

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
BOARD OF COMMISSIONERS
MINUTES
December 10, 2024

Commissioners:

<input checked="" 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 type="checkbox"/> Cabot	Brittany Butler	<input type="checkbox"/>	Bob Atchinson, Alt.
<input checked="" type="checkbox"/> Calais	John Brabant	<input type="checkbox"/> Roxbury	Jerry D’Amico, Chair
<input type="checkbox"/>	Melanie Kehne, Alt.	<input type="checkbox"/> Waitsfield	Don La Haye
<input checked="" type="checkbox"/> Duxbury	David Wendt	<input checked="" type="checkbox"/>	Alice Peal, Alt.
<input type="checkbox"/>	Vacant	<input type="checkbox"/> Warren	Alexis Leacock
<input checked="" type="checkbox"/> E. Montpelier	Zoe Christiansen	<input type="checkbox"/>	Jenny Faillace, Alt.
<input type="checkbox"/>	Clarice Cutler, Alt.	<input checked="" type="checkbox"/> Washington	Peter Carbee, Vice Chair
<input type="checkbox"/> Fayston	Andrew McNealus	<input checked="" type="checkbox"/> Waterbury	Doug Greason
<input type="checkbox"/> Marshfield	Vacant	<input type="checkbox"/> Williamstown	Richard Turner
<input type="checkbox"/> Middlesex	Ron Krauth	<input type="checkbox"/>	Jacqueline Higgins, Alt.
<input checked="" type="checkbox"/>	Mitch Osiecki, Alt.	<input type="checkbox"/> Woodbury	Michael Gray
<input type="checkbox"/> Montpelier	Mike Miller, Alt.	<input checked="" type="checkbox"/> Worcester	Bill Arrand

Staff: Christian Meyer, Nancy Chartrand, Eli Toohey, Will Pitkin

Guests: Stephen Whitaker, Montpelier Resident

Call to Order: Vice Chair Carbee called the meeting to order at 6:32 pm, a roll call was completed, and a quorum was present.

Adjustments to the Agenda: Christian Meyer advised the addition of discussion of the Washington Town Plan and review of the Regional Project Priority List – both to be put in before the minutes.

Public Comments: Stephen Whitaker requested that the Board consider discussing at a future meeting how they might assist Montpelier with their municipal plan process. He read to those present his emailed comments that were sent to Montpelier’s Planning Commission members following his participation in their meeting last night. He requests that the Regional Planning Commission offer advice and support to the Montpelier Planning Commission. Vice Chair Carbee advised his comments would be taken under consideration. Christian Meyer advised he will be following up with staff and the City directly as well.

Committee Appointments: It was noted that currently there is an open municipal representative seat on the Clean Water Advisory Committee and an open Board seat on the Brownfields Advisory Committee. The Board was advised that the Nominating Committee had met and made recommendations for the Board to appoint Clark Amadon of Moretown to the Clean Water Advisory Committee and Lee Cattaneo to the Brownfields

1 Advisory Committee. Vice Chair Carbee opened the floor to additional nominations for the Clean Water
2 Advisory Committee – none were heard and nominations were closed.

3
4 *Alice Peal moved to approve appointment of Clark Amadon of Moretown to the Clean Water Advisory
5 Committee, seconded by Robert Wernecke. Motion carried unanimously.*

6
7 Vice Chair Carbee opened the floor to additional nominations for the Brownfields Advisory Committee – none
8 were heard and nominations were closed.

9
10 *John Brabant moved to approve appointment of Lee Cattaneo of Orange to the Brownfields Advisory Committee,
11 seconded by Janet Shatney. Motion carried unanimously.*

12
13 It was also noted that the Commission is seeking Board members interested in serving on the FY26 Nominating
14 Committee. Peter Carbee has already offered to be on the Committee. Nominating Committee appointments
15 will likely be voted on in January.

16
17 **EPA Grant – Revolving Loan Fund:** Christian Meyer went on to provide an overview of the memorandum
18 provided in the packet. We have had a high demand for our Brownfields Program currently funded as a
19 subrecipient through Mount Ascutney Regional Commission. We have submitted an application for EPA funding
20 for 2025 in order to expand assessment work, and we have also submitted an application to create a revolving
21 loan fund which would allow us to expand work to include remediation or clean up. It was noted that our
22 Bylaws state that CVRPC may establish and administer a revolving loan fund, however, doing so must be
23 approved by a two-thirds vote of the Board. We will not be voting on this tonight; however, Christian opened
24 the floor to any questions/concerns Board members may have before bringing the item to an upcoming meeting
25 for a vote.

26
27 It was confirmed that the funding would only be coming from the EPA. Other questions/comments included
28 that this would authorize us to operate in a management capacity for the expenditure of funds for remediation,
29 taking us to the next level where we would be in a position of issuing loans, so would have more legal
30 involvement in contracts that are established with parties looking to remediate a property. We would have
31 more attorney involvement before entering into any contracts and there would be full Commission review on a
32 project-by-project basis. Does the organization envision managing directly or partnering with a bank for
33 management of the loans and what would that take to set up (staff time & expertise). It was noted that other
34 RPCs have these revolving loan funds, and we would communicate with them regarding their management and
35 expertise involved in managing. There was additional discussion on whether our staff was qualified and ready
36 to take this responsibility. Christian noted that was the right question and he believes we are, that other RPCs
37 are doing it, and he will provide all those details before requesting approval. He further requested that if there
38 are any additional questions to please contact him direct before next meeting.

39
40 It was reiterated that at whichever Board meeting addresses this item, that we will need to ensure an
41 appropriate quorum for the two-thirds vote.

42
43 **Winooski Flood Resilience Roundtable Update:** Christian Meyer advised the event went well and the steering
44 committee of the event continues to meet. Several municipalities expressed excitement that we were beginning

1 to talk as a watershed about flood resilience at the watershed level. At the close of the event there was a
2 general feeling that this sort of collaboration should continue going forward. The steering committee includes
3 municipalities, non-profits, CCRPC, CVRPC, and the State Recovery Office. Going forward they will start with a
4 survey related to expectations and what would be valuable to municipalities to fill the gaps in the work they are
5 doing; such as trainings on buyouts, best management practices for riverbanks and avoiding fluvial erosion, etc.
6 We could potentially see an action item in the future if we were applying for some type of joint funding
7 opportunity that might be administered out of CVRPC.

8 **Central Vermont Economic Development Corporation Regional Project Priority List Discussion:** Eli Toohey put
9 together a presentation to review with the Board related to Regional Project Priority List process. Annually,
10 CVEDC & CVRPC partner to review and choose projects for the Regional Project Priority List for presentation to
11 ACCD and used in different funding opportunities and decisions by that agency. The criteria projects are judged
12 by is outlined by the State. The reviewing Committee is made up of three commissioners from CVRPC and three
13 board members from CVEDC and they come together to choose after reviewing submitted project applications.
14 A complete list of projects chosen and details about the projects was shared (presentation available on website).

15 It was noted that if these projects applied for funds through Northern Borders Regional Commission (NBRC),
16 they would get points that correlate to their ranking on the list and such funding requires applicants be on the
17 Regional Project Priority List. Discussion ensued related to the ranking and project timelines. It was noted that
18 projects can stay on the list for multiple years and that a project is not expected to come to completion in the
19 year it is chosen.

20 There was additional discussion on the process noting that of the 22 project applications, each was reviewed by
21 two people rather than the full committee to streamline the process. It was suggested that reviewers be able to
22 review all proposals, or assign more than two people each. Last year they were all reviewed by hand and this
23 year they were reviewed in a new Cognito program COGNITO which streamlined the process.

24 Vice Chair Carbee suggested that CVRPC get together with CVEDC to spend time between now and next year
25 working on the process. It was also noted that a detailed report back to the RPC would be helpful.

26 It was confirmed that NBRC funds are federal monies (Vermont Upstate New York and New Hampshire) and
27 predominately fund infrastructure projects and projects with an economic driver element to them.

28 Janet Shatney stated she is currently in charge of two NBRC grants in Barre, and she is happy to help and answer
29 any questions others may have. She noted NBRC allows three years to complete projects when you receive your
30 award. She also noted that Melissa at CVEDC and Eli at CVRPC are a great help in the process.

31 CVRPC staff will take the suggestions shared back to CVEDC.

32 **Special Meeting of Board of Commissioners – December 30th** CVRPC has received a request from the Town of
33 Washington to review and approve their municipal plan. We have 60 days to review, however the way the 2025
34 Municipal Planning Grant (MPG) program is set up this year is only those municipalities with a municipal plan
35 approved prior to January 1, 2025, would be eligible to apply for MPG funds. If we can hold meeting and agree
36 their plan met all the regional and state standards it would be beneficial to the Town of Washington to be able
37 to take advantage of MPG grants which they would like to do. It was noted that the Municipal Plan Review
38 Committee has committed to meeting on December 30th and the Board would then need hold a special meeting
39 to act on the recommendation of the Municipal Plan Review Committee. It was noted that we are not trying to

1 rush this through the Municipal Plan Review Committee as they will have the plan in hand along staff comments
2 from review of the plan very soon.

3 The Board offered no concern to calling a special meeting on December 30th. There was a request that the
4 agenda email be noted as urgent when sent out to Commissioners, and that staff follow-up to remind
5 Commissioners of the need for a quorum.

6 **Minutes – (11/12/24):** *Lee Cattaneo moved to accept the minutes the November 12, 2024, seconded by Alice*
7 *Farrell. Motion passed unanimously.*

8
9 **Reports:** Christian Meyer provided a brief update on GMT. They are continuing cuts in services. Some services
10 have been cut on the Montpelier Link (reduced by two trips), in addition the Legislature requested a study of the
11 potential of transiting some of GMT services away from GMT if it would have financial benefits to the state
12 transit system. Tri-Valley Transit (rural) would be primary candidate to receive GMT services and this is being
13 discussed at the Board level of both organizations.

14 The following programs we are currently working on were also mentioned: Neighborhood Development Areas
15 (NDA) designations (Plainfield & Northfield), Route 100 Routing Study along the Mad River, the Resilience
16 Initiative for Vermont Empowerment and Recovery (RIVER) program offering special technical assistance to the
17 municipalities hardest hit by 2023 flooding. It was also noted our Water Quality section keeps growing with the
18 Clean Water Service Provider program. Also of note is the almost \$2.5 million awarded in Central Vermont
19 through Municipal Energy Resilience Program to many of the town Same worked with.

20 Alice Peal advised the Regional Plan Committee continues its work. The next chapter to be reviewed at the
21 December 17th meeting is the Infrastructure Chapter with Keith Cubbon. The Energy Chapter has had some
22 discussion, but they have moved Infrastructure before Energy for further review.

23 *Alice Farrell moved to accept the Staff and Committee reports, seconded by Paula Emery. Motion passed*
24 *unanimously.*

25 **Commissioner Round Table:**

26 Lee Cattaneo suggested a mid-cycle ranking of the Regional Project Priority List rather than just once a year.
27 Alice Farrell made mention of the house on 100B that is raised up significantly on platforms during its
28 reconstruction phase. Alice Peal spoke about new FEMA regulations to raise homes in flood hazard zones (not
29 this one, but another one in Moretown was impacted by this regulation).

30 Paula Emery suggested the Regional Project Priority List committee have at least one meeting prior to the
31 project selection meeting.

32

33 **Adjournment:** *Lee Cattaneo moved to adjourn at 7:43 pm; seconded by John Brabant. Motion carried*
34 *unanimously.*

35

36 Respectfully submitted,

37 Nancy Chartrand, Office Manager