

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Executive Committee Meeting
DRAFT Minutes
February 2, 2026 Meeting

Present:

<input checked="" type="checkbox"/> Peter Carbee	<input checked="" type="checkbox"/> Doug Greason	<input checked="" type="checkbox"/> Michael Gray
<input type="checkbox"/> Lee Cattaneo	<input checked="" type="checkbox"/> Royal DeLegge	<input checked="" type="checkbox"/> Janet Shatney
<input checked="" type="checkbox"/> Jerry D'Amico		

Staff: Christian Meyer

Guests: Ahsan Ijaz, Ijaz Group

Call to Order: Chair Carbee called the meeting to order at 4:02 pm, roll was called, and a quorum was present.

Adjustments to the Agenda: Commissioner roundtable was moved to occur before the executive session. Introductions were added to allow Barbara Petrie, CVRPC's new office manager, to introduce herself.

Public Comment: No public comments.

Financial Report:

Ahsan Ijaz presented the financial report for December. Peter noted that the report needed to be adjusted to reflect 50% of the year as complete. Ahsan responded to other questions as they arose.

*Commissioner D'Amico **moved** to accept the financials for December, 2025, seconded by Commissioner Gray. **Motion** passed unanimously.*

Janet Shatney joined the meeting at 4:08.

Financial Audit Update:

Christian Meyer noted all information had been submitted to the auditor. Ahsan Ijaz advised the process should speed up from this point.

Contract/Agreement Authorization:

Christian Meyer provided an overview of the contracts outlined in the meeting packet.

Northern Border Regional Commission (NBRC)- GT-25FAC-00047 – 87 State Street, Montpelier Feasibility

*Commissioner Shatney **moved** to authorize the Executive Director to sign the grant agreement, seconded by Commissioner D'Amico.*

Discussion: Commissioner D'Amico asked if this was the same project that Stephen Whitaker of Montpelier had expressed interest in. Staff explained that it was phase two of the same project, but that it had a different funding source.

*The **motion** passed unanimously.*

1 **VT Community Development Program, Community Development Block Grant – Disaster**
2 **Recovery Codes and Policies:**

3 Staff gave an overview of the policies included in the document and how this set of policies will
4 replace previous policies adopted by the CVRPC the last time it had VCDP funding.

5 *Commissioner Shatney **moved** to adopt the updated Organizational Policies and Codes for the*
6 *VCDP Community Development Block Grant – Disaster Recovery program, seconded by*
7 *Commissioner Greason. The **motion** passed unanimously.*

8 **Meeting Minutes:**

9 *Commissioner Shatney **moved** to accept the Meeting Minutes from January 5, 2026, seconded*
10 *by Commissioner Gray. The **motion** passed unanimously.*

11 **Commission Meeting Agenda:**

12 Christian Meyer provided an overview of the draft agenda and added that several new items
13 had surfaced for consideration, but that we likely did not have time to discuss them all. (1)
14 Stephen Whitaker has raised an issue regarding conflict with the Commission taking positions
15 relative to Montpelier's planning work while litigation was still ongoing. Christian stated he felt
16 it was important to present Stephen's argument as well as a legal response before the
17 discussion on letters of support. (2) Christian noted that the agenda should be amended to
18 include minutes from the 1/29/2026 special meeting. (3) Christian noted that Commissioner
19 Brabant had requested that the Board of Commissioners have a longer conversation about the
20 role of the Project Review Committee and its scope of work. Committee members affirmed the
21 need for this agenda item but wanted to make sure enough time was available to have a
22 meaningful discussion. Committee members recommended putting it on the March agenda. (4)
23 The committee also discussed adding an item for CVEDC to provide an update on their priorities
24 going forward and how CVRPC can be supportive. The committee felt there was likely not
25 enough time for this conversation and recommended it be pushed to March. The committee
26 then discussed how they wanted public comments integrated into the agenda and asked staff
27 to identify any boundaries that might impact when and how public comments were included.

28 **Committee Round Table:**

29 Commissioner D'Amico asked about CVRPC organizational filing systems. Staff explained.

30 Commissioner Greason asked about attribution clauses and noted that he will be traveling for
31 the following month.

32 Commissioners asked Christian Meyer to give them a summary of the contracts that were
33 presented under FYI. Staff obliged.

34 Christian also advised that we have received a public records request for commissioner email
35 addresses, and while he is awaiting some feedback on what constitutes the creation of a new
36 document, he is also looking at options for commissioners to have a CVRPC email that could be
37 terminated at the end of their tenure with the organization.

1 **Executive Session:**

2 *Commissioner Gray **moved** to enter executive session, per 1 V.S.A. § 313(a)(3), to discuss*
3 *personnel issues, inviting Christian Meyer to join for the first part, seconded by Janet Shatney.*
4 *The **motion** passed unanimously.*

5 The Committee entered executive session at 5:14 PM

6 *Commissioner D'Amico **moved** to exit executive session, seconded by Commissioner Shatney,*
7 *The **motion** passed unanimously.*

8 The Committee exited executive session at 5:45 with no action taken.

9 *Commissioner D'Amico **moved** to adjourn, seconded by Commissioner Gray. The **motion** passed*
10 *unanimously.*

11 *Chair Carbee adjourned the meeting at 4:46 PM.*

12
13 Respectfully submitted,

14 Christian Meyer, Executive Director