

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 EXECUTIVE COMMITTEE
3 MEETING MINUTES
4 DRAFT
5

6 DATE: Wednesday, March 7, 2018
7 TIME: 5:45 p.m.
8 PLACE: CCRPC Offices; 110 W. Canal St., Suite 202; Winooski, VT 05404
9 PRESENT: Chris Roy, Chair Mike O'Brien, Vice-Chair
10 Brian Bigelow, Secretary-Treasurer Andy Montroll, Immediate Past Chair
11 Barbara Elliott, At-Large (via skype)
12

13 The meeting was called to order at 5:45 p.m. by the chair, Chris Roy.
14

- 15 1. Changes to the agenda, Members' Items. There were none.
16
17 2. Approval of February 21, 2018 Executive Committee Meeting Minutes. (Because of inclement
18 weather the February 7th Executive Committee meeting was postponed to February 21st.) MIKE
19 O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE MINUTES OF
20 FEBRUARY 21, 2018 WITH CORRECTIONS, IF ANY. Barbara Elliott asked to clarify line 39 on page 1 to
21 say "That Act 250 permit was denied..." Chris Roy asked what the blank on page 2, line 28 should
22 be. Charlie noted it was ACCD. THE MOTION WAS CARRIED UNANIMOUSLY TO APPROVE THE
23 MINUTES AS CORRECTED.
24
25 3. Act 250 & Section 248 Applications.
26 a. Intervale Center, Burlington; Application#4C1206-4. Regina noted that the packet included a
27 site plan and a spreadsheet showing the uses that they'd like to change. We don't have any
28 issues with any of these and there are no transportation comments. BRIAN BIGELOW MADE A
29 MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER TO THE D.E.C. MOTION
30 CARRIED UNANIMOUSLY. Mike O'Brien pointed out that "goads" on first page should probably
31 be "roads."
32 b. Philbrik Family Revocable Trust; Jericho – Application #4C0041-1. This is a small two-lot
33 subdivision where lot #1 will be 1.16 acres where an existing 5-bedroom residence will remain;
34 and Lot #2 will be 1.00 acres with a proposed 4-bedroom residence to be constructed. There
35 will be a hearing because a neighbor is questioning it, as it is a part of an existing permit. We do
36 not have an issue with it. ANDY MONTROLL MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO
37 APPROVE THE LETTER TO THE D.E.C. MOTION CARRIED UNANIMOUSLY.
38
39 4. Review Changes to the draft ECOS Plan. Regina distributed new copies of the comments received
40 on the 1st Draft ECOS Plan. The blue highlighted cells are reminders for staff to determine action.
41 Yellow highlights indicate areas staff would like input from the Long Range Planning Committee
42 (LRPC). Peach highlights are the new comments received since the packet was emailed. Regina
43 reviewed all highlighted comments:
44 • Line 6 questions information in Health intro in the main document.
45 • Line 19 asks for necessary compliance language re. Act 171 – forestry/habitat blocks and
46 connectivity planning. This was mentioned by Marty Illick, ANR and Andrea Morgante. Staff
47 met yesterday with ANR staff to determine what we need to include in our plan.

- 1 • Lines 20-36 are comments from Vermont Gas Systems (VGS). Many of them talk about
2 “renewable natural gas” (RNG) and the Energy Committee discussed this at great length and
3 does not feel we should include it in our plan. In VGS definition RNG includes methane captured
4 from landfills, cow power and other types of gas that happen and can be captured. Members
5 discussed possible alternative language such as biogas, sustainable renewable natural gas, which
6 are broader terms.
- 7 • Line 20, VGS asks to include the following in the introduction in the main document. “it is not
8 intended to be a prescriptive planning tool supporting or opposing any specific projects and it is
9 important for the Commission and its municipalities to maintain flexibility in their future
10 planning initiatives.” Members feel this is too broad a statement and should not be included.
- 11 • Line 30, VGS asks to include a similar statement in Supplement 3, ECOS Plan Policies and Maps.
12 Staff will suggest we not include it but the LRPC will review tomorrow. When she talked to VGS
13 staff before she received their comments, they were worried that someone could use this
14 against any type of new development, or adding customers to existing lines, etc. Regina feels
15 our language will not prohibit any of these developments.
- 16 • Line 41, ANR suggests adding more language about source and management of woody biomass
17 and provide a description of the Woody Biomass Resource Areas map.

18

19 Eleni Churchill noted that we received a lot of comments from VTrans with suggestions for
20 clarification in the MTP. One specific area was in the list of projects which are shown as short-term
21 (through 2025), medium-term (through 2035) and long-term (through 2050). The TAC had a very
22 good discussion this morning revising some of the projects from short-term to short/medium term
23 because some of the elements of the project could be done sooner, but some later. VTrans also
24 asked us to describe what the list is and what it is not. Eleni was able to update the list this
25 afternoon and members will see it in the second public hearing draft next week. Charlie noted that
26 this is the opportunity for our region to have some input as to our priorities to go into the state
27 Capital Program. VTrans is revising its project prioritization process and also developing a guide as
28 to how a project can get into the Capital Program. Eleni noted that these projects are the needs of
29 our communities. The last major thing is to make sure we include our Active Transportation Plan
30 and the ITS Plan by reference in the MTP. Eleni noted other comments received since the public
31 hearing:

- 32 • Lines 54 and 55 summarize comments received at the public hearing from Deb Sachs and David
33 Blittersdorf.
- 34 • Line 57 summarizes comments from Bard Hill on the top 10 actions list regarding health care
35 and autonomous vehicles.
- 36 • Line 65 was a comment from staff after reviewing a new solar application on an existing parking
37 lot and we wanted to review the plan to be sure it was allowed.
- 38 • Line 67 – the future land use map is amended to include Underhill zoning changes approved at
39 town meeting.
- 40 • Lines 68-84 are additional written comments received from Deb Sachs. Staff feels that these are
41 things that might be able to be included in future iterations of the plan.
- 42 • Lines 85-102 are comments from Hans Ohanian of Charlotte. His biggest issue is that he
43 disagrees with the methodology we used or the information we received from the state. We did
44 incorporate some of these in the plan, but others we just can’t do.

45

46 When asked what action the Executive Committee needs to take, Regina suggested they
47 recommend the board warn the 2nd public hearing for May. MIKE O’BRIEN MADE A MOTION,

- 1 SECONDED BY BRIAN BIGELOW, TO RECOMMEND THESE CHANGES TO THE BOARD AND THAT THE
2 BOARD WARN A SECOND PUBLIC HEARING FOR THE MAY 16, 2018 MEETING. MOTION CARRIED
3 UNANIMOUSLY.
4
- 5 5. Vermont Climate Pledge Coalition. Charlie noted we're trying to follow through on Chris Shaw's
6 request on behalf of South Burlington to have the CCRPC board consider joining the Vermont
7 Climate Pledge Coalition. Chris wanted to include joining the coalition in the ECOS plan, in response
8 to the U.S. pulling back from the Paris Agreement. Members reviewed the memo from Melanie
9 Needle. It was noted that only Burlington and South Burlington are currently members of the
10 coalition along with several business and organizations. Staff did not feel we could join without
11 input from the Executive Committee. Charlie asked members how they felt and whether this should
12 go to the board. After a brief discussion, ANDY MONTROLL MADE A MOTION, SECONDED BY
13 BARBARA ELLIOTT, TO ADD THIS TO THE FULL BOARD AGENDA AND RECOMMEND THAT THIS BE
14 REFERRED TO THE ENERGY SUBCOMMITTEE TO TAKE A HARDER LOOK AT IT. MOTION CARRIED
15 UNANIMOUSLY.
16
- 17 6. Chair/Executive Director's Report.
- 18 a. UPWP Update. We are about 2/3 of way through the process. Right now staff are putting in
19 hours for each task to get the funding needs. The next UPWP committee meeting will be held
20 on March 22nd and at the April Executive Committee meeting we should have a good draft to
21 warn a public hearing in May. There will probably be adjustments to the elderly and disabled
22 transit service as there have been unforeseen cost increases this fiscal year. We have about
23 11% user rate in Chittenden County, which is low compared to other regions.
24 b. ECOS Annual Report. Charlie noted a copy was included in the meeting packet. He reviewed
25 the data contained in the report.
26 c. Regional Dispatch Update. Charlie noted that six out of seven towns voted in favor of forming a
27 Union Municipal District, with only Shelburne voting it down. The next steps include signing on
28 to the UMD, and start to work out the details of potential costs and budgets. It may start out
29 with just dispatchers and chiefs. CCRPC has been acting as the fiscal agent, but it is unclear if we
30 will continue or if a municipality will want to take on payroll, etc. This will take 12-24 months.
31 d. Legislative Update.
- 32 i. Charlie noted that S.260 is a clean water bill that has gone through several changes and he's
33 not sure what happened with it. He thinks at best they will recommend a group come up
34 with long-term funding stream.
35 ii. We did okay with Senator Pearson to work out Water Basin Planning Block Grants. There
36 was a funding gap between basin planning and identifying projects.
37 iii. The electronic notification bill sailed through the House.
38 iv. The Transportation Bill needs to be amended to include Exit 14 traffic signals using Earmark
39 funds as VTrans didn't realize these were ready for construction.
40 v. The House Transportation Committee may be putting something in a bill that would ask
41 CCRPC to look at regional airport governance. He's not sure that will go anywhere.
42
- 43 7. Agenda Review for March 21, 2018 Board Meeting. Members reviewed the proposed agenda and
44 added Vermont Climate Pledge Coalition and Charlotte Town Plan approval and certification of
45 planning process.
46
- 47 8. Other Business. There was no other business.
48

1 9. Executive Session. MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO GO INTO
2 EXECUTIVE SESSION AT 6:42 P.M. FOR THE PURPOSE OF THE EXECUTIVE DIRECTOR ANNUAL
3 EVALUATION. MOTION CARRIED UNANIMOUSLY. Chris noted that the Executive Committee would
4 meet first without Charlie and then ask him to join them.

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6 A MOTION WAS MADE BY MIKE O'BRIEN, SECONDED BY ANDY MONTROLL, TO COME OUT OF
7 EXECUTIVE SESSION AT 7:22 P.M. MOTION CARRIED UNANIMOUSLY.

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9 10. Adjournment. MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO ADJOURN AT
10 7:23 P.M. MOTION CARRIED UNANIMOUSLY.

11 Respectfully submitted,

12 Bernadette Ferenc
13
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DRAFT