

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
BOARD OF COMMISSIONERS
MINUTES
April 8, 2025

Commissioners:

<input checked="" type="checkbox"/> Barre City	Janet Shatney, Sec/Treas	<input checked="" type="checkbox"/> Moretown	David Stapleton
<input type="checkbox"/>	Vacant	<input type="checkbox"/>	Joyce Manchester, Alt
<input 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 type="checkbox"/> Plainfield	Paula Emery
<input type="checkbox"/> Cabot	Brittany Butler	<input type="checkbox"/>	Bob Atchinson, Alt.
<input type="checkbox"/> Calais	John Brabant	<input checked="" type="checkbox"/> Roxbury	Jerry D'Amico, Chair
<input type="checkbox"/>	Melanie Kehne, Alt.	<input checked="" 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 checked="" type="checkbox"/> Warren	Jim Crafts
<input type="checkbox"/> E. Montpelier	Zoe Christiansen	<input type="checkbox"/>	Adam Zawistowski, Alt.
<input checked="" 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 checked="" 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 checked="" type="checkbox"/> Montpelier	Mike Miller	<input checked="" type="checkbox"/> Worcester	Bill Arrand

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

Guest: Stephen Whitaker, Montpelier

Call to Order: Chair D'Amico called the meeting to order at 6:31 pm, a roll call was completed, and a quorum was present. It was noted that we have a new member from Warren – Jim Crafts.

Adjustments to the Agenda: None

Public Comments: Stephen Whitaker from Montpelier commented on the draft Project Review Committee Rules of Process that were included in the packet, noting the draft states adopted on April 8th, which he feels is premature due to agenda stating potential action. He also commented on use of language “will make a determination on behalf of the Board of Commissioners” he believes makes it an executive committee rather than an advisory committee, and the purpose states advisory committee.

Appointments for Vacant Executive Committee Seat: Chair D'Amico advised members that there was an opening on the Executive Committee with Alexis Leacock's departure. Christian Meyer read the section from the Bylaws that addresses the appointment process when there is an Executive Committee vacancy.

Chair D'Amico opened the floor to nominations; Alice Peal nominated Royal DeLegge of Northfield to the current term for Lexi's position. No further nominations were heard. Nominations were closed. Royal DeLegge was appointed as there were no other nominations. Royal was welcomed to the Executive Committee

Nominating Committee Report: Alice Peal provided a draft slate of the Officers and At-Large members of the Executive Committee. Chair: Peter Carbee, Vice Chair: Lee Cattaneo, Secretary/Treasurer: Janet Shatney, At-Large: Michael Gray, Jerry D'Amico, Doug Greason, and Royal DeLegge. She also advised that the final slate for

Executive Committee and other committees will be provided at the May Board meeting and there will be opportunity for additional nominations from the floor at that meeting.

Regional Plan Update: Brian Voigt shared information on CVRPC's future land use map development. 6:46 – it was noted that this is preliminary work, and it is a statewide initiative with a tiered framework (1A, 1B, 2 and 3) and that guidelines for 1a and 3 are still pending from Land Use Review Board. The full presentation is available on our website with the meeting minutes. It was noted that VAPDA has been working on a methodology, recognizing that there are regional and/or local circumstances that may necessitate deviating from the recommended methodology. Brian reviewed all the different land use areas that will be considered and noted we are looking at rural categories first and will look at areas for increased densities and heightened development after that.

Discussion touched on village center designations, growth areas vs. growth centers, timing for designations, funding for infrastructure development. Alice Peal advised members that the Regional Plan Committee is also reviewing the future land use maps as they are being developed in conjunction with the Regional Plan update.

Brian noted staff has published a public survey for this process – link to survey: [here](#)

Project Review Committee Rules of Process: Will Pitkin provided an overview of the information included in the meeting packet. It was noted that the Rules of Process are in addition to the Committee Rules of Procedure and they are not the formal policy. The purpose of the rules of process is to add clarity and consistency in how the Commission participates in application review, and which projects staff brings to committee for review. It should be noted this doesn't exclude any project being reviewed. Christian followed up to state it doesn't change the way the committee operates but adds additional guidance and makes decision making more transparent. It was noted that projects determined to have substantial regional impact are assessed against the regional plan for conformity. It was also noted that the Board can always rescind any comments provided by the Project Review Committee, and that this is not a change in operations but is reflective of the current operations.

Peter Carbee moved to accept the rules of process for the Project Review Committee, seconded by Robert Wernecke. Discussion ensued as to whether or not the choice of words for the motion should be: adopt, ratify or reject. Peter Carbee amended motion to "adopt". Robert Wernecke stated he believed the motion stands at adoption. Vote called and passed unanimously.

Regional Housing Development Group Proposal: Eli Toohey provided an overview of the information outlined in the packet. The hope is to begin holding quarterly meetings in partnership with Central Vermont Economic Development Corporation (CVEDC) and the Green Mountain United Way (GMUW) to discuss in a thoughtful way what housing development projects look like in our region and how to push them forward. The goal is to find opportunities across sectors for collaboration.

Discussion included examples of single meetings that are occurring presently, but nothing happening on a continual basis in our region. This would encompass projects underway, projects that are needed, Act 181, ADU's, etc. It is an opportunity to share information across the region. It was confirmed that CVRPC would host meetings in conjunction with CVEDC and GMUW, and staff time would come from CVRPC as it directly aligns with our housing mandate.

Minutes – (3/11/25):

Richard Turner moved to accept the minutes as written; seconded by Don La Haye. Motion passed unanimously.

Reports:

Christian highlighted our upcoming workshops, trainings and survey as outlined in the packet.

Peter Carbee moved to accept the Staff and Committee reports, seconded by David Stapleton. Motion passed unanimously.

Adjournment: *Don La Haye moved to adjourn at 7:47 pm; seconded by Peter Carbee. Motion passed unanimously.*

Respectfully submitted,
Nancy Chartrand, Office Manager