energy assessments and implementation assistance, Window Dressers, floodplain bylaw update assistance, and Local Emergency Management Plan.
 - ❖ *Northfield* – Energy assessments and implementation assistance, electric vehicle charger grant assistance, floodplain bylaw update assistance, Downtown Designation, brownfields assessment, Community Visit follow-up, Local Emergency Management Plan, transit-oriented development master planning, Northfield Falls crosswalk, and Northfield Community Development Network multi-use trail to Norwich.
 - ❖ *Orange* – Energy assessments and implementation assistance, floodplain bylaw update assistance, Local Emergency Management Plan and Transportation Alternatives scoping study.
 - ❖ *Plainfield* – Plainfield Health Center stormwater facility, capital improvement planning, grant writing, Brook Road Bridge administrative support, energy assessments and implementation assistance, river corridor bylaws, floodplain bylaw update assistance, and Local Emergency Management Plan.
 - ❖ *Roxbury* – Sidewalk implementation support, MPG grant writing for economic development, energy assessments and implementation assistance, school fuel switching, EV buses, floodplain bylaw update assistance, wastewater grant, and Local Hazard Mitigation Plan.
 - ❖ *Waitsfield* – Local Hazard Mitigation Plan, Local Emergency Management Plan, EV buses, trail counts, Route 17/100 intersection, energy assessments and implementation assistance, Window Dressers, floodplain bylaw update assistance, and statutory consultation.
 - ❖ *Warren* – Sugarbush multiuse path, energy assessments and implementation assistance (Town Hall and Fire department), cooling/warming shelter planning, and Local Emergency Management Plan.
 - ❖ *Washington* – Bridge and culvert inventory, Town Plan update support, bike and pedestrian planning, energy assessments and implementation assistance, floodplain bylaw update assistance, statutory consultation, Local Emergency Management Plan.
 - ❖ *Waterbury* – Energy assessments and implementation assistance, Floodplain bylaw update assistance, Bike and Pedestrian planning in Waterbury Center, and stormwater master planning, Local Emergency Management Plan.
 - ❖ *Williamstown* – Town Plan update support, energy assessments and implementation assistance, floodplain bylaw update assistance, pedestrian and bike planning, consultant assistance on stormwater master planning, and Local Emergency Management Plan.

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- ❖ *Woodbury* – Training volunteer recruitment, grant writing and bylaw assistance, energy assessments and implementation assistance, floodplain bylaw update assistance, bridge and culvert inventory, bike and pedestrian planning, traffic calming in the village, stormwater implementation, and Local Emergency Management Plan.
 - ❖ *Worcester* – Active transportation planning, Enhanced Energy Plan, energy assessments and implementation assistance, floodplain bylaw update assistance, and Local Emergency Management Plan.

CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on staffing capacity.

Modernizing Mobility

Transportation investments fuel growth in Central Vermont. CVRPC staff works closely with the Transportation Advisory Committee (TAC) and the Vermont Agency of Transportation (AOT) regarding regional transportation needs through the Transportation Planning Initiative (TPI). Significant projects for FY24 include:

- ❖ assist Northfield to implement its Ridge + River Routes study and VCRD Community Visit Goals, including intermunicipal coordination,
- ❖ conduct a traffic calming/Complete Streets study for Barre City's Berlin Street corridor,
- ❖ develop a funding and implementation plan for the Rt. 62/Berlin Mall Road intersection with Berlin,
- ❖ assist Orange with scoping active transportation improvements,
- ❖ initiate municipal discussions regarding the potential for Rt.14 corridor planning related to village centers,
- ❖ participate in on-demand transit planning for the Barre area,
- ❖ work with the City of Barre and Montpelier to restore full service to the city commuter bus route,
- ❖ conduct regional sidewalk gap analysis,
- ❖ provide administrative support to Calais and Plainfield on flood hazard bridge projects,
- ❖ municipal assistance to meet requirements of the VT Clean Water Act,
- ❖ hosting road foremen roundtables,
- ❖ conducting bridge and culvert inventories,
- ❖ ash tree inventory for Warren,
- ❖ assist Northfield to implement crosswalk improvements in Northfield Falls, and
- ❖ assisting the regional Mobility Committee work toward a vision of mobility for all.

CVRPC conducts traffic, turning movement, and bicycle and pedestrian counts; culvert, sign, sidewalk, road erosion, and ash tree inventories; and park-and-ride lot capacity surveys for the Region's facilities. This work provides data to accompany local knowledge. It positions municipalities to secure funds that augment municipal budgets and enables informed decision making.

CVRPC staff continue to assist municipalities to prepare for the Municipal Roads General Permit (MRGP). The Permit became active in 2018. CVRPC will complete a road erosion assessment for Barre City and culvert inventories for multiple municipalities in FY24. As requested, staff will assist communities with Better Roads grant applications to implement transportation capital budgets projects. The Program's

goal is to promote the use of erosion control and maintenance techniques that reduce maintenance while protecting and enhancing Vermont's lakes and streams.

CVRPC staff extends municipal capacity by connecting municipalities to State resources and providing assistance in accessing State programs. CVRPC coordinates Road Safety Audits to identify short-term road safety improvements for hazardous locations. We also assist with Better Roads, Bicycle and Pedestrian, Better Connections, the Transportation Alternatives programs, and other grant applications. RPCs have worked with municipalities to build program understanding of the Municipal Grants-in-Aid program for several years.

Strengthening Community Resilience

CVRPC continues work with communities and other partners to increase the resilience of roads, bridges, and neighborhoods and to enhance community preparedness as storm events increase in number and intensity.

In FY24, CVRPC will:

- ❖ help communities plan, implement, and seek funding for hazard mitigation projects,
- ❖ assist municipalities to transition Local Emergency Management Plans to the State's new e-platform,
- ❖ support Local Hazard Mitigation Plan updates for 6-8 municipalities,
- ❖ assist municipalities with development of Continuity of Operations Plans as requested,
- ❖ staff the State Emergency Operations Center during severe weather events to connect municipalities with resources and increase awareness of road closures and hazards,
- ❖ increase local official knowledge and skills through education and trainings, such as Incident Command Systems courses and the State Emergency Preparedness Conference,
- ❖ coordinate and participate in state and local public safety exercises and drills,
- ❖ assist the Regional Emergency Management Committee (REMC) to plan and implement projects that benefit from cross municipal cooperation, and
- ❖ assist interested municipalities to meet requirements under the Emergency Relief Assistance Fund (ERAF) rules,
- ❖ assist municipalities to mitigate high hazard locations, and
- ❖ train staff as Certified Floodplain Manager.



CVRPC assists communities with emergency management and public safety using funding from Vermont Emergency Management and the Federal Emergency Management Agency.

Clean Water

CVRPC continues to be active in water quality and river management activities in the Region. Many of these activities are aimed at assisting municipalities to protect critical infrastructure like roads, bridges, and water/sewer lines, to restore floodplain areas and river buffers, and to implement clean water projects. Watershed organizations leverage CVRPC's planning services into on-the-ground project benefits. Both the VT Department of Environmental Conservation (DEC) and municipalities use CVRPC as a knowledgeable, local project manager to complete implementation projects efficiently. CVRPC uses

multiple funding sources for its watershed services and projects, primarily Clean Water Funds and the Ecosystem Restoration Program.

CVRPC also serves as the Clean Water Service Provider (CWSP) for the Winooski River Basin. CWSPs identify, prioritize and receive funding for non-regulatory projects to help meet the State's Phosphorous reduction targets under the Lake Champlain Basin pollution control plan (i.e. the total maximum daily load (TMDL)). Examples of projects eligible for funding under this program include green stormwater management practices, conservation initiatives on farms, wetlands restoration or vegetated buffer plantings.

In FY24, CVRPC will:

- ❖ work with municipalities to identify, develop and fund projects that mitigate conflicts between infrastructure and streams,
- ❖ work with communities on understanding requirements for participation in the National Flood Insurance Program (NFIP) and its Community Rating System, a voluntary program that rewards community floodplain management activities with flood insurance premium rate reductions,
- ❖ engage municipalities in the State's Tactical Basin Planning efforts for the Winooski Basin,
- ❖ assist municipalities with stormwater project design and implementation,
- ❖ assist municipalities and watershed organizations to identify and protect water resources in the region via town planning, land use regulation, and project implementation,
- ❖ assist the State to develop tools municipalities can use to plan and assess protection mechanisms for forest blocks and connecting corridors,
- ❖ improve flood resilience in headwaters by identifying and assisting municipalities to implement strategies for upland forest management,
- ❖ coordinate water quality work with transportation and emergency planning efforts including workshops for road crews and outreach related to river corridors and flood mitigation, and
- ❖ subgrant funds as the Winooski River Basin Clean Water Service Provider to develop, design, and implement projects.

Cultivating Energy Transitions

CVRPC's Regional Energy Plan focuses on meeting Vermont's energy goal of having renewable energy sources provide 90% of the state's total energy demand by 2050. The Regional Plan attained a Certification of Energy Compliance, which provides it with substantial deference in the Certificate of Public Good process (Section 248).

In FY24, CVRPC will be centrally involved in the roll out of the Municipal Energy Resilience Program (MERP). MERP will provide staff support, application and technical assistance, and funding to help communities become more energy resilient, reduce energy use and operating costs, and curb greenhouse gas emissions by promoting renewable energy, battery storage, electric vehicle charging, weatherization, thermal improvements, fuel switching, and enhanced building comfort in municipal buildings and facilities.

Additionally, staff will work with other regional organizations and municipalities to implement local and regional energy plans. CVRPC will host energy roundtables, support local energy committees, and foster connections between energy planning and climate change resilience.

Supporting Regional Entities

CVRPC provides services through fee-for-service arrangements. Geographic Information System (GIS) services are provided to municipalities, non-profit partners, and – as time and resource permit – private entities. These services assist people to understand and visualize data and make decisions based on the best information.

Our accounting services are provided to inter-municipal organizations and regional non-profits. These services leverage value and security for CVRPC's member municipalities, who participate in or contribute funds to the served organizations. For FY24, CVRPC will provide bookkeeping services and staff support to the Wrightsville Beach Recreation District, and assist the Cross Vermont Trails Association with payroll.

CVRPC provides administrative services to CVFiber in support of its efforts to increase broadband accessibility.

CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on our capacity.

Resourcing Operations

FINANCE

Funding for the Commission's \$2.88 million budget comes from a combination of core sources, special projects, and town dues. In FY24, this includes:

- ❖ \$776,498 – Legislative allocation through the Agency of Commerce and Community Development (27%),
- ❖ \$14,816 – Contracting direct Fee For Services with municipal and regional partners (0.5%),
- ❖ \$859,632 – Project specific contracts (30%),
- ❖ \$1,143,029 – Legislative allocation to administer the Clean Water Service Provider and contract for project implementation (40%),
- ❖ \$86,985 – Town Dues (3%), and
- ❖ \$1,972 – Other miscellaneous income from interest and dividends (0.1%).

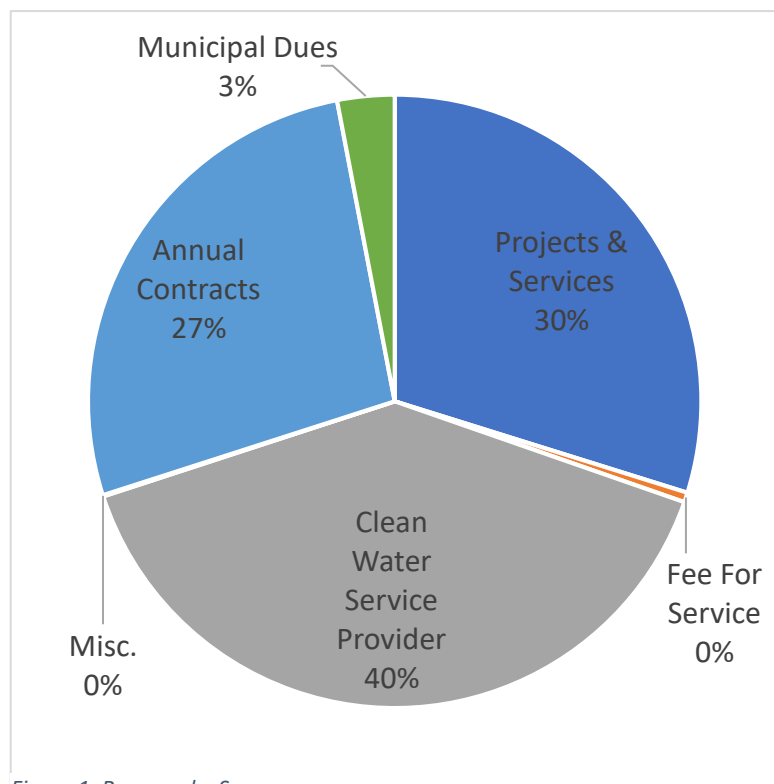


Figure 1: Revenue by Source

Except for municipal dues, all other funding is associated with a work program and defined deliverables. Municipal dues are a critical investment in regional shared staffing. Their flexibility leverages special projects and additional funds that benefit municipalities.

The Commission has a four-year plan for equipment upgrade and replacement. It maintains a long-term reserve fund. These resources help to cushion the impact of fluctuating funding and help to preserve the Commission's ability to provide services.

A 10-year reserve fund replenishment plan was initiated in FY16. CVRPC reached its second interim goal of \$200,000 in FY21, four years early. Equipment purchases planned for FY24 include a new server and conference room furnishings.

The Commission's annual audit is posted to its website, www.centralvtplanning.com.

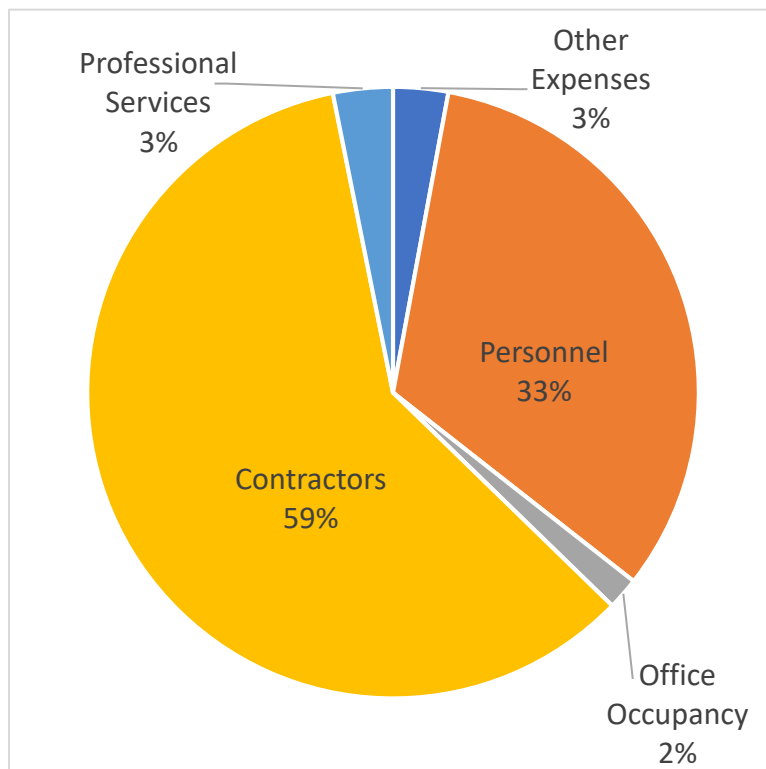


Figure 2: Expenses by Type

STAFFING

Staffing in FY24 will include 10 employees comprising 9.5 Full Time Equivalent: Executive Director, Office Manager, Senior Planners (2), and Planners (6). The Commission hires seasonal interns (Planning Technicians) and temporary staff as needed. It will also hire contractors to assist with technical projects under its transportation, natural resources, and brownfields programs.

CVRPC Staff

Brian Voigt	Senior Planner
Clare Rock	Senior Planner
Christian Meyer	Executive Director
Keith Cubbon	Planner
Lincoln Frasca	Planner
Nancy Chartrand	Office Manager
Samantha Lash	Planner
Samuel Church	Planning Technician
Vacant	Community Development Planner
Vacant	Land Use Planner
Vacant	Transportation Planner

Recognizing Service

The Commission appreciates the thoughtful contributions of volunteers who serve as Regional Commissioners and Alternates and participate on municipal boards and committees. Your service enables effective local government and builds strong links between local and regional planning.

2024 Board of Regional Commissioners

PENDING FORMAL ELECTION/APPOINTMENT

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