

Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, June 2023

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Staff are in the office on Mondays through Thursdays. Due to telework schedules, please schedule in-person meetings in advance. Masks are appreciated in public areas of the office.

COMMUNITY DEVELOPMENT

Contact Clare Rock, rock@cvregion.com unless otherwise noted.

Municipal Planning & Plan Implementation:

- Provided Waitsfield with Census data folder to use in municipal plan updates.
- Researched cannabis zoning regulations and provided Plainfield Planning Commission with zoning considerations.
- Consulted with the Berlin Planning Commission.
- Presented Village Center Designation information to the Roxbury Planning Commission.
- Provided Calais Planning Commission with guidance on the zoning adoption process.
- Drafted new language for the Middlesex Natural Resource Chapter of the town plan based upon research and survey results and included a list a new town plan strategies to consider. Presented information to the Planning Commission and shared mapping guidance for significant habitats and forest blocks.
- Attended Northfield Housing Committee and shared general RPC info.
- Discussed recreation planning for the forested land behind Twinfield Union High School (Marshfield).
- Reviewed funding and grant opportunities for trail construction in the Orange Town Forest and communicated findings to town staff.
- Met with preapproved municipalities of Plainfield, Roxbury, Washington, and Worcester to discuss needs and opportunities for support under the Municipal Technical Assistance Program.
- Participated in Governor's Cabinet Tour for assistance programs held in Plainfield.

Regional Planning and Implementation:

- Regional Plan Update:
 - Continued to gather data and worked on outlining chapters of the new Regional Plan.
 - Developed concept from regional plan data layers.
 - Reviewed chapter outlines and provided comments.
 - Monitored and logged Act 250 and Section 248 correspondence; attended I Love Cows public hearing (Barre City solar project.)

Met with consultant from Parker Associates to learn more about homelessness and the recently released Montpelier homelessness needs assessment and action plan.

Health Equity: (Contact Sam Lash, lash@cvregion.com)

- Reviewed sub-grant agreement extension
- Discussed THRIVE Equity Commitment and Health Equity at Annual board meeting- provided examples of how health equity is integrated into our planning work
- Outreach to Berlin and Marshfield participating in Vermont Department of Health Technical Assistance Pilot Program

Economic Development: (Contact Christian Meyer, meyer@cvregion.com)

- Met with the Western Central Vermont CEDS team for status update on accepted CEDS and to kick off conversation on the evolution of the group into an Economic Development District.

Brownfields: (Contact Clare Rock, rock@cvregion.com)

- Reviewed the draft Corrective Action Plan for Turning Point Center and scheduled meeting with Vt DEC and ACCD to coordinate next steps in clean up funding.
- Issued a Request for Proposal for 11 North Main Street, Northfield, VT.
- Participated in a DEC and RPC meeting to discuss funding and coordination.

Partnerships for Progress:

CVFiber: Processed incoming mail and publicized construction RFP.

THRIVE: Participated in monthly meeting; reviewed equity commitment

CVEDC: Joined the board meeting for the legislative debrief.

WBRD: Provided support for mail processing.

MRVPD: Participated in monthly Steering Committee meeting. And helped lead a governance sub committee meeting to aid in the development of organizational bylaws.

EMERGENCY MANAGEMENT & HAZARD MITIGATION

Contact Keith Cubbon, cubbon@cvregion.com, unless otherwise noted.

Local/Regional Planning:

- Reviewed and submitted 5 Local Emergency Management Plans (LEMPs) to Vermont Emergency Management for their review.
- Continued discussions with Central Vermont Medical Reserve Corp related to their need for fiscal agent and scope of work.
- Provided guidance to multiple towns in LEMP process.
- Prepared report on dams within each town to disseminate to towns for hazard mitigation or capital planning.
- Communicated with Woodbury about possible dam removal project on Mill pond.
- Attended VEM/RPC meeting.
- Reviewed plans and attended Hands Mill Dam 100% design stakeholder meeting.
- Attended Barre City trestle #308 scoping study start up meeting.
- Attended Municipal Vulnerability index meeting.
- Reviewed draft State Hazard Mitigation Plan outline.
- Communicated with Plainfield EMD regarding generator funding and researched options.
- Explained process for determining ERAF scores to Calais Planning Commission.
- Reviewed template contract and tasks, guidance and example plans for Vermont Department of Health Hot Weather Preparedness Program in preparation for implementation with 5 towns.

American Rescue Plan Act (ARPA):

- No activity to report.

TRANSPORTATION

Contact Keith Cubbon, cubbon@cvregion.com, unless otherwise noted.

Field Services:

- Installed pedestrian counters in Stranahan Town Forest, Marshfield
- Installed, collected and processed traffic counter on Camp Street in Barre Town.
- Installed, collected and processed traffic counter on Terrace Street in Montpelier
- Installed three traffic counters in Duxbury around Camel's Hump Rd.
- Started Bridge and Culvert inventories in Washington and Woodbury.

- Attended Municipal Roads General Permit (MRGP) training in Underhill.

Public Transit: *CVRPC represents Central Vermont on the Green Mountain Transit (GMT) Board of Commissioners.*

- Board of Commissioners – See Committee updates.

Municipal Assistance:

- Supported Roxbury in request for stormwater infrastructure information from VTrans.
- Supported Cabot in discussion about salt shed funding.
- Prepared letter of support for Northfield Bike and Pedestrian grant submission.
- Collected data on town equipment replacement schedules for possible Diesel Emissions Reduction Act grants.
- Provided outreach related to road closure on Route 12 in Worcester.
- Supported Waitsfield in Route 100/17 intersection project report information and review.
- Provided a letter of support to the town of Berlin for their bike and ped applications

Regional Activities:

- Attended TPI monthly meeting.
- Hosted Transportation Advisory Committee meeting.
- Attended VTrans meeting for bike and pedestrian inventory data collection.
- Completed first draft of Federal Fiscal Year-24 TPI work plan and budget.
- Assisted with Highway Safety Improvement Program grant applications.
- Supported Sugarbush Access Path group in Bike and Pedestrian grant application.
- Hosted Central Vermont Mobility Advisory Committee meeting.
- Developed regional fleet inventory, annual fuel usage, replacement schedules; attended Drive Electric Stakeholder Quarterly Meeting and Energy Planner Meeting with Green Mountain Power on upcoming launch of State EVSE funding opportunities and other programs in development to support municipal fleet efficiency and electrification. (Sam)
- Coordinated and hosted CV Mobility Committee meeting with regional partners.
- Considering regional data purchase to inform transportation metrics for transportation element of regional plan.

NATURAL RESOURCES

Contact Brian Voigt, voigt@cvregion.com, unless otherwise noted.

Tactical Basin Planning Assistance:

- Reviewed draft Tactical Basin Plan.
- Attended the following meetings:
 - Regional coordination meeting organized by the Winooski Basin Planner.
 - Dam Task Force meeting organized by the Vermont Natural Resources Council.
- Met with regional partners (Vermont Department of Environmental Conservation, Friends of the Winooski River, Chittenden County Regional Planning Commission) to discuss stormwater project development ideas.

Clean Water Service Provider (CWSP):

- Received two submissions in response to the Request for Proposals for non-regulatory, phosphorous reduction projects in the Winooski River Basin. Staff completed a preliminary review of the proposals and shared the materials with the Basin Water Quality Council in advance of their June meeting.
- Hosted June Winooski Basin Water Quality Council meeting.

- Drafted Master Agreements for six Project Implementors: Chittenden County Regional Planning Commission, Friends of the Mad River, Friends of the Winooski River, Lamoille County Conservation District, Vermont Land Trust and Winooski Natural Resources Conservation District.
- Attended the following meetings:
 - Clean Water Conversation - Clean Water Project Design and Implementation Block Grant Q&A Panel.
 - Executive Committee – presented request for authorization for the Executive Director to sign Master Agreements with the six organizations that responded to the Request for Qualifications for Clean Water Partners.
 - Chittenden County Clean Water Advisory Committee – presented Winooski Basin Clean Water Service Provider updates.
 - CWSP bi-weekly check-in meetings hosted by the Department of Environmental Conservation.
- Attended the following trainings:
 - Functioning Floodplain Initiative tool training hosted by the Vermont Department of Environmental Conservation.

604b:

- No activity to report.

FEMA Map & Flood Bylaw Updates:

- Completed review of municipal bylaws to determine compliance with model ordinance language approved by FEMA.
- Attended monthly check-in meeting to discuss project updates.

Stormwater Projects:

Barre City Auditorium Final Designs – Communicated with project partners regarding project schedule.

Calais / Woodbury Stormwater Implementation – No activity.

Moretown School Stormwater Implementation – Communicated with project partners to confirm project construction schedule.

Plainfield Gully Stormwater Implementation – Project resumed construction work, including inspecting plantings to assess survival rates and site clean up.

CLIMATE & ENERGY

Contact Sam Lash, lash@cvregion.com unless otherwise noted.

Municipal Energy Resilience Program (MERP)

- Continued 1:1 town meetings (program introduction & project development) to support mini-grant applications and preparation for energy assessment applications- I am happy to come to Selectboard and/or energy, building, or other relevant committee meetings in your town! Please email Sam at lash@cvrpc.org.
 - Duxbury, Plainfield, Williamstown, Marshfield, Calais, Orange, East Montpelier, Woodbury, Worcester, Berlin, Washington, Roxbury, Montpelier, Cabot, Barre City, Waitsfield, Moretown, Northfield
 - Prepped shared folders for each municipality with instructions for each component, developed lighting schedule template, pulled old ARRA audits, and began summarizing town building summaries, priorities, and goals for each municipality.
- Developed and provided invoice template for municipalities for mini-grant.
- Coordinated with Building & General Services (BGS) and other Regional Planning Commissions: energy assessment application, design bundling, benchmarking and program tracking software; provided summary of municipal buildings, needs, assessment level, and prioritization at BGS request for all municipalities.
- Coordinated municipal building walkthroughs with BGS (Barre City, Cabot, Roxbury).

- Attended Plainfield kick-off listening tour, met with BGS; walked through Barre Auditorium and confirmed use of mini grant for engineer stamp on Norwich design; walk through Cabot Municipal Complex; walkthrough Roxbury Community Hall, Clerk's Office, and Fire Station.
- Provided recommendations and coordination for final review of energy assessment applications with BGS; began coordination with contractors and potential report template & tracking.

Municipal Planning and Implementation

- Outreach to Northfield regarding potential thermal network projects, facilitated conversation with [Vermont Community Geothermal Alliance](#) to explore potential opportunities
- Solar Canopy Tour at Lawson's (project development, financing, public EVSE charging models, design&tech), coordinated with TRORC (attended also by Waitsfield & Moretown Energy coordinators; coordination with Berlin and SunCommon).
- Outreach to Middlesex regarding Clean School Bus Program.
- Met with WindowDressers, Efficiency Vermont, and Capstone to outline fall weatherization campaign and regional approach; coordination stakeholders, asks, timeline, and next steps to support program in Montpelier/Barre City, Mad River Valley+ and other interested towns.
- Provided update to East Montpelier on timeline and workflow of Enhanced Energy Plan updated data and supporting guidance documents.
- Met with Duxbury Energy Champion and discussed town and regional approach to municipal building energy tracking, data infrastructure, and resilience.
- Began Municipal breakout and explanation for Enhanced Energy Planning underway in Worcester, East Montpelier, Marshfield, and potentially Duxbury.

Regional Planning and Implementation

- Reviewed LEAP regionalization outputs (final draft from Public Service Department except GHG) and 3 supplementary tools (to support municipal breakdown); drafted outline of regional plan energy elements
- Promoted Public Service Department's call [for Stakeholder Advisory Group to review technical analyses](#) component of Renewable Energy Standard.
- Coordinated with Renewable Energy Vermont (REV) on proposal for special municipal session at annual conference to connect municipal leadership with renewable energy leaders to develop municipal projects.
- Attended Thermal Networks working group meetings focused on developing models for ideal projects (site suitability criteria) and community toolkit development/community outreach.
- Reviewed [Solar for All](#) launch
- Met with GMP and ACCD to prepare for July 6th launch of the [Vermont Community EV Charging Incentive Program](#), developed [EV & EVSE update campaign](#) and sent to all towns.
- Reviewed Efficiency VT updated Energy Burden Report draft and shared feedback with NVDA Energy Planner per request.
- Participated in [Energy Equity Project](#) Community of Practice(national collaborative effort to create a standardized framework for equity measurement, reporting, and tracking that drives clean energy investment and impact for BIPOC and frontline communities).
- Reviewed comments back from Public Service Department on RPC community engagement Scope of Work (RES update).
- Reviewed acceptance and proposed topics covered & took participant survey Department of Energy/National Renewable Energy Laboratory cohorts: Implement on-site clean energy procurement strategy, and Incorporating Community Voices in Clean Energy Planning and Deployment cohorts.
- Outreach to Department of Energy regarding Energy Efficiency and Conservation Block Grant County Allocation and Pre-Award Information Sheet.

- Shared upcoming programs and events with staff and via announcements to towns.

OFFICE & ANNOUNCEMENTS

Office:

- New employee orientation for Natural Land Use Planner Lincoln Frasca.
- Hosted CVRPC Annual Meeting at North Branch Nature Center.
- Conducted Planning Technician interviews and made job offer.
- Counted ballots with Board Secretary/Chair.
- Distributed Committee appointments to Board and sent welcome emails new and returning appointees.
- Initiated necessary signatory changes to bank accounts related to transition of Board Chair.
- Engaged services of IT Service Provider to initiate a network security analysis.

Professional Development:

- Interviewed candidates for the community development planner position.
- Clare attended VPA awards ceremony and annual meeting held in Randolph, VT. The Woodbury Town Plan received the "Plan of Year Award."
- Clare participated in a 2-part VLCT Planning and Zoning Training in which VLCT give an overview of Act 47 (The HOME bill) and held a panel discussion on regulating short term rentals.
- Staff participated in Front Porch Forum for RPCs info session.

Upcoming Meetings:

CVRPC meetings currently offer remote access unless otherwise noted. Meeting access information is provided on agendas at www.centralvtplanning.org.

July		
July 4		Office Closed - Holiday
July 5*	4 pm	Executive Committee - * meeting Wednesday due to holiday
July 11	4 pm	Regional Plan Committee
July 11	6:30 pm	Board of Commissioners
July 13	4 pm	Clean Water Advisory Committee
July 17	6 pm	Brownfields Advisory Committee
July 20	1 pm	Winooski Basin Water Quality Council
July 25	6:30 pm	Transportation Advisory Committee
July 27	4 pm	Project Review Committee
July 31	4 pm	Executive Committee (August)

August		
Aug 1	4 pm	Regional Plan Committee
Aug 8	6:30 pm	Board of Commissioners (may be cancelled)
Aug 9	5:00 pm	Regional Emergency Management Committee
Aug 17	1 pm	Winooski Basin Water Quality Council
Aug 22	6:30 pm	Transportation Advisory Committee
TBD	4 pm	Project Review Committee
TBD		Brownfields Advisory Committee

RECENT WEEKLY NEWS HEADLINES

Click on a week to read more about the headlines listed. *To receive Weekly News via email, sign up on our [website](#).*
Visit CVRPC's web site at www.centralvtplanning.org to view our blog and for the latest publications and news.

June 2nd

- 2023 Plan of the Year Award
- S.100 - Next Steps
- Village Center Designation - Town of Worcester
- Request for Proposals – Kent Hill Scoping Study – Calais
- Updates from the Vt. Dept. of Housing & Community Development
- What's New in the State's Hazard Mitigation Plan

June 23rd

- The Great Housing Hunt
- VLCT's IRS Guidance for Municipal Tax Credits
- 2023 Planning Survey
- 2023 VPA Legislative Summary
- HOME Act (Act 47 | S.100) Resource Page
- 2023 FY2024 Building Communities Grant Funding
- Renewable Energy Standards Regional Listening Sessions
- Homes for All Project
- VCRD Leadership Summit
- Vermont Community Leadership Network Annual Legislative Roundup

June 30th

- Request for Proposals - Brownfields Phase II Environmental Site Assessment
- Village Center Designation Renewal - Town of Williamstown
- H.171, Veto Session Legislation – Effective Date Amendments to Act 47 (S.100, 2023)
- Woodbury's "Plan of the Year"
- VCRD Leadership Summit

July 7th

- Parcelization and Land Use Trends Webinar
- Workplace Charging Opportunities and Resources July 25th, 10:30 am
- Launch of Vermont Community EV Charging Incentives Program (and more EVSE Opportunities)
- Launch of Energy Assessments Application, Municipal Energy Resilience Program