



## BOARD OF COMMISSIONERS

June 11, 2024 at 6:30 pm

**Physical Location - Old Labor Hall, 46 Granite Street, Barre, VT**  
**\*there will be no hybrid option for this meeting – in person only\*<sup>1</sup>**

**6:00 – Join us for pizza and social**

Page    **AGENDA**

- 6:30<sup>2</sup>**    **Introductions**
- Adjustments to the Agenda**
- Public Comments**
- Moment of silence in memory of Steve Lotspeich**
- 6:35**    **Election Results – Janet Shatney, Secretary/Treasurer**
- 6:45**    **Barre City Infill Study**
- 7:15**    **Flood Recovery Update and Funding Programs**
- 2**        **7:35**    **Minutes (Action - enclosed)<sup>3</sup>**
- 5**        **7:45**    **Reports - Staff and Committee Reports (Action - enclosed)<sup>3</sup>**
- 8:00**    **Adjourn**

**Next Regular Meeting & Regional Plan Readoption Final Hearing: July 9, 2024**

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<sup>1</sup> Persons with disabilities who require assistance or alternate arrangements to participate in programs or activities are encouraged to contact Nancy Chartrand at 802-229-0389 or [chartrand@cvregion.com](mailto:chartrand@cvregion.com) at least 3 business days prior to the meeting for which services are requested.

<sup>2</sup> Times are approximate unless otherwise advertised.

<sup>3</sup> Anticipated action item.

1 **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
2 **BOARD OF COMMISSIONERS**  
3 **Draft MINUTES**  
4 **May 14, 2024**

5 **Commissioners:**

<input type="checkbox"/>	Barre City	Janet Shatney, Sec/Treas	<input type="checkbox"/>	Moretown	David Stapleton
<input type="checkbox"/>		Vacant	<input type="checkbox"/>		Joyce Manchester, Alt
<input checked="" type="checkbox"/>	Barre Town	Alice Farrell	<input checked="" type="checkbox"/>	Northfield	Royal DeLegge
<input type="checkbox"/>		Vacant	<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, Chair
<input checked="" type="checkbox"/>		Melanie Kehne, Alt.	<input checked="" type="checkbox"/>	Waitsfield	Don La Haye
<input checked="" type="checkbox"/>	Duxbury	Alan Quackenbush	<input checked="" type="checkbox"/>		Alice Peal, Alt.
<input type="checkbox"/>		David Wendt, Alt.	<input type="checkbox"/>	Warren	Alexis Leacock
<input type="checkbox"/>	E. Montpelier	Vacant	<input type="checkbox"/>		Jenny Faillace, Alt.
<input checked="" type="checkbox"/>		Clarice Cutler, Alt.	<input type="checkbox"/>	Washington	Peter Carbee, Vice Chair
<input checked="" type="checkbox"/>	Fayston	Andrew McNealus	<input checked="" type="checkbox"/>	Waterbury	Doug Greason
<input type="checkbox"/>			<input type="checkbox"/>		
<input type="checkbox"/>	Marshfield	Vacant	<input type="checkbox"/>	Williamstown	Richard Turner
<input checked="" type="checkbox"/>	Middlesex	Ron Krauth	<input type="checkbox"/>		Jacqueline Higgins, Alt.
<input checked="" type="checkbox"/>		Mitch Osiecki, Alt.	<input checked="" type="checkbox"/>	Woodbury	Michael Gray
<input type="checkbox"/>	Montpelier	Ariane Kissam	<input type="checkbox"/>	Worcester	Bill Arrand
<input type="checkbox"/>		Mike Miller, Alt.			

6  
7 Staff: Christian Meyer, Nancy Chartrand, Brian Voigt, Lincoln Frasca, Sam Lash, Will Pitkin

8 Guests: Bill Colvin, Bennington County Regional Commission; Maddie Russell and Kevin Burke, Vermont  
9 Department of Environmental Conservation

10  
11 **Call to Order:** Chair D'Amico called the meeting to order at 6:30 pm, a roll call was completed and quorum was  
12 present. Christian advised that Bill Colvin, Bennington County Regional Commission would be attending our  
13 meeting tonight as part of an Executive Director peer review process being undertaken by VAPDA. He also  
14 noted that Catherine Dimitruk, Northwest Regional Planning Commission was unable to attend this evening, but  
15 was planning to view the meeting on video.

16  
17 **Adjustments to the Agenda:** None

18  
19 **Public Comments:** None

20  
21 **Regional Plan Readoption Hearing:** *Chair D'Amico opened the public hearing for the Regional Plan Readoption.*  
22 This is the first of two public hearings with a second hearing scheduled for July 9, 2024.

1 Alice Peal, Chairman of the Regional Plan Committee provided an overview of the recommendation to move  
2 forward with readopting the current 2016 Regional Plan in order to allow more time to thoughtfully and  
3 deliberately update the current plan. CVRPC staff and the Regional Plan Committee have continued to move  
4 forward with a timeline and outline for an update. It is anticipated that a new 2025 Regional Plan update  
5 following re adoption of the current plan will take between 12 and 18 months.

6  
7 Christian Meyer and Sam Lash provided a presentation of the Regional Plan Assessment report that was  
8 required in order to be able to pursue re adoption of the current regional plan. (This presentation will be posted  
9 on the website along with meeting minutes).

10  
11 It was noted that comments related to the Regional Plan Re adoption can be sent via email to  
12 [cvrpc@cvregion.com](mailto:cvrpc@cvregion.com) prior to June 3, 2024.

13  
14 It was requested that the Board be updated regularly on the progress of the plan update.

15  
16 *Chair D'Amico adjourned the public hearing for the Regional Plan Re adoption with a plan to reconvene on July 9,*  
17 *2024.*

18  
19 Brittany Butler and Mitch Osiecki joined the meeting following the above noted roll call.

20  
21 **FY25 Nominations:** Jerry D'Amico, Chair of the Nominating Committee provided an overview of the  
22 recommended slate of officers and committee appointments as outlined in the meeting packet. The floor was  
23 opened to additional nominations from the floor for each committee. No additional nominations were heard  
24 and a ballot of the slate as presented in the packet will be mailed to Commissioners within five days.

25  
26 **ARPA 3-Acre Permit Obtainment Assistance (POA) Program:** Maddie Russell and Kevin Burke from the  
27 Vermont Department of Environmental Conservation (DEC) joined the meeting and Maddie provided a  
28 presentation on the 3-acre permit obtainment assistance Program (available on the website). This program is  
29 established to help developers and landowners obtain funding in order to comply with Act 64. DEC recognizes  
30 cost can be a barrier and the program provides support for the design phase (engineering and permit review  
31 fees), but not the construction. It was strongly encouraged that applications be submitted before September  
32 2024, and noted that a permit must be obtained before August 2026. It was noted that there are 105 sites in  
33 Central Vermont but only 20 applications to date. Any questions must go to the DEC stormwater program -  
34 [maddie.russell@vermont.gov](mailto:maddie.russell@vermont.gov)

35  
36 There was discussion related to town garage eligibility, school eligibility, and the availability of a listing of sites  
37 by municipality - [3acreList\\_09252020.pdf \(vermont.gov\)](#). Also discussed was the outreach to landowners that  
38 has taken place to date. DEC is requesting that members help get the word out in their communities about the  
39 availability of this funding.

40  
41 **FEMA Flood Maps Current Status:** Brian Voigt shared a presentation on the FEMA Flood Map Updates and what  
42 commissioners should expect in their communities in the coming years. He noted that the Flood Insurance Rate  
43 Maps are being updated and when new maps go into effect, FEMA will require town bylaws meet the current  
44 standards for participation in the National Flood Insurance Program (NFIP). He advised that DEC has produced

1 some model bylaws which have been vetted and approved by FEMA. It was also noted that CVRPC can assist  
2 towns to determine what may be needed to update and to assist in the update process. He advised it is  
3 important to note that it is not necessary to wait for the new maps in order to start the process of bylaw  
4 updates. Deadlines for updating bylaws will be two years from the time working maps have been released.  
5 CVRPC has completed a review of zoning, flood hazard and river corridor bylaws for all member municipalities  
6 and can assist with updates to existing bylaws, develop new flood hazard and/or river corridor bylaws. In  
7 addition, we can support public awareness and engagement, community education, access to relevant  
8 information, and adoption of municipal plans and local hazard mitigation plans. Municipal officials can book a  
9 consultation with Brian and Lincoln for this assistance @  
10 <https://outlook.office365.com/book/CWSP1@cvregion.com/>

11  
12 **Community Tree Planting Grant:** Lincoln Frasca provided an overview of the Community Tree Planting Grant  
13 Program being managed by Chittenden County Regional Planning Commission. \$630,000 in funding is available  
14 for tree planting and CVRPC can apply on behalf of municipalities if they want assistance. 1<sup>st</sup> round is due this  
15 week – 5/17; however, in January of 2025 there will be the 2<sup>nd</sup> application round and the money will be split  
16 between both rounds. It was also noted that CVRPC could potentially do a consortium application to assist  
17 multiple towns. If municipalities have ideas for use of this grant, please feel free to contact Lincoln  
18 ([frasca@cvregion.com](mailto:frasca@cvregion.com)).

19  
20 **Minutes – (4/9/24):** *Robert Wernecke moved to accept the minutes of April 9<sup>th</sup>, seconded by Don La Haye.*  
21 *Motion passed unanimously.*

22  
23 **Reports:** *Robert Wernecke moved to accept the reports, seconded by Don La Haye. Motion passed*  
24 *unanimously.*

25  
26 **Adjournment:** *Don La Haye moved to adjourn at 8:10 pm; seconded by Alan Quackenbush. Motion carried.*

27  
28 Respectfully submitted,  
29 Nancy Chartrand, Office Manager  
30

# Central Vermont Regional Planning Commission

P: 802-229-0389

Staff Report, May 2024 [cvrpc@cvregion.com](mailto:cvrpc@cvregion.com)

Staff are in the office Monday through Friday. Due to telework schedules, please schedule in-person meetings in advance.

## COMMUNITY DEVELOPMENT

Contacts: Eli Toohey, [toohey@cvregion.com](mailto:toohey@cvregion.com), Niki Sabado [sabado@cvregion.com](mailto:sabado@cvregion.com) & Will Pitkin, [pitkin@cvregion.com](mailto:pitkin@cvregion.com), unless otherwise noted.

### Municipal Planning & Plan Implementation:

- Presented initial findings of Barre City Infill Analysis to the Barre City Housing Task Force and to City officials. (Brian, Christian, Eli)
- Assisted the Town of Marshfield with the administration of their Emergency Watershed Protection Program grant, reviewed proposals for engineering design and construction oversight services; presented recommendations to Marshfield Selectboard. (Eli, Brian, Lincoln)
- Worked with the Town of Middlesex to prepare Emergency Watershed Protection application and select project contractor. Facilitated the RFP. Led contracting with preferred contractor.
- Held municipal consultation with Washington Planning Commission to assist with Town Plan Update with an emphasis on Village Center Designation, Flood Resilience, and Recreation Chapters. (Niki)
- Held municipal consultation with Montpelier Planning Commission to assist with Town Plan Update with an emphasis on Historic Resources, Housing, and Arts & Culture Chapters. (Niki)
- Provided outreach and education materials to Conservation Commissions, Planning Commission Chairs, and Selectboard Chairs regarding the Chittenden County Regional Planning Commission Community Tree Planting Grant (Lincoln)
- Corresponded with Barre City, Moretown, and Washington about potential tree planting projects
- Presented at Board meeting
- Wrightsville Beach Recreation District – participated in Board meeting as staff liaison for assistance with VOREC grant and other administrative work (Lincoln)
- Middlesex – Assisted with Emergency Watershed Program (Lincoln & Brian)
  - Participated in initial site visits to project locations
  - Led Project kick-off meeting
  - Finalized contract between Town of Middlesex and New England Consulting Engineers
- Staff participated in the American Institute of Architects Design event in Barre; tours of flood and landslide damaged properties, presentation on Flood Resilient Building and a design charette for multi-unit building in Barre. (Eli)
- Updated Marshfield Selectboard on Municipal Technical Assistance Program (MTAP) program. (Eli)
- Communicated with MARSHFIELD on request for assistance with trail mapping project in the town forest. Completed first draft of map and sent to town representative for review
- Provided technical assistance to Orange regarding NFIP&River Corridor local permit requirements for Special Flood Hazard Areas and river corridors; began developing training for towns without zoning on required local permits and standards.
- Consulted with Woodbury planning commission on Village Center Designation application.
- Consulted with the Moretown planning commission, and town staff on Neighborhood Designation application

**Regional Planning and Implementation:**

- Reviewed Act 250 and Section 248 applications. Determined whether CVRPC was statutorily required to intervene in Section 248 permit application that went to hearing over neighbors' aesthetic concerns.
- Staff collaborated on Diversity, Equity, and Inclusion initiatives for the Regional Plan update process. Including the use of the VT Climate Council's "Adapted Equity Guiding Principles" as a filter for each chapter.
- Staff collaborated on Chapter Outline and Structure for the Regional Plan update process.
- Chapter leads met with community planners for one-on-one meetings to refine chapter outlines and create consistency across chapters
- Sent regional plan chapter outlines and draft Natural Systems chapter to members of Regional Plan Committee for preliminary feedback.
- Compiled timeline of reforms to Act 250 permit review process as proposed in H.687.
- Staff refined Equity Integration Tool to use for chapter review and the identification of frontline communities
  - Reviewed stakeholder interview questions to prepare for next phase of outreach
- Attended VT Trails and Greenways Council Annual Meeting, focused on accessible and adaptive recreational opportunities across the region (Lincoln)
- Participated in the Building Bright Futures (BBF) Regional Council meeting on regional child care priorities. (Eli)
- Participated in Regional Planning Commissions Spring Meet Up in Middlebury. Staff learned about updates to Neighborhood Development Districts and NDA Technical Assistance Grant, Housing target municipalization and Housing Navigator projects. (Eli, Niki, Lincoln, Will, Reuben)
- Solicited proposals from architects for Accessory Dwelling Unit conceptual designs and budgets (Eli, Christian)

**Health Equity:** (Contact Sam Lash [lash@cvregion.com](mailto:lash@cvregion.com) )

- Distributed Walk-to-Shop trolleys to Woodbury, Washington and Montpelier for use with local food shelves, shared Planning for Health Equity Tools and resources with town planners. (Niki, Eli)
- Get your walk to shop trolley and chat about integrating health equity into your town plan by emailing [toohey@cvregion.com](mailto:toohey@cvregion.com)
- Met with Walk to Shop and discussed approach within region and potential municipal partners

**Economic Development:** (Contact Christian Meyer, [meyer@cvregion.com](mailto:meyer@cvregion.com))

- Continued to work with Neck of the Woods to serve as their Local Development District through their Northern Borders Regional Commission Catalyst Program Grant to expand their facility. (Eli, Christian)
- Supported two Northern Borders Regional Commission (NBRC) Catalyst Grant applications. (Eli)
- Staff participated in the Central Vermont Economic Development Summit at the Barre Granite Museum. (Eli)

**Brownfields:** (Contact Eli Toohey, [toohey@cvregion.com](mailto:toohey@cvregion.com))

- Staff met with Central Vermont Solid Waste Management District (CVSWMD) to discuss a BRELLA enrolled property that CVSWMD plans to use for Administrative offices, a recycling center and a permanent hazardous materials drop-off location. (Eli)
- A Phase I ESA Contractor was chosen for 63 Sawmill Rd. (Clark's Sawmill) in Cabot. The intention is for the remnants of the dam to be removed, the property cleaned up and the property returned to green space for flood mitigation (with the possibility of a canoe/kayak launch point). (Eli)

### **Partnerships for Progress:**

THRIVE: Attended monthly meeting, coordinated on community needs assessment, affordable housing and other local planning initiatives. (Sam)

## **EMERGENCY MANAGEMENT & HAZARD MITIGATION**

Contact Keith Cubbon, [cubbon@cvregion.com](mailto:cubbon@cvregion.com), unless otherwise noted.

### **Local/Regional Planning:**

- Met with Medical Reserve Corps to transfer funding into CVRPC accounts (CVRPC is fiscal agent)
- Met with engineering contractor SLR to coordinate engineering studies for RIVER Program and discuss municipalities' flood mitigation priorities (Keith, Christian, Will).
- Attended Capital Fire Mutual Aid to give update on Congressional Discretionary Spending request status for communications planned upgrades
- Worked on Waitsfield, Barre City, and Waterbury LHMPs
- Signed contracts with Worcester, Middlesex, and East Montpelier for LHMPs
- Held Barre City After Action Review
- Met with Jon Copans of the Montpelier Commission for Recovery and Resilience to discuss flood mitigation. Attended and discussed the RIVER hazard mitigation program with residents at the MVRR quarterly meeting
- Reviewed and submitted 7 Local Hazard Mitigation Plans began crafting Emergency Relief and Assistance Fund reports and emailed out 2 final reports.
- Scheduled meeting with Woodbury to discuss Buck Lake Brook and possible HMGP project
- Held regional emergency management committee meeting with Green Mountain Power presenting on resiliency planning
- Provided guidance on Hazard Mitigation Projects for funding to Roxbury, Barre Town, Middlesex and Marshfield
- Attended VEM/RPC monthly meeting
- Passed certification exam to become Certified Floodplain Manager (Will).
- Provided Calais support with ongoing FEMA projects including Curtis Pond Dam.
- Provided feedback to VEM on LHMPs for upcoming workshop.
- Held public meetings Orange LHMP Update and submitted for final approval.

## **TRANSPORTATION**

Contact Reuben MacMartin, [macmartin@cvregion.com](mailto:macmartin@cvregion.com) or Keith Cubbon, [cubbon@cvregion.com](mailto:cubbon@cvregion.com), unless otherwise noted.

### **Field Services:**

- Continued scheduling traffic counting locations for the field season
- Set up first traffic counters of season in Roxbury at 3 locations.
- Coordinated pedestrian counting in for Waterbury Stowe Street bridge project

**Public Transit:** Participated in the GMT board meeting. Discussion focused on preparing for the forthcoming fiscal cliff and how service can evolve to meet needs.

## **Municipal Assistance:**

- Provided information to Cabot road supervisor about paving funding.
- Shared information with Waitsfield TAC member with Orange book information about working in State ROW for wastewater project construction.
- Outreach to towns that have not applied for Grants in Aid funding
- Met with VTrans Project Manager about Route 12 paving in Worcester and town recreation committee desire for bike lanes
- Received VTrans decision on Plainfield Bridge 20 Public Art proposal
- Provided demonstration project support to East Montpelier, East Calais, and Middlesex
- Met with East Montpelier road supervisor to discuss bridge and culvert inventory
- Participated in TPI in-person meeting in Barre
- Inventoried bridges and culverts in Washington
- Provided East Montpelier with guidance on street design, RRFB, and RSFS
- Coordinated pedestrian counting in for Waterbury Stowe Street bridge project
- Consulted with Marshfield on potential demonstration project and other traffic calming options
- Revised Middlesex demonstration project design and advised local advocates on next steps

## **Regional Activities:**

- Staff attended monthly TPI meeting
- Transit-oriented Development (TOD) RAISE Project, Masterplan/Bylaw Kickoff Meetings and site planning in Barre City. (Reuben and Niki)
- Held Kick off meeting with Mad River Path and MRVPD for multy town multi use trail corridor study
- Attended quarterly Drive Electric Stakeholder meeting and webinar on navigating IRA's EV incentives (Sam)
- Completed VTrans TPI mid-year review
- On boarded new planning techs
- Tested pedestrian counters
- Attended River and Roads Tier II training in Berlin (Keith)
- Held spring road supervisor meeting
- Prepped and conducted Spring Road supervisor meeting
- Researched and priced demonstration project materials
- Troubleshoot VTCulverts platform for field tablets
- Prepped and conducted monthly TAC meeting including follow-up
- Completed MPM Questionnaire for VT-100 Shared Use Path corridor study
- Participated in Sugarbush Shared Use Path kick-off meeting with consultants

## **NATURAL RESOURCES**

Contact Brian Voigt [voigt@cvregion.com](mailto:voigt@cvregion.com) and Lincoln Frasca [frasca@cvregion.com](mailto:frasca@cvregion.com), unless otherwise noted.

### **Tactical Basin Planning Assistance:**

- Submitted second draft of FY25 Tactical Basin Workplan to Department of Environmental Conservation with Basin Planner's feedback incorporated.
- Met with Basin Planner for introductory training on the Functioning Floodplain Initiative tool and its utility for identifying clean water projects



**Clean Water Service Provider (CWSP):**

- Drafted Master Agreements for pre-qualified engineering firms, Fuss & O’Neill and EA Engineering
- Corresponded with Huntington Town Administrator regarding potential project development along the Huntington River
  - Met with Chittenden County RPC to discuss project eligibility
  - Drafted scope of work to revisit 2009 Huntington River Corridor Plan and identify projects with cost-efficient Phosphorus reductions
- Met with Vermont Land Trust to review next steps for potential final design and implementation funding of the John Fowler Rd. Berm Removal Project
- Attended the following coordination meetings and trainings:
  - VT Agriculture Water Quality Partnership, Lunch and Learn, “Pay for Phosphorus Performance”
- Prepared meeting abstract for Green Mountain Water and Environment Association presentation and participated in the conference.
- Attended CWSP check-in meeting to discuss Guidance Chapter 10, revised FY25 Formula Grants
- Hosted Winooski Basin Water Quality Council. Included developing agenda, meeting with partners from Chittenden County, warned meeting, prepared presentation materials, held meeting. Discussion included: Basin Water Quality Council to discuss FY25 Formula Grant, project solicitation, first review of John Fowler Rd final design / implementation proposal.

**604b:**

- The 604b grant administered by the Rutland Regional Planning Commission ended 15 December 2023. Additional funding is anticipated later in FY24.

**FEMA Map & Flood Bylaw Updates:**

- Completed NFIP checklist analysis for all towns
  - Revisited and updated 2023 staff NFIP checklist review
  - Corresponded with DEC Floodplain Manager, Ned Swanberg
  - Investigated cases where municipal bylaws were found not to comply with NFIP requirements, and summarized changes necessary to fully comply to prepare for more targeted outreach
  - Reviewed ERAF summary report for the Region
  - Met with Duxbury Zoning Administrator to review zoning bylaws and necessary updates
- Attended the following coordination meetings and trainings:
  - ANR Monthly Bylaw Meeting
  - Shared Planning Commission Chairs & Zoning Administrator contact info with ANR
  - DEC Clean Water Conversation, “Improving Flood Resiliency”
- Met with WAITSFIELD planning commission and DEC to discuss municipal bylaw flood hazard updates
- Responded to email request for information from Waterbury regarding new FIRMs and updates to regulations;
- Attended Board of Commissioners meeting to present on FEMA Flood Insurance Rate Map Updates
- Prepared for and presented to Waitsfield Planning Commission on flood hazard bylaw updates

**Water Quality Project Development:**

- Issued RFP for Upper Winooski Water Quality Project Development
  - Selected Watershed Consulting to provide engineering services and scheduled project kick-off meeting
  - Reviewed project locations and compiled contact information for landowners at all 15 project sites

- Met with Calais town staff and property owners to discuss stormwater project development
- Met with Cabot to discuss potential clean water project(s) on town-owned recreation fields
- Coordinated close out of Moretown School stormwater project.

**Stormwater Projects:**

Barre City Auditorium Final Designs – No activity this period

Moretown School Stormwater Implementation – Corresponded with Project Partners to establish a date for a final walkthrough.

Upper Winooski Stormwater Implementation – Prepared draft Request for Proposals and shared with Department of Environmental Conservation program staff for review.

**CLIMATE & ENERGY**

Contact Sam Lash, [lash@cvregion.com](mailto:lash@cvregion.com) unless otherwise noted.

**Municipal Energy Resilience Program (MERP)**

**Mini Grants (closed May 31<sup>st</sup>):** 21 of 23 municipalities applied and were approved

- Conducted outreach to Barre City, Marshfield, and Waitsfield to support application to mini-grant (reviewed Marshfield application).

**Assessments:**

- Facilitated assessments scheduling, reviewed documentation and conducted outreach to fill gaps in utility bills and building plans, provided assessment procedures & workflows, and conducted outreach with town leadership and staff about identified projects (Warren, Roxbury, Montpelier, Berlin, Fayston, Moretown, Northfield, Calais, Orange, Duxbury, Middlesex, and Waterbury).
- 
- Began reviewing incoming assessment reports and building next step recommendations (Worcester&Cabot); attended Worcester Selectboard meeting to discuss ECMs and recommendations on report feedback to vendors.
- 
- Followed-up with asbestos/vermiculite consultant post-assessment (Berlin)
- 
- Participated in municipal energy assessments in the towns of:
  - **Roxbury:** Community Hall/Senior Center & Town Offices
  - **Calais:** Town Offices & Town Hall
  - **Marshfield:** Fire Department & Old Schoolhouse Common
  - **Williamstown:** Town Office
  - **Washington:** Municipal Building & Calef Memorial Library

**Coordinated with RPCs, BGS, and other partners:**

- Developed organizational framework for report data summaries across towns and building types; began reviewing reports (Worcester and Cabot)
- Federal funding stacking best practices and workflow; began project roadmap resource for municipalities, including EPA IRA disadvantaged communities status across region.
- Met with Efficiency VT Engineers/Data folks and discussed support for municipalities moving from report to project (including RFP templates, cost estimate for common but eligible missing ECMs including ventilation, etc).

**Municipal Planning and Implementation**

- Energy Planning trainings- the first is June 27<sup>th</sup> 6:00pm on Targets & Analyses
- Northfield development project review with Tom Davis and Energy Committee, discussed RE and TENS opportunities, funding, and key stakeholder identification.
- Supported Worcester enhanced energy plan meetings
- Provided assistance to Warren energy coordinator on presentation to selectboard (MERP update, enhanced energy planning, potential projects, energy use tracking, and community engagement).
- Outreach to Marshfield Village Clerk regarding potential solar projects and matching incentives.
- Attended Calais' (new) Energy Committee meeting and included preliminary summary of assessment results (MERP), provided information and recommendations regarding enhanced energy planning, WindowDressers & weatherization programs; decarbonization & climate resilience priorities.
- Reviewed Montpelier discussed re CBES updates and code enforcement regarding municipal and recovery projects.
- Attended workshop with State Climatologist on integrating climate into municipal plans and planning.
- Continued municipal target&analyses breakouts; shared disaggregation method&template with RPCs by request.

### **Regional Energy Planning and Implementation**

- Attended Equity in Solar & Storage Program Development hosted by Clean Energy Group Technical Assistance Fund.
- Attended geothermal and affordable housing meeting; working group monthly meeting.
- Outreach regarding upcoming opportunities including VCRD Municipal Leadership Summit, VECAN Summit, Climate Action Plan Update Kick-Off, and much more- see the CVRPC newsletter!
- Vermont Climate Council Climate Action Plan Kick-off as new member Just Transitions Sub-Committee& Cross-Sector Mitigation Liaison:
  - Completed ethics training,
  - attended cross-sector mitigation meeting to review and begin pathway prioritization,
  - reviewed CAP update community engagement plan and provided recommendations;
  - reviewed transportation sector GHG emissions reductions technical analyses SOW, reviewed reports on impact of transportation cap&invest policies on rural communities, and participated in bid review and scoring (CAO/ANR, VTrans).
- Outreach to sheriff&courthouse re status Energy Efficiency and Conservation Block Grant application
- Regional plan: conducted map review including requirements, different uses (planning), future analyses, and municipal breakout map priorities and workflow; prepared 2025 update outlines.
- Attended VELCO Long Range Transmission Plan Stakeholder and Public meetings
- Worked with Public Service Department on developing additional transportation targets, commercial weatherization and fuel switching targets, reconciling distributed generation inventories, electric efficiency targets,
- Worked with RRPC and ACRPC towards developing regional GHG inventories proposal.
- Reviewed State's social cost of carbon methodology and breakdowns ahead of update.

### **Municipal Vulnerability Index Tool**

- Attended RPC Municipal Vulnerability Training Session 2 and 3 hosted by ANR's Climate Action Office; provided recommendations for municipal profile template, framing municipal outreach, and developed use cases.

## GIS – Geographic Information System Mapping

Contact Brian Voigt, [voigt@cvregion.com](mailto:voigt@cvregion.com), unless otherwise noted.

- Participated in the Enterprise Geospatial Consortium meeting to discuss draft surveys, LIDAR and imagery updates, 3DHP funding (no Winooski mapping likely), and agency updates
- Coordinated Statewide RPC GIS User's Group meeting including meeting agenda, included communications with the Spatial Analysis Lab, state partners, and facilitating the meeting.
- Attended LIDAR Steering Committee meeting organized by VCGI. Discussed: data derivatives, timeline, sub-committee role in advising the Spatial Analysis Lab
- Communicated with Middlesex regarding request for assistance from the Town Listers
- Communicated with East Montpelier lister regarding data development and updates to their web map
- Communicated with East Montpelier on request for assistance with energy planning maps from planning commission.
- For Montpelier, prepared data and draft map for growth center. Met with planning director for comments, continued map development for City Council meeting. Identified worked on housing, subdivision, economic development maps for growth center application
- Coordinated with other staff on the development of maps for the Regional Plan

## OFFICE & ANNOUNCEMENTS

### Office:

- Orientation for new summer planning technician Kyle Hansen.
- Renewed staff dental plan.
- Continued updates of municipal appointments and reappointments.
- Facilitated transfer of organizational funds from accounts at GMCU & NCFCU into new IntraFi account at Community National Bank to maximize earning potential and insure FDIC coverage above \$250K.
- Information Technology:
  - Staff completed SharePoint training

### Upcoming Meetings:

CVRPC meetings currently offer remote access unless otherwise noted. Meeting access information is provided on agendas at [www.centralvtplanning.org](http://www.centralvtplanning.org).

### June

June 3	4 pm	Executive Committee
June 4	4 pm	Regional Plan Committee
June 11	6:30 pm	Board of Commissioners - (Annual Meeting – Old Labor Hall in Barre City)
June 13	6 pm	Municipal Training – Planning 101
June 20	1 pm	Winooski Basin Water Quality Council
June 25	6:30 pm	Transportation Advisory Committee
June 27	4 pm	Project Review Committee
June 27	6:30 pm	Municipal Training – Energy Planning

### July

July 1	4 pm	Executive Committee
July 2	4 pm	Regional Plan Committee
July 4		<i>Office Closed - Holiday</i>

July 9	6:30 pm	Board of Commissioners & Regional Plan Public Hearing
July 11	4 pm	Clean Water Advisory Committee
July 15	6 pm	Brownfields Advisory Committee
July 18	1 pm	Winooski Basin Water Quality Council
July 23	6:30 pm	Transportation Advisory Committee
July 25	4 pm	Project Review Committee

## RECENT CVRPC 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](http://www.centralvtplanning.org) to view our blog and for the latest publications and news.

### [May 10th](#)

- Emerald Ash Borer Awareness Week is May 19th to 26th
- Arts & Flood Recovery – funding still available
- Flood Recovery Symposium (Central Vermont)
- Vermont Agency of Transportation: Rapid Setting Concrete Project Share
- Cross Vermont Trails back to work on the trails in U-32 School Forest

### [May 24th](#)

- Save the Dates – CVRPC Municipal Trainings: Fundamentals of Land Use Planning | Municipal Enhance Energy Planning
- Vermont Community Development Association Spring Conference
- Regional Enhanced Energy Plan
- Free Residential Assessments - Friends of the Winooski
- Save the Date - VCRD Summit
- USDOT Climate Change 2024 Webinar Series
- NBRC Webinar Assistance for Workforce Opportunity for Rural Communities Initiative Funding
- Vermont Energy & Climate Action Network Summit

# Central Vermont Regional Planning Commission

## Committee & Appointed Representative Reports, May 2024

*Meeting minutes for CVRPC Committees are available at [www.centralvtplanning.org](http://www.centralvtplanning.org).*

### **EXECUTIVE COMMITTEE** (Monday of week prior to Commission meeting; 4pm) [6/3/2024]

- Accepted the April 2024 unaudited financials.
- Discussed the draft fiscal year 2025 (FY25) budget and work plan. Discussion focused on areas where there were changes from previous years. Major areas of discussion included new funding programs and possible capital expenses.
- Authorized the Executive Director to sign the contracts with NVDA for training and assistance on the Municipal Vulnerability Index, with MARC for Brownfield planning and assessment, and to enter into an agreement with SLR Inc to provide engineering services for the East Calais post office and Moscow Woods Road stormwater project.
- Authorized the executive director to sign amendments to agreements of with CCRPC for Tactical Basin Planning and with RRPC for municipal ARPA support.
- Reviewed the FY25 meeting calendar
- Held and executive session to discuss personnel matters.

### **NOMINATING COMMITTEE** (February - April; scheduled by Committee)

- Did not meet

### **PROJECT REVIEW COMMITTEE** (4<sup>th</sup> Thursday, 4pm)

- Did not meet.
- Staff monitored new and ongoing Act 250 and Section 248 permit applications for projects that will need CVRPC comment, researched requirements for CVRPC participation in Section 248 permit applications that go to hearing.
- Staff prepared memo to committee summarizing noteworthy new and ongoing Act 250 and Section 248 applications.

### **REGIONAL PLAN COMMITTEE** (1<sup>st</sup> Tuesday, 4pm)

- Discussed the new regional plan outline, timeline and deliverables for next meeting. Staff also identified roles of Regional Plan Committee, Board of Commissioners, and CVRPC Staff in the plan update process.

### **MUNICIPAL PLAN REVIEW COMMITTEE** (as needed; scheduled by Committee)

- Did not meet

### **TRANSPORTATION ADVISORY COMMITTEE** (4<sup>th</sup> Tuesday; 6:30 pm)

- Reuben notified TAC intention and efforts to stand up a revolving demonstration projects program. Requested that towns provide list of priorities for potential candidate projects.
- Keith notified TAC that CVRPC has hired 2 planning techs and first has started.
- Peggy O'Neill-Vivanco presented on programs and funding sources for alternative fuel vehicles.

- Monica White announced upcoming **Walk to Shop** initiative aimed at increasing pedestrian mode share for shopping trips.
- Next meeting June 24th

#### **CLEAN WATER ADVISORY COMMITTEE (2<sup>nd</sup> Thursday, 4pm)**

- Hosted “Watershed Organization Roundtable” where panelists discussed upcoming projects, events, and opportunities for engagement:
  - Ira Shadis, Friends of the Mad River
  - Michele Braun, Friends of the Winooski River
  - Lauren Jenness, Lake Champlain Basin Program
- Provided updates on Water Quality Development Block Grant
- Discussed Clean Water Service Provider Municipal Outreach
- Next meeting 11 July 2024

#### **BROWNFIELDS ADVISORY COMMITTEE (3<sup>rd</sup> Monday, 6pm)**

- Janet Shatney was appointed committee chair, Peter Carbee was appointed Vice Chair, Nicola Anderson (Director of Real Estate for Downstreet Community Development) was appointed as interest group representative.
- Funding for a Phase II of up to \$50,000 was approved for 300-302 Granger Road for the Central Vermont Solid Waste Management District's project to develop the site for their new administrative offices, recycling center and permanent hazardous waste drop off site.
- Two new Brownfields sites were discussed - 314 Hill Street in Barre which may not be eligible because it is not part of a Corrective Action Plan and 260 River Street which is need of mitigating compromised monitoring wells that were damaged during the flood event of 2023.

#### **WINOOSKI BASIN WATER QUALITY COUNCIL (3<sup>rd</sup> Thursday, 1pm)**

- Discussed FY25 Formula Grant Project Development Funding and Project Solicitation
- Reviewed FY24 Round 4 Project Solicitation proposal by Vermont Land Trust for the John Fowler Rd. Winooski Berm Removal Project Final Design and Implementation (vote scheduled for June)
- Next meeting 20 June 2024

#### **VERMONT ASSOCIATION OF PLANNING & DEVELOPMENT AGENCIES (VAPDA)**

Discussion included:

- Moved to support several statewide planning conferences and summits.
- Discussed how RPCs may be able to support municipal professional groups.
- How the RPCs will be able to support the development of new multi-modal guidance for VTrans.
- ACCD staff discussed the current state of H687 and changes it may precipitate.
- VEM discussed how it is working to accelerate the disbursement of public disaster funds and expected funding for RPC work.

#### **VERMONT ECONOMIC PROGRESS COUNCIL**

No Central Vermont activity.

### **GREEN MOUNTAIN TRANSIT**

The GMT Board of Commissioners met to discuss and act on several items:

- Changes to service provision in Hinesburg
- The impending fiscal cliff transit is facing nationally and in Vermont and how GMT will address it.  
The primary issue on for discussion is when GMT will start cutting services in Chittenden County.

### **CENTRAL VERMONT ECONOMIC DEVELOPMENT CORPORATION**

- Staff were unable to attend

### **MAD RIVER VALLEY PLANNING DISTRICT**

- Staff were unable to attend