



Fiscal Year 2026 Work Plan

Effective July 1, 2025 – June 30, 2026

Adopted: 06/30/2025

Introduction to 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:

- | | | |
|-------------------|--------------|----------------|
| ▪ 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 planning needs. This Work Plan is its annual statement of planned activities

Our Work

REGIONAL PLANNING

CVRPC continues its work updating 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. A major element of this work will be engaging with municipalities on a new regional Future Land Use Area map and municipal housing targets.

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. Municipal plan review and approval includes verifying that a municipal plan addresses all plan elements and State goals required by statute. Regional approval of municipal plans is required for eligibility for certain State grants. Determinations of energy compliance verify that municipalities are working to meet Vermont's energy goals and provides a municipality with substantial deference in Section 248 proceedings.

CVRPC comments on State and Federal plans and proposals so regional and local viewpoints are considered and policy issues are informed by RPC research and analysis. This year, CVRPC anticipates providing a Central Vermont perspective on a UVM municipal technical assistance initiative, FEMA flood map roll out, statewide freight plan, and flood recovery assistance and mitigation planning.

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 planning commissions on the Community Investment Board and participates in VAPDA's Emergency Management, and Transportation Committees.

MUNICIPAL ASSISTANCE

CVRPC assists member communities and their boards and committees to achieve their planning goals. Examples of the services CVRPC will provide in the coming year include:

- ❖ Support municipalities in the development of their municipal plans and local bylaws
- ❖ Provide technical assistance for municipalities pursuing state designations or renewing state designations
- ❖ Municipal plan drafting support
- ❖ Provide municipal grant writing assistance
- ❖ Complete municipal planning consultations
- ❖ Participate in VT Council on Rural Development Community Visits
- ❖ Support developing water and wastewater planning activities
- ❖ Serve as the Local Development District for organizations pursuing Northern Borders Regional Commission Catalysts funding
- ❖ Provide municipal project management services on municipal scoping and construction projects
- ❖ Participate on municipal project steering committees
- ❖ Other municipal fee-for-services are available depending on capacity.

In collaboration with the Vermont Bond Bank, beginning in FY 2026 CVRPC staff will be outreaching and working with municipal water boards and fire districts to inventory water and wastewater systems and aggregate needs for future investment.

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

Municipal Contracts

- ❖ Northern Borders Regional Commission Local Development District administrative services: CVTA, Barre City Prospect Heights, Neck of the Woods Child Care
- ❖ Local Hazard Mitigation Planning – Berlin, East Montpelier, and Warren

BROWNFIELD REDEVELOPMENT

Brownfields are properties abandoned or underused due to suspicion of contamination by 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 to invest in these sites that are often found at the hearts of our communities.

Recent awards by the EPA to CVRPC for assessment and revolving loan fund will allow us to expand our brownfield program and increase our capacity to assist property owners with brownfield assessments and accessing remediation funding. A program advisory committee works with CVRPC 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. In the coming year, CVRPC will be setting up its revolving loan fund to help landowners directly finance cleanup work.

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. This year, CVRPC will sponsor, present, and publicize multiple workshops. Possible topics for this year include:

- ❖ Maximizing Flood Relief Funding and Protecting Community Investments
- ❖ Understanding Act 181
- ❖ Essentials of Land Use Planning,
- ❖ Infill opportunities in Central Vermont's downtowns,
- ❖ Developing energy targets for municipalities,
- ❖ Understanding Act 250,
- ❖ Resilience and/or water quality,
- ❖ Leveraging the Municipal Vulnerability Index for local planning,
- ❖ Emergency Relief Assistance Fund (ERAF),
- ❖ 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 Facebook page and website host training opportunities, project and program information, and publication resources.

Active Project and Service Agreements

- ❖ Agency of Commerce and Community Development (ACCD) Regional Planning Grant
- ❖ Mount Ascutney Regional Commissions Brownfields
- ❖ Northern Borders Regional Commission – Local Development District
- ❖ Climate Pollution Reduction Grant

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 (VTrans) regarding regional transportation needs through the Transportation Planning Initiative (TPI). Significant projects include:

- ❖ Provide transit-oriented development master planning project management for Barre City, Berlin, and Northfield.
- ❖ Provide technical assistance for Road Erosion Inventories
- ❖ Complete municipal Bridge and Culvert inventories
- ❖ Develop a Safety Action plan for the Central Vermont planning area (A plan for zero traffic fatalities)
- ❖ Provide active transportation conceptual design support
- ❖ Implement traffic calming demonstration projects for requesting municipalities
- ❖ Conduct an active transportation asset gap analysis
- ❖ Assistance municipalities to meet requirements of the VT Clean Water Act
- ❖ Host highway supervisor roundtables
- ❖ Assist the Regional Elders and Persons with Disabilities Advisory Committee (REDPAC) to transition to a mobility committee.
- ❖ Complete Streets Demonstration Projects

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

CVRPC has served as the Washington County representative to the Green Mountain Transit Board of Commissioners. In the coming year, CVRPC staff will support through communications and assistance the transfer of transit services from GMT to Tri-Valley Transit.

Active Project and Service Agreements

- ❖ Vermont Agency of Transportation (VAOT) Transportation Planning Initiative (TPI)
- ❖ VAOT TPI Bike and Ped planning task
- ❖ VAOT Mad River Path Scoping Study
- ❖ VOAT Bike Network Study
- ❖ US Department of Transportation Safe Streets and Routes for All Regional Safety Action Plan
- ❖ Chittenden County Regional Planning Commission RAISE grant sub-award for Transit Oriented Development

Strengthening Community Resilience

CVRPC continues to work with communities and other partners to respond to the flood events of 2023 and 2024 and increase the resiliency of roads, bridges, and neighborhoods and to enhance community preparedness as storm events increase in number and intensity.

In the coming year, CVRPC will:

- ❖ Ensure municipalities with need receive pre-engineering support for projects qualifying for the Hazard Mitigation Grant Program
- ❖ Provide technical assistance for floodplain bylaw updates
- ❖ Draft local hazard mitigation plans (where CVRPC is selected)
- ❖ Support municipalities plan for cooling and warming shelters in extreme weather
- ❖ Provide technical assistance to municipalities pursuing the Community Rating System
- ❖ Help communities plan, implement, and seek funding for hazard mitigation projects
- ❖ Serve as Local Liaison and 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
- ❖ 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
- ❖ Assist interested municipalities to meet requirements under the Emergency Relief Assistance Fund (ERAF) rules



CVRPC assists communities with emergency management and public safety using funding from Vermont Emergency Management and the Federal Emergency Management Agency. In the coming fiscal year, CVRPC expects to provide increased assistance to municipalities for recover and mitigation project development and project management.

Active Project and Service Agreements

- ❖ Department of Public Safety Emergency Mitigation Planning Grant
- ❖ Vermont Emergency Management memorandum of understanding for disaster response

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 and municipalities use CVRPC as a knowledgeable, local project manager to complete implementation projects efficiently.

This year, CVRPC will:

- ❖ work with municipalities to identify, develop, and fund projects that mitigate conflicts between infrastructure and streams
- ❖ Engage municipalities to implement the State's Tactical Basin Plan 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
- ❖ Provide project management services for local storm water management construction projects
- ❖ Subgrant funds as the Winooski River Basin Clean Water Service Provider to develop, design, and implement projects.

Active Project Service Agreements

- ❖ Rutland RPC 604b Water Quality Planning
- ❖ Chittenden County RPC Tactical Basin Planning
- ❖ DEC CWSP Administration
- ❖ Mount Ascutney Regional Commission Flood Bylaw updates

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 the coming year, CVRPC will:

- ❖ Provide regional support to municipalities as they implement projects under the state Municipal Energy Resilience Program.

- ❖ Provide support to municipalities developing enhanced energy plans
- ❖ Host energy roundtables
- ❖ Support local energy committees
- ❖ Foster connections between energy planning and climate change resilience

Active Project Service Agreements

- ❖ Municipal Energy Resilience Program

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. Municipalities receive up to 12 hours of GIS services at no charge each year.

Our accounting services are provided to intermunicipal organizations and regional non-profits. These services leverage value and security for CVRPC’s member municipalities, who participate in or contribute funds to the organizations served. CVRPC will continue to provide bookkeeping services and staff support to the Wrightsville Beach Recreation District and assist the Cross Vermont Trails Association with payroll and serve as the fiscal agent for the Central Vermont Medical Reserve Corps.

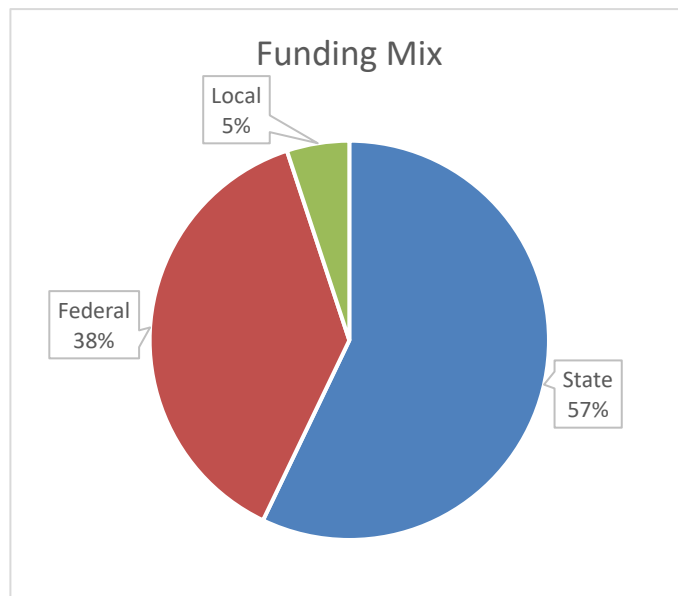
CVRPC welcomes additional requests for assistance throughout the year. Requests are filled on a first come, first served basis based on our capacity.

Resourcing Operations

FINANCE

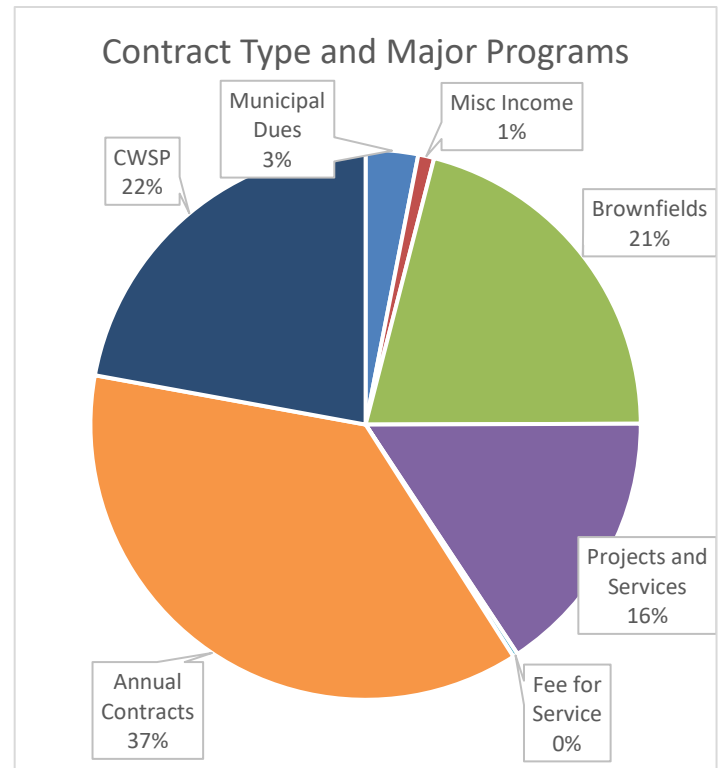
Funding for the Commission’s \$2.9 million budget comes from a combination of core funding sources, special projects, and municipal dues. In FY 26, this includes:

- ❖ \$1,080,850 – Annual contracts through Agency of Conservation and Community Development, Agency of Transportation, Vermont Emergency Management, Agency of Natural Resources.
- ❖ \$450,354 – Contracts with stakeholders for projects and services. This includes storm water



implementation funding, federally funded traffic safety planning, Municipal Energy Resilience program and other projects with project horizons of several years or less.

- ❖ \$650,000 – Operation of the Clean Water Service Provider. Funding is split between project implementation and program administration (85/15).
- ❖ \$665,000 – Facilitation of brownfields assessment and mitigation work. This program has grown significantly in the last year and is primarily pass through for projects.
- ❖ \$8,400 – Direct contracting for fee for services such as subcontracting accounting services for the Cross Vermont Trail and Wrightsville Beach Recreation District
- ❖ \$27,562 – Miscellaneous revenue mostly composed of interest income.
- ❖ \$90,254 – Municipal Dues



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 transportation planning funds that benefit municipalities. The RPC leverages every dollar of municipal dues to bring in over 30 dollars in additional program and project funding.

CVRPC funding is also variable from one year to the next. CVRPC is the Clean Water Service Provider as well as operates a brownfield program with federal funding. These programs provide some stability from one year to the next but are not guaranteed in the long run. The remainder of the CRPC budget is made-up by one time funding tied directly to specific projects or requested services.

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

The Commission has a policy to have six months of operating funds set aside as reserves. Based on the fiscal year 2024 audited net position, CVRPC's reserves currently stand at about eight and a half months. However, our reserves are expected to decrease in the coming years with changing indirect costs. These resources help to cushion the impact of fluctuating funding and help to preserve the Commission's ability to provide services.

Planning equipment purchases include conference room equipment and furnishings, new computers, and lease improvements.

STAFFING

Staffing in FY 26 will include 13 employees comprising 12.5 Full Time Equivalent Positions: Executive Director, Office Manager, Finance Manager, Senior Planners (3), Planners (6), and Assistant Planner (1). 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.

FY26 Staff

Brian Voigt	Senior Planner
Christian Meyer	Executive Director
Dee Gish	Finance Manager
Eli Toohey	Planner
Keith Cubbon	Planner
Lincoln Frasca	Planner
Lorrain Banbury	Planner
Nancy Chartrand	Office Manager
Niki Sabato	Planner
Pamela Sonn	Assts Planner
Reuben MacMartin	Senior Planner
Sam Lash	Planner
Community Planner	Vacant
Fellow	Vacant

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.

<i>Board of Commissioners</i>			
<i>Barre City</i>	<i>Janet Shatney, Sec/Treas</i>	<i>Northfield</i>	<i>Royal DeLegge</i>
	<i>VACANT, alt</i>		<i>VACANT, alt</i>
<i>Barre Town</i>	<i>Alice Farrell</i>	<i>Orange</i>	<i>Lee Cattaneo, Vice Chair</i>
	<i>Phil Cecchini, alt</i>		<i>VACANT, alt</i>
<i>Berlin</i>	<i>Robert Wernecke</i>	<i>Plainfield</i>	<i>Paula Emery</i>
	<i>Karla Nuissl, alt</i>		<i>Bob Atchinson, alt</i>
<i>Cabot</i>	<i>Brittany Butler</i>	<i>Roxbury</i>	<i>Gerry D'Amico</i>
	<i>VACANT, alt</i>		<i>VACANT, alt</i>
<i>Calais</i>	<i>John Brabant</i>	<i>Waitsfield</i>	<i>Alice Peal</i>
	<i>Melanie Kehne, alt</i>		<i>Don La Haye, alt</i>
<i>Duxbury</i>	<i>David Wendt</i>	<i>Warren</i>	<i>Jim Crafts</i>
	<i>VACANT, alt</i>		<i>Adam Zawistowski, alt</i>
<i>E. Montpelier</i>	<i>Zoe Christiansen</i>	<i>Washington</i>	<i>Peter Carbee, Chair</i>
	<i>Clarice Cutler, alt</i>		<i>VACANT, alt</i>
<i>Fayston</i>	<i>Andrew McNealus</i>	<i>Waterbury</i>	<i>Doug Greason</i>
	<i>VACANT, alt</i>		<i>VACANT, alt</i>
<i>Marshfield</i>	<i>VACANT</i>	<i>Williamstown</i>	<i>Richard Turner</i>
	<i>VACANT, alt</i>		<i>Jacqueline Higgins, alt</i>
<i>Middlesex</i>	<i>Ronald Krauth</i>	<i>Woodbury</i>	<i>Michael Gray</i>
	<i>Mitch Osiecki, alt</i>		<i>VACANT, alt</i>
<i>Montpelier</i>	<i>Michael Miller</i>	<i>Worcester</i>	<i>Bill Arrand</i>
	<i>VACANT, alt</i>		<i>VACANT, alt</i>
<i>Moretown</i>	<i>David Stapleton</i>		
	<i>Joyce Manchester, alt</i>		