

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
2 REGULAR MEETING MINUTES  
3

4 Date: Wednesday, October 19, 2016  
5 Time: 6:00 p.m.  
6 Place: CCRPC offices at 110 W. Canal Street; Suite 202; Winooski, Vt 05404  
7 Present: Bolton: Joss Besse Buel's Gore: Absent  
8 Burlington: Absent Charlotte: Absent  
9 Colchester: Marc Landry Essex: Jeff Carr  
10 Essex Jct.: Dan Kerin (6:03) Hinesburg: Andrea Morgante  
11 Huntington: Barbara Elliott Jericho: Catherine McMains  
12 Milton: Absent Richmond: Absent  
13 St. George: Absent Shelburne: John Zicconi  
14 So. Burl: Chris Shaw Underhill: Brian Bigelow  
15 Westford: Dave Tilton (6:20) Williston: Chris Roy  
16 Winooski: Mike O'Brien VTrans: Amy Bell  
17 Bus/Industry: Absent Socio/Econ/Housing: Justin Dextrateur  
18 Cons/Env.: Absent

19 Others: Michelle Boomhower, VTrans Director, Policy, Planning & Intermodal Dev. Division  
20 Kevin Marshia, VTrans Director & Chief Engineer, Highway Division  
21 Danielle Owczarski, Dept. of Environmental Conservation  
22 Robert Chase, Senior Economist, Economic & Policy Resources  
23 Kurt Johnson, Underhill

24 Staff: Charlie Baker, Executive Director Dan Albrecht, Sr. Planner  
25 Jason Charest, Sr. Trans. Planning Eng. Eleni Churchill, Trans. Program Mgr.  
26 Forest Cohen, Business Manager Marshall Distel, Trans. Planner  
27 Chris Dubin, Trans. Planner Bernie Ferenc. Trans. Business Mgr.  
28 Christine Forde, Sr. Trans. Planner Melanie Needle, Sr. Planner  
29  
30

- 31 1. Call to order; Changes to the Agenda. The meeting was called to order at 6:00 p.m. by the Chair,  
32 Chris Roy. There were no changes to the agenda.  
33  
34 2. Public Comment Period on items NOT on the agenda. There were none.  
35  
36 3. Action on consent agenda. There were no consent agenda items.  
37  
38 4. Approve Minutes of September 21, 2016 CCRPC Meeting. JEFF CARR MADE A MOTION TO APPROVE  
39 THE MINUTES OF SEPTEMBER 21, 2016 WITH EDITS. CATHERINE McMAINS SECONDED AND THE  
40 MOTION CARRIED UNANIMOUSLY.  
41  
42 5. VTrans Update. Michele Boomhower, Director of Policy, Planning and Intermodal Development  
43 Division and Kevin Marshia, Director and Chief Engineer of the Highway Division updated board  
44 members on VTrans. The PowerPoint presentation can be found on our website at:  
45 [http://www.ccrpcvt.org/wp-content/uploads/2016/02/VTrans-Presentation-CCRPC-Outreach-](http://www.ccrpcvt.org/wp-content/uploads/2016/02/VTrans-Presentation-CCRPC-Outreach-Meeting-Presentation.pdf)  
46 [Meeting-Presentation.pdf](http://www.ccrpcvt.org/wp-content/uploads/2016/02/VTrans-Presentation-CCRPC-Outreach-Meeting-Presentation.pdf)  
47

- 1 Lamoille Tactical Basin Plan, RPC Review Draft. a. Danielle Owczarski of the Department of  
2 Environmental Conservation, gave a presentation on the Lamoille Tactical Basin Plan, RPC draft. The  
3 PowerPoint presentation can be found on our website at: Lamoille Basin Plan direct link:  
4 <http://www.ccrpcvt.org/wp-content/uploads/2016/02/Lamoille-Tactical-Basin-Plan-Draft.pdf>  
5
- 6 b. The Vermont Clean Water Act (Act 64) requires Regional Planning Commissions to provide input  
7 to the Secretary of the Agency of Natural Resources on basin plans. In order to provide formal  
8 input to the Draft Lamoille Tactical Basin Plan, we are required by our contract with ANR to hold  
9 a public hearing of our board. BRIAN BIGELOW MADE A MOTION, SECONDED BY CATHERINE  
10 McMAINS, TO WARN A PUBLIC HEARING FOR THE LAMOILLE TACTICAL BASIN PLAN RPC  
11 COMMENTS FOR WEDNESDAY, NOVEMBER 16, 2016 AT 6:00 P.M. Charlie noted that the State  
12 Treasurer is developing recommendations for long-term funding for water quality. There was  
13 brief discussion that this is the RPC comment draft and that there will be a final draft issued by  
14 November 1<sup>st</sup>. VOTE: MOTION CARRIED UNANIMOUSLY.  
15
- 16 6. County population projections – first draft – Economic & Policy Research (EPR). Charlie noted  
17 that Bob Chase, Sr. Economist at EPR will present initial Chittenden County Population Forecast  
18 Estimates. This is the first step in updating the Transportation Demand Model which will be  
19 used to update the Metropolitan Transportation Plan. As described in the cover memo, at the  
20 same time we are starting work on the Energy Plan which is using a different population  
21 projection; and both of these are different from our ECOS Plan projections. The population  
22 estimates are different due to the types of methodology employed to arrive at these estimates.  
23 Mr. Chase said this is the initial forecast for Chittenden County and is a pretty critical input into  
24 the travel demand model for the MTP. This is the beginning part of the forecast in the county.  
25 They show population projections in five-year increments between 2015-2040; and then by age  
26 cohort for both Chittenden County and the State of Vermont. It begins with 161,382 in 2015  
27 and is expected to grow at a moderate pace and end up in 2040 with 169,537 or about 0.20%  
28 average annual increase. This is slightly higher than the state average of 0.17%. The state  
29 projection was generated by using the Statewide Population Forecast and using a straight  
30 statistical algorithm. The County forecast employed a statistical shares approach, which gives us  
31 a baseline to begin discussions. Jeff Carr noted that he is not working on this, but noted that  
32 there has been a decline in birthrates and a decline in population statewide, as well as less  
33 economic in-migration. Brief discussion ensued.  
34
- 35 7. Energy Standards Comments. Charlie noted we are under contract with DPS to do an Energy  
36 Plan. Since the packet was sent out the Energy Committee met last night. Melanie distributed  
37 revised comments regarding the proposed Energy Plan Standards from DPS (attached to these  
38 minutes). Melanie reviewed each comment. Dan Kerin noted that Robin Pierce was concerned  
39 about allowing renewable energy units on conserved land, when money has been spent to  
40 conserve that land. Melanie said that is correct. However, in certain instances a landowner is  
41 permitted to add renewable energy sources to their conserved land if it is for their own use. So  
42 rather than try to label each parcel of conserved land to show which might be eligible or not,  
43 this falls under the Level 2 which does not preclude this use, but indicates that further  
44 investigation is required. MICHAEL O'BRIEN MADE A MOTION THAT WE ACCEPT THE  
45 RECOMMENDED COMMENTS AND PASS THEM ON TO THE DEPARTMENT OF PUBLIC SERVICE.  
46 ANDREA MORGANTE SECONDED. Jeff Carr would like to discuss Robin's concern a little more,  
47 but we really don't have time. Catherine McMains said the Energy Sub-committee has talked  
48 about conserved land as well, but they felt because of the timeline we're working under, this

1 will not be the final product and we'll have another opportunity to comment on these  
2 standards. Jeff Carr suggested that board members be given an overview of what is coming at  
3 us in the next six months that we'll have to deal with. He's concerned that we're being asked to  
4 take action on items we haven't heard about. Charlie has tried to provide a preview of  
5 upcoming items verbally, but offered that we will add these things to the back of the agenda.  
6 MOTION CARRIED UNANIMOUSLY.  
7

- 8 8. CCRPC Municipal Dues for FY18. Charlie noted that each year we do a re-evaluation of the  
9 municipal dues based on new grand lists. The Executive Committee is recommending no overall  
10 increase in the FY18 dues. There are some shifts in dues amounts because of changes in the  
11 grand list, so there may be increases or decreases by municipality. Andrea Morgante would like  
12 information about population of each town on this spreadsheet. MARC LANDRY MADE A  
13 MOTION, SECONDED BY JEFF CARR, TO ACCEPT THE DUES ALLOCATION FOR FY18. MOTION  
14 CARRIED UNANIMOUSLY.  
15

- 16 9. Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of  
17 Municipal Plan revisions. Regina could not be here, but Charlie noted that there were some  
18 changes in the legislation for reviewing town plans so staff in consultation with the PAC have  
19 proposed amendments to CCRPC's guidelines. The amendments include:

- 20 • An additional simplified process for a Town Plan amendment (as opposed to re-adoption  
21 which extends the timeframe of the plan and requires consistency with all new statutory  
22 goals and elements.) We are recommending a very simplified amendment process where  
23 staff would review the amendment and make a determination about whether or not the  
24 amendment would put the standing CCRPC approval and confirmation in jeopardy. The  
25 amendments will still be on the PAC agenda for their information, but not action.
- 26 • Replacement of Appendix A with a more simple ACCD form (with reference to latest  
27 legislative changes).
- 28 • Change 5 year expiration to 8 years.
- 29 • Additional language was added for the new plan implementation program. CCRPC must  
30 confirm that the plans are being implemented when they confirm the municipal planning  
31 process.

32 Any other changes were housekeeping changes. JOHN ZICCONI MADE A MOTION, SECONDED  
33 BY CATHERINE McMAINS, TO ACCEPT THE CHANGES TO CCRPC'S GUIDELINES AND STANDARDS  
34 FOR CONFIRMATION OF MUNICIPAL PLANNING PROCESSES AND APPROVAL OF MUNICIPAL  
35 PLANS. MOTION CARRIED UNANIMOUSLY.  
36

- 37 10. Chair/Executive Director's Updates.

- 38 a. Charlie noted that our financial assistant just resigned, so we are looking for a new one.
- 39 b. The regional dispatch consultant will be up next week to interview fire and rescue chiefs in  
40 all municipalities in Chittenden County.
- 41 c. We did get the brownfields grant and are looking for sites to do brownfields assessments.  
42 We have four projects currently under consideration.
- 43 d. The legislative breakfast will be December 13<sup>th</sup> at 7:30 a.m. at the Double Tree.
- 44 e. Members should have received the Executive Director's report on Friday.  
45

- 46 11. Committee/Liaison Activities & Reports. Various committee meeting minutes were included in  
47 the meeting packet.  
48

1       12. Members' Items: Andrea Morgante invited members to the Lewis Creek Association annual  
2       gathering on Sunday, October 23<sup>rd</sup> at the Charlotte Central School Gym. The program is  
3       "Climate Change, Water Quality and Lake Champlain."  
4

5       13. Adjournment. JEFF CARR MADE A MOTION, SECONDED BY JOSS BESSE, TO ADJOURN THE  
6       MEETING 2 HOURS AND 56 MINUTES AFTER IT BEGAN. (8:56 P.M.) MOTION CARRIED  
7       UNANIMOUSLY.  
8

9       Respectfully submitted,

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12       Bernadette Ferenc